



# VIRGINIA BEACH CITY PUBLIC SCHOOLS

## CHARTING THE COURSE

### School Board Services

Carolyn T. Rye, Chair  
District 5 - Lynnhaven

Kimberly A. Melnyk, Vice Chair  
District 7 – Princess Anne

Beverly M. Anderson  
At-Large

Sharon R. Felton  
District 6 – Beach

Jennifer S. Franklin  
District 2 – Kempsville

Dorothy M. Holtz  
At-Large

Laura K. Hughes  
At-Large

Victoria C. Manning  
At-Large

Jessica L. Owens  
District 3 – Rose Hall

Trenace B. Riggs  
District 1 – Centerville

Carolyn D. Weems  
District 4 - Bayside

Aaron C. Spence, Ed.D., Superintendent

### **School Board Regular Meeting Proposed Agenda** **Wednesday, November 9, 2022**

School Administration Building #6, Municipal Center  
2512 George Mason Drive  
P.O. Box 6038  
Virginia Beach, VA 23456  
(757) 263-1000

Public seating will be made available on a first-come, first-served basis. Members of the public will also be able to observe the School Board Meeting through livestreaming on [www.vbschools.com](http://www.vbschools.com), broadcast on VBTV Channel 47, and on Zoom through the link below.

Attendee link: [https://us02web.zoom.us/webinar/register/WN\\_c2XR\\_LrMQV6Ap0AHI-PfEA](https://us02web.zoom.us/webinar/register/WN_c2XR_LrMQV6Ap0AHI-PfEA) Call-in (301) 715-8592 ID 836 0268 4725

The School Board's expectations regarding decorum, order and public comments can be found in School Board Bylaws [1-47](#) and [1-48](#). Public comment is always welcome by the School Board through their group e-mail account at [SchoolBoard@VBCPSboard.com](mailto:SchoolBoard@VBCPSboard.com) or by request to the Clerk of the School Board at (757) 263-1016. Requests for accommodations should be discussed with the Clerk of the Board by 9:00 a.m. on November 7, 2022.

1. **Administrative, Informal, and Workshop (School Board Chambers) ..... 4:00 p.m.**
  - A. School Board Administrative Matters and Reports
  - B. Facilities Update
  - C. Canvas Update
2. **Closed Session (as needed)**
3. **School Board Recess .....5:30 p.m.**
4. **Formal Meeting (School Board Chambers) .....6:00 p.m.**
5. **Call to Order and Roll Call**
6. **Moment of Silence followed by the Pledge of Allegiance**
7. **Student, Employee and Public Awards and Recognition**
8. **Adoption of the Agenda**
9. **Superintendent's Report (second monthly meeting)**
10. **Approval of Meeting Minutes**
  - A. October 25, 2022 Regular School Board Meeting
11. **Public Comments (until 8:00 p.m.)**

The School Board will hear public comments at the November 9, 2022 School Board Meeting. Citizens may sign up to speak by completing the [online form here](#) or contacting the School Board Clerk at 263-1016 and shall be allocated three (3) minutes each. Sign up for public speakers will close at noon on November 9, 2022. Speakers will be provided with further information concerning how they will be called to speak. In person speakers should be in the parking lot of the School Administration Building, 2512 George Mason Drive, Building 6, Municipal Center, Virginia Beach, Virginia 23456 by 5:45 p.m. November 9, 2022. Speakers signed up to address the School Board through Zoom or by telephone should be signed into the School Board Meeting by 5:45 p.m. All public comments shall meet School Board Bylaws, 1-47 and 1-48 requirements for Public Comment and Decorum and Order.
12. **Information**
  - A. New Courses:
    1. MYP Physics
    2. IB DP Sports, Exercise, and Health Science



3. AP Physics C: Electricity and Magnetism
4. Honors World History and Geography
5. AP Precalculus
6. Foundations of Police Science
7. Renewable Energy Technologies I & II

**13. Return to public comments if needed**

**14. Consent Agenda**

- A. Resolution: American Education Week
- B. Recommendation of General Contractor:
  1. Pembroke and Trantwood Elementary Schools MUAU Replacement
  2. Thalia Elementary School HVAC Replacement
- C. Policy Review Committee Recommendations:
  1. Policy 3-51/School Activity Funds/Internal Accounts
  2. Policy 5-9/Age of Entrance /Kindergarten
  3. Policy 5-14/School Attendance Zones
  4. Policy 6-13/School Day
  5. Policy 7-57/Vehicles. Motorized Devices and Animals on School Grounds

**15. Action**

- A. Personnel Report / Administrative Appointments **Updated 11/10/2022**
- B. Budget FY 21/22 Resolution Regarding Reversion and Revenue Sharing Formula Reconciliation **Added 11/07/2022**
- C. Calendar Adjustment
- D. Policy Review Committee Recommendations:
  1. Bylaw 1-1/Authority and Title
  2. Bylaw 1-2/Corporate Seal
  3. Bylaw 1-3/Powers and Duties
  4. Bylaw 1-4/Responsibilities of the School Board
  5. Bylaw 1-5/Legal Counsel
  6. Bylaw 1-6/Fiscal Agent
  7. Bylaw 1-8/Composition/Election/Term of Office
  8. Bylaw 1-10/Ineligibility for Office
  9. Bylaw 1-12/Oath of Office
  10. Bylaw 1-13/Orientation/In Service Programs
  11. Bylaw 1-14/Compensation and Expenses
  12. Bylaw 1-15/Vacancies
  13. Bylaw 1-16/Removal from Office
  14. Bylaw 1-17/Publications Regarding School Board
  15. Bylaw 1-18/Officers: Election and Term of Office
  16. Bylaw 1-19/Duties of Chair/Vice Chair
  17. Bylaw 1-20/Duties of Clerk/Deputy Clerk/Bonds of Oath
  18. Bylaw 1-21/Officers: Vacancies
  19. Bylaw 1-23/Authority of Members
  20. Bylaw 1-24/Conflict of Interest/Immunity/Disclosure Statemen of Personal Interest/Economic Advisory Interest
  21. Bylaw 1-34/Annual Report
  22. Bylaw1-43/School Board Meeting Minutes and Maintenance of Meeting Documents/Posting of Meeting Minutes
  23. Bylaw 1-45/School Board Minutes Retention Schedule
  24. Appendix C

**16. Committee, Organization or Board Reports**

**17. Return to Administrative, Informal, Workshop or Closed Session matters**

**18. Adjournment**



**Subject:** Facilities Update **Item Number:** 1B

**Section:** Consent **Date:** November 9, 2022

**Senior Staff:** Jack Freeman, Chief Operations Officer, Department of School Division Services

**Prepared by:** Melisa A. Ingram, Executive Director, Facilities Services

**Presenter(s):** Melisa A. Ingram, Executive Director, Facilities Services

**Recommendation:**

The Department of School Division Services, Office of Facilities Services will provide the School Board with a facilities update.

**Background Summary:**

The Facilities Update will include a discussion regarding past and future funding of the Capital Improvement Program (CIP), an update on our replacement school projects planning, and long-range Capital Improvement Program (CIP) needs.

**Source:**

School Board Policy 3-90

**Budget Impact:**



**Subject:** Canvas Learning Management System Update **Item Number:** 1C

**Section:** Administrative, Informal, and Workshop **Date:** November 9, 2022

**Senior Staff:** Kipp D. Rogers, Ph.D., Chief Academic Officer, Department of Teaching and Learning

**Prepared by:** Sharon L Shewbridge, Ph.D., Director, Instructional Technology

**Presenter(s):** Sharon L. Shewbridge, Ph.D., Director, Instructional Technology

**Recommendations:**

That the School Board receive an update related to the Canvas Adoption.

**Background Summary:**

We will provide an update to the adoption of Canvas as the learning management system in the division.

**Source:**

N/A

**Budget Impact:**

Adopting a new schedule has the potential to save costs associated with staffing. Exact amounts are undetermined currently. The Virginia Department of Education will pay for use of the Canvas Learning Management System service which is approximately 2.5 million dollars over five years.



**Subject:** Approval of Minutes **Item Number:** 10A

**Section:** Approval of Meeting Minutes **Date:** November 9, 2022

**Senior Staff:** N/A

**Prepared by:** Regina M. Toneatto, School Board Clerk

**Presenter(s):** Regina M. Toneatto, School Board Clerk

**Recommendation:**

That the School Board adopt the following set of minutes as presented:

- A. October 25, 2022 Regular School Board Meeting

**Background Summary:**

N/A

**Source:**

Bylaw 1-40

**Budget Impact:**

N/A



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Aaron C. Spence, Ed.D., Superintendent

## **School Board Regular Meeting MINUTES Tuesday, October 25, 2022**

School Administration Building #6, Municipal Center  
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(757) 263-1000

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Attendee link: [https://us02web.zoom.us/webinar/register/WN\\_Us70w9QqQpatusrNRLaLoQ](https://us02web.zoom.us/webinar/register/WN_Us70w9QqQpatusrNRLaLoQ)

Call-in (301) 715-8592 ID 821 7414 3826

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- 1. Administrative, Informal, and Workshop:** Chair Rye convened the Administrative, Informal, and Workshop session at 4:00 p.m. on the 25<sup>th</sup> day of October 2022 and announced members of the public will be able to observe the School Board meeting through live streaming on [vbschools.com](http://vbschools.com), broadcast on VBT Channel 47 and on Zoom. It is the School Board's protocol to break at 5:30 p.m. to prepare for the Formal Session at 6:00 p.m. At 5:30 p.m., the School Board will conclude unless the School Board votes to continue to no later than 5:45 p.m. to allow the School Board and the School Administration to prepare for the Formal Session of the School Board Meeting.

In addition to Superintendent Spence, the following School Board members were present in the Einstein Lab: Chair Rye, Vice Chair Melnyk, Ms. Anderson, Ms. Felton, Ms. Franklin, Ms. Holtz, Ms. Hughes (arrived at 4:06 p.m.), Ms. Manning, Ms. Owens (arrived at 4:10 p.m.), Ms. Riggs, and Ms. Weems (arrived at 4:06 p.m.)

- A. School Board Administrative Matters and Reports:** There were no administrative matters or reports discussed at the Administrative, Informal, and Workshop session.
- B. Budget FY 21/22 Resolution Regarding Reversion and Revenue Sharing Formula Reconciliation:** Crystal Pate, Chief Financial Officer presented the School Board information regarding the FY2021/22 Reversion and Revenue Sharing Formula Reconciliation; reviewed the breakdown of the School Division's reversion funds; approximately \$15.7 million – School Operating fund reversion excluding any of the revenue variances for the fiscal year and excluding debt services; noted the reversion amount represents 1.8% of the schools operating budget; mentioned the practice in government budgeting to not spend to zero, to leave funding available for unanticipated costs (increase in fuel, utilities, etc.); unexpended debt service of approximately \$3.7 million; federal revenue over budget by approximately \$3.6 million; state revenue came in under budget by approximately \$20.6 million as a result of lower than projected March 31<sup>st</sup> ADM and a significant increase in sales tax revenue; sales tax revenue over budget by approximately \$16.3 million; other revenue over budget by approximately \$1.6 million; the athletic fund reversion of approximately \$296,000; Green Run Collegiate reversion of approximately \$409,000; total fiscal year 2022 unaudited reversion \$21,071,766; noted – in the State of Virginia, unexpended local funds in any year shall remain part of the funds of the governing body appropriating the funds for use the next year. Reviewed the Revenue Sharing Formula true up – the initial revenue sharing formula true up was \$25,580,742; noted the FY2021/22 city revenues outperformed the budget; the revised revenue sharing formula true up is \$27,222,401; the net available for reappropriation \$48,294,167; noted funds to be used for one-time expenditures not for ongoing expenditures (i.e., raises); reviewed the proposed spending plan - Capital

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Improvement Program: \$33,652,508, School Reserve fund for use in the FY2023/24 CIP: \$11,000,000, Risk Management fund: \$2,000,000.

The presentation continued with questions and comments regarding use of reversion funds; clarity on use of funds – not sustainable for raises since funds for one-time use; incentive pay for tutoring – funds in budget already; compensation for teachers - bonus; teacher concerns regarding Canvas and Master Connect; using different platforms and challenges; Capital Improvement Plan; teacher workday; reference to Monday planning days during pandemic, waivers on instructional time; high school teachers need for workday in January; additional money for teachers; additional day of leave (all staff); PPEA (Public-Private Education Facilities and Infrastructure Act projects); debt service; City Council and CIP funds; instructional days; presentation to City Council on how to spend funds; Chair Rye mentioned the budget conversation would continue during the formal meeting.

- C. “Your Voice” – Enhanced Employee Input Process: Edie Rogan, Director, Office of Employee Relations provided the School Board the suggested employee input meeting timeline and content; Cheryl Woodhouse, Chief Human Resources Officers provided brief comments, thanked committee members including School Board members, Ms. Anderson and Ms. Franklin, and then introduced Ms. Rogan; Ms. Rogan reviewed the outline for the presentation; overview of current employee input process – biennial web-based survey, information shared with Senior Leadership, recommendations, actions, responses shared with School Board; enhanced employee input process adding annual City-Wide meetings; employee input meetings 2022-2023 school year: active employees are invited to participate, employees are limited to attending one session (either face-to-face or via Zoom), employee will be asked to register for meetings in advance; email communication to be sent this evening; registration to close a week before the scheduled meeting; small group facilitated meetings to focus on what is working well (glows), and areas for improvement with a solution focus (grows); feedback cards will be available for employees to submit ideas; meeting dates – November 2022: Friday, November 18 at 9:00 a.m. (face-to-face meeting at Plaza Annex), Monday, November 21 at 6:00 p.m. (face-to-face meeting at Plaza Annex), and Tuesday, November 29 at 5:30 p.m. (virtual meeting via Zoom); January 2023: Tuesday, January 24 at 5:30 p.m. (virtual meeting via Zoom) and Wednesday, January 25 at 5:30 p.m. (face-to-face meeting at Plaza Annex); reviewed timeline for enhanced employee input process.

The presentation continued with questions and comments regarding employees who participated in November meetings to participating again in January meetings if openings available; encourage employees to participate; meetings scheduled for specialty groups; possibility of employees being compensated for participating – difficult since participants are anonymous; collective bargaining; and enhanced employee input process to provide feedback.

- D. PALS Data, Instructional Update, and Transfer Goals: Lorena Kelly, Ph.D., Executive Director of Elementary Teaching and Learning provided the School Board an update on the Spring PALS data, instructional updates, and transfer goals; reviewed what is PALS; used to identify students for intervention, provide specific data regarding foundational literacy skills, target skills to support differentiated small group instruction; mentioned which groups of students are screened; reviewed PALS Spring 2022 Results – percent of students scoring at or above PALS benchmark – VBCPS data – Kindergarten: 85%, Grade 1: 81%, Grade 2: 76% (high benchmark not included), Grade 3: 53% (optional grade 3); reviewed comparison data from Spring 2019 (pre-pandemic), Spring 2021, and Spring 2022; reviewed PALS growth in VBCPS –

	2020-2021			2021-2022		
	Fall	Spring	*Growth	Fall	Spring	*Growth
<b>Kindergarten</b>	24%	20%	+4	19%	15%	+4
<b>Grade 1</b>	25%	32%	-7	26%	19%	+7
<b>Grade 2</b>	31%	30%	+1	32%	24%	+8



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Noted, \*growth – fewer students identified as needing support; instructional update – supporting teachers; teaching and learning framework – plan (respond), teach (respond), assess (respond); graduate profile, *Compass to 2025 Strategic Framework* (Goal 1 – Educational Excellence, Goal 2 – Student Well-Being, Goal 3 – Student Ownership of Learning), Future Ready Students; shared available teacher resources (course landing pages); overview of transfer goals – long term in nature and intended to establish a purpose and relevance for students, provide the foundation of content learning, learning goals are measured when students independently demonstrate knowledge and skills; shared example of draft PreK-12 transfer goals; overview of curriculum storyboards – high-level overview of curriculum, provides a narrative for the year-long curriculum story, aligns with subject transfer goals; shared example of Grade 5 Science storyboard; next step for curriculum storyboards – feedback from students, administrators, teachers, family/community; implementation 2023-2024. The presentation continued with questions and comments regarding the Course Landing Page; writing lesson plans; transfer goals; creating storyboards; goal is to streamline; growth data; shortcuts for teachers to find information; coaches to help support teachers; and interventions for students.

2. **Closed Session:** None during the Administrative, Informal, and Workshop session. See agenda item #17.
3. **School Board Recess:** Chair Rye adjourned the Administrative, Informal, and Workshop session at 5:30 p.m.
4. **Formal Meeting (School Board Chambers)** ..... **6:00 p.m.**
5. **Call to Order and Roll Call:** Chair Rye convened the meeting of the School Board in the School Board chamber at 6:00 p.m. on the 25<sup>th</sup> day of October and noted members of the public will be able to observe the School Board meeting through livestreaming on vbschools.com, broadcast on VBT Channel 47, and on Zoom.

In addition to Superintendent Spence, the following School Board members were present in the School Board chamber: Chair Rye, Vice Chair Melnyk, Ms. Anderson, Ms. Felton, Ms. Franklin, Ms. Holtz, Ms. Hughes, Ms. Manning, Ms. Owens, Ms., Riggs (arrived at 6:02 p.m.), and Ms. Weems.

6. **Moment of Silence followed by the Pledge of Allegiance**

7. **Student, Employee and Public Awards and Recognition**

- A. Ocean Lakes High School – Perfect ACT Score: The School Board recognized Dylan Mach, a sophomore at Ocean Lakes High School, for receiving a perfect score on the ACT. He also won first place at the Tidewater Science and Engineering Fair in the Medicine and Health Sciences category.
- B. Bayside High School – Statewide Outstanding Teacher of the Gifted: The School Board recognized Mrs. Meg Manugo, who was named an “Outstanding Teacher of the Gifted” by the Virginia Association of the Gifted. Mrs. Mango is a gifted resource teacher at Bayside High School.
- C. Office of Gifted Programs – Statewide Gifted Leaders of the Year: The School Board recognized Office of Gifted Programs coordinator, Dr. Dornswalo Wilkins-McCorey who won the Virginia Association for the Gifted annual “Leader of the Year” award.
- D. United Way Recognition: Vivien McMahan, Vice President, Community Impact, United Way of South Hampton Roads presented Virginia Beach City Public Schools with a 2022 Community Cares Award. The award was accepted by Mr. John Sutton and Dr. Sharon Shewbridge, the VBCPS United Way Campaign coordinators.

8. **Adoption of the Agenda:** Chair Rye called for any modifications to the agenda as presented. Hearing none, Chair Rye called for a motion to approve the agenda as presented. Ms. Riggs made the motion, seconded by Ms. Holtz. Without discussion, Chair Rye called for a vote. The School Board Clerk announced the motion passed unanimously, 11-0-0.

9. **Superintendent’s Report:** Superintendent Spence shared the following information: 1) Beach Girls Rock! event was held at Landstown High School, approximately 250 girls in grades 5-8 participated in the annual event. The workshops focused on leadership, college-career readiness, goal setting, and interpersonal skills; 2) on October 13 there was a groundbreaking event for The House Students Built – 12<sup>th</sup> House Project, thanks to the Virginia Beach Education Foundation for their continued support; 3) the Academies and Advanced Academic Programs information night was held on October 13 at the Convention Center, students and staff shared information about unique offerings from all our academies and programs; 4) the Custodial and Food Services Hiring Fair was a big success earlier in the month at Green Run High School, the Office of Food Services interviewed over 40 candidates, Custodial and Distribution Services interviewed 34 candidates; and 5) VBCPS received three security grants – the FY23-24 School Security Officer Grant Program and Fund to hire 15 new School Security Officers/Security Assistants for elementary schools, the 2022 School Security Equipment Grant is pending – will be used to purchase digital, two-way radios for selected schools, and the



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Fiscal Year 2022 Community Oriented Policing Services-School Violence Prevention Program – the funding will purchase and implement an integrated mass communications and emergency notification system known as RAVE.

# **10. Approval of Meeting Minutes**

A. October 11, 2022 Regular School Board Meeting: Chair Rye called for any modifications to the October 11, 2022 regular School Board meeting minutes as presented. Hearing none, Chair Rye called for a motion to approve the October 11, 2022 meeting minutes as presented. Ms. Manning made the motion, seconded by Ms. Felton. Without discussion, Chair Rye called for a vote. The School Board Clerk announced there were nine (9) ayes in favor of the motion: Chair Rye, Vice Chair Melnyk, Ms. Anderson, Ms. Felton, Ms. Holtz, Ms. Manning, Ms. Owens, Ms. Riggs, and Ms. Weems. There were two (2) abstentions: Ms. Franklin (was not in attendance at the meeting) and Ms. Hughes (left the meeting early.) The motion passed, 9-0-2.

# **11. Public Comments (until 8:00 p.m.)**

Chair Rye announced the School Board will hear public comments on matters relevant to PreK-12 public education in Virginia Beach and the business of the School Board and the School Division from citizens and delegations who signed up with the School Board Clerk prior to the meeting. Chair Rye mentioned information regarding speaker process, decorum and order, and submitting comments via group email.

There were eighteen (18) in person speakers (including ten (10) student speakers); topics discussed were VDOE Model Policy; transgender guidelines; transgender students; bullying; the importance of school counselors; suggestion of high school elective course in service learning; parental rights; time for teachers – planning time; gender identity; library books; cell phone policy; Regulation 5-7.1.

The Public Comments ended at 7:08 p.m.

# **12. Information**

- A. Interim Financial Statements – September 2022: Daniel Hopkins, Director of Business Services, presented the following financial information to the School Board: as of September 30, overall revenue trend remains acceptable at this point in the fiscal year; enrollment came in higher than the projected ADM; federal revenues are showing an acceptable trend; year-to-date we have received Impact Aid payments of approximately \$5 million; other sources of revenue are acceptable at this point in the fiscal year; amounts are up about \$300,000 from last year mainly due to an increase in summer school tuition; sales tax receipts are at an acceptable level, approximately \$5.2 million higher than the same time last year; expenditures and encumbrances trend remain acceptable; there was a brief discussion regarding budget transfers for support funding for TEA (temporary employment agreement) requests.
- B. Budget FY 21/22 Resolution Regarding Reversion and Revenue Sharing Formula Reconciliation: Crystal Pate, Chief Financial Officer presented the School Board information regarding the FY 2021/22 Reversion and Revenue Sharing Formula Reconciliation; note, this was the same information provided to the School Board during the Administration, Informal, and Workshop session – see agenda item #1B; the presentation continued with questions and comments regarding bonus for employees and the various costs; funds to support teachers; refund to taxpayers; percentage of fund into CIP; CIP projects and future debt; development of resolution; information shared with PPMC (Planning and Performance Monitoring Committee); clarification on amount of reversion funds to develop resolution; information presented to City Council was only a draft, no action taken; cost of living; noted the funds are one-time use; clarification from PPMC Chair regarding presentation to committee; staff to get figures to School Board members regarding various usage of funds (i.e. incentive for teachers, incentive for all staff, etc.)
- C. Policy Review Committee Recommendations: That the School Board approve Policy Review Committee (PRC) recommendations regarding review, amendment, and repeal of certain bylaws and policies as reviewed by the PRC at its October 13, 2022 meeting; School Board Attorney, Kamala H. Lannetti presented the following:
  1. Policy 3-51/School Activity Funds/Internal Accounts: The PRC recommends amendments to change the Office of Internal Audit to the Department of Internal Audit and clarifying language regarding inventories.
  2. Policy 5-9/Age of Entrance /Kindergarten: The PRC recommends amendments to allow students transferring into Kindergarten from out of the area to be exempted from the five year old age requirement if they have already been enrolled and attended a Kindergarten program; there was a brief discussion regarding clarifying language; the addition of the word, “same” to the following *...“under the same standards for Kindergarten enrollment set forth in the Interstate Compact on Educational Opportunity for Military Children.”*

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3. Policy 5-14/School Attendance Zones: The PRC recommends amendments to Section 4 a regarding timing of the annual report to the School Board by the BUC and to Section regarding the exclusion from tuition free attendance of children of staff.
4. Policy 6-13/School Day: The PRC recommends clarifying language regarding the Superintendent's ability to close schools or alter school days or hours in the event of a weather event or other incident that interferes with safely conducting the school day.
5. Policy 7-57/Vehicles, Motorized Devices and Animals on School Grounds: The PRC recommends significant amendments to clarify when animals that are not service animals may be brought to school or work; there was a brief discussion regarding animals on school grounds, instructional day and after hours.
6. Bylaw 1-1/Authority and Title: The PRC recommends no changes.
7. Bylaw 1-2/Corporate Seal: The PRC recommends no changes.
8. Bylaw 1-3/Powers and Duties: The PRC recommends no changes.
9. Bylaw 1-4/Responsibilities of the School Board: The PRC recommends no changes.
10. Bylaw 1-5/Legal Counsel: The PRC recommends amendment to reflect the new Department of Legal Services.
11. Bylaw 1-6/Fiscal Agent: The PRC recommends one scrivener's change.
12. Bylaw 1-8/Composition/Election/Term of Office: The PRC recommends amendments to reflect the change in the election system and adding language to address future changes to the election system.
13. Bylaw 1-10/Ineligibility for Office: The PRC recommends grammatical changes and the addition of a legal reference.
14. Bylaw 1-12/Oath of Office: The PRC recommends no changes.
15. Bylaw 1-13/Orientation/In Service Programs: The PRC recommends adding a reference to the Virginia Public Record Act.
16. Bylaw 1-14/Compensation and Expenses: The PRC recommends adding language to reflect the process for adjusting the salary for School Board Members, formatting changes, and scrivener's changes.
17. Bylaw 1-15/Vacancies: The PRC recommends adding a legal reference.
18. Bylaw 1-16/Removal from Office: The PRC recommends scrivener's changes.
19. Bylaw 1-17/Publications Regarding School Board: The PRC recommends adding language to Section C regarding School Board Members responsibility for personal social media and adding legal references.
20. Bylaw 1-18/Officers: Election and Term of Office: The PRC recommends adding language regarding the voting procedures that will be used if the electronic voting board is not available.
21. Bylaw 1-19/Duties of Chair/Vice Chair: The PRC recommends no changes.
22. Bylaw 1-20/Duties of Clerk/Deputy Clerk/Bonds of Oath: The PRC recommends adding a paragraph A7 to reflect the Clerk's duties with regard to maintaining financial records as well as authorizing the Superintendent to provide assistance with maintenance of record and to add section C language authorizing the Superintendent to provide insurance coverage in lieu of a bond for the Clerk.
23. Bylaw 1-21/Officers: Vacancies: The PRC recommends scrivener's changes.
24. Bylaw 1-23/Authority of Members: The PRC recommends no changes.
25. Bylaw 1-24/Conflict of Interest/Immunity/Disclosure Statement of Personal Interest/Economic Advisory Interest: The PRC recommends amendments to reflect School Board Members duties to review agendas for conflicts of interests prior to participating in matters, to correct language regarding the School Board Attorney, and amend Section C from Immunity to Training with language concerning School Board Members' responsibilities to obtain necessary training.
26. Bylaw 1-34/Annual Report: The PRC recommends no changes.
27. Bylaw 1-43/School Board Meeting Minutes and Maintenance of Meeting Documents/Posting of Meeting Minutes: The PRC recommends no changes.
28. Bylaw 1-45/School Board Minutes Retention Schedule: The PRC recommends amendments regarding retention of records, saving records electronically and transferring records to the Library of Virginia, and adding a legal reference.
29. Appendix C: The PRC recommends clarify language regarding election of a chair as well as grammatical and scrivener's changes.

**13. Return to public comments if needed:** As noted under agenda item #11, Public Comments ended at 7:08 p.m.

**14. Consent Agenda:** Chair Rye read the following items on the Consent Agenda. After reading the items, Chair Rye asked for the resolutions to be read:

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A. Resolutions:

1. National Military Family Appreciation Month: Ms. Anderson read the following resolution:

**RESOLUTION**  
**Recognition of National Military Families Month**  
**November 2022**

**WHEREAS**, our country owes the daily freedoms to the members of the Armed Forces, their family members and loved ones who share in their service and sacrifice; and

**WHEREAS**, we celebrate the exceptional service, strength and character of the approximately 13,000 military-connected youth and families of Virginia Beach City Public Schools; and

**WHEREAS**, we acknowledge that military families face unique challenges due to deployment, reintegration, service in combat zones and frequent relocations based on duty assignments; and

**WHEREAS**, the School Board of the City of Virginia Beach reaffirms their commitment to providing the resources and programs to support military-connected youth academically, socially and emotionally; and

**WHEREAS**, the Virginia Beach City Public School Board's *Compass to 2025* strategic plan calls for the continued creation of opportunities for military families and community members to purposely partner with schools in supporting student achievement, aspirations and social-emotional development; and

**WHEREAS**, November is recognized as Military Family Month

**NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board of the City of Virginia Beach officially recognizes November as Military Family Month, and be it further

**RESOLVED:** That the School Board of the City of Virginia Beach encourages all school staff and community members to initiate, support and participate in appreciation activities designed to recognize the exceptional role and unique sacrifices our military-connected youth make in our nation's best interest; and be it further

**RESOLVED:** That a copy of this resolution be spread across the official minutes of this Board.

Adopted by the School Board of the City of Virginia Beach this 25<sup>th</sup> day of October, 2022

2. National Native American Heritage Month: Ms. Riggs read the following resolution:

**Resolution**  
**National Native American Heritage Month**  
**November 2022**

**WHEREAS**, as the first people to inhabit North America, American Indians and Alaskan Natives have profoundly shaped our country's character and cultural heritage; and

**WHEREAS**, Virginia began celebrating "American Indian Day" in 1987; and

**WHEREAS**, Virginia is home to seven federally-recognized tribal nations, including the Chickahominy Indian Tribe, Chickahominy Indian Tribe-Eastern Division, Monacan Indian Nation, Nansemond Indian Nation, Pamunkey Indian Tribe, Rappahannock Tribe, and Upper Mattaponi Indian Tribe, as well as four additional state-recognized tribes, including the Cheroenhaka (Nottoway) Indian Tribe, Mattaponi Indian Tribe, Nottoway Indian Tribe of Virginia, and Patowomeck Indian Tribe of Virginia; and

**WHEREAS**, Native American men and women contribute to all areas of life in Virginia and the City of Virginia Beach, including, but not limited to, government, business, arts and sciences, medicine, education, law enforcement, and the military; and

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**WHEREAS**, through the study of Native Americans and their traditions and values inspired — and continue to inspire — the ideals of self-governance and determination that are the framework of our Nation; and

**WHEREAS**, the School Board of the City of Virginia Beach, through its core values and educational equity policy are committed to the cross-cultural competence within our school division.

**NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board of the City of Virginia Beach officially recognizes the month of November 2022 as National Native American Heritage Month; and be it

**FURTHER RESOLVED:** That the School Board of the City of Virginia Beach encourages all citizens to support and celebrate American Indians in Virginia, whose abilities and contributions strengthen our city and schools' diverse culture; and be it

**FURTHER RESOLVED:** That a copy of this resolution be spread across the official minutes of this Board.

Adopted by the School Board of the City of Virginia Beach this 25<sup>th</sup> day of October, 2022

3. National School Psychology Week: Ms. Owens read the following resolution:

**RESOLUTION**  
**National School Psychology Week**  
**November 7-11, 2022**

**WHEREAS**, Virginia Beach City Public Schools psychologists support the development of academic and social-emotional skills for all students, thus allowing each student to reach their full potential; and

**WHEREAS**, Virginia Beach City Public Schools psychologists are valuable members of the multidisciplinary team serving schools, providing a wide range of services to students, parents and staff; and

**WHEREAS**, Virginia Beach City Public Schools psychologists are actively committed to helping students recognize their abilities, strengths, interests, and talents as these traits relate to their development and mental wellness; and

**WHEREAS**, Virginia Beach City Public Schools psychologists help parents focus on ways to further the educational, personal, and social-emotional growth of their children; and

**WHEREAS**, Virginia Beach City Public Schools psychologists work with teachers and other educators to help in meeting the individual needs of students; and

**WHEREAS**, Virginia Beach City Public Schools psychologists use their expertise in child development, mental health, community resources, and crisis intervention to develop and implement interventions to support educational success.

**WHEREAS**, with this shared approach to supporting student learning and social-emotional growth, psychologists are considered an integral part of the educational process that enables all students to achieve success and wellness in school and life;

**NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board of the City of Virginia Beach recognize the first full week of November 2022 as National School Psychology Week in Virginia Beach City Public Schools; and be it

**FURTHER RESOLVED:** That a copy of this resolution be spread across the official minutes of this Board.

Adopted by the School Board of the City of Virginia Beach this 25<sup>th</sup> day of October, 2022

- B. Recommendation of General Contractor:

1. Malibu Elementary School MAUA Replacement: Recommendation that the School Board approve a motion authorizing the Superintendent to execute a contract with Comfort Systems of Virginia, Inc. for the Malibu Elementary School HVAC Replacement in the amount of \$4,944,985.

- C. SY 2021-22 Annual Field Trip Report: Recommendation that the School Board accept the 2021-2022 Field Trip Report.

After the resolutions were read, Chair Rye called for a motion to approve the items on the Consent Agenda as presented. Ms. Franklin made the motion, seconded by Ms. Riggs. Chair Rye called for a vote. The School Board Clerk announced the motion passed unanimously, 11-0-0.

## 15. **Action**

- A. Personnel Report / Administrative Appointments: Chair Rye called for a motion to approve the October 25, 2022 personnel report and administrative appointments. Vice Chair Melnyk made the motion, seconded by Ms. Owens that the School Board approve the appointments and the acceptance of the resignations, retirements, and other employment actions as listed on the October 25, 2022 personnel report along with administrative appointments as recommended by the Superintendent. Without discussion, Chair Rye called for a vote. The School Board Clerk announced the motion passed unanimously, 11-0-0. Superintendent Spence introduced the following: Meredith L. Hobson, Senior Coordinator of World Languages and English as a Second Language Programs, Norfolk Public Schools as Coordinator, Equity and Opportunity, Office of the Superintendent; and Carla A. B. Smith, Coordinator of Purchasing, Office of Purchasing Services as Director of Purchasing, Office of Purchasing Services.
- B. Budget Transfers: Chair Rye called for a motion to approve the budget transfers within the FY2022/23 Operating Budget as presented. Ms. Holtz made the motion, seconded by Vice Chair Melnyk. Crystal Pate, Chief Financial Officer provided a brief recap of the transfers. Without discussion, Chair Rye called for a vote. The School Board Clerk announced the motion passed unanimously, 11-0-0.
- C. Educational Equity Plan: Chair Rye called for a motion to approve the Educational Equity Plan. Ms. Owens made the motion, seconded by Vice Chair Melnyk. Without discussion, Chair Rye called for a vote. The School Board Clerk announced the motion passed unanimously, 11-0-0.
- D. Calendar Adjustment: Chair Rye called for a motion to approve the calendar adjustments to the 2022-23 and 2023-24 school calendars as presented. Ms. Riggs made the motion, seconded by Ms. Anderson. Matthew Delaney, Chief Schools Officer recapped the adjustments to the calendars; a discussion followed regarding high school teacher workdays; suggestion of a half day the last day of the semester; Ms. Riggs made a substitute motion, seconded by Ms. Anderson, that a half day on January 27<sup>th</sup> in addition for all teachers be a half day workday; a discussion followed regarding clarification of the motion; instructional time lost for specialty programs because of the half day schedule; giving teachers times to help students; June half days for high school; transportation issues; suggestion to put on agenda at another meeting; clarification regarding adjusted dismissal days and exams; 4x4 schedule and A/B schedule; suggestion to vote on changes originally presented; Ms. Riggs withdrew the motion and agreed to bring it to the next School Board meeting; Ms. Anderson concurred.
- E. Mr. Delaney mentioned the reason for the schedule change and need to secure graduation dates with the Convention Center. Without further discussion, Chair Rye called for a vote on the original motion. The School Board Clerk announced the motion passed unanimously, 11-0-0.

16. **Committee, Organization or Board Reports**: Ms. Holtz mentioned the consortium for learning meeting held at WRHO, spotlight presentation for National History Day and local History Day Project, open to all Virginia students in grades 4 through 12, more information forthcoming; Ms. Riggs mentioned visiting North Landing Elementary School and engagement in the classrooms, mentioned a Kellam High School Art Teacher; Ms. Manning mentioned the Mayor's Committee for Persons with Disabilities is accepting nominations for community members, businesses, etc. that go above and beyond for people with special needs, information is on the City website; and Chair Rye mentioned the Governance Committee is meeting on November 2.

17. **Return to Administrative, Informal, Workshop or Closed Session matters**: At 9:01 p.m., Vice Chair Melnyk made a motion, seconded by Ms. Manning that the School Board recess into Closed Session in accordance with the exceptions to open meetings law set forth in Code of Virginia §2.2-3711 to deliberate on the following matters:

1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals.
2. Discussion or consideration of admission or disciplinary matters or any other matters that would involve the disclosure of information contained in a scholastic record concerning any student of any public institution of higher education in the Commonwealth or any state school system.



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7. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

8. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

Namely to discuss:

1. pending student complaint process and related matters
2. request for payment of alleged damages before a lawsuit if filed

There was a unanimous vote in favor of the motion to recess into Closed Session; the motion passed 11-0-0.

Individuals present for discussion in the order in which matters were discussed:

2. request for payment of alleged damages before a lawsuit if filed: School Board members: Chair Rye, Vice Chair Melnyk, Ms. Anderson, Ms. Felton, Ms. Franklin, Ms. Holtz, Ms. Hughes, Ms. Manning, Ms. Owens, Ms., Riggs, and Ms. Weems; Kamala H. Lannetti, School Board Attorney; Superintendent Spence; Donald E. Robertson, Ph.D., Chief of Staff; Matthew D. Delaney, Chief Schools Officer; Danielle E. Colucci, Senior Executive Director; Regina M. Toneatto, Clerk of the Board.

1. pending student complaint process and related matters: School Board members: Chair Rye, Vice Chair Melnyk, Ms. Anderson, Ms. Felton, Ms. Franklin, Ms. Holtz, Ms. Hughes, Ms. Manning, Ms. Owens, Ms., Riggs, and Ms. Weems; Kamala H. Lannetti, School Board Attorney; Superintendent Spence; Donald E. Robertson, Ph.D., Chief of Staff; Matthew D. Delaney, Chief Schools Officer; Danielle E. Colucci, Senior Executive Director; Regina M. Toneatto, Clerk of the Board.

The School Board reconvened at 9:21 p.m.

Certification of Closed Session: Vice Chair Melnyk read the Certification of Closed Meeting:

**WHEREAS**, the School Board of the City of Virginia Beach has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

**WHEREAS**, Section 2.2-3712 (D) of the Code of Virginia requires a certification by this School Board that such closed meeting was conducted in conformity with Virginia law.

**NOW, THEREFORE, BE IT RESOLVED** that the School Board of the City of Virginia Beach hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered.

Ms. Franklin made the motion, seconded by Ms. Riggs. There was a unanimous vote in favor of the motion for Certification of Closed session. The motion passed, 11-0-0.

**18. Adjournment:** Chair Rye adjourned the meeting at 9:22 p.m.

Respectfully submitted:

\_\_\_\_\_  
Regina M. Toneatto, Clerk of the School Board

Approved:

\_\_\_\_\_  
Carolyn T. Rye, School Board Chair





**Subject:** MYP Physics **Item Number:** 12.A.1

**Section:** Information **Date:** November 9, 2022

**Senior Staff:** Kipp D. Rogers, Ph.D., Chief Academic Officer

**Prepared by:** Angela Seiders, Executive Director of Secondary Teaching and Learning

Keith Goodman, Coordinator of Secondary Science, Department of Teaching and Learning

**Presenter(s):** Angela Seiders, Executive Director of Secondary Teaching and Learning

**Recommendation:**

That the School Board receive information regarding the proposed MYP Physics course for Princess Anne High School students in the 2023-2024 school year.

**Background Summary:**

For the past ten years, the International Baccalaureate Programme at Princess Anne High School has offered two Middle Year Programme (MYP) courses- Biology and Chemistry- to give students a foundation for scientific thinking before they enter into the Diploma Programme. Historically, students, depending on future career goals have gravitated to biology or chemistry in the Diploma Programme. Over the past five years, however, there has been an increase of students interested in pursuing an engineering degree post high school. As a result, a new pathway is being recommended, with physics as the core science. The new pathway will help students be better prepared for a STEM world post-high school.

**Budget Impact:**

There is no budget impact for the addition of these courses.

**Course Description:**

Physics is the study of matter and energy and their interactions. It encompasses natural phenomena from very small sub-atomic particles to the entire universe. Principles of physics are used not only to explain natural and human-made phenomena, but also to clean our environment, to show our way around (GPS), to save lives (medical imaging), and even to model social networks! The study of physics helps students acquire problem-solving and critical-thinking skills and teaches them to better observe and understand the natural world. Physics concepts are continually used in everyday life. It is, therefore, vital that our students learn the basic concepts and principles of physics. Our society is becoming more dependent on technology rooted in physics. The main goal of physics for high school students is to deepen their abilities for scientific inquiry and to continue improving their problem-solving and critical-thinking skills. Students should understand and be able to apply concepts and principles of physics to real-world situations and be able to discuss the societal implications of physics. Topics that have been developed in the MYP course include:

- Forces and energy (measurement in science; states and properties of matter, kinetic theory, density; forces and effects of forces; forces and motion, speed, motion graphs, Newton's laws; pressure; work and power, efficiency; gravity and gravitational fields; energy sources and resources, fuels and environmental impact; energy transfer and transformation, conservation of energy)
- Electromagnetism (magnetism, electric and magnetic fields; static electricity; electromagnetic forces and induction, AC and DC; current, voltage, power, generation and transmission of electricity; electric circuits)

- Astrophysics (the solar system, planets and satellites, the Big Bang theory)
- Heat, light and sound (thermal physics; heat transfer, condensation and evaporation)
- Waves (longitudinal and transverse waves, sound waves; wave phenomena including reflection, refraction, diffraction; wave equation; electromagnetic spectrum, imaging and applications)
- Atomic physics (atomic structure, particles, charges and masses; radioactivity, decay and half-life, forms of radiation; uses and dangers)

**Prerequisites:**

None.

**Expected Learning Outcomes:**

The MYP sciences group aims to encourage and enable students to:

- understand and appreciate science and its implications
- consider science as a human endeavour with benefits and limitations
- cultivate analytical, inquiring and flexible minds that pose questions, solve problems, construct explanations and judge arguments
- develop skills to design and perform investigations, evaluate evidence and reach conclusions
- build an awareness of the need to effectively collaborate and communicate
- apply language skills and knowledge in a variety of real-life contexts
- develop sensitivity towards the living and non-living environments
- reflect on learning experiences and make informed choices.



**Subject:** DP Sports, Exercise, and Health Science **Item Number:** 12.A.2

**Section:** Information **Date:** November 9, 2022

**Senior Staff:** Kipp D. Rogers, Ph.D., Chief Academic Officer

**Prepared by:** Angela Seiders, Executive Director of Secondary Teaching and Learning

Keith Goodman, Coordinator of Secondary Science, Department of Teaching and Learning

**Presenter(s):** Angela Seiders, Executive Director of Secondary Teaching and Learning

**Recommendation:**

That the School Board receive information regarding the proposed International Baccalaureate Programme (DP) Sports, Exercise, and Health Science course for Princess Anne High School students in the 2023-2024 school year.

**Background Summary:**

In November 2021, Forbes published a list of the Top 5 Growing Career Fields in the United States. Of those five, healthcare/medicine is number one. To ensure students are prepared for this career post-high school, we have offered Higher Level Biology courses that span the course of two years; however, in an effort to better prepare our students for medical career beyond the doctor or nurse route, it is imperative to add the DP Sports, Exercise, and Health Science Standard Level (SL) course for our students who aim to pursue a career in healthcare.

**Budget Impact:**

There is no budget impact for the addition of these courses.

**Course Description:**

The IB DP course in sports, exercise and health science SL involves the study of the science that underpins physical performance. The course incorporates the traditional disciplines of anatomy and physiology, biomechanics, psychology and nutrition. Students cover a range of topics and carry out practical (experimental) investigations in both laboratory and field settings. This provides an opportunity to acquire the knowledge and understanding necessary to apply scientific principles and critically analyse human performance. Where relevant, the course will address issues of international dimensions and ethics by considering sport, exercise and health relative to the individual in a global context.

The aims of the sports, exercise and health science SL course are to:

- provide stimulating and challenging opportunities for scientific study and creativity within a global context
- provide a body of knowledge, methods and techniques that characterize science and technology
- enable students to apply and use a body of knowledge, methods and techniques that characterize science and technology
- develop an ability to analyse, evaluate and synthesize scientific information
- engender an awareness of the need for, and the value of, effective collaboration and communication during scientific activities
- develop experimental and investigative scientific skills
- develop and apply the students' information and communication technology skills in the study of science
- raise awareness of the moral, ethical, social, economic and environmental implications of using science and technology
- develop an appreciation of the possibilities and limitations associated with science and scientists
- encourage an understanding of the relationships between scientific disciplines and the overarching nature of the scientific method.

**Prerequisites:**

None.

**Expected Learning Outcomes:**

The DP Sports, exercise, and health science course learning outcomes include the following:

Demonstrate an understanding of:

- scientific facts and concepts
- scientific methods and techniques
- scientific terminology
- methods of presenting scientific information.

Apply and use:

- scientific facts and concepts
- scientific methods and techniques
- scientific terminology to communicate effectively
- appropriate methods to present scientific information.

Construct, analyse and evaluate:

- hypotheses, research questions and predictions
- scientific methods and techniques
- scientific explanations.



**Subject:** AP Physics C: Electricity and Magnetism

**Item Number:** 12.A.3

**Section:** Information

**Date:** November 9, 2022

**Senior Staff:** Kipp D. Rogers, Ph.D., Chief Academic Officer

**Prepared by:** Angela Seiders, Executive Director of Secondary Teaching and Learning

Keith Goodman, Coordinator of Secondary Science, Department of Teaching and Learning

**Presenter(s):** Angela Seiders, Executive Director of Secondary Teaching and Learning

**Recommendation:**

That the School Board receive information regarding the proposed Advanced Placement (AP) Physics C: Electricity & Magnetism course for implementation in the 2023-2024 school year.

**Background Summary:**

College Board's AP Program offers two calculus-based, college-level physics courses: AP Physics C: Mechanics and AP Physics C: Electricity & Magnetism. AP Physics C: Electricity & Magnetism is designed to be paired with AP Physics C: Mechanics.

Virginia Beach City Public Schools has only offered AP Physics C: Mechanics as a yearlong course due to the combined rigorous nature of the course and scheduling limitations associated with the yearlong A/B schedule. The School Board's approval of 4X4 scheduling for high schools now provides the necessary flexibility for students to enroll and obtain credit for AP Physics C: Electricity & Magnetism.

**Budget Impact:**

There is no budget impact for the addition of this course.

**Course Description:**

This course is a calculus-based, college-level physics course, especially appropriate for students planning to specialize or major in one of the physical sciences or engineering. This course follows the course framework as set forth by College Board's Advanced Placement Program. Students cultivate their understanding of physics through classroom study and activities as well as hands-on laboratory work as they explore concepts like change, force interactions, fields, and conservation. Topics in this course include:

- Electrostatics
- Conductors, Capacitors, Dielectrics
- Electric Circuits
- Magnetic Fields
- Electromagnetism

**Prerequisite:**

Physics or AP Physics 1

**Corequisites:**

Calculus and AP Physics C: Mechanics

**Expected Learning Outcomes:**

- Describe the electric force that results from the interactions between charged objects or systems.
- Describe the electric field resulting from a given charge distribution.
- Describe the electric potential due to a configuration of charged objects.
- Describe the magnetic behavior of material as a result of the configuration of magnetic dipoles within the material.
- Describe the magnetic flux through an arbitrary area or geometric shape.



**Subject:** Honors World History and Geography Part 1 **Item Number:** 12.A.4

**Section:** Information **Date:** November 9, 2022

**Senior Staff:** Kipp D. Rogers, Ph.D., Chief Academic Officer

**Prepared by:** Angela Seiders, Executive Director of Secondary Teaching and Learning

Kris Troch, Coordinator of Secondary Social Studies, Department of Teaching and Learning

**Presenter(s):** Angela Seiders, Executive Director of Secondary Teaching and Learning

**Recommendation:**

That the School Board receive information regarding the proposed Honors World History and Geography Part 1 course for all students in the 2023-2024 school year.

**Background Summary:**

College Board's Advanced Placement (AP) Program offers Pre-AP courses in many subjects. The structure of these courses prepares students for AP coursework. As Virginia Beach City Public Schools is committed to equity in access and outcomes, this honors course follows the Pre-AP framework and will assist student readiness for AP courses in history and social sciences.

**Budget Impact:**

There is no budget impact for the addition of these courses.

**Course Description:**

This course is a substitute for World History and Geography I. It follows the course framework as set forth by College Board's Pre-AP Program and is described by College Board as prioritizing the skills fundamental to the study of history and geography in high school. Students will be exposed to multiple opportunities to think and work like historians and geographers as they develop and strengthen disciplinary reasoning skills throughout their education in history and the social sciences. These skills include:

- **Evaluating evidence:** Students acquire knowledge by evaluating evidence from a wide range of primary and secondary sources.
- **Explaining historical and geographic relationships:** Students explain relationships among events and people by marshalling evidence for causation, comparison, and continuity and change over time.
- **Incorporating evidence:** Students demonstrate command of quantitative, qualitative, and spatial data by effectively incorporating them into written and oral arguments.

**Prerequisites:**

None.

**Expected Learning Outcomes:**

Students will use the skills outlined in the course description as they examine the foundational themes of humans and the environment, governance, economic systems, culture, and society for the following key topics:

- Geography and World Regions
- The Ancient Period, to c. 600 BCE
- The Classical Period, c. 600 BCE to 600 CE
- The Postclassical Period, c. 600 CE to c. 1450 CE





**Subject:** AP Precalculus **Item Number:** 12.A.5

**Section:** Information **Date:** November 9, 2022

**Senior Staff:** Kipp D. Rogers, Ph.D., Chief Academic Officer

**Prepared by:** Angela L. Seiders, Executive Director of Secondary Teaching and Learning

George Coker, Secondary Mathematics Coordinator

**Presenter(s):** Angela L. Seiders, Executive Director of Secondary Teaching and Learning

**Recommendation:**

That the School Board receive information regarding the proposed course *AP Precalculus* and corresponding standards for implementation in the 2023-2024 school year.

**Background Summary:**

The proposed *AP Precalculus* course would serve as an advanced placement mathematics elective credit for students in the division. This course is specifically designed for students who have completed Algebra II/Trig and wish to further develop their mathematical knowledge to prepare for a Calculus course. During this course, students acquire and apply mathematical tools in real-world modeling situations in preparation for using these tools in college-level calculus.

**Budget Impact:**

There will be no budget impact to implement this course.

## **Course Proposal:**

### **AP Precalculus**

#### **Course Description:**

AP Precalculus centers on functions modeling dynamic phenomena. This research-based exploration of functions is designed to better prepare students for college-level calculus and provide grounding for other mathematics and science courses. In this course, students study a broad spectrum of function types that are foundational for careers in mathematics, physics, biology, health science, social science, and data science. Furthermore, as AP Precalculus may be the last mathematics course of a student's secondary education, the course is structured to provide a coherent capstone experience and is not exclusively focused on preparation for future courses.

During this course, students acquire and apply mathematical tools in real-world modeling situations in preparation for using these tools in college-level calculus. Modeling, a central instructional theme for the course, helps students come to a deeper understanding of each function type. By examining scenarios, conditions, and data sets, as well as determining and validating an appropriate function model, students develop a greater comprehension of the nature and behavior of the function itself. The formal study of a function type through multiple representations (e.g., graphical, numerical, verbal, analytical), coupled with the application of the function type to a variety of contexts, provides students with a rich study of precalculus.

Throughout this course, students develop and hone symbolic manipulation skills needed for future mathematics courses. They also solve equations and manipulate expressions for the many function types throughout the course. Students also learn that functions and their compositions, inverses, and transformations are understood through graphical, numerical, verbal, and analytical representations, which reveal different attributes of the functions and are useful for solving problems in mathematical and applied contexts. In turn, the skills learned in this course are widely applicable in a variety of future courses that involve quantitative reasoning.

AP Precalculus fosters the development of a deep conceptual understanding of functions. Students learn that a function is a mathematical relation that maps a set of input values—the domain—to a set of output values—the range—such that each input value is uniquely mapped to an output value. At various points and over various intervals, a function takes on characteristics that can be classified with varying levels of precision and justification, depending on the function representation and available mathematical tools. Furthermore, a function can be classified as part of a function family based on the way in which values of different variables change simultaneously.

Research indicates that deep understanding of functions and their graphs as embodying dynamic covariation of quantities best supports student preparation for calculus. With each function type, students develop and validate function models based on the characteristics of a bivariate data set, characteristics of covarying quantities and their relative rates of change, or a set of characteristics such as zeros, asymptotes, and extrema. These models are used to interpolate, extrapolate, and interpret information with varying degrees of accuracy for a given context or data set. Additionally, students also learn that every model is subject to assumptions and limitations related to the context. As a result of examining functions from many perspectives, students develop a conceptual understanding not only of specific function types but also of functions in general. This type of understanding helps students to engage with both familiar and novel contexts.

**Budget Impact:**

No budget impact for the implementation of the *AP Precalculus* course is expected. The course will be taught by staff already allocated to Virginia Beach City Public Schools for the 2023-24 school year. No new expenses are anticipated to support the implementation.

**Unit Outline and Sequence of Learning:**

In accordance with the College Board Course Framework for AP Precalculus, students will complete the following units of study:

- Unit 1: Polynomial and Rational Functions
- Unit 2: Exponential and Logarithmic Functions
- Unit 3: Trigonometric and Polar Functions
- Unit 4: Functions Involving Parameters, Vectors, and Matrices

VBCPS will follow the recommended pacing for AP Precalculus as outlined in the College Board Course Framework . To view the full course framework, please visit: <https://apcentral.collegeboard.org/courses/ap-precalculus/course-framework>.

**Mathematical Practices:**

The eight distinct skills are associated with three mathematical practices. Students should build and master these skills throughout the course. While many different skills can be applied to any one content topic, the framework supplies skill focus recommendations for each topic to help assure skill distribution throughout the course.

- Practice 1: Procedural and Symbolic Fluency- Algebraically manipulate functions, equations, and expressions.
  - Skill 1.A: Solve equations and inequalities represented analytically, with and without technology.
  - Skill 1.B: Express functions, equations, or expressions in analytically equivalent forms that are useful in a given mathematical or applied context.
  - Skill 1.C: Construct new functions, using transformations, compositions, inverses, or regressions, that may be useful in modeling contexts, criteria, or data, with and without technology.
- Practice 2: Multiple Representations- Translate mathematical information between representations.
  - Skill 2.A: Identify information from graphical, numerical, analytical, and verbal representations to answer a question or construct a model, with and without technology.
  - Skill 2.B: Construct equivalent graphical, numerical, analytical, and verbal representations of functions that are useful in a given mathematical or applied context, with and without technology.
- Practice 3: Communication and Reasoning- Communicate with precise language, and provide rationales for conclusions.
  - Skill 3.A: Describe the characteristics of a function with varying levels of precision, depending on the function representation and available mathematical tools.
  - Skill 3.B: Apply numerical results in a given mathematical or applied context.
  - Skill 3.C: Support conclusions or choices with a logical rationale or appropriate data.



Subject: Foundations of Police Science Item Number: 12.A.6

Section: Information Date: November 9, 2022

Senior Staff: Kipp D. Rogers, Ph.D., Chief Academic Officer

Prepared by: Angela L. Seiders, Executive Director of Secondary Teaching and Learning  
Sara L. Lockett, Ed.D., Director of Technical and Career Education

Presenter(s): Angela L. Seiders, Executive Director of Secondary Teaching and Learning

**Recommendation:**

That the School Board receive information regarding the proposed course, *Foundations of Police Science* and corresponding course objectives for implementation in the 2023-2024 school year.

**Background Summary:**

In the spring of 2021, the Virginia Beach Police Department launched a Cadet Program for high school graduates. This program pays young people between the ages of 18 and 20 for part-time work while they learn about the department and opportunities in the law enforcement career pathway in Virginia Beach. The cadets in this program are on track to enter the Virginia Beach Police Academy when they are 20 years of age.

To connect more young people to this pathway, a partnership between Virginia Beach Schools and the Virginia Beach Police Department was formed to propose a bridge course that would connect our students to the Cadet Program after graduation. The proposed course will be offered at high school sites and is an addition to the more comprehensive Public Safety program that has seen phenomenal results at the Virginia Beach Career and Technical Center for the last several decades.

The vision for the course comes from the Virginia Beach Police Department's Cadet Challenge program and consists of a one credit course at target high school sites. Students enrolled in the course will be introduced to a wide variety of topics impacting public safety and law enforcement. They will also have the opportunity to take part in field experiences and benefit from co-teaching by members of the Virginia Beach Police Department.

**Source:**

Cadet Challenge Program., [Cadet Challenge app \(vbgov.com\)](https://vbgov.com/cadet-challenge) (2022)

Virginia Beach Police, [Police :: VBgov.com - City of Virginia Beach](https://vbgov.com/police) (2022)

**Course Description:**

- Year-long, AB schedule elective
- 1 Credit
- Open to Grades 10-12
- Next steps: Tech Center Public Safety, VBCPS 911 Training, or Tidewater Community College (Career Studies Certificate in Law Enforcement, Emergency Medical Training, Fire Science Supervision)

**Budget Impact:**

The estimated cost per year for a cohort of 25 students for textbooks, curriculum resources, field trips, teacher training, and equipment is \$20,000. As proposed this course is not eligible for Carl D. Perkins funding for career and technical education and all associated costs will be a local expense.

**Staffing:**

Participating schools will assign an existing .2 Full-time Equivalent teacher to the section. Instructional staff with endorsements in English, History and Social Sciences, Mathematics, Biology, or Chemistry are eligible to teach the course.

## **Curriculum Topics Covered:**

- Careers in Law Enforcement, Public Safety, and Community Support
- Leadership / Ethics / Cultural Awareness
- Physical Training / Physical Fitness / Health / Nutrition / Mental Wellness
- First Aid / Bloodborne Pathogens / CPR / Narcan
- Report writing / Search Warrants / Forfeiture
- Constitutional Law / Juvenile Law / Misdemeanor and Arrest Law
- Mental Health Emergencies
- Alzheimer's and Autism / Project Lifesaver
- Communication and Conflict Resolution
- Incident Command System
- Hazardous Materials / Narcotics
- Firearms Safety
- Radio Communications
- Arrest / Custody / Use of Force
- Property & Evidence
- Patrol Techniques
- Crime Prevention
- Community Policing
- Active Shooter / Auto Theft / Burglary / Cyber Crime / Domestic Violence / Economic Crimes / Homicide / Missing Persons / Social Media
- Special Victims Unit
- Courtroom Demeanor
- Traffic Law / DUI Law / Traffic Stops / Crash Investigations (Field Experience)
- Police Memorial Service (Field Experience)
- K9 Unit (Field Experience)
- Bomb Unit (Field Experience)
- Forensics (Field Experience)
- Animal Control (Field Experience)
- Fire / 911 / EMS (Field Experience)
- Training Scenarios (Field Experience)



Subject: **Renewable Energy Technologies I & II**

Item Number: **12.A.7**

Section: **Information**

Date: **November 9, 2022**

Senior Staff: **Kipp D. Rogers, Ph.D., Chief Academic Officer**

Prepared by: **Angela L. Seiders, Executive Director of Secondary Teaching and Learning**  
**Sara L. Lockett, Ed.D., Director of Technical and Career Education**

Presenter(s): **Angela L. Seiders, Executive Director of Secondary Teaching and Learning**

### Recommendation:

That the School Board receive information regarding the proposed courses program, *Renewable Energy Technologies I & II* and corresponding course objectives for implementation in the 2023-2024 school year.

### Background Summary:

Virginia Beach City Public Schools has long been a leader in green buildings and renewable technologies. The division has built Leadership in Energy and Environmental Design (LEED) Platinum certified buildings that are used by students as both a schoolhouse and a learning laboratory for sustainability. As our school system explores adding solar technologies and emerging offshore wind industry changes the landscape off our coast, the Advanced Technology Center would like to answer the regional call to prepare young people to enter these emerging career fields.

This new two-year, half-day program, *Renewable Energy Technologies I & II*, at the Advanced Technology Center (ATC) would replace the Fiber Optic program that was recently retired at the ATC. The new program would be framed around guidelines from the North American Board of Certified Energy Practitioners® (NABCEP®). This organization is respected, well-established and widely recognized for certifying organization for professionals in the field of renewable energy. NABCEP offers certifications and credentials for skilled professionals, specialists and those new to working in the areas of photovoltaics (PV), solar heating, and small wind technologies. The first NABCEP Solar PV Installer certification exam (now called PV Installation Professional) was administered in 2003. Since then, NABCEP has launched and maintained eight Board Certification Programs and three Associate credentials.

The new program would be driven by a partnership between Virginia Beach Schools and the energy employers focused on solar and wind technologies in our region. Enrolled students will learn alongside Virginia Beach City Public Schools professionals and with industry partners as they are involved with ongoing VBCPS projects.

### Source:

North American Board of Certified Energy Practitioners® Guide, [NABCEP Home - NABCEP](#) (2022)

Virginia Solar Data, [Virginia Solar | SEIA](#) (2022)

Virginia Beach Economic Development – Key Industries: Offshore Wind, [Virginia Beach Department of Economic Development \(yesvirginiabeach.com\)](#) (2022)

### Course Descriptions:

- Daily Half-day ATC program
- 3 Credits per level
- Open to Grades 9-12



## **Budget Impact:**

The estimated cost per year for a cohort of 20 students for textbooks, curriculum resources, field trips, and teacher training is \$10,000. Equipment for the learning lab will be funded from the existing Carl D. Perkins grant for career and technical education. Corporate donations and other grants will also be used to outfit the learning space.

## **Staffing:**

The course will utilize the existing ten-month extended Full-Time Equivalent staff from the retired Fiber Optic program. This position would be filled in the current school year allowing time for the new teacher to work with industry partners and staff of the Office of Technical and Career Education to write curriculum, order needed equipment and resources, plan collaborative projects for the 2023-24 school year and form industry partnerships.

## **Content Competencies for Renewable Energy Technologies I:**

### **Examining Energy and Power**

- Describe how energy is used within sectors of society.
- Demonstrate tools used in the energy industry.
- Explain the basics of energy storage.
- Demonstrate how batteries/cells function.
- Measure current, amps, voltage, and resistance in various direct current (DC) and alternating current (AC) energy systems.
- Create series and parallel circuits.
- Apply Ohm's law to determine the level of current flowing in circuits.
- Describe the uses of AC and DC.
- Estimate wattage.

### **Understanding Energy Concerns and Challenges**

- Explain concerns related to fossil fuels.
- Diagram the process and effects of global climate change.
- Create a digital presentation that explains the differences among renewable, inexhaustible, and non-renewable energy sources.
- Compare governmental policy and support for fossil fuel vs. the clean-energy economy.

### **Conserving Energy**

- Discuss the societal, environmental, and economic advantages of energy conservation.
- Explain inefficiencies of modern energy systems.
- Describe governmental initiatives and incentives to boost energy efficiency.
- Explain the concept of phantom loads and their associated costs.
- Conduct an energy review of a local building.
- Research the energy savings that can be realized by modifying a building or energy-use patterns.

### **Exploring Solar Power Systems**

- Describe ways the sun's energy is used.
- Produce a solar device that will cook food.
- Produce a model house.
- Explain the differences between passive and active solar systems.
- Calculate the thermal mass created from various buildings.
- Explain direct, indirect, and isolated solar gain in passive solar power systems in buildings.
- Illustrate the advantages and disadvantages of various solar-thermal heating systems.
- Perform a needs assessment, system sizing, and selection process for a residential solar-thermal system.
- Explain the underlying principles of photovoltaic systems (PV) and factors that affect system efficiency.
- Describe advantages and disadvantages of PV system configurations.

### **Determining Requirements for a Photovoltaic System**

- Explain the functions of the major PV system components in residential structures.
- Design a PV system to demonstrate the function of its components.

- Assemble a model of a PV array.
- Measure PV array energy output under various conditions.
- Present solar panel specifications, benefits to type of panel chosen, costs, and benefits for a variety of system designs.
- Calculate the system cost and payback period for a solar PV installation.
- Perform a site analysis of various locations for PV installations.

### **Examining Wind Power**

- Explain the advantages and disadvantages of wind-powered electrical systems.
- Explain global wind patterns and their causes.
- Create a map of local and national wind patterns, noting areas where wind turbines are widely used.
- Explain the effect of ground-surface features on wind speed.
- Describe Betz's law and the law of conservation of energy.
- Outline the progress toward adoption of utility-scale wind energy production in Virginia.

### **Determining Requirements for Installing Wind Power Systems**

- Research the function of the basic components in a wind power system.
- Demonstrate the aerodynamic principles that affect wind turbine performance, specifically with regard to rotor blade design.
- Explain horizontal and vertical wind turbine designs and the advantages and disadvantages of each.
- Explain the three scales of wind turbines and the applications for each.
- Explain the different materials used in wind turbine construction.
- Compare the capabilities of wind turbine designs.
- Explain the methods wind turbines employ to control wind speeds.
- Complete a site analysis for a potential wind-power system.
- Produce a model wind-turbine system.
- Analyze the basic operation and output of a wind turbine.
- Correlate wind power, speed, and the electrical output of a wind-turbine system.
- Explain the factors to consider when siting a utility-scale wind farm.

### **Understanding Hydrokinetic Energy**

- Describe the role of hydropower in current energy production.
- Explain how a river's head and water pressure are related.
- Explain how water is provided in different municipalities.
- Identify the advantages and disadvantages of using water as a power source.
- Describe the concept of pump storage.
- Identify the steps necessary to perform a site assessment of a micro-hydro project.
- Identify the factors (other than available power) that must be considered when determining the viability of a specific micro-hydro site.
- Create a model of a micro-hydropower system.
- Explain how micro-hydro turbines/generators work.
- Explain how wave and tidal energy can be used to generate electricity.
- Investigate the latest technologies and system designs being used to harness wave and tidal energy.
- Experiment with capturing wave energy.

### **Examining Geothermal Energy**

- Describe high and low-temperature geothermal systems.
- Describe how different geothermal energy systems are used to meet energy demands.
- Investigate where geothermal systems are used.

### **Examining Biomass and Biofuels**

- Explain the difference between biomass and biofuels.
- Create a model of the carbon cycle.
- Describe the carbon cycle's relationship to greenhouse gas levels in the atmosphere.
- Explain how biomass is converted into usable energy.

### **Exploring Energy Use in Transportation**

- Explain the advantages and disadvantages associated with electric vehicles (EVs).

- Research alternatives to the current fossil-fuel based transportation system.
- Compare the battery technologies used in the EV industry.
- Describe how EVs work.
- Compare the types of hybrid vehicles and EVs.
- Examine current mass transit systems in the United States.
- Explain how EVs could be used to supplement a smart grid with energy storage.
- Research alternatives to the current fossil-fuel based transportation system.
- Create a model vehicle powered by solar energy.

### **Examining Fuel Cells**

- Identify the types of fuel cells.
- Explain the theory of a hydrogen economy.
- Explain covalent bonding and its association with fuel-cell technology.
- Explain the advantages and disadvantages of methods of producing and transporting hydrogen.
- Explain the infrastructure challenges to fuel cells becoming a widely adopted technology.
- Diagram the connection of fuel cell stacks to produce various amounts of power at specific voltages.
- Identify the components of a complete PEM fuel-cell system.
- Compare the three major categories of fuel-cell systems: stationary fuel cells, fuel-cell vehicles, and portable fuel cells.
- Research whether fuel-cell technology is a realistic alternative to fossil fuels.

## **Content Competencies for Renewable Energy Technologies II:**

### **Introducing Energy**

- Define energy.
- Describe types of energy and their uses.
- Describe the flow of energy from source to consumer.
- Demonstrate the use of tools and procedures common to jobs in energy industries.
- Demonstrate the use of instruments to measure units.
- Convert units of measure.
- Analyze renewable and non-renewable sources of energy.
- Explain energy conversion.

### **Introducing Safety and Regulations in Energy and Power**

- Explain the purpose of energy regulation.
- Identify the agencies involved in energy regulation.
- Comply with federal, state, and local safety requirements.
- Explain safe working practices around electrical hazards.
- Identify emergency first-aid procedures.
- Inspect course-specific hand and power tools to visually identify defects.
- Demonstrate lifting and carrying techniques.
- Report personal injuries and environmental and equipment safety violations to the appropriate authority.
- Earn the Occupational Safety and Health Administration 10 card.
- Pass a safety exam for lab/site safety and the use of tools and equipment, if applicable.
- Identify personal protective equipment (PPE) requirements.
- Demonstrate the use of PPE common in electric power distribution.
- Maintain a safe working environment.
- Apply safety guidelines in appropriate circumstances.
- Explain safety issues related to natural gas distribution.

### **Exploring Sources of Energy**

- Describe the procurement and reclamation processes (for each source of energy).
- Analyze continuous supply and intermittent supply.
- Explain how oil was created and list its advantages and disadvantages.
- Explain how coal was created and list its advantages and disadvantages.

- Explain how uranium is created and list its advantages and disadvantages.
- Describe byproduct management associated with the use of each type of energy.
- Explore advantages and disadvantages of hydroelectric power.
- Describe effects on solar photovoltaic performance.

### **Generating Electricity**

- Describe the conversion of energy sources (all sources) to electricity.
- Describe electric power generation equipment and systems.

### **Transmitting Electricity**

- Describe the electric transmission network or grid.
- Distinguish among the various lines used for transmission typical to Virginia.
- Analyze schemes for transmission and grid protection and management.
- Describe the transmission of natural gas.
- Describe distribution of natural gas.
- Describe pipes and pressure used in the transmission of natural gas.
- Analyze schemes for protection and management of pipelines.

### **Distributing Electricity and Energy Sources**

- Describe the electric distribution network.
- Analyze schemes for electric distribution system protection and management.
- Analyze schemes for protection and management of natural gas distribution systems.

### **Exploring Energy Consumption**

- Describe the different physical units in which energy sources are measured.
- Explain how different energy sources are compared to each other in one common unit.
- Compare the percentage of each energy source used in the United States over a period of time.
- Explain different end-user sectors and the percentage of energy used by each.

### **Exploring Demand-Side Management and Energy Efficiency**

- Describe the sectors that comprise energy demand.
- Define energy demand.
- Investigate energy demand in a sector.
- Define energy efficiency.
- Keep a personal energy log.
- Identify the components of energy demand.

### **Preparing for Careers in the Energy Industry**

- Examine jobs related to energy.
- Participate in a mock interview.
- Prepare a résumé or portfolio.

## **Program Competencies for Workplace Readiness:**

### **Demonstrating Personal Qualities and Abilities**

- Demonstrate creativity and innovation.
- Demonstrate critical thinking and problem solving.
- Demonstrate initiative and self-direction.
- Demonstrate integrity.
- Demonstrate work ethic.

### **Demonstrating Interpersonal Skills**

- Demonstrate conflict-resolution skills.
- Demonstrate listening and speaking skills.
- Demonstrate respect for diversity.
- Demonstrate customer service skills.
- Collaborate with team members.

### **Demonstrating Professional Competencies**

- Demonstrate big-picture thinking.

- Demonstrate career and life-management skills.
- Demonstrate continuous learning and adaptability.
- Manage time and resources.
- Demonstrate information-literacy skills.
- Demonstrate an understanding of information security.
- Maintain working knowledge of current information-technology (IT) systems.
- Demonstrate proficiency with technologies, tools, and machines common to a specific occupation.
- Apply mathematical skills to job-specific tasks.
- Demonstrate professionalism.
- Demonstrate reading and writing skills.
- Demonstrate workplace safety.

#### **Examining All Aspects of an Industry**

- Examine aspects of planning within an industry/organization.
- Examine aspects of management within an industry/organization.
- Examine aspects of financial responsibility within an industry/organization.
- Examine technical and production skills required of workers within an industry/organization.
- Examine principles of technology that underlie an industry/organization.
- Examine labor issues related to an industry/organization.
- Examine community issues related to an industry/organization.
- Examine health, safety, and environmental issues related to an industry/organization.

#### **Addressing Elements of Student Life**

- Identify the purposes and goals of the student organization.
- Explain the benefits and responsibilities of membership in the student organization as a student and in professional/civic organizations as an adult.
- Demonstrate leadership skills through participation in student organization activities, such as meetings, programs, and projects.
- Identify Internet safety issues and procedures for complying with acceptable use standards.

#### **Exploring Work-Based Learning**

- Identify the types of work-based learning (WBL) opportunities.
- Reflect on lessons learned during the WBL experience.
- Explore career opportunities related to the WBL experience.
- Participate in a WBL experience, when appropriate.



# Secondary Courses

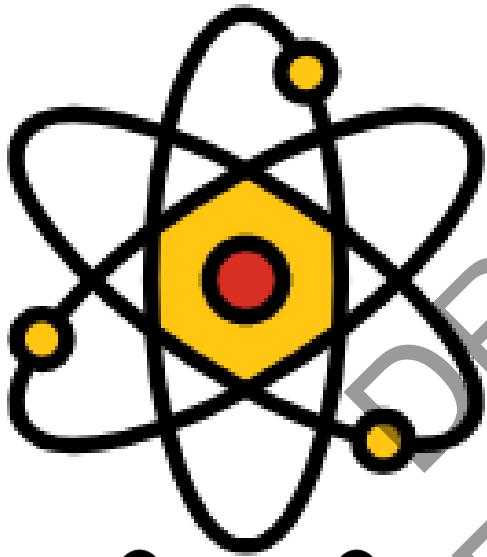
Department of Teaching and Learning  
Tuesday, November 9, 2022



## Secondary Course Proposals

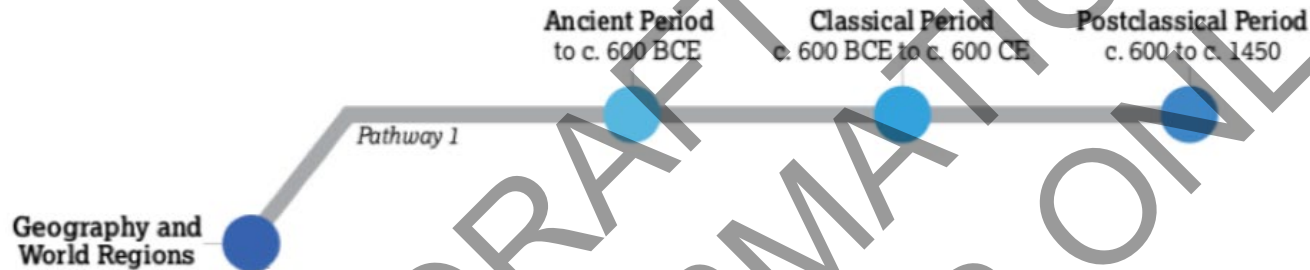
- MYP Physics
- IB DP Sports, Exercise, and Health Science
- AP Physics C: Electricity & Magnetism
- Honors World History and Geography I
- AP Precalculus
- Foundations of Police Science
- Renewable Energy I & II

# Science



- MYP Physics
- IB DP Sports, Exercise, and Health Science
- AP Physics C: Electricity & Magnetism

# Honors World History & Geography Part I



*Priority is placed on developing fundamental skills for not only the study of history and geography but also our world.*

- Evaluating evidence
- Explaining historical and geographic relationships
- Incorporating evidence



# AP Precalculus

- Additional AP Course
- Potential College Credit
- Aligns to National Standards
- Recognizable for College Admissions & Scholarships





# Foundations of Police Science

- Collaboration with Virginia Beach Police Department
- Year-long 1 Credit Elective at Select High Schools
- Workforce Pipeline
- Field Experiences
- Explore Community Policing, EMS, Fire, Animal Control, & 911



# Renewable Energy I & II

- Advanced Technology Center
- Half-day Program
- 3 Credits per Level
- Nationally Recognized Industry Credential Opportunities
- VBCPS and Community Projects



## Budget:

Course	Local Impact
MYP Physics	\$0
IB DP Sports, Exercise, and Health Science	\$0
AP Physics C: Electricity & Magnetism	\$0
Honors World History Part and Geography I	\$0
AP Precalculus	\$0
Foundations of Police Science	\$20,000
Renewable Energy I & II	\$10,000





# Secondary Courses

Department of Teaching and Learning  
Tuesday, November 9, 2022



**Subject:** Resolution: American Education Week **Item Number:** 14A

**Section:** Consent **Date:** November 9, 2022

**Senior Staff:** Kipp D. Rogers, Ph.D., Chief Academic Officer, Department of Teaching and Learning

**Prepared by:** Lorena L. Kelly, Ph.D., Executive Director of Elementary Teaching and Learning

**Presenter(s):** Lorena L. Kelly, Ph.D., Executive Director of Elementary Teaching and Learning

**Recommendation:**

That the School Board approve a resolution recognizing November 14-18, 2022, as American Education Week.

**Background Summary:**

The National Education Association's 101<sup>st</sup> annual American Education Week presents all Americans with an opportunity to celebrate public education. This week began in 1921 as a way to generate public support for education. It creates a week-long celebration of individuals such as parents, support professionals and substitutes who are making a difference to ensure every child receives a quality education. The original resolution called for a week of observation to inform the public of accomplishments and to seek support to meet their goals. Virginia Beach City Public Schools values support for public education. This week provides recognition to individuals who make a difference by ensuring high quality education for all K-12 students.

**Source:**

National Education Association

**Budget Impact:**

N/A

**RESOLUTION**  
**American Education Week**  
**November 14-18, 2022**

**WHEREAS**, November 14-18, 2022, is recognized as the 101<sup>st</sup> annual American Education Week by the National Education Association to celebrate public education and honor individuals who are making a difference in ensuring every child receives a quality education; and

**WHEREAS**, the creation of this week has encouraged resolutions across the country to help encourage national support of public education; and

**WHEREAS**, American Education Week is a celebration of distinguished individuals, critical to the success of public education for the nation's nearly 50 million K-12 students; and

**WHEREAS**, the National Education Association calls for a week to be observed in all communities annually for the purpose of informing the public of the accomplishments and needs of the public schools to secure the cooperation and support of the public in meeting those needs; and

**WHEREAS**, the School Board of the City of Virginia Beach is focused on encouraging and recognizing the support for public education; and

**WHEREAS**, Virginia Beach City Public Schools, is committed to its relationships with the community and stakeholders through Compass to 2025, to increase public support and involvement in education

**NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board of the City of Virginia Beach designates the week of November 14-18, 2022, as American Education Week in the Virginia Beach City Public Schools; and be it

**FURTHER RESOLVED:** That a copy of this resolution be spread across the official minutes of this Board.

Adopted by the School Board of the City of Virginia Beach this 9<sup>th</sup> day of November 2022

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Carolyn T. Rye, Chair

S E A L

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Aaron C. Spence, Ed.D., Superintendent

Attest:

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Regina Toneatto, Clerk of the Board



**Recommendation of General Contractor:**

**Subject:** Pembroke and Trantwood Elementary Schools MUAU Replacement **Item Number:** 14B1

**Section:** Consent **Date:** November 9, 2022

**Senior Staff:** Jack Freeman, Chief Operations Officer, Department of School Division Services

**Prepared by:** Melisa A. Ingram, Executive Director, Facilities Services

**Presenter(s):** Melisa A. Ingram, Executive Director, Facilities Services

**Recommendation:**

That the School Board approve a motion authorizing the Superintendent to execute a contract with ZBZ & Associates Inc. for the Pembroke and Trantwood Elementary Schools Make-Up Air Unit Replacements in the amount of \$2,490,000.

**Background Summary:**

Project Architect:	HBA Architecture & Interior Design
Contractor:	ZBZ & Associates Inc.
Contract Amount:	\$2,490,000*
Construction Budget:	\$2,800,000
Number of Responsive Bidders:	4
Average Bid Amount:	\$2,566,880
High Bid:	\$2,670,170

\*This project is part of the local match required to obtain Coronavirus State and Local Fiscal Recovery Funds (CSLFRF).

**Source:**

School Board Policy 3-90

**Budget Impact:**

CIP 1-018 Renovations and Replacements – HVAC – Phase III



**Recommendation of General Contractor:**

**Subject:** Thalia Elementary School HVAC Replacement **Item Number:** 14B2

**Section:** Consent **Date:** November 9, 2022

**Senior Staff:** Jack Freeman, Chief Operations Officer, Department of School Division Services

**Prepared by:** Melisa A. Ingram, Executive Director, Facilities Services

**Presenter(s):** Melisa A. Ingram, Executive Director, Facilities Services

**Recommendation:**

That the School Board approve a motion authorizing the Superintendent to execute a contract with JRC Mechanical, LLC for the Thalia Elementary School HVAC Replacement in the amount of \$1,590,000.

**Background Summary:**

Project Architect:	HBA Architecture & Interior Design
Contractor:	JRC Mechanical, LLC
Contract Amount:	\$1,590,000*
Construction Budget:	\$1,825,000
Number of Responsive Bidders:	3
Average Bid Amount:	\$1,775,379
High Bid:	\$2,091,766

\*ESSER funded: Federal Elementary and Secondary Emergency Relief (ESSER) funds will support up to 100 percent of the costs of this project.

**Source:**

School Board Policy 3-90

**Budget Impact:**

N/A



**Subject:** Policy Review Committee Recommendations **Item Number:** 14C1-5

**Section:** Consent **Date:** November 9, 2022

**Senior Staff:** Donald E Robertson, Ph.D., Chief of Staff

**Prepared by:** Kamala Lannetti, School Board Attorney; John Sutton, III, Coordinator, Policy, and Intergovernmental Affairs

**Presenter(s):** School Board Attorney, Kamala Lannetti

**Recommendation:**

That the School Board approve Policy Review Committee (PRC) recommendations regarding review, amendment, and repeal of certain bylaws and policies as reviewed by the PRC at its October 13, 2022, meeting.

**Background Summary**

- 1) *Policy 3-51/School Activity Funds/Internal Accounts* – the PRC recommends amendments to change the Office of Internal Audit to the Department of Internal Audit and clarifying language regarding inventories.
- 2) *Policy 5-9/Age of Entrance/Kindergarten* – the PRC recommends amendments to allow students transferring into kindergarten from out of the area to be exempted from the five-year-old age requirement if they have already been enrolled and attended a Kindergarten program.
- 3) *Policy 5-14/School Attendance Zones* – the PRC recommends amendments to Section 4 a regarding timing of the annual report to the School Board by the BUC and to Section regarding the exclusion from tuition free attendance of children of staff.
- 4) *Policy 6-13/School Day* – the PRC recommends clarifying language regarding the Superintendent’s ability to close schools or alter school days or hours in the event of a weather event or other incident that interferes with safely conducting the school day.
- 5) *Policy 7-57/Vehicles, Motorized Devices and Animals on School Grounds* – the PRC recommends significant amendments to clarify when animals that are not service animals may be brought to school or work.

**Source:**

Code of Virginia, 1950, as amended, § 22.1-253.12:7 School Board Policies.  
Policy Review Committee Meeting of October 13, 2022

## **BUSINESS AND NONINSTRUCTIONAL OPERATIONS**

### **School Activity Funds/Internal Accounts**

#### **A. Generally**

"School Activity Funds" are defined as, all funds derived from extracurricular school activities such as entertainment, athletic contests, cafeteria, club dues, etc., and from any and all activities of the school involving personnel, students, or property. The School Board is responsible for managing these funds in the School Division's schools. Funds defined by law as public funds are not subject to these regulations and are to be handled as provided by law.

#### **B. Guidelines**

The School Board directs the Superintendent to supervise the operation of these accounts and to ensure that they are managed according to these guidelines:

1. No School Board funds or accounts are to be commingled with School Activity Funds or accounts.
2. Each school shall keep an accurate record of all receipts and disbursements so that a clear and concise statement of the condition of each fund may be determined at all times. Monthly reports of such funds shall be prepared and filed in the office of the principal and Office of Business Services.
3. It shall be the duty of each principal to see that such records are maintained in accordance with School Board Policies and Regulations and State Board of Education Regulations.
4. The principal or person so designated by the principal shall perform the duties of school finance officer or central treasurer.
5. The school finance officer and principal shall be bonded.
6. School Activity Funds (internal accounts) must be audited at least once a year by a certified public accountant, duly qualified accountant, or accounting firm approved by the School Board. The cost of such audit is a proper charge against the School Operating Fund or School Activity Funds. This annual audit shall result in an Annual Audit Report referred to in 8, below.
7. A copy of a school's Annual Audit Report referred to Section B(6) of this Policy must be maintained in the office of the principal of that school and the Department of Internal Audit~~in the office of the Superintendent~~. Following the completion of all schools' Annual



Audit Reports, a report containing a summary of all such reports will be presented to the Audit Committee.

8. No account is to be overdrawn for any reason, unless receipts are forthcoming or there is inventory to support it.
9. Specific activity accounts are not to accumulate excess balances, as determined by the Superintendent or designee, unless written justification is provided and the records made available for audit purposes.
10. School Activity Funds shall not be used for salary supplements or similar payments to compensate school employees for any activity related to school resources or students.
11. Financial records of School Activity Funds shall be retained and disposed of in accordance with regulations concerning financial records retention and disposition set forth in law and regulation; however, records pertaining to non-appropriated school activity funds need not be retained longer than five (5) years.

**Editor's Note**

*See also the School Division's Business Manual for Schools and Central Offices.*

~~*See also School Board Policy 3-42, School Board Regulation 3-42.1, School Board Policy 3-46 and School Board Policy 3-47.*~~

**Legal Reference**

Code of Virginia § 22.1-89.2, as amended. Financial records retention and disposition schedule.

Virginia Board of Education Regulations Governing School Activity Funds, 8-VAC-20-240 *et seq.*, as amended.

Library of Virginia, Records Management Division, General Schedule No. GS-02, Fiscal Records.

Code of Virginia § 42.1-76, *et seq.*, as amended. Virginia Public Records Act.

**Related Links**

School Board **Policy 3-42**

School Board **Regulation 3-42.1**

School Board **Policy 3-46**

~~School Board **Policy 3-47**~~

Adopted by School Board: February 16, 1993

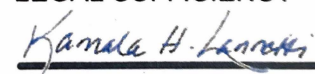
Amended by School Board: October 19, 1993

Amended by School Board: February 16, 1999

Amended by School Board: September 16, 2014

Amended by School Board: November 2022

APPROVED AS TO  
LEGAL SUFFICIENCY



## STUDENTS

### Age of Entrance/Kindergarten

No child who has not reached their ~~his or her~~ fifth birthday on or before September 30 of the school year shall be eligible for enrollment in kindergarten. All students transferring into the School Division who have already been attending Kindergarten in an out of state school division will be allowed to enroll in Kindergarten under the same standards for Kindergarten enrollment set forth in the Interstate Compact on Educational Opportunity for Military Children. Children who qualify under the Interstate Compact on Educational Opportunity for Military Children for an exception to this Policy may be allowed to enroll.

### Legal Reference

Code of Virginia, § 22.1-199, as amended. Kindergarten programs suitable for certain children.

Code of Virginia § 22.1-360 Article IV (D), as amended. Interstate Compact on Educational Opportunity for Military Children.

Adopted by School Board: June 15, 1993 (Effective August 14, 1993)

Amended by School Board: October 6, 1998

Amended by School Board: November 2022

APPROVED AS TO  
LEGAL SUFFICIENCY

Kamala H. Larrick

## **STUDENTS**

### **School Attendance Zones**

#### **A. Generally**

Upon the recommendation of the Superintendent, the School Board shall designate school attendance zones.

The School Board recognizes that only through effective long-range planning for enrollment can the School Division be adequately prepared to meet the needs of its current and future student population. In order to assure such planning, the School Board establishes procedures which require annual review and recommendations from the Building Utilization Committee regarding enrollment trends and their impact on School Division facilities and which will assure adequate opportunity for community reaction prior to any redistricting decision by the School Board.

#### **B. Projections**

The School Division Demographer, under the supervision of the Superintendent, shall:

1. Produce by December 1 of each year, annual updates on the 5-year enrollment projections for the School Division which take into consideration the following:
  - a. School registration figures;
  - b. Review of forthcoming changes in planning and zoning;
  - c. Review of current and planned community land development and housing projects; and
  - d. Latest available birth data.
2. Coordinate enrollment data, facilities planning, transportation impact and formation of recommendations for review by the Superintendent and the School Board.

#### **C. Process - Building Utilization Committee Action**

1. Building Utilization Committee

The Building Utilization Committee, (hereinafter "BUC"), as a standing committee of the School Board, shall consist of three representatives of the

School Board. The Council of Civic Organizations and the PTA Council shall also be invited to name one member each to serve as members of the BUC. Appropriate staff members will be assigned by the Superintendent.

2. Review of Projections

Between December 1 and March 15 of each year, the BUC shall analyze the updated 5-year enrollment projections to determine the impact, if any, of changes in enrollment projections on optimal building utilization and report to the School Board any recommendations. The BUC shall consider a plan for redistricting when building utilization at any school building differs from the optimum building utilization level by exceeding the level by ten (10) percent or by falling below the level by ten (10) percent.

3. Formulation of Redistricting Recommendations

The BUC may receive, at the onset of its discussions, a proposed redistricting plan developed by the Superintendent or designee, which may include a recommendation for no action, to provide a basis from which to move forward in making recommendations. Any such plan that involves redrawing boundaries may be considered by the BUC in light of the factors set forth below. While each of the factors must be considered and discussed, it may be impractical to reconcile each factor in the recommendations which will ultimately be presented to the School Board.

- a. Optimal utilization of space:
- b. The desire to keep areas commonly known as subdivisions or neighborhoods together;
- c. The need to develop long term solutions that support limiting redistricting of individual students to one time at each level (i.e. once at elementary, once at middle and once at high school), except in cases of student change in residence;
- d. Construction considerations (documented new subdivision construction and scheduled school renovation/construction projects);
- e. The desire to reduce or eliminate the number of middle and high schools with divided feeder patterns if at all possible;
- f. Transportation considerations (non-transportation zones, hazards, redirection of the number of students riding a bus and reducing the length of bus rides);
- g. The costs associated with the various options considered;

- h. The impact of enrollment changes upon course offerings/subject offerings, equipment needs, building modifications, etc.; and
- i. The desire is to redistrict as few schools and students as possible.

#### 4. Reporting

##### a. No redistricting recommendations

The BUC shall prepare a final report ~~no later than March 15 of~~ each year. The report will be presented by the BUC Chair or designee to the School Board for information at a meeting no later than the second School Board meeting in March.

##### b. Redistricting recommendations

If the BUC recommends redistricting, the preliminary presentation to the School Board will take place no later than the first meeting in January.

#### 5. Community Input

In years when redistricting adjustments are recommended, the proposed plan shall be presented to the community after a preliminary presentation to the School Board. Site locations for community meetings should include area(s) affected by the proposed plan (e.g. a possible single boundary change affecting three schools could be handled by one meeting). At such meetings, members of the community will have an opportunity to review the plan, to comment on its merit and make suggestions for its improvement.

The BUC shall consider public comment prior to presentation of the proposed redistricting plan to the School Board. The final report shall include the advantages and disadvantages of the plan.

### **D. Process - School Board Action**

Prior to taking action on the BUC's proposed redistricting plan, the School Board must hold a public hearing not less than ten days after reasonable notice to the public in a newspaper of general circulation if the redistricting of school boundaries affects fifteen percent or more of the pupils in the average daily membership in the affected school. Such public hearing may be held on the same day as the School Board meeting at which action on the plan is taken as long as the hearing is held before action is taken.

### **E. Definitions**

1. Optimum Building Utilization: the division-wide building utilization, considering optimum capacity, for the average two-year historical growth or decline in membership from September 30 to March 31.
2. Building Utilization: the actual percentage use of optimum program capacity, factoring in the number of first seats by grade level.
3. Optimum Capacity: 90% of the program capacity of the school building reported, used for planning purposes due to fluctuations in class sizes throughout the school year.
4. Program Capacity: the maximum capacity of the school building for a particular school year and particular student population, taking into account the number of first seats in the building (without counting portables currently on site) updated annually.
5. First seat: an instructional space within a school building in which students receive core and primary instruction. Self-contained special education classrooms are also considered to be first seats.

#### **F. Attendance Zone Criteria**

The Superintendent or designee shall ensure that students attend the schools that serve the attendance zone of their home residence as established by the School Board. The Superintendent or designee shall develop procedures to verify that students attend their assigned attendance zones. A student needing an exception to attendance zones in order to attend a school may request an out-of-zone transfer. Criteria for out-zone transfers may be found under School Board Regulation 5-14.1. Students meeting the following criteria will be allowed to attend out-of-zone.

1. An individual student may apply for an out-of-zone transfer in the instance where redistricting decisions affect an individual student more than one time at a school level (i.e. at the elementary school level at the middle school level or at the high school level;
2. Upon the establishment of new attendance zones by the School Board, rising fifth, eighth and twelfth graders shall be permitted to continue in their previously assigned schools if they provide their own transportation to that school, and such enrollment will be exempt from the school's Optimum Building Utilization requirement by ten (10) percent or more.
3. Children of school-based employees, including SECEP Employees working in VBCPS schools, but excluding those individuals who only receive a supplement, will be allowed to attend the school to which such parent or guardian reports or is their primary assignment, or is within the feeder pattern of such assignment, pending the approval of the School Principal and such enrollment will be exempt

from the school's optimum building utilization by ten (10) percent or more requirement. Non-resident full-time employees, to include SECEP employees working in Virginia Beach City Public Schools, will be allowed to enroll their child(ren). Enrollment will be contingent on meeting requirements outlined in Regulation 5-10.1 and Policy 3-22.

### **Legal Reference**

Code of Virginia, §22.1-79, as amended. Powers and Duties.

Code of Virginia, §22.1-3.3, as amended. Transfer of students under certain circumstances.

### **Related Links**

School Board [Policy 3-22](#)

School Board [Regulation 5-10.1](#)

School Board [Regulation 5-14.1](#)

Adopted by School Board: October 21, 1969

Amended by School Board: October 15, 1974

Amended by School Board: August 21, 1990

Amended by School Board: July 16, 1991

Amended by School Board: June 15, 1993 (Effective August 14, 1993)

Amended by School Board: October 20, 1998

Amended by School Board: August 17, 1999

Amended by School Board: June 5, 2001

Amended by School Board: August 6, 2002

Amended by School Board: November 19, 2002

Amended by School Board: September 16, 2003

Amended by School Board: September 21, 2010

Scrivener's Amendments: November 7, 2012

Scrivener's Amendments: January 24, 2014


Amended by School Board: May 16, 2017

Amended by School Board: March 26, 2019

Amended by School Board: August 23, 2022

[Amended by School Board: November 2022](#)

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## INSTRUCTION

### School Day and School Hours

The standard school year shall be at least 180 instructional days. The standard school day for students in grades 1 through 12 shall average at least 5 1/2 hours, excluding intermissions for meals, ~~and a minimum of three hours for kindergarten.~~

The ~~School Division~~ ~~school division~~ may develop alternative schedules for meeting these requirements as long as a minimum of 990 hours of instructional time is provided for grades 1 through 12, ~~and 540 hours for kindergarten.~~ Such alternative plans must be approved by the School Board and by the Virginia Board of Education, under guidelines established by the Virginia Board of Education. No alternative plan which reduces the instructional time in the core academics shall be approved.

The length of the school day for students shall be determined by the School Board on recommendation of the Superintendent and shall take into consideration, but not be limited to, the ages of the students, the distances to and from school, bus scheduling, safety hazards and time needed to accomplish educational objectives. The Superintendent shall yearly set forth ~~in regulation~~ the actual hours of attendance for each elementary, middle, and high school in the ~~School Division~~. The Superintendent is authorized to make determinations regarding adjustment of school hours and the opening or closing of school when inclement weather or conditions exist that would prohibit safely conducting school on specific days.

### Legal Reference

Code of Virginia § 22.1-98, as amended. Reduction of state aid when length of school term below 180 days or 990 hours.

Code of Virginia § 22.1-79.1, as amended. Opening of the school year; approvals for certain schedules.

Virginia Board of Education Regulations Establishing Standards for Accrediting Public Schools in Virginia, § 8 VAC 20-131-10 *et seq.*

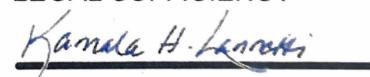
Code of Virginia § 22.1-200.2, as amended. Minimum instructional time; optional unstructured recreational time.

Adopted by School Board: July 13, 1993 (Effective August 14, 1993)

Amended by School Board: October 6, 1998

Amended by School Board: November 2022

APPROVED AS TO  
LEGAL SUFFICIENCY

  
Kamala H. Lennetti

## COMMUNITY RELATIONS

### Vehicles, Motorized Devices and Animals on School Grounds

#### A. Vehicles or motorized devices

The operation of powered vehicles not owned by the School Board, not licensed by the Virginia Division of Motor Vehicles, or otherwise licensed in compliance with Virginia laws, shall be prohibited on school grounds.

The operation of licensed motor vehicles on school grounds shall be restricted to the paved roads and parking lots. Parking on school grounds shall be limited to employees, students, visitors and those attending school-related activities.

Without prior approval from the building administrator/designee, no person may operate or otherwise use the following items on school property, buses or grounds: mopeds; electronic powered bicycles; motorized skateboards; motorized scooters; golf carts; go carts; low speed vehicles; battery-operated ride on vehicles; surreys; motorized or electronic toys such as model airplanes, helicopters, hovercraft or similar devices. Other devices or items that are used in a manner that create a disruption or threat may be determined to be inappropriate items and prohibited on school property, buses or grounds.

#### B. Animals on School grounds

1. Animals can be allowed on School Board ~~school~~ property, buildings, vehicles, grounds or School Division sponsored activities with prior permission of the principal or building ~~school's~~ administrator, if the activity is relevant to instruction or any other approved activity. Classroom animals will be limited to rodents, reptiles, insects, arachnids, fish or small amphibious animals that are related to classroom activities. Service dogs, as set forth in Virginia Code §§ 51.5-42 and 44, as amended, are allowed in accordance with applicable regulations and procedures. The principal, building administrator or the School Administration may revoke permission for classroom animals at any time and there will be no appeal procedure.
2. Employees and students are not authorized to have personal pets or animals that do not qualify as trained service dogs or miniature horses in school buildings or vehicles, on school grounds or at School Division sponsored events when the employee is working, or the student is attending school or participating in a School Division sponsored event. Under limited circumstances, a principal or building administrator may authorize an animal

to be present in a School Division building, on school grounds or vehicles or at a School Division sponsored event if the following conditions are met:

- a. The animal may only be a dog that has current certification of completed training as a therapy dog.
- b. The dog is under the control of a handler who is not an employee or a student of the School Division.
- c. The principal or building administrator has set forth a specific purpose for the dog's presence that addresses educational needs of the students or work conditions for employees. Such need or purpose must be more than as a mascot, general goodwill, or general morale. Examples of acceptable purposes: reading to the dog by struggling readers; specific activities related to kindness or good manners with others.
- d. The dog has specific hours and days that it is present in the building, grounds or activities. Dogs should not be present every day or for full work or school days.
- e. The dog meets the conditions set forth in Regulation 7-57.1 (B)(3-6).
- f. A plan similar to a trained service dog or miniature horse plan is developed and in place before the dog is allowed access.
- g. The dog's owner or handler agrees to any conditions set forth by the School Administration for the dog's presence including assuming full liability for any injury to or any injury or damage caused by the dog.
- h. The School Board and the School Division will assume no responsibility for the care, costs, control or ownership of the dog.
- i. The Department of School Leadership and the Risk Manager have approved the plan for the dog if the dog is to be school based.
- j. The Building Administrator and the Risk Manager have approved the plan for the dog if the dog is to be allowed access to non-school buildings.
- k. The School Administration reserves the right to revoke approval for the dog to access School Board buildings, grounds, vehicles, or

School Division sponsored events. There will be no appeal procedure for such determination.

3. Trained service dogs or miniature horses that provide assistance to persons with disabilities, as set forth in Virginia Code §§ 51.5-42 and 44, as amended, and Regulation 7-57.1, as amended are allowed in accordance with applicable regulations and procedures.

### **Legal Reference**

Code of Virginia § 51.5-42, as amended. Discrimination against otherwise qualified persons with disabilities by educational institutions prohibited.

Code of Virginia § 51.5-44, as amended. Rights of persons with disabilities in public places and places of public accommodation.

Code of Virginia § 55.15-44.1, as amended. Fraudulent representation of a service dog or hearing dog; penalty.

Adopted by School Board: October 20, 1992

Adopted by School Board: September 21, 2010

Amended by School Board: February 4, 2014

Scrivener's Amendments: May 23, 2014

Amended by School Board: May 10, 2022

Amended by School Board: November 2022

APPROVED AS TO  
LEGAL SUFFICIENCY

Kamela H. Lencioni



**Subject:** Personnel Report **Item Number:** 15A

**Section:** Action **Date:** November 9, 2022

**Senior Staff:** Mrs. Cheryl R. Woodhouse, Chief Human Resources Officer

**Prepared by:** Cheryl R. Woodhouse

**Presenter(s):** Aaron C. Spence, Ed.D., Superintendent

**Recommendation:**

That the Superintendent recommends the approval of the appointments and the acceptance of the resignations, retirements and other employment actions as listed on the November 9, 2022, personnel report.

**Background Summary:**

List of appointments, resignations and retirements for all personnel.

**Source:**

School Board Policy #4-11, Appointment

**Budget Impact:**

Appropriate funding and allocations

Personnel Report  
Virginia Beach City Public Schools  
November 9, 2022  
2022-2023

<u>Scale</u>	<u>Class</u>	<u>Location</u>	<u>Effective</u>	<u>Employee Name</u>	<u>Position/Reason</u>	<u>College</u>	<u>Previous Employer</u>
Assigned to Unified Salary Scale	Appointments - Elementary School	Bayside	10/20/2022	Christopher L Washington	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Birdneck	10/27/2022	Julie Dungca	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Birdneck	10/27/2022	Shenika R Johnson	Cafeteria Assistant, 4.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Brookwood	10/26/2022	Leanne B Stone	School Nurse	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Brookwood	11/3/2022	Keisha Murphy	Cafeteria Assistant, 5.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Centerville	10/27/2022	Henrietta K Annand	Cafeteria Assistant, 5.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Christopher Farms	10/27/2022	Derius A Jackson	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Corporate Landing	10/24/2022	Jessica I L'Heureux	Special Education Assistant	Not Applicable	VBCPS
Assigned to Unified Salary Scale	Appointments - Elementary School	Creeds	11/2/2022	Iris Carter	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Hermitage	10/20/2022	Wylenza J Fernandez	Custodian II Head Night	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Kingston	10/27/2022	Lisa A Sadowski	Cafeteria Assistant, 5.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	New Castle	10/27/2022	Augustine Smith	Cafeteria Assistant, 4.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Newtown	10/27/2022	Carlene A Lee	Cafeteria Assistant, 6.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Pembroke Meadows	10/27/2022	Jazmyn Moore	Cafeteria Assistant, 3.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Salem	10/27/2022	Cheryl B Cullen	School Nurse	University of Phoenix, AZ	The Valley Hospital, NJ
Assigned to Unified Salary Scale	Appointments - Elementary School	Shelton Park	10/27/2022	Richella M Gray	Pre-Kindergarten Teacher Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Shelton Park	10/27/2022	Serena L Martinez Cruz	Cafeteria Assistant, 5.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Strawbridge	10/27/2022	Kelly E Pope	Cafeteria Assistant, 4.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Thalia	10/27/2022	Charlotte Adams	Cafeteria Assistant, 4.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Trantwood	10/27/2022	Maria K Covington	Cafeteria Assistant, 4.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Windsor Woods	10/31/2022	Emily L Cudney	General Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Woodstock	10/24/2022	Jacqueline S Rodriguez	Baker/Cook, 7.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Brandon	10/20/2022	April G Gray	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Corporate Landing	10/31/2022	Kishara McPherson	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Larkspur	10/19/2022	Maria J Blatchley	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Lynnhaven	10/27/2022	Candice W Quiambao	Cafeteria Assistant, 4.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Old Donation School	10/19/2022	Alma C Cortez	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Old Donation School	10/19/2022	Crisologo R Cortez	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Plaza	10/27/2022	Oumaima Gaair	Cafeteria Assistant, 6.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Virginia Beach	10/26/2022	Benjamin K Hall	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Bayside	10/27/2022	Tabitha Davis	Cafeteria Assistant, 5.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Cox	10/27/2022	Wei Cleveland	Cafeteria Assistant, 5.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Cox	10/27/2022	Lee S Jenkins	Cafeteria Assistant, 5.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Kempsville	10/27/2022	Nathaniel Burt	Cafeteria Assistant, 5.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Ocean Lakes	10/25/2022	Jennifer L Kempf	Special Education Assistant	Regent University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Ocean Lakes	10/27/2022	Jasmin Carter	Cafeteria Assistant, 6.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Ocean Lakes	10/27/2022	Dawn M Fuller	Cafeteria Assistant, 5.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Princess Anne	10/27/2022	Quentin E King	Custodian III Head Night	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Tallwood	10/27/2022	Aurora G Atienza	Cafeteria Assistant, 4.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Tallwood	10/27/2022	Christian C Mistica	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	10/20/2022	William J Schwent	Assistant Warehouse Manager	Not Applicable	Checkered Flag, VA
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	10/27/2022	Jessica A Mason	Bus Driver, 6.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	10/27/2022	Tracy L Matyiko	Bus Driver, 7.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	10/27/2022	Viktoria J McPherson	Bus Driver, 6.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	10/27/2022	Luz Nieves Rodriguez	Bus Driver, 6.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	10/27/2022	Brian W Powers	Bus Driver, 6.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	10/27/2022	Kartina Robertson	Bus Driver, 6.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	10/27/2022	Krista L Smith	Bus Driver, 6.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	10/27/2022	Nichole D Stone	Bus Driver, 6.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	10/27/2022	Jestin Taylor	Bus Driver, 6.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Arrowhead	10/31/2022	Karen Roberson	Special Education Assistant (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Bayside	11/1/2022	Pegi O Rowan	Cafeteria Assistant, 4.0 Hours (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Bayside	11/30/2022	Cindy E Vecchioni	School Office Associate II (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Bettie F. Williams	10/25/2022	Theresa A Wood	Custodian I (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Diamond Springs	10/28/2022	Jennel C Alexandre	Clinic Assistant (family)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Holland	11/10/2022	Victoria L Chase	School Nurse (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	John B. Dey	10/28/2022	Ashley R Smith	Clinic Assistant, 500 (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Pembroke	10/31/2022	Malcolm D Green	Custodian II Head Night (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Pembroke Meadows	11/28/2022	Perla Broach	Cafeteria Assistant, 4.0 Hours (relocation)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	White Oaks	10/27/2022	Alyssa Harrison	School Nurse (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Windsor Woods	10/24/2022	Vanessa K Willie	General Assistant (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Woodstock	10/31/2022	Deborah J Larkins	School Office Associate II (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Lynnhaven	10/28/2022	Michael H Miller	Security Assistant (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Bayside	10/24/2022	Jayla Wright	Custodian I (regular contract to temporary)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Tallwood	10/14/2022	Carmen M Diaz	Cafeteria Assistant, 6.5 Hours (death)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Maintenance Services	10/14/2022	Larry J Diggs	Plumbing Craftsman I (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Student Support Services	10/24/2022	Lafondra C Jaring	Behavior Intervention Specialist (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Student Support Services	11/11/2022	Karin E Dimaggio	Coordinator Psychological Services (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	10/14/2022	Noah Cannon	Bus Assistant (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	10/24/2022	Christopher J Pinos	Bus Driver - Special Ed, 6.5 Hours (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	10/27/2022	Rodney M Reed	Bus Driver, 6.5 Hours (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	10/28/2022	William J Schwent	Assistant Warehouse Manager (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Christopher Farms	12/31/2022	Barbara A Steinel	Cafeteria Assistant, 6.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Salem	12/31/2022	Kathryn L Rheinhart	Library/Media Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - High School	First Colonial	11/11/2022	Randoe S Bullard	Security Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Department of Human Resources	11/30/2022	Violet B Hoyle	Human Resources Specialist	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Office of Transportation and Fleet Management Services	10/24/2022	Sherry R Warfield	Bus Driver, 6.5 Hours	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Landstown	10/31/2022	Michele R Ambrogi	Third Grade Teacher	James Madison University, VA	VBCPS, VA
Assigned to Instructional Salary Scale	Appointments - Elementary School	Princess Anne	11/14/2022	Kelly N Reece	Special Education Teacher	George Mason University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Bayside	10/17/2022	Alexis Strauss	Seventh Grade Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Landstown	10/17/2022	Charlotte Borgerding	Sixth Grade Teacher	James Madison University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Green Run	10/20/2022	Acquanette Simmons	Health & Physical Education Teacher	Southern New Hampshire Univ, NH	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Kempsville	10/27/2022	Matthew T Rossetini	Social Studies Teacher	Widener University, PA	VBCPS
Assigned to Instructional Salary Scale	Appointments - High School	Renaissance Academy	10/27/2022	Catherine L Anderson	Mathematics Teacher	Virginia Wesleyan University, VA	VBCPS
Assigned to Instructional Salary Scale	Appointments - High School	Salem	10/27/2022	Justin K Henaghan	Science Teacher	Old Dominion University, VA	VBCPS
Assigned to Instructional Salary Scale	Resignations - Elementary School	Corporate Landing	1/13/2023	Mairead G Stea	Special Education Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Green Run	11/4/2022	Christine R Soderberg	Second Grade Teacher (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Indian Lakes	11/10/2022	Lisa R Mitchell	Fifth Grade Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Landstown	11/10/2022	Elizabeth M Nicolosi	Instructional Technology Specialist (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Linkhorn Park	11/9/2022	Katherine F Scott	Fourth Grade Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	White Oaks	10/21/2022	Aaron M Burdon	Third Grade Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Woodstock	11/7/2022	Bridget A Alt	Second Grade Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Kempsville	10/28/2022	Si T Brewer	Literacy Teacher (family)	Not Applicable	Not Applicable

Personnel Report  
Virginia Beach City Public Schools  
November 9, 2022  
2022-2023

<u>Scale</u>	<u>Class</u>	<u>Location</u>	<u>Effective</u>	<u>Employee Name</u>	<u>Position/Reason</u>	<u>College</u>	<u>Previous Employer</u>
Assigned to Instructional Salary Scale	Resignations - Middle School	Kempsville	11/8/2022	Arthur C Yu	Seventh Grade Teacher (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Bayside	10/26/2022	Elizabeth J Moran-DeWald	English Second Language (transfer of spouse)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Kellam	11/4/2022	Angelica M Mitchell	Science Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Tallwood	1/25/2023	Alla I Henkel	Russian Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Middle School	Corporate Landing	10/31/2022	Rowland M Saunders	Special Education Teacher	Not Applicable	Not Applicable



**Budget Resolution Regarding FY 2021/22 Reversion****Subject:** and Revenue Sharing Formula Reconciliation **Item Number:** 15B**Section:** Action **Date:** November 9, 2022**Senior Staff:** Crystal M. Pate, Chief Financial Officer**Prepared by:** Crystal M. Pate, Chief Financial Officer**Presenter(s):** Crystal M. Pate, Chief Financial Officer**Recommendation:**

It is recommended that the School Board review the presentation and Budget Resolution regarding the FY 2021/22 Reversion and Revenue Sharing Formula Reconciliation.

**Background Summary:**

The net estimated funding available for re-appropriation is \$48,294,167. The presentation and attached Budget Resolution provide specific detailed recommendations for the use of funds.

**Source:**

Unaudited Financial Statements for FY 2021/22 and communication from city staff.

**Budget Impact:**

Once approved by the School Board and the City Council, \$48,294,167 will be re-appropriated to various funds; as indicated in the presentation draft resolution.

**Budget Resolution Regarding FY 2021/22 Reversion and Revenue Sharing Formula Reconciliation**  
**OPTION 1**

**WHEREAS**, on September 27, 2022, the School Board was presented with a summary of the unaudited financial statements for FY 2021/22 (year-ending June 30, 2022), showing the reversion amount to the city's General fund; and

**WHEREAS**, \$15,680,703 is the amount of School Operating reversion funds available (excluding debt service and revenues over/under budget); and

**WHEREAS**, \$3,746,765 is the amount remaining in debt service from the FY 2021/22 budget due to the timing of bond sales, increasing the School Operating reversion amount to \$19,427,468; and

**WHEREAS**, \$938,410 came in as additional revenue over the appropriated budget, increasing the School Operating reversion amount to \$20,365,878; and

**WHEREAS**, \$296,396 reverted from the Athletics fund and \$409,492 reverted from the Green Run Collegiate Charter School fund; and

**WHEREAS**, the current total amount available for re-appropriation is \$21,071,766; and

**WHEREAS**, the city is currently indicating an FY 2021/22 revenue actual over budget of \$27,222,401 based on the Revenue Sharing Formula; and

**WHEREAS**, the total amount available for re-appropriation is \$48,294,167; and

**WHEREAS**, the Administration recommends the following for the available funds in the amount of \$48,294,167:

- \$29,647,914 to be re-appropriated to the FY 2022/23 Capital Improvement Program
  - \$3,746,765 to be transferred in the form of pay-as-you-go funding with a corresponding reduction in authorized but unissued Public Facility Revenue Bonds
  - \$5,572,862 to be transferred in the form of pay-as-you-go funding to offset state construction grants revenue under budget
  - \$8,665,135 to be transferred in the form of pay-as-you-go funding for project 1-015 Princess Anne High School Replacement
  - \$5,665,136 to be transferred in the form of pay-as-you-go funding for project 1-028 B.F. Williams/Bayside 6<sup>th</sup> (Grades 4-6) Replacement
  - \$2,998,016 to be transferred in the form of pay-as-you-go funding for project 1-029 Bayside High School Replacement
  - \$3,000,000 to be transferred in the form of pay-as-you-go funding for project 1-030 Payroll System Replacement
- \$11,000,000 to be re-appropriated to the School Reserve Special Revenue fund to be set-aside for projects 1-018 Renovations and Replacements - HVAC Phase III (\$9,200,000) and 1-019 Renovations and Replacements - Reroofing (\$1,800,000) for use in the FY 2023/24 Capital Improvement Program
- \$2,000,000 to be re-appropriated to the Risk Management fund
- \$5,646,253 to be re-appropriated to the School Operating fund to provide a one-time incentive of \$1,000 for all full-time equivalent (FTE) teachers

**NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board of the City of Virginia Beach approves the recommended uses of the FY 2021/22 Reversion and Revenue Sharing Formula Reconciliation funds as presented by the Administration; and be it

**FURTHER RESOLVED:** That the School Board requests that the City Council approve the re-appropriation of FY 2021/22 Reversion and Revenue Sharing Formula Reconciliation funds shown above; and be it

**FINALLY RESOLVED:** That a copy of this resolution be spread across the official minutes of this Board, and the Clerk of the Board is directed to deliver a copy of this resolution to the Mayor, each member of the City Council, the City Manager, and the City Clerk.

Adopted by the School Board of the City of Virginia Beach this 9th day of November 2022.

S E A L

\_\_\_\_\_  
Carolyn T. Rye, School Board Chair

Attest:

\_\_\_\_\_  
Regina M. Toneatto, Clerk of the Board

**Budget Resolution Regarding FY 2021/22 Reversion and Revenue Sharing Formula Reconciliation**  
**OPTION 2**

**WHEREAS**, on September 27, 2022, the School Board was presented with a summary of the unaudited financial statements for FY 2021/22 (year-ending June 30, 2022), showing the reversion amount to the city's General fund; and

**WHEREAS**, \$15,680,703 is the amount of School Operating reversion funds available (excluding debt service and revenues over/under budget); and

**WHEREAS**, \$3,746,765 is the amount remaining in debt service from the FY 2021/22 budget due to the timing of bond sales, increasing the School Operating reversion amount to \$19,427,468; and

**WHEREAS**, \$938,410 came in as additional revenue over the appropriated budget, increasing the School Operating reversion amount to \$20,365,878; and

**WHEREAS**, \$296,396 reverted from the Athletics fund and \$409,492 reverted from the Green Run Collegiate Charter School fund; and

**WHEREAS**, the current total amount available for re-appropriation is \$21,071,766; and

**WHEREAS**, the city is currently indicating an FY 2021/22 revenue actual over budget of \$27,222,401 based on the Revenue Sharing Formula; and

**WHEREAS**, the total amount available for re-appropriation is \$48,294,167; and

**WHEREAS**, the Administration recommends the following for the available funds in the amount of \$48,294,167:

- \$23,684,517 to be re-appropriated to the FY 2022/23 Capital Improvement Program
  - \$3,746,765 to be transferred in the form of pay-as-you-go funding with a corresponding reduction in authorized but unissued Public Facility Revenue Bonds
  - \$5,572,862 to be transferred in the form of pay-as-you-go funding to offset state construction grants revenue under budget
  - \$6,677,336 to be transferred in the form of pay-as-you-go funding for project 1-015 Princess Anne High School Replacement
  - \$3,677,337 to be transferred in the form of pay-as-you-go funding for project 1-028 B.F. Williams/Bayside 6<sup>th</sup> (Grades 4-6) Replacement
  - \$1,010,217 to be transferred in the form of pay-as-you-go funding for project 1-029 Bayside High School Replacement
  - \$3,000,000 to be transferred in the form of pay-as-you-go funding for project 1-030 Payroll System Replacement
- \$11,000,000 to be re-appropriated to the School Reserve Special Revenue fund to be set-aside for projects 1-018 Renovations and Replacements - HVAC Phase III (\$9,200,000) and 1-019 Renovations and Replacements - Reroofing (\$1,800,000) for use in the FY 2023/24 Capital Improvement Program
- \$2,000,000 to be re-appropriated to the Risk Management fund
- \$11,609,650 to be re-appropriated to the School Operating fund to provide a one-time incentive of \$1,000 for all full-time equivalent (FTE) employees

**NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board of the City of Virginia Beach approves the recommended uses of the FY 2021/22 Reversion and Revenue Sharing Formula Reconciliation funds as presented by the Administration; and be it

**FURTHER RESOLVED:** That the School Board requests that the City Council approve the re-appropriation of FY 2021/22 Reversion and Revenue Sharing Formula Reconciliation funds shown above; and be it

**FINALLY RESOLVED:** That a copy of this resolution be spread across the official minutes of this Board, and the Clerk of the Board is directed to deliver a copy of this resolution to the Mayor, each member of the City Council, the City Manager, and the City Clerk.

Adopted by the School Board of the City of Virginia Beach this 9th day of November 2022.

S E A L

\_\_\_\_\_  
Carolyn T. Rye, School Board Chair

Attest:

\_\_\_\_\_  
Regina M. Toneatto, Clerk of the Board

# **Budget Resolution Regarding FY 2021/22 Reversion and Revenue Sharing Formula Reconciliation** **OPTION 3**

**WHEREAS**, on September 27, 2022, the School Board was presented with a summary of the unaudited financial statements for FY 2021/22 (year-ending June 30, 2022), showing the reversion amount to the city's General fund; and

**WHEREAS**, \$15,680,703 is the amount of School Operating reversion funds available (excluding debt service and revenues over/under budget); and

**WHEREAS**, \$3,746,765 is the amount remaining in debt service from the FY 2021/22 budget due to the timing of bond sales, increasing the School Operating reversion amount to \$19,427,468; and

**WHEREAS**, \$938,410 came in as additional revenue over the appropriated budget, increasing the School Operating reversion amount to \$20,365,878; and

**WHEREAS**, \$296,396 reverted from the Athletics fund and \$409,492 reverted from the Green Run Collegiate Charter School fund; and

**WHEREAS**, the current total amount available for re-appropriation is \$21,071,766; and

**WHEREAS**, the city is currently indicating an FY 2021/22 revenue actual over budget of \$27,222,401 based on the Revenue Sharing Formula; and

**WHEREAS**, the total amount available for re-appropriation is \$48,294,167; and

**WHEREAS**, the Administration recommends the following for the available funds in the amount of \$48,294,167:

- \$33,652,508 to be re-appropriated to the FY 2022/23 Capital Improvement Program
  - \$3,746,765 to be transferred in the form of pay-as-you-go funding with a corresponding reduction in authorized but unissued Public Facility Revenue Bonds
  - \$5,572,862 to be transferred in the form of pay-as-you-go funding to offset state construction grants revenue under budget
  - \$10,000,000 to be transferred in the form of pay-as-you-go funding for project 1-015 Princess Anne High School Replacement
  - \$7,000,000 to be transferred in the form of pay-as-you-go funding for project 1-028 B.F. Williams/Bayside 6<sup>th</sup> (Grades 4-6) Replacement
  - \$4,332,881 to be transferred in the form of pay-as-you-go funding for project 1-029 Bayside High School Replacement
  - \$3,000,000 to be to be transferred in the form of pay-as-you-go funding for project 1-030 Payroll System Replacement
- \$11,000,000 to be re-appropriated to the School Reserve Special Revenue fund to be set-aside for projects 1-018 Renovations and Replacements - HVAC Phase III (\$9,200,000) and 1-019 Renovations and Replacements - Reroofing (\$1,800,000) for use in the FY 2023/24 Capital Improvement Program
- \$2,000,000 to be re-appropriated to the Risk Management fund
- \$1,641,659 to be re-appropriated to the School Operating fund to provide a one-time incentive of ~~\$1,000~~ **approximately \$290** for all full-time equivalent (FTE) teachers

**NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board of the City of Virginia Beach approves the recommended uses of the FY 2021/22 Reversion and Revenue Sharing Formula Reconciliation funds as presented by the Administration; and be it

**FURTHER RESOLVED:** That the School Board requests that the City Council approve the re-appropriation of FY 2021/22 Reversion and Revenue Sharing Formula Reconciliation funds shown above; and be it

**FINALLY RESOLVED:** That a copy of this resolution be spread across the official minutes of this Board, and the Clerk of the Board is directed to deliver a copy of this resolution to the Mayor, each member of the City Council, the City Manager, and the City Clerk.

Adopted by the School Board of the City of Virginia Beach this 9th day of November 2022.

S E A L

\_\_\_\_\_  
Carolyn T. Rye, School Board Chair

Attest:

\_\_\_\_\_  
Regina M. Toneatto, Clerk of the Board

**Budget Resolution Regarding FY 2021/22 Reversion and Revenue Sharing Formula Reconciliation**  
**OPTION 4**

**WHEREAS**, on September 27, 2022, the School Board was presented with a summary of the unaudited financial statements for FY 2021/22 (year-ending June 30, 2022), showing the reversion amount to the city's General fund; and

**WHEREAS**, \$15,680,703 is the amount of School Operating reversion funds available (excluding debt service and revenues over/under budget); and

**WHEREAS**, \$3,746,765 is the amount remaining in debt service from the FY 2021/22 budget due to the timing of bond sales, increasing the School Operating reversion amount to \$19,427,468; and

**WHEREAS**, \$938,410 came in as additional revenue over the appropriated budget, increasing the School Operating reversion amount to \$20,365,878; and

**WHEREAS**, \$296,396 reverted from the Athletics fund and \$409,492 reverted from the Green Run Collegiate Charter School fund; and

**WHEREAS**, the current total amount available for re-appropriation is \$21,071,766; and

**WHEREAS**, the city is currently indicating an FY 2021/22 revenue actual over budget of \$27,222,401 based on the Revenue Sharing Formula; and

**WHEREAS**, the total amount available for re-appropriation is \$48,294,167; and

**WHEREAS**, the Administration recommends the following for the available funds in the amount of \$48,294,167:

- \$35,294,167 to be re-appropriated to the FY 2022/23 Capital Improvement Program
  - \$3,746,765 to be transferred in the form of pay-as-you-go funding with a corresponding reduction in authorized but unissued Public Facility Revenue Bonds
  - \$5,572,862 to be transferred in the form of pay-as-you-go funding to offset state construction grants revenue under budget
  - \$10,547,220 to be transferred in the form of pay-as-you-go funding for project 1-015 Princess Anne High School Replacement
  - \$7,547,220 to be transferred in the form of pay-as-you-go funding for project 1-028 B.F. Williams/Bayside 6<sup>th</sup> (Grades 4-6) Replacement
  - \$4,880,100 to be transferred in the form of pay-as-you-go funding for project 1-029 Bayside High School Replacement
  - \$3,000,000 to be transferred in the form of pay-as-you-go funding for project 1-030 Payroll System Replacement
- \$11,000,000 to be re-appropriated to the School Reserve Special Revenue fund to be set-aside for projects 1-018 Renovations and Replacements - HVAC Phase III (\$9,200,000) and 1-019 Renovations and Replacements - Reroofing (\$1,800,000) for use in the FY 2023/24 Capital Improvement Program
- \$2,000,000 to be re-appropriated to the Risk Management fund



**NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board of the City of Virginia Beach approves the recommended uses of the FY 2021/22 Reversion and Revenue Sharing Formula Reconciliation funds as presented by the Administration; and be it

**FURTHER RESOLVED:** That the School Board requests that the City Council approve the re-appropriation of FY 2021/22 Reversion and Revenue Sharing Formula Reconciliation funds shown above; and be it

**FINALLY RESOLVED:** That a copy of this resolution be spread across the official minutes of this Board, and the Clerk of the Board is directed to deliver a copy of this resolution to the Mayor, each member of the City Council, the City Manager, and the City Clerk.

Adopted by the School Board of the City of Virginia Beach this 9th day of November 2022.

S E A L

\_\_\_\_\_  
Carolyn T. Rye, School Board Chair

Attest:

\_\_\_\_\_  
Regina M. Toneatto, Clerk of the Board

## Budget Resolution Regarding FY 2021/22 Reversion and Revenue Sharing Formula Reconciliation

### OPTION 5

**WHEREAS**, on September 27, 2022, the School Board was presented with a summary of the unaudited financial statements for FY 2021/22 (year-ending June 30, 2022), showing the reversion amount to the city's General fund; and

**WHEREAS**, \$15,680,703 is the amount of School Operating reversion funds available (excluding debt service and revenues over/under budget); and

**WHEREAS**, \$3,746,765 is the amount remaining in debt service from the FY 2021/22 budget due to the timing of bond sales, increasing the School Operating reversion amount to \$19,427,468; and

**WHEREAS**, \$938,410 came in as additional revenue over the appropriated budget, increasing the School Operating reversion amount to \$20,365,878; and

**WHEREAS**, \$296,396 reverted from the Athletics fund and \$409,492 reverted from the Green Run Collegiate Charter School fund; and

**WHEREAS**, the current total amount available for re-appropriation is \$21,071,766; and

**WHEREAS**, the city is currently indicating an FY 2021/22 revenue actual over budget of \$27,222,401 based on the Revenue Sharing Formula; and

**WHEREAS**, the total amount available for re-appropriation is \$48,294,167; and

**WHEREAS**, the Administration recommends the following for the available funds in the amount of \$38,294,167:

- \$25,294,167 to be re-appropriated to the FY 2022/23 Capital Improvement Program
  - \$3,746,765 to be transferred in the form of pay-as-you-go funding with a corresponding reduction in authorized but unissued Public Facility Revenue Bonds
  - \$5,572,862 to be transferred in the form of pay-as-you-go funding to offset state construction grants revenue under budget
  - \$7,213,886 to be transferred in the form of pay-as-you-go funding for project 1-015 Princess Anne High School Replacement
  - \$4,213,887 to be transferred in the form of pay-as-you-go funding for project 1-028 B.F. Williams/Bayside 6<sup>th</sup> (Grades 4-6) Replacement
  - \$1,546,767 to be transferred in the form of pay-as-you-go funding for project 1-029 Bayside High School Replacement
  - \$3,000,000 to be transferred in the form of pay-as-you-go funding for project 1-030 Payroll System Replacement
- \$11,000,000 to be re-appropriated to the School Reserve Special Revenue fund to be set-aside for projects 1-018 Renovations and Replacements - HVAC Phase III (\$9,200,000) and 1-019 Renovations and Replacements - Reroofing (\$1,800,000) for use in the FY 2023/24 Capital Improvement Program
- \$2,000,000 to be re-appropriated to the Risk Management fund

**NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board of the City of Virginia Beach approves the recommended uses of the FY 2021/22 Reversion and Revenue Sharing Formula Reconciliation funds as presented by the Administration; and be it

**FURTHER RESOLVED:** That the School Board requests that the City Council approve the re-appropriation of FY 2021/22 Reversion and Revenue Sharing Formula Reconciliation funds shown above; and be it

**FINALLY RESOLVED:** That a copy of this resolution be spread across the official minutes of this Board, and the Clerk of the Board is directed to deliver a copy of this resolution to the Mayor, each member of the City Council, the City Manager, and the City Clerk.

Adopted by the School Board of the City of Virginia Beach this 9th day of November 2022.

S E A L

\_\_\_\_\_  
Carolyn T. Rye, School Board Chair

Attest:

\_\_\_\_\_  
Regina M. Toneatto, Clerk of the Board



**Subject:** Calendar Adjustment

**Item Number:** 15C

**Section:** Action

**Date:** November 9, 2022

**Senior Staff:** Matthew D. Delaney, Chief Schools Officer

**Prepared by:** Matthew D. Delaney, Chief Schools Officer

**Presenter(s):** Matthew D. Delaney, Chief Schools Officer

**Recommendation:**

That the School Board approve the request that was made during the October 25<sup>th</sup> school board meeting to change Friday, January 27<sup>th</sup> on the 2022-23 School Calendar to an adjusted dismissal day for all students. This change will allow teachers additional time to enter semester grades, which ends Tuesday, January 31.

**Background Summary:**

The Department of School Leadership and Department of Communications and Community Engagement worked in tandem to create calendars for the 2022-23 and 2023-24 school years. The School Board approved the 2022-23 school calendar February 22, 2022, and approved the 2023-24 school calendar on March 8, 2022. An adjustment to the 2022-23 calendar was approved by the School Board allowing for an early dismissal on June 13-16, 2023, to complete final exams and to prepare for graduation start.

**Source:**

**Budget Impact:**

None.



Subject: Policy Review Committee Recommendations Item Number: 15D1-24

Section: Action Date: November 9, 2022

Senior Staff: Donald E Robertson, Ph.D., Chief of Staff

Prepared by: Kamala Lannetti, School Board Attorney; John Sutton, III, Coordinator, Policy and Intergovernmental Affairs

Presenter(s): School Board Attorney, Kamala Lannetti

### Recommendation:

That the School Board approve Policy Review Committee (PRC) recommendations regarding review, amendment, and repeal of certain bylaws and policies as reviewed by the PRC at its October 13, 2022 meeting.

### Background Summary

- 1) *Bylaw 1-1/Authority and Title* – the PRC recommends no changes.
- 2) *Bylaw 1-2/ Corporate Seal* – the PRC recommends no changes.
- 3) *Bylaw 1-3/Powers and Duties* – the PRC recommends no changes.
- 4) *Bylaw 1-4/Responsibilities of the School Board* - the PRC recommends no changes.
- 5) *Bylaw 1-5/Legal Counsel* - the PRC recommends amendment to reflect the new Department of Legal Services.
- 6) *Bylaw 1-6/Fiscal Agent* - the PRC recommends one scrivener's change.
- 7) *Bylaw 1-8/Composition/Election/Term of Office* - the PRC recommends amendments to reflect the change in the election system and adding language to address future changes to the election system.
- 8) *Bylaw 1-10/Ineligibility for Office* - the PRC recommends grammatical changes and the addition of a legal reference.
- 9) *Bylaw 1-12/Oath of Office* - the PRC recommends no changes.
- 10) *Bylaw 1-13/Orientation/In-Service* – the PRC recommends adding a reference to the Virginia Public Record Act.
- 11) *Bylaw 1-14/Compensation and Expenses* – the PRC recommends adding language to reflect the process for adjusting the salary for School Board Members, formatting changes, and scrivener's changes.
- 12) *Bylaw 1-15/Vacancies* – the PRC recommends adding a legal reference.
- 13) *Bylaw 1-16/Removal from Office* – the PRC recommends scrivener's changes.
- 14) *Bylaw 1-17/Publications Regarding School Board* – the PRC recommends adding language to Section C regarding School Board Members responsibility for personal social media and adding legal references.
- 15) *Bylaw 1-18/Officers: Election and Term of Office* – the PRC recommends adding language regarding the voting procedures that will be used if the electronic voting board is not available.
- 16) *Bylaw 1-19/Duties of Chair/Vice Chair* – the PRC recommends no changes.
- 17) *Bylaw 1-20/Duties of Clerk/Deputy Clerk/Bonds of Oath* – the PRC recommends adding a paragraph A7 to reflect the Clerk's duties with regard to maintaining financial records as well as authorizing the Superintendent to provide assistance with maintenance of record and to add section C language authorizing the Superintendent to provide insurance coverage in lieu of a bond for the Clerk.



**Subject:** Policy Review Committee Recommendations – continued, Page 2 **Item Number:** 15D1-24

**Section:** Action **Date:** November 9, 2022

**Senior Staff:** Donald E Robertson, Ph.D., Chief of Staff

**Prepared by:** Kamala Lannetti, School Board Attorney; John Sutton, III, Coordinator, Policy and Intergovernmental Affairs

**Presenter(s):** School Board Attorney, Kamala Lannetti

- 18) *Bylaw 1-21/Officers: Vacancies* – the PRC recommends scrivener’s changes.
- 19) *Bylaw 1-23/Authority of Members* – the PRC recommends no changes.
- 20) *Bylaw 1-24/ Conflict of Interests/Immunity/Disclosure Statement of Personal Interest/Economic Advisory Interest* – the PRC recommends amendments to reflect School Board Members duties to review agendas for conflicts of interests prior to participating in matters, to correct language regarding the School Board Attorney, and amend Section C from Immunity to Training with language concerning School Board Members’ responsibilities to obtain necessary training.
- 21) *Bylaw 1-34/Annual Report* – the PRC recommends no changes.
- 22) *Bylaw 1-43/School Board Meeting Minutes and Maintenance of Meeting Documents/Posting of Meeting Minutes* – the PRC recommends no changes.
- 23) *Bylaw 1-45/School Board Minutes Retention Schedule* – the PRC recommends amendments regarding retention of records, saving records electronically and transferring records to the Library of Virginia, and adding a legal reference.
- 24) *Appendix C* – the PRC recommends clarify language regarding election of a chair as well as grammatical and scrivener’s changes.

**Source:**

Code of Virginia, 1950, as amended, § 22.1-253.12:7 School Board Policies.  
Policy Review Committee Meeting of October 13, 2022

## **SCHOOL BOARD BYLAWS**

### **Authority and Title**

The School Board is a corporate body whose official title shall be the "School Board of the City of Virginia Beach, Virginia."

### **Legal Reference**

Constitution of Virginia, 1971, Art. VIII § 7, as amended. School boards.

Code of Virginia § 22.1-28, as amended. Supervision of schools in each school division vested in school board.

Code of Virginia § 22.1-71, as amended. School board constitutes body corporate; corporate powers.

Code of Virginia § 22.1-79, as amended. Powers and duties.

Code of Virginia § 22.1-89, as amended. Management of funds.

Code of Virginia § 22.1-125, as amended.

Code of Virginia § 22.1-89, as amended. Management of funds.

Code of Virginia § 22.1-125, as amended. Title to property vested in school board; exception; extent of school board's authority.

Code of Virginia § 22.1-127, as amended. Condemnation of land for school purposes; right of entry; location of school outside boundaries of school division.

Code of Virginia § 22.1-128, as amended. Title to school board real estate.

Adopted by School Board: July 21, 1992

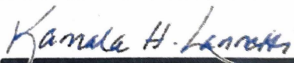
Amended by School Board: August 17, 1999

Amended by School Board: December 2, 2008

Reviewed by School Board: August 2, 2016

Reviewed by School Board: November 2022

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## **SCHOOL BOARD BYLAWS**

### **Corporate Seal**

The School Board may, by a majority vote of the School Board, adopt a corporate seal. The seal shall have engraved thereon the official title of the School Division and such other inscription or design as the School Board may direct.

The Clerk shall serve as custodian of the seal.

### **Legal Reference**

Code of Virginia § 22.1-71, as amended. School board constitutes body corporate; corporate powers.

Code of Virginia § 22.1-77, as amended. Duties of Clerk.

Adopted by School Board: July 21, 1992

Amended by School Board: December 2, 2008

Reviewed by School Board: August 2, 2016

Reviewed by School Board: November 2022

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## **SCHOOL BOARD BYLAWS**

### **Powers and Duties**

The School Board shall control all aspects of the School Division's operations within the limits of the law.

No section of the School Board's Bylaws and policies may be construed to limit the statutory powers of the School Board to exercise its own prudent judgment. The School Board shall be the final authority.

### **Legal Reference**

Code of Virginia § 22.2-78, as amended. Bylaws and regulations.

Code of Virginia § 22.1-79, as amended. Powers and duties.

Virginia Board of Education Regulations Governing School Boards Local, 8 VAC 20-490-10 *et seq.*, as amended.

Adopted by School Board: July 21, 1992

Amended by School Board: August 17, 1999

Amended by School Board: December 2, 2008

Amended by School Board: August 2, 2016

Reviewed by School Board: November 2022

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## **SCHOOL BOARD BYLAWS**

### **Responsibilities of the School Board**

The responsibilities listed below are those of the School Board acting as a unit and not of the several School Board Members individually except insofar as each individual School Board Member has the duty of giving thought and attention to all matters for which the School Board is responsible and of contributing to the considerations and discussions through which the School Board arrives at conclusions and takes appropriate actions. Although enumeration of all duties and responsibilities of the School Board is impractical, the following are among the most important:

1. Appoint the School Division Superintendent.
2. Evaluate the Superintendent annually using criteria which include, but are not limited to: assessing teacher and administrator skills and knowledge; improving student academic progress; providing for school safety; and, enforcing student discipline.
3. Adopt for use by the Superintendent clearly defined criteria for a performance evaluation process for principals, assistant principals, and supervisors that includes, among other things, an assessment of such administrators' skills and knowledge; student academic progress and school gains in student learning; and, effectiveness in addressing school safety and enforcing student discipline.
4. Develop a procedure for use by the Superintendent and principals in evaluating instructional personnel that is appropriate to the tasks performed and addresses, among other things, student academic progress and the skills and knowledge of instructional personnel, including but not limited to, instructional methodology, classroom management, and subject matter knowledge.
5. Establish general policies to be employed in the conduct of the public schools.
6. Provide oversight through the formulation and administration of rules and regulations governing School Board procedures.
7. See that the school laws are properly explained, observed, and enforced.
8. Secure, by visitation or otherwise, as full information as possible about the conduct of the schools in the School Division and take care that they are conducted efficiently and in accordance with the law. During such visitation, in accordance with Bylaw 1-23, School Board Members have no authority to direct

the action of school employees or students, and any suggestions or concerns should initially be directed to the Superintendent or his designee.

9. Care for, manage, and control the property of the School Division and provide for the erection, furnishing, equipping, and non-instructional operating of necessary school buildings and appurtenances and the maintenance thereof by purchase, lease, or other contracts.
10. Provide for the consolidation of schools or redistricting of school boundaries or adopting pupil assignment plans whenever such procedure will contribute to the efficiency of the School Division.
11. Operate and maintain the schools in the School Division, consistent with state statutes and regulations of the Virginia Board of Education.
12. Determine the length of the school term, the studies to be pursued, the governance and methods of teaching within the schools, consistent with statutes and Virginia Board of Education Regulations.
13. Control school finances by establishing priorities and aligning financial resources in accordance with the School Board's strategic plan. This includes, but is not limited to, examining and approving the budget and capital outlays, awarding contracts, fixing salary schedules and wages, overseeing all business transactions, as well as regularly auditing all accounts.
14. On recommendation of the Superintendent, employ staff, apportion their duties, and provide for handling all related personnel problems.
15. Maintain and improve the school plant.
16. Present the needs of the schools to the Virginia Beach City Council and legislators.
17. Represent the schools and the educational program before the public generally as opportunity occurs.
18. As set forth in School Board policies and regulations, act as a "court of appeals" (where authorized by law or regulation) for employees and laymen citizens who have grievances and students who have disciplinary matters that have already been heard by the proper administrative official(s) without satisfactory resolution.
19. Appoint advisory committee members.

**Editor's Note**

*The School Board appoints individuals to Community Advisory Committees as required by law and as provided in School Board Policy 7-21 and supporting regulations.*

### **Legal Reference**

Code of Virginia § 22.1-60, as amended. Appointment and term of superintendent; certain contractual matters.

Code of Virginia § 22.1-60.1, as amended. Evaluation of superintendent.

Code of Virginia § 22.1-71, as amended. School board constitutes body corporate; corporate powers.

Code of Virginia § 22.1-78, as amended. Bylaws and regulations.

Code of Virginia § 22.1-79, as amended. Powers and duties.

Code of Virginia § 22.1-89, as amended. Management of funds.

Code of Virginia § 22.1-92, as amended. Estimate of moneys needed for public schools; notice of costs to be distributed.

Code of Virginia § 22.1-253.13:7, as amended. Standard 7. School board policies.

Code of Virginia § 22.1-293, as amended. School boards authorized to employ principals and assistant principals; license required; powers and duties.

Code of Virginia § 22.1-295, as amended. Employment of teachers.

*Virginia Board of Education Regulations Governing School Boards Local*, 8 VAC 20-490-10 *et seq.*, as amended.

### **Related Links**

School Board [Policy 7-21](#)

School Board [Regulation 7-21.1](#)

School Board [Regulation 7-21.2](#)

School Board [Regulation 7-21.3](#)

School Board [Regulation 7-21.4](#)

School Board [Regulation 7-21.5](#)

School Board [Regulation 7-21.6](#)

School Board [Regulation 7-21.7](#)

Adopted by School Board: July 21, 1992

Amended by School Board: August 17, 1999

Amended by School Board: February 20, 2001

Amended by School Board: December 2, 2008

Amended by School Board: August 18, 2015

Amended by School Board: August 2, 2016

Reviewed by School Board: November 2022

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## SCHOOL BOARD BYLAWS

### Legal Counsel

The School Board will secure legal advice and counsel in accordance with the Code of Virginia as quoted in the legal reference to this Bylaw.

A School Board Member may consult with the School Board ~~Attorney Legal Counsel~~ at any time. Requests for informal legal opinions will be made in writing and shared with all School Board Members. Legal advice regarding an informal legal opinion or resolutions for the School Board to consider will be provided to all School Board Members.

School Board Members may request formal written legal opinions regarding matters related to the School Board and the School Division by providing the School Board ~~Attorney Legal Counsel~~ and all School Board Members with a written copy of such request. The School Board may discuss the request in closed session and may amend the request. The legal opinion will be provided to all School Board Members and, if not prohibited by the School Board, will be provided to the Superintendent. Waiver of attorney client privilege for legal advice provided to the School Board may only be done after a majority vote of the School Board authorizes such waiver.

A request by a School Board Member for a written personal conflict of interests opinion shall be made directly by the School Board Member to the School Board ~~Attorney Legal Counsel~~ or the Commonwealth's Attorney in accordance with Bylaw 1-24. Conflict of Interests opinions requested by a School Board Member shall not be shared with the School Board Chair~~man~~ or any other School Board Member except upon consent of the School Board Member making the request.

The School Board ~~Attorney Legal Counsel~~ is authorized to act as the School Board's designee in all legal matters and may accept service of process on behalf of the School Board and the Superintendent. After providing information to the School Board regarding probable or pending legal matters and obtaining authorization from the School Board as to how to proceed, the School Board ~~Attorney Legal Counsel~~ may authorize settlement or other resolution of legal matters. After approval from the School Board, the School Board Attorney may retain outside legal counsel for those matters which are beyond the expertise of the Department of Legal Services, when the Department of Legal Services does not have capacity to handle certain matters, or when the Department of Legal Services attorneys have an ethical conflict with a matter.

### Editor's Note

~~The School Board has an annual Cooperative Agreement with the City Council for provision of legal services by the City Attorney's Office.~~

*For policy regarding employment of outside legal counsel, see Policy 2-59.*

*For service of process, see Bylaw 1-27.*  
*For conflict of interest advisory legal opinion, see Bylaw 1-24.*  
*For employment of outside counsel and reimbursement of employee legal expenses, see*  
*Policy 2-59.*

### **Legal Reference**

Code of Virginia § 2.2-4301, as amended. Definitions.

Code of Virginia § 2.2-4303, as amended. Methods of procurement.

Code of Virginia § 2.2-4344 (2), as amended. Exemptions from competition for certain transactions.

Code of Virginia § 22.1-82, as amended. Employment of counsel to advise or defend school boards and officials; payment of costs, expenses and liabilities; consent of governing bodies required prior to institution of proceedings.

Code of Virginia § 22.1-83, as amended. Payment of employee's legal fees and expenses, as amended.

Code of Virginia § 22.1-128, as amended. Title to school board real estate.

### **Related Links**

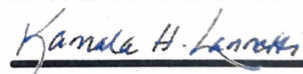
School Board [Bylaw 1-24](#)

School Board [Bylaw 1-27](#)

School Board [Policy 2-59](#)

Adopted by School Board: July 21, 1992  
Amended by School Board: August 17, 1999  
Amended by School Board: February 20, 2001  
Amended by School Board: December 2, 2008  
Amended by School Board: August 2, 2016  
Amended by School Board: April 24, 2018  
Amended by School Board: February 12, 2019  
Amended by School Board: June 25, 2019  
Amended by School Board: November 12, 2019  
[Amended by School Board: November 2022](#)

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## **SCHOOL BOARD BYLAWS**

### **Fiscal Agent**

The Director of the Office of Business Services is designated the Fiscal Agent and the Chief Financial Officer, Department of Budget and Finance, and the Accounting Coordinator are designated the Deputy Fiscal Agents of the School Board to examine, approve, and upon approval, authorize payment of all claims against the School Board, following the processing of those claims by the Internal Accounting Control System. In the event that the Fiscal Agent and the Deputy Fiscal Agents are absent or unavailable, the Financial Management Specialist is designated a Deputy Fiscal Agent with limited authority to act during the period of their absence or unavailability.

While "examination" of claims against the School Board may be delegated, no "payment" of claims against the School Board shall be made absent approval by either the Fiscal Agent or a Deputy Fiscal Agent.

The Fiscal Agent and Deputy Fiscal Agents shall post corporate surety bond, paid for by the School Board, in an amount of \$1,000,000, as required by the Code of Virginia.

It shall be the responsibility of the Fiscal Agent and Deputy Fiscal Agents to ensure that the requirements of Code of Virginia, Virginia Board of Education Regulations, School Board Policy and Regulations, and Code of Virginia § 22.1-122 are met with respect to the claims each examines, approves and, upon approval, authorizes for payment.

### **Legal Reference**

Code of Virginia § 22.1-122, as amended. Approval and payment of claims; warrants; prohibited acts.

Adopted by School Board: July 21, 1992

Amended by School Board: October 15, 1996

Amended by School Board: August 17, 1999

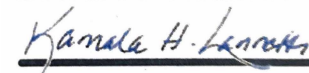
Amended by School Board: October 19, 1999

Amended by School Board: December 2, 2008

Amended by School Board: August 2, 2016

Reviewed by School Board: November 2022

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## SCHOOL BOARD BYLAWS

### Composition/Election/Term of Office

#### A. Composition

The School Board of the City of Virginia Beach shall consist of eleven (11) Members elected as set forth in Legal References to this Bylaw or as ~~the Code of Virginia §22.1-57.3 and §§16.02 and 16.04 of the Charter of the City of Virginia Beach~~ enacted by the Virginia General Assembly, or as otherwise ordered by a court of competent jurisdiction.

#### B. Election

The Members of the School Board shall be elected by the qualified voters of the City as set forth in the legal reference below.

Every two years, there shall be a general election in November for the election of School Board Members to replace those whose terms expire at the end of December of a given election year.

#### C. Term of Office

The Members of the School Board elected as specified below in the Legal Reference to this Bylaw or as ~~§§16.02 and 16.04 of the Charter of the City of Virginia Beach, enacted by the Virginia General Assembly, or as ordered by a court of competent jurisdiction,~~ shall be elected for a term of four (4) years. The term for each elected Member shall commence on the first day of January next following the date of election.

### Legal Reference

Charter of the City of Virginia Beach, § 16.02, as amended. Composition of school board.

Charter of the City of Virginia Beach, § 16.04, as amended. Election of the board.

Code of Virginia § 15.2-1400, as amended. Governing bodies.

Code of Virginia § 15.2-1522, as amended. When and how officers qualify.

Code of Virginia § 22.1-57.1, as amended. Applicability.

Code of Virginia § 22.1-57.3, as amended. Election of School Board Members.

Code of Virginia § 23.2-222, as amended. Election and terms of mayor and counsel for cities and terms.

Code of Virginia § 24.2-223, as amended. Election and terms of School Board Members.

Adopted by School Board: July 21, 1992

Amended by School Board: September 21, 1993

Amended by School Board: September 5, 1995

Amended by School Board: August 17, 1999

Amended by School Board: February 20, 2001

Amended by School Board: August 21, 2007

Amended by School Board: December 2, 2008

Amended by School Board: August 2, 2016

Amended by School Board: November 2022

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## SCHOOL BOARD BYLAWS

### Ineligibility for Office

Persons ineligible to serve as ~~a School Board Member~~s of the School Board are enumerated in the Code of Virginia, 1950, as amended. No employee of the School Board shall be eligible to serve on the School Board.

### Legal Reference

Code of Virginia §22.1-29, as amended. Qualifications of members.

Code of Virginia § 22.1-30, as amended. Certain officers may not act on school board or serve as tie breaker.

Code of Virginia § 22.1-57.3, as amended. Election of School Board Members.

Code of Virginia § 15.2-1535, as amended. Members of governing body not to be elected or appointed by governing body to certain offices.

Adopted by School Board: July 21, 1992

Amended by School Board: August 17, 1999

Amended by School Board: December 2, 2008

Reviewed by School Board: August 2, 2016

Amended by School Board: November 2022

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## **SCHOOL BOARD BYLAWS**

### **Oath of Office**

On or before the initial January meeting of the School Board after a November election, the person elected to the School Board shall take the oath of office prescribed for officers of this Commonwealth. Any person appointed to fill a vacancy on the School Board shall take the same oath of office prior to undertaking any duties as a School Board Member. It is the responsibility of such person to appear before a judge of a court of record or the clerk of the court and to take the required oath.

It shall be the responsibility of each School Board Member to present to the Clerk of the School Board a record of having taken the required oath, which shall be retained by the Clerk.

### **Legal Reference**

Code of Virginia § 15.2-1522, as amended. When and how officers qualify.

Code of Virginia § 49-1, as amended. Form of general oath required of officers.

Code of Virginia § 49-11, as amended. Failure to take oath.

Adopted by School Board: July 21, 1992  
Amended by School Board: August 17, 1999  
Amended by School Board: February 20, 2001  
Amended by School Board: December 2, 2008  
Reviewed by School Board: August 2, 2016  
Reviewed by School Board: November 2022

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## **SCHOOL BOARD BYLAWS**

### **Orientation/In-service Programs**

#### **A. Orientation**

1. Generally

The current School Board Members shall provide an orientation program to new School Board Members upon their election or appointment or within a reasonable time after those Members take office

2. Documents

School Board Members shall be informed of how to locate School Board Bylaws, policies, regulations, the current budget, a directory of personnel, Virginia school laws and regulations, the Virginia Freedom of Information Act, the Virginia Public Records Act, the Virginia State and Local Governments Conflicts of Interest Act and such other documents deemed essential to the operation of the School Division.

#### **B. In-service Programs**

The School Board shall require each School Board Member to participate annually in high-quality professional development activities at the state, local, or national levels on governance, including, but not limited to: personnel policies and practices; the evaluation of personnel; curriculum and instruction; use of data in planning and decision making; and current issues in education as part of their service on the School Board.

### **Legal Reference**

Code of Virginia §22.1-253.13:5, as amended. Standard 5. Quality of classroom instruction and educational leadership.

Adopted by School Board: July 21, 1992  
Amended by School Board: August 17, 1999  
Amended by School Board: February 20, 2001  
Amended by School Board: December 2, 2008  
Amended by School Board: August 18, 2015  
Amended by School Board: August 2, 2016  
Amended by School Board: November 2022

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Kamala H. Lennett

## SCHOOL BOARD BYLAWS

### Compensation and Expenses

#### A. Compensation

1. A Member of the School Board shall be compensated at a rate not to exceed the maximum salary as provided in accordance with the Code of Virginia. The Chair~~man~~ may, in the discretion of the School Board, be compensated with such additional salary allowed by the Code of Virginia.
2. School Board Members may be awarded a salary increase upon an affirmative vote of the School Board. Any such vote for a salary increase must take place prior to December 31 in any year preceding a year in which School Board Members are to be elected or appointed. Such increase shall become effective on January 1 of the following year of the election.

#### B. Expenses

1. Members of the School Board shall be reimbursed for private transportation for attending meetings of the School Board and in conducting other official business of the School Board at the same rate authorized for School Division employees.
2. All reasonable expenses for School Board Members, including travel, food, and lodging, shall be paid by the School Board when such Members are acting in their official capacities as School Board Members or representing the School Board at meetings, conferences, and conventions. School Board Members may not exceed the personal allocation for specific meetings, conferences, and conventions determined by the School Board without prior School Board approval.
3. Members of the School Board may elect to receive a Communication Allowance at the same rate authorized for Chief Officers. The School Board may employ a support staff person to assist School Board Members to fulfill the duties of their offices.

#### Editor's Note

*On November 20, 2007, the School Board adopted a Resolution to annually compensate School Board Members \$12,000 and the Chair~~man~~ \$14,000.*

### Legal Reference

Code of Virginia §22.1-32, as amended. Salary of members.

Adopted by School Board: July 21, 1992

Amended by School Board: August 17, 1999

Amended by School Board: February 20, 2001

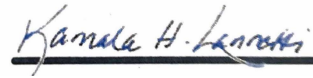
Amended by School Board: December 2, 2008

Amended by School Board: August 2, 2016

Amended by School Board: December 11, 2018

Amended by School Board: November 2022

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## **SCHOOL BOARD BYLAWS**

### **Vacancies**

**A.** Within fifteen (15) days of a vacancy caused by a School Board Member leaving office before the end of the term or a Member-elect who fails to take office, the School Board will petition the Circuit Court to issue a writ of election in accordance with applicable law.

Within ~~forty-five~~forty-five (45) days of the vacancy, the School Board may appoint a qualified voter of the election district in which the vacancy occurred to fill the position until a School Board Member is elected to and qualifies for the office. The School Board will vote on whether to fill the vacancy and on the procedures to be followed for such appointment.

**B.** At least seven (7) days prior to an appointment, the School Board shall hold one or more public hearings to receive views of the citizens within the school division on the appointment, and the School Board shall give public notice of the hearing by newspaper publication at least ten (10) days in advance of the hearing. No person whose name is not considered at a public hearing shall be appointed. All applicants' names shall be considered at the public hearing by the School Board Members once they are read for the record during the actual hearing by the Chair~~man~~ or the Clerk of the School Board.

**C.** Any sitting School Board Member may request to be appointed to a vacancy by providing written notice to the School Board and the Clerk of the School Board. If the School Board determines that such an appointment will be considered, the School Board may then develop appointment procedures to fill both the current vacancy and any resulting vacancy should the School Board Member be appointed to the vacancy. Procedures developed to fill the vacancy will be consistent with applicable law regarding elections and appointment and the Virginia State and Local Government Conflict of Interests Act.

If a majority of the seats on the School Board are vacant, the remaining School Board Members shall not make interim appointments and the vacancies shall be filled as provided for in Virginia Code §24.2-227, as amended.

### **Legal Reference**

Charter of the City of Virginia Beach § 16.05, as amended. Filling vacancies on school board.

Virginia State and Local Government Conflict of Interests Act, Code of Virginia, §2.2-3100, *et seq.*, as amended.



Code of Virginia § 22.1-57.3, as amended. Election of School Board Members; election of tie breaker.

Code of Virginia § 22.1-29.1, as amended. Public hearing before appointment of school board members.

Code of Virginia § 24.2-226, as amended. Election to fill vacancy.

Code of Virginia § 24.2-228, as amended. Interim appointment to local government body or elected school board; elected mayor.

Code of Virginia §24.2-682, as amended. Times for special election.

Adopted by School Board: July 21, 1992

Amended by School Board: July 18, 1995

Amended by School Board: August 17, 1999

Amended by School Board: February 20, 2001

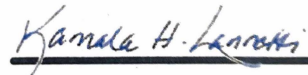
Amended by School Board: December 2, 2008

Amended by School Board: June 8, 2010

Amended by School Board: August 2, 2016

Amended by School Board: November 2022

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## **SCHOOL BOARD BYLAWS**

### **Removal from Office**

Procedures for removal of Members of the School Board of the City of Virginia Beach shall be those in accordance with provisions of the Code of Virginia.

### **Legal Reference**

Code of Virginia § 22.1-29, as amended. Qualification of members.

Code of Virginia § 24.2-231, as amended. Forfeiture of office by person sentenced for commission of certain crimes.

Code of Virginia § 24.2-232, as amended. Vacancy occurring when officer determined “mentally incompetent” (incapacitated).

Code of Virginia § 24.2-233, as amended. Removal of elected and certain appointed officers by courts.

Code of Virginia § 24.2-234, as amended. Removal of officer for appointed term certain.

Code of Virginia § 24.2-236, as amended. Suspension from office pending hearing and appeal.

Charter of the City of Virginia Beach §16.05, as amended. Filling vacancies on school board.

Adopted by School Board: July 21, 1992

Amended by School Board: August 17, 1999

Amended by School Board: December 2, 2008

Reviewed by School Board: August 2, 2016

Amended by School Board: November 2022

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## **SCHOOL BOARD BYLAWS**

### **Publications Regarding School Board**

#### **A. Publications regarding the School Board**

The School Board will publish information to the public regarding its nature, duties, meetings, and communications with the School Board, bylaws, policies and regulations and other information determined by the School Board. The School Board retains responsibility for the contents of such publications and will direct the Superintendent as to changes to be made to that content. Pending action by the School Board, the Chair is authorized to take appropriate actions regarding such publications should it be necessary due to actual or potential legal, criminal or emergency circumstances.

#### **B. Publication regarding individual School Board Members**

Information concerning individual School Board Members will be included in publications as determined by the School Board. Such information may comprise any or all of the following:

1. picture of School Board Member without background;
2. name and appropriate professional titles;
3. Chair or Vice Chair designation if applicable;
4. School Board district or At-Large designation;
5. term of office;
6. prior terms of office;
7. education;
8. employment history;
9. names and positions held with community service/organizations;
10. recognition/awards;
11. spouse name and occupation;
12. generic reference to children; and

13. contact information.

**C. Individual School Board Members' publications or social media content**

The School Board and the School Division will not be responsible for personal publications or personal social media content of individual School Board Members. Individual School Board Members who personally publish information or use personal social media to convey information regarding their duties as School Board Members will be responsible for compliance with applicable law, policy, and regulation. School Board Members will be responsible for compliance with applicable provisions of the Virginia Public Records Act retention requirements for such records and will be responsible for compliance with Virginia Freedom of Information Act requests for such records.

Formatting of publications will be left to the discretion of the Superintendent/designee.

**Legal Reference:**

Virginia Freedom of Information Act § 2.2-3700, et seq., as amended.

Virginia Public Records Act, § 42.1-76, as amended.

Adopted by School Board: November 8, 2017  
Amended by School Board: February 12, 2019  
Amended by School Board: November 2022

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Kamala H. Larrick

## SCHOOL BOARD BYLAWS

### Officers: Election and Term of Office

#### A. Election

The Chair and Vice Chair shall be elected by the School Board for a one-year term at the annual organizational meeting which will be the first regular meeting in January. At such meeting, the Clerk and Deputy Clerk shall be appointed by the School Board for a one-year term upon recommendation of the Superintendent.

##### 1. Procedure for electing Chair

- a. At the annual organizational meeting the Superintendent shall serve as Chair pro tem for the sole purpose of electing the Chair;
- b. The election procedure begins with the call for the nomination of candidates for the position of Chair. The nomination of any candidate does not require a second. A motion to close the nomination is not necessary but, when made, requires an affirmative vote of two-thirds of the School Board. A motion to re-open nominations requires a majority vote of the School Board;
- c. If fewer than four candidates are nominated for the Chair, candidates will be voted for electronically utilizing the voting colors green, red, and yellow on the electronic voting board if available or by manually displaying the color of choice. School Board Members participating remotely may verbally inform the Clerk of their votes. The candidates will draw for their voting color and the Clerk will inform the School Board Members which candidate is assigned to each color;
- d. School Board Members will then vote for a candidate by selecting the color that corresponds to the candidate of their choice ~~on the electronic voting board~~. The candidate with the most votes will be declared the Chair. If four or more candidates are nominated for the position of Chair, then the candidates will be voted upon in an order determined by random process.

2. Procedure for electing Vice Chair - the newly elected Chair will conduct the election for Vice Chair using the same procedure.

#### B. Term of Office

The Chair and Vice Chair shall serve in those positions until the annual organizational meeting or the election of officers is completed, whichever happens first. If the Chair's elected/appointed term of office on the School Board expires before the annual organizational meeting, the Vice Chair shall act as Chair until the annual organizational meeting. If the Vice Chair's elected/appointed term of office on the School Board expires before the annual organizational meeting, the most senior serving (in a continuous term) School Board Member whose last name is first alphabetically shall act as Vice Chair until the annual meeting.

### **Legal Reference**

Code of Virginia § 22.1-76, as amended. Chairman; clerk; Vice Chairman; deputy clerk; terms; compensation and bonds of clerk and deputy clerk; officers ineligible to serve as clerk and deputy clerk; approval of division superintendent's designee.

Charter of the City of Virginia Beach, Virginia §§3.02:1, 3.02:2 and 16.04, as amended.

### **Related Links**

School Board [Bylaw 1-37](#)

School Board Bylaws [Appendix B](#)

Adopted by School Board: July 21, 1992

Amended by School Board: August 17, 1999

Amended by School Board: February 20, 2001

Amended by School Board: August 21, 2007

Amended by School Board: December 2, 2008

Reviewed by School Board: August 2, 2016

Amended by School Board: February 12, 2019

Amended by School Board: September 9, 2020

Amended by School Board: November 2022

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## **SCHOOL BOARD BYLAWS**

### **Duties of Chair/Vice Chair**

#### **A. Chair**

The duties of the Chair shall be:

1. To preside at all meetings of the School Board;
2. To oversee all School Board Members' appointments to committees and outside organizations and bring such appointments to the School Board for approval;
3. To serve as an ex-officio member of all committees, and to sign the records of the School Board;
4. To preserve order at all times and to endeavor to conduct all business before the School Board with propriety, decorum and dispatch;
5. To meet with the Vice Chair and the Superintendent or designee to plan the School Board Meeting Agenda. All requests for Agenda items shall be made through the Chair or the Vice Chair;
6. To sign or approve required documents, use of funds or provisions of services on behalf of the Superintendent or designate another School Board Member to do so;
7. To acknowledge communications to the entire School Board. When acknowledging on behalf of the entire School Board, the Chair will limit responses to acknowledgement of receipt of the communication, reference to other persons or entities who will respond to the communication, reference to where data can be found or when matters will be addressed by the School Board or the Superintendent, and other pertinent factual information. When acknowledging on behalf of the entire School Board, the Chair will not include personal opinions or personal comments; and
8. To perform such other duties as may be prescribed by law or by action of the School Board.

#### **B. Vice Chair**

The Vice Chair shall preside or act in the absence, unavailability or inability to act of the Chair.

The Vice Chair shall act as Chair upon the death, resignation, or other vacancy in the office of Chair. Upon the death, resignation, or other vacancy in the office of Chair, the Vice Chair shall call an election for the office of Vice Chair to be held within fifteen (15) calendar days after such vacancy in office occurs.

The Vice Chair works with the Chair and Superintendent to plan the School Board Meeting agendas.

The Vice Chair shall also perform such other duties prescribed by law or by action of the School Board.

### **Legal Reference**

Charter of the City of Virginia Beach, Virginia § 16.07, as amended. Selection, responsibilities, and duties of the chairman and vice-chairman.

Code of Virginia § 22.1-76, as amended. Chairman; clerk; Vice Chairman; deputy clerk; terms; compensation and bonds of clerk and deputy clerk; officers ineligible to serve as clerk and deputy clerk; approval of division superintendent's designee.

Adopted by School Board: July 21, 1992  
Amended by School Board: August 17, 1999  
Amended by School Board: February 20, 2001  
Amended by School Board: December 2, 2008  
Reviewed by School Board: August 2, 2016  
Amended by School Board: March 12, 2019  
Amended by School Board: October 22, 2019  
Amended by School Board: July 20, 2021  
Reviewed by School Board: November 2022

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## **SCHOOL BOARD BYLAWS**

### **Duties of the Clerk/Deputy Clerk/Acting Clerk/Bonds/Oath**

#### **A. Duties of the Clerk**

1. Attend all School Board meetings, unless otherwise directed, and keep a record of the proceedings.
2. Notify School Board Members of any regular and special School Board meetings and post and provide notice of the date, time, and location of School Board meetings to the public and others in accordance with the Virginia Freedom of Information Act.
3. In accordance with the Virginia Freedom of Information Act, make available for public inspection, at the same time, such documents are furnished School Board Members, at least one copy of all Agenda packets and, unless exempt, all materials furnished to School Board Members for School Board meetings. Upon notification by School Board committee chairpersons of the date, time, and location of regular and special committee meetings, post and provide notice of School Board committee meetings to the public and others as required by the Virginia Freedom of Information Act.
4. Upon being provided nonexempt materials by a School Board committee chair~~man~~ for use by committee members at a committee meeting, make available a copy of such nonexempt materials for public inspection as required by the Virginia Freedom of Information Act.
5. Serve as custodian of the seal of the School Board.
6. Perform, under the general direction of the Superintendent, such other duties in connection with the business of the School Division as may be required of the Clerk by the School Board, the Virginia Board of Education, and/or the laws of the Commonwealth of Virginia.
7. Keep in a separate volume the minutes of the meetings of the School Board. The Clerk or the Superintendent may designate other employees to keep records of all bids submitted on any building, material, supplies, work, or project to be let to contract by the School Board as well as receipt and disbursement records as prescribed by the Board of Education on files vouchers, contracts, and other official papers.

#### **B. Duties of the Deputy Clerk(s)**

The Deputy Clerk(s) shall act in the absence of the Clerk or otherwise as provided by School Board resolution

### **C. Bonds**

If required by the School Board, the Clerk and Deputy Clerk shall be bonded in an amount of no less than ten thousand dollars (\$10,000.00) and the School Board shall pay the cost of such bonds. The School Board authorizes the Superintendent to provide adequate insurance coverage for the Clerk and the Deputy Clerk in lieu of posting a bond.

### **D. Oath**

The Clerk and Deputy Clerk must take the oath of office prescribed for state officers.

### **E. Acting Clerk**

In the event the Clerk and Deputy Clerk are unable to attend a meeting, the School Board shall elect an acting clerk to take, transcribe and sign minutes of that meeting.

### **Legal Reference**

Code of Virginia § 22.1-77, as amended. Duties of clerk of board.

Code of Virginia § 22.1-76, as amended. Chairman; clerk; Vice Chairman; deputy clerk; terms; compensation and bonds of clerk and deputy clerk; officers ineligible to serve as clerk and deputy clerk; approval of division superintendent's designee.

Adopted by School Board: July 21, 1992

Amended by School Board: August 17, 1999

Amended by School Board: February 20, 2001

Amended by School Board: December 2, 2008

Amended by School Board: August 2, 2016

Amended by School Board: November 2022

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## SCHOOL BOARD BYLAWS

### Officers: Vacancies

In the event that the Chair~~man~~ should vacate ~~his/her~~ office prior to expiration of a term, the Vice-Chair~~man~~ shall fill the position of Chair~~man~~ for the remainder of the term.

Should any other officer of the School Board vacate ~~his/her~~ office, the School Board shall, at the next regular meeting following the acceptance of such notice, elect or appoint a new officer. In the case of a vacancy in the office of the Clerk or Deputy Clerk these vacancies shall be filled in the same manner in which they were originally appointed.

Adopted by School Board: July 21, 1992  
Amended by School Board: August 17, 1999  
Amended by School Board: December 2, 2008  
Reviewed by School Board: August 2, 2016  
Amended by School Board: November 2022

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## **SCHOOL BOARD BYLAWS**

### **Authority of Members**

Individual School Board Members shall have no authority or duties except such as may be assigned to them by the School Board as a whole. The School Board shall not be bound in any way by any statement or action by an individual School Board Member except when such statement or action is pursuant to specific instructions or rules of the School Board.

### **Legal Reference**

Code of Virginia § 22.1-71, as amended. School board constitutes body corporate; corporate powers.

Adopted by School Board: July 21, 1992  
Amended by School Board: August 17, 1999  
Amended by School Board: December 2, 2008  
Reviewed by School Board: August 2, 2016  
Reviewed by School Board: November 2022

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## SCHOOL BOARD BYLAWS

### Conflict of Interests/Immunity/Disclosure Statement of Personal Interests/Economic Advisory Interests

#### A. Conflict of Interests

Each School Board Member shall be aware of and comply with the Virginia State and Local Government Conflict of Interests Act (Act) cited in the legal reference to this Bylaw and shall disclose such interests to the School Board and shall either participate or refrain from participating in prohibited conduct, contracts, votes and transactions or Closed Sessions as required by the Act. School Board Members are responsible for reviewing agendas and other materials prior to action on or participation in matters that the School Board Member may have a conflict of interests.

#### B. Conflict of Interest Advisory Legal Opinion

School Board Members are encouraged in a timely manner to seek a written advisory legal opinion from the Commonwealth's Attorney or the School Board Attorney~~City Attorney~~ in situations where they perceive a conflict of interests as set forth in the Act. The request for a written advisory legal opinion from the ~~City Attorney may be requested through~~ School Board Attorney Legal Counsel, should include full disclosure of the facts, and may be provided without notice to the Chair~~man~~ or other School Board Members.

#### C. Statement of Economic Interests

School Board Members are advised that they are required by the Act to file with the School Board Clerk, a disclosure statement of their personal interests as is specified on the form set forth in the Act titled "Statement of Economic Interests".

#### D. Employment of Relatives

School Board Members are advised that the Act contains specific prohibitions regarding employment of relatives of School Board Members. School Board Members cannot be employed by the School Board while they are serving as School Board Members.

#### E. Immunity Training

Each School Board Member shall obtain training on the Act as required by law and submit evidence of such training to the School Board Clerk. School Board Members will receive a copy of the Act within two weeks of their election or their appointment

~~and are responsible for reading the Act and complying with the terms of the Act.enjoy  
such immunity as set forth in the following legal reference.~~

**Editor's Note**

*See Bylaw 1-5 Legal Counsel.*

**Legal Reference**

Code of Virginia §2.2-3100, et seq., as amended. Virginia State and Local Government  
Conflict of Interests Act.

**Related Links**

School Board [Bylaw 1-5](#)

Adopted by School Board: July 21, 1992  
Amended by School Board: August 17, 1999  
Amended by School Board: February 20, 2001  
Amended by School Board: May 14, 2002  
Amended by School Board: December 2, 2008  
Amended by School Board: August 2, 2016  
[Amended by School Board: November 2022](#)

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## **SCHOOL BOARD BYLAWS**

### **Annual Report**

The Superintendent shall assist the School Board in preparing an annual report for the Virginia Board of Education covering the work of the schools for the previous year.

### **Legal Reference**

Code of Virginia § 22.1-81, as amended. Annual report.

Adopted by School Board: July 21, 1992

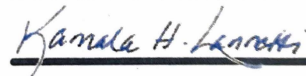
Amended by School Board: February 20, 2001

Amended by School Board: December 2, 2008

Reviewed by School Board: August 2, 2016

Reviewed by School Board: November 2022

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## **SCHOOL BOARD BYLAWS**

### **School Board Meeting Minutes and Maintenance of Meeting Documents/Posting of Meeting Minutes**

#### **A. School Board Meeting Minutes and Recording Votes**

The minutes of regular business and special meetings, public hearings and work sessions of the School Board shall include:

1. The classification (regular, special, public hearing and so forth), date, time and place of meeting;
2. The call to order starting time, person presiding and person's office;
3. The record of School Board Members in attendance, times of late arrivals and early departures;
4. A notation of the presence or absence of the Superintendent;
5. A record of any corrections to the minutes of the previous meeting and the action approving them;
6. A recording of the comments of citizens that are recorded during meetings;
7. A record of any reports of School Board Members or staff members;
8. A record of each motion placed before the School Board to include the School Board Member making the motion and the School Board Member seconding, if any;
9. A record of each School Board Member's votes. School Board Members may request that their votes be changed if such request is made prior to consideration of the next order of business; and
10. Motions to go into closed meeting and certifications upon coming out of closed meeting as required by the Virginia Freedom of Information Act.

#### **B. Maintenance and storing of meeting recordings and documentation**

1. Recordings of business meetings



Proceedings of all business meetings of the School Board shall be recorded except when in closed meetings. Recordings of business meetings will be maintained and stored as required by law or regulation.

2. Maintenance of meeting documentation

The minutes shall be permanently filed and indexed for reference purposes. Any written reports requiring School Board action, and certain other voluminous written documents, may be part of the minutes by reference. When this is done, the document shall be placed in the School Board file as a permanent record. All resolutions and agreements or similar formal documents shall be reproduced as a part of the minutes or as attachments thereto.

**C. Posting of minutes**

The minutes of the School Board Meetings shall be posted on the School Board's website within seven working days of final approval of the minutes.

**Legal Reference**

Code of Virginia § 2.2-3707, as amended. Meetings to be public; notice of meetings; recordings; minutes.

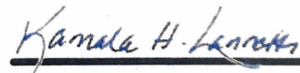
Code of Virginia § 2.2-3707.2, as amended. Posting of minutes of local public bodies.

Code of Virginia § 2.2-3712, as amended. Closed meetings procedures; certification of proceedings.

Code of Virginia § 22.1-74, as amended. Minutes of meetings.

Adopted by School Board: July 21, 1992  
Amended by School Board: August 17, 1999  
Amended by School Board: February 20, 2001  
Amended by School Board: May 14, 2002  
Amended by School Board: December 2, 2008  
Amended by School Board: August 2, 2016  
Amended by School Board: July 12, 2022  
Reviewed by School Board: November 2022

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## **SCHOOL BOARD BYLAWS**

### **School Board Minutes Retention Schedule**

The Clerk will maintain the School Board Minutes in accordance with applicable law. With prior approval of the School Board, the Clerk may have School Board minutes retained in an electronic format ~~microfilmed~~ after a ten-year (10 year) period and the originals transferred to the Library of Virginia as provided in the legal reference to this Bylaw. Disposal of these records shall be recorded in the official minutes of the School Board.

### **Legal Reference**

Code of Virginia § 42.1-86. Essential public records; security recovery copies; disaster plans

Code of Virginia § 42.1-86.1, as amended. Disposition of public records.

Adopted by School Board: July 21, 1992  
Amended by School Board: August 17, 1999  
Amended by School Board: February 20, 2001  
Amended by School Board: May 14, 2002  
Amended by School Board: December 2, 2008  
Amended by School Board: August 2, 2016  
Amended by School Board: November 2022

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## **School Board Standing Committee Procedures**

### **A. Meetings Dates, Times, Locations and Notices**

1. Meeting Dates, Times and Locations – Meetings of School Board Committees with three or more School Board Members should be compliant with the Virginia Freedom of Information Act (FOIA), as amended. When practicable for the Committee, an annual schedule of Committee Meetings should be set and published. When required by FOIA, members of the public should be able to observe the meeting and meeting locations must be open to the public with appropriate ADA access (unless the conditions for electronic or emergency meetings as set forth in Bylaw 1-36 or law exist).
2. Quorum – A quorum of the School Board Committee Members must be present in person at the meeting location for the meeting to proceed. Persons appointed to the Committee and who can vote on matters are to be counted to determine the quorum. Some Committees have non-School Board appointees who should be counted. Assigned staff and ex officio members do not have voting rights and do not count toward the quorum. School Board Members may participate remotely if Bylaw 1-36 procedures are followed and if a quorum of the Committee Members are present at the meeting location. During authorized electronic meetings, Committee Members do not need to be present in one location, but a quorum is still required to proceed with the meeting. School Board Members not appointed to a Committee who participate in meetings should not be counted toward the quorum unless they are substituting for an appointed Committee Member.
3. Public Notice of Meeting – School Board Committees with three or more School Board Members must comply with FOIA public notice requirements. Public notice of such Committee Meetings must be published publicly on the bulletin board at the School Administration Building and put on the School Division webpage where they are normally posted , or as otherwise required by FOIA. Staff should maintain evidence of the postings for one year after the meeting.
4. Posting to Committee Webpage
  - a. Staff should ensure that the School Board Committee webpage accurately and timely reflects the Meeting dates and time, public access instructions. The Department of Communications and Community Engagement requires seven days' notice to post onto the Committee webpage. Please note that ADA requirements apply to postings and staff should consult with Communications and Community Engagement Staff regarding such requirements.

- b. School Board Committee meetings are not usually broadcast or done electronically unless circumstances exist to do so. Posting a recording of a School Board Committee Meeting requires that either a transcript be included when the posting is published, or that closed caption be done at the time of the recording. VBTv can do closed captioning if meetings are done in School Board Chambers and broadcast on VBTv. Before posting a recording a Committee meeting, these conditions must be met.
- 5. Electronic Meetings or Remote Participation – Electronic meetings and remote participation by Committee Members must be done in compliance with Bylaw 1-36. Different rules may apply during States of Emergency and staff and the Committee Chair should consult legal counsel. All Committee Members should be consulted before changing the date, time or location of a meeting so that Committee Members are not required to use limited remote participation opportunities to participate in a meeting that was changed.
- 6. Public Access to Meetings – Meetings of three or more School Board Members are required to be open to the public. At least one door to the Committee Meeting room must remain open during the Meeting unless the Committee recesses into closed session. Staff should ensure that ADA accessibility conditions are met as well as any applicable health or safety requirements. Meetings conducted electronically must be open to the public to observe.
- 7. Closed Session and Confidential Material
  - a. Closed Session – Committees may recess into closed session in accordance with FOIA exemptions from open meetings. Staff and the Chair should ensure that the Agenda sets forth the call for Closed Session and that appropriate Certification of Closed Session is completed. Staff should ensure that the Meeting room door is open during the Call and Vote into and out of Closed Session. Electronic or remote participation should not be used in Closed Session. Meeting Minutes should reflect the Call and vote for Closed Session, the persons participating in the Closed Session and the call and vote for Certification of Closed Session but not the discussions in Closed Session. All votes must be taken in open session.
  - b. Confidential Material – Material or discussions in Closed Session should remain confidential and should not be shared with unauthorized persons.

## **B. Meeting Agendas and Minutes**

- 1. Drafting Agenda – The Committee Chair and the staff member should prepare the Meeting Agenda for review by the Chair before the next scheduled Meeting date.

2. Meeting Minutes – The staff member or assigned administrative staff will draft the Meeting Minutes. Meeting Minutes are not intended to be a transcript of the Committee Meeting. Meeting Minutes reflect compliance or variance with the Agenda, formal actions and votes taken by the Committee Members, and general discussion on the Agenda topics. Minutes should be sent to Committee Members three or more business days before the next Meeting. Committee Members should review Meeting Minutes and send corrections to the Chair prior to the Meeting. Meeting Minutes may be amended at the Meeting.
3. Sending Out Agenda and Supporting Documents – Meeting Agendas should be sent to Committee Members three or more business days before the Meeting when reasonably possible. The Agenda should be made available to the public when made available to the Committee Members. At the direction of the Committee Chair, the Agenda should be posted to the Committee webpage. If not posted to the webpage, the Agenda should be made available to the public on request.

### **C. Annual Election of Chair**

1. Annual Election of Committee Chair – at the first meeting in the new fiscal year, when the Chair is removed from the committee, when the Chair is no longer a member of the School Board, or after a new committee is created, a Committee Chair should be elected by the voting Committee Members. If the Committee Chair who was elected the prior year is still serving on the Committee, the Chair will conduct all meetings until a new Chair is elected. If the former Chair is not on the Committee in the new year, the senior most School Board Member on the Committee or the School Board Chair in an ex officio capacity will conduct the meetings until a new Chair is elected.
2. Replacing Committee Members and/or Chair – If a School Board Member assigned to a Committee is no longer serving as a School Board Member, resigns from the Committee, or is otherwise not serving on the Committee, the Chair or staff member should inform the School Board Chair to begin procedures to appoint another Committee Member. If the Committee Chair is no longer on the Committee, a new election should be held.
3. Duties of Chair – The Committee Chair is responsible for conducting the Committee Meetings, working with staff to determine Meeting dates and times, agendas and agenda materials. The Chair and staff liaison will maintain attendance rolls throughout the year for all Committee Members and will transmit such list to the School Board Chair each year for the purpose of planning for Committee assignments for the new year by May 1.

### **D. Other Matters**

1. Reports to School Board – the Committee Chair may inform the School Board and the public of the work of the School Board during Committee, Organization and Board Items section of the School Board Meetings. If required by the School

Board, the Committee Chair will formally report to the School Board the work or findings of the Committee.


2. Termination of Ad Hoc Committees – Chairs and staff should monitor the termination of the Committees authorization and ensure all Committee work is completed by the termination date. Any request to extend the term of the Committee should be placed on the School Board Agenda at least two regular School Board Meetings before the Committee termination date.
3. School Board Committees are not required to follow the agenda format or parliamentary procedures for regular School Board meetings but must comply with all applicable law such as the Freedom of Information Act.

Adopted by the School Board: June 22, 2021

Amended by School Board: September 28, 2021

Amended by School Board: November 2022

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**Subject:** Closed Session **Item Number:** 17

**Section:** Closed Session **Date:** November 9, 2022

**Senior Staff:** Kamala H. Lannetti, School Board Attorney

**Prepared by:** Kamala H. Lannetti, School Board Attorney

**Presenter(s):** Kamala H. Lannetti, School Board Attorney

**Recommendation:**

That the School Board recess into Closed Session in accordance with the exceptions to open meetings law set forth in Code of Virginia §2.2-3711 to deliberate on the following matters:

1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals.

7. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

8. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

Namely to discuss:

- A. Change in title for Director of Department of Internal Audit
- B. Disciplinary action relevant to an administrator
- C. School Board Attorney Evaluation instrument
- D. Pending litigation matters

**Background Summary:**

**Source:**

Code of Virginia §2.2-3711, as amended.

**Budget Impact:**



## **Decorum and Order-School Board Meetings 1-48**

School Board of the City of Virginia Beach  
Bylaw 1-48

### **SCHOOL BOARD BYLAWS**

#### **Decorum and Order-School Board Meetings**

##### **A. Purpose of decorum and order during meetings**

The School Board determines that decorum and order are necessary during School Board Meetings. The purposes for maintaining decorum and order are:

1. to ensure that the affairs of the School Board and School Board Committees may be conducted in an open, safe and orderly manner during meetings;
2. that all persons signed up to address the School Board during public comment sections of meetings have the opportunity to do so in an orderly and respectful manner and without being interrupted;
3. that persons in attendance may observe and hear the proceedings of the School Board without distraction and interruption;
4. that students and other young audience members who attend or watch such meetings are not subject to inappropriate language or conduct;
5. that School Board Members and School Division employees or other agents can transact the business of the School Board and the School Division with minimal disruption.

##### **B. Limitations on addressing the School Board**

Persons addressing the School Board during public comment sections of the meeting shall:

1. Limit their comments to matters relevant to PreK-12 public education in Virginia Beach and the business of the School Board and the School Division.
2. Refrain from obscenity, vulgarity, profanity, and comments or actions with the intent to incite violence or other breach of peace.
3. Comply with the time limits and other rules for public comment set forth in the agenda or Bylaws.
4. During special meetings or public hearings, the School Board may set different rules or time limits for public comments.

##### **C. Other expressive activities during meetings**



1. Public comments during meetings limited to matters relevant to public education and the business of the School Board

At regular School Board Meetings, the School Board accepts public comment during designated sections of the Meeting Agenda. The public comment sections of School Board Meetings are limited public forums for the sole purpose of accepting comments from members of the public relevant to PreK-12 public education in Virginia Beach and the business of the School Board and the School Division. The School Board does not accept other forms of public comment during Meetings or at those times immediately preceding or following a Meeting.

2. Expressive activities during meetings

To maintain decorum and order and conduct the business of the School Board and the School Division during meetings, expressive activities by members of the public in meetings will be limited or prohibited. On any day that a meeting is scheduled to take place, the School Board prohibits certain expressive activity, including but not limited to the following, expressive activities:

- Petitioning, demonstrating, picketing, pamphlet distribution, conducting polls, or solicitation in the Building where the Meeting is taking place.
- Displaying or using signs, posters or other items brought into the meeting room that block the view of persons in or observing the meeting or create a safety concern. Possession of such items while in the meeting location will not be prohibited.
- Use of noise making devices.
- Use of excessive cheering, booing, clapping, or similar activity that disrupts the meeting, as determined by the Chair or designee.
- Calling out or making comments when not called to address the School Board.
- Intimidation, harassment or threats to persons in the meeting or who are entering or departing the meeting or the location of the meeting.
- Instigating or attempting to instigate confrontations or other conduct for the purpose of disrupting the meeting.
- Other conduct that violates decorum and order as determined by the Chair or designee.

3. School Administration Building or other locations for meetings are not open public forums for public expression

The School Administration Building (or another building or location where a meeting is scheduled to take place) its grounds and reserved parking spaces are not open for expressive activities unless a facility use request or application has been approved by the Superintendent or designees. The Superintendent or designees are authorized to designate areas of the School Administration Building (or other building or location for a meeting), the grounds and parking lots that may be considered for facility use request or application. The Superintendent or designee are authorized to develop and implement regulations and/or procedures related to such facility use requests or applications.

#### **D. Other methods of communicating with the School Board**

The School Board encourages citizens and other interested parties to communicate with the School Board regarding matters related to public education. Due to the limited time scheduled to conduct business and the need to follow approved agenda items, School Board meetings may not be conducive for all forms of communication to the School Board. Persons seeking to communicate with the School Board may contact School Board Members through other methods of communication, including [SchoolBoard@vbcpsboard.com](mailto:SchoolBoard@vbcpsboard.com) or email individual School Board Members in addition to those provided at School Board meetings.

This Bylaw does not preclude persons addressing the School Board from delivering the School Board or its Clerk written materials including reports, statements, exhibits, letters, or signed petitions prior to or after a Meeting. While public speakers are addressing the School Board, they may not approach the School Board to hand out items but will instead be directed to leave items with the Clerk or designee for the School Board to consider after the Meeting.

This Bylaw does not preclude persons called to address the School Board during public comment sections from using a chart, graph or other item during their public comments so long as that item does not interfere with the School Board and other persons observing the Meeting from hearing or seeing the speaker and the item does not create a safety issue or otherwise violate the decorum and order rules. Furthermore, nothing herein shall be interpreted to prohibit members of the public from communicating with the School Board or the School Administration on matters relevant to PreK-12 public education in Virginia Beach and the business of the School Board and the School Division at times other than meetings.

- E.** The Chair with the assistance of the Superintendent or their designees shall preserve decorum and order in the room where the Meeting is taking place and shall decide all questions of decorum and order during the Meeting. School Board Members may vote to overrule the Chair's or designee's decision at the time that the Chair or designee makes the decision. The Chair or designee is authorized to work with the Superintendent, designees, law enforcement and authorized agents to maintain order and decorum prior to the start of, during and immediately after any Meeting.
- F.** The School Administration, law enforcement and authorized agents will have responsibility for maintaining decorum and order outside of the Meeting room and outside of a building where a meeting will be or is taking place.
- G.** No person attending a meeting of the School Board, in any capacity, shall use, or allow to sound, any device in a manner that disrupts the conduct of business within the room in which the School Board or a Committee thereof is meeting. Notice of this restriction shall be posted outside of School Board Meeting Room and on the agenda for any School Board meeting.
- H.** At the request of the Chair or Superintendent or their designees, a city police officer or other law enforcement officer shall act as sergeant-at-arms at all School Board meetings.