



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 **Tuesday, February 8, 2022**

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

Limited public seating due to physical distancing mitigation strategies will be made available on a first-come, first-served basis beginning shortly before the Workshop session of the School Board Meeting. Members of the public will also be able to observe the School Board Meeting through livestreaming on www.vbschools.com, broadcast on VBT Channel 47, and on Zoom through the link below.

Members of the public will be required to follow physical distancing and safety protocols including wearing a face covering while in the School Administration Building and while addressing the School Board. Citizens requiring accommodations to these requirements are encouraged to participate through electronic means or to contact the School Board Clerk to discuss accommodations to these requirements. Anyone requesting an accommodation from wearing a face covering in School Board Meetings must complete this [form](#) and send to the School Board Clerk, Regina Toneatto, Regina.Toneatto@vbschools.com, by 9:00 AM the day before a School Board meeting. Anyone who makes this request as noted will be contacted by the Clerk before the scheduled meeting to note what, if any, accommodations will be provided.

Please note that these requirements are subject to change and persons attending the School Board meeting in person should check the day of the meeting to confirm the current requirements.

Attendee link: https://us02web.zoom.us/webinar/register/WN_HJS6pvqjSfOeKTR3EBJJWQ Call-in (301) 715-8592 ID 844 7369 5705

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 vbcpschoolboard@googlegroups.com or by request to the Clerk of the School Board at (757) 263-1016.

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- 1. Administrative, Informal, and Workshop.....4:00 p.m.**
 - A. School Board Administrative Matters and Reports
 - B. COVID Update
 - C. Restorative Justice: An Alternative Accountability Program
 - 2. Closed Session (as needed)**
 - 3. School Board Recess5:30 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**



VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

School Board Regular Meeting Proposed Agenda (continued)
Tuesday, February 8, 2022

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

- A. Cox High School - American String Teachers Association (ASTA) – State Chapter Website Award
- B. Plaza Middle School - Virginia American String Teachers Association (V-ASTA) – Orchestra Director of the Year
- C. Salem High School - Virginia Music Educators Association (VMEA) – Virginia Music Educator of the Year
- D. Resolution of Appreciation

8. **Adoption of the Agenda**

9. **Superintendent's Report (second monthly meeting)**

10. **Approval of Meeting Minutes**

- A. January 20, 2022 Special School Board Meeting Added 02/07/2022 / Updated 02/08/2022
- B. January 25, 2022 Regular School Board Meeting Added 02/07/2022

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

The School Board will hear public comments at the February 8, 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 February 8, 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. February 8, 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. Superintendent's Estimate of Needs for FY 2022-23 and Capital Improvement Program for FY 2022-23 – FY2027-28
- B. School Calendar
- C. Middle School Scheduling 2022-2023

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

14. **Consent Agenda**

- A. Resolutions: Black History Month
- B. Princess Anne Middle School Pump Station
- C. Recommendation of General Contractor:
 - 1. Plaza Middle School Stage Rigging
 - 2. Rosemont Forest Elementary School Fire Alarm Replacement
- D. Policy Review Recommendations:
 - 1. Policy 3-11/Budget: Surplus Funds
 - 2. Policy 3-43/Fiscal Responsibility of Administrators for Individual Accounts
 - 3. Policy 3-45/Inventories
 - 4. Policy 3-57/Safety: Hazard Communication Program
 - 5. Policy 3-58/Safety: Hazardous Waste – Containment/Disposal
 - 6. Policy 3-59/Safety: Asbestos Abatement
 - 7. Policy 3-66/Environmental Barriers/Accessibility
 - 8. Policy 3-67/Environmentally Sustainable Practices

15. **Action**

- A. Personnel Report / Administrative Appointments Updated 02/10/2022

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

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

18. **Adjournment**



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

Section: Administrative, Informal, and Workshop **Date:** February 8, 2022

Senior Staff: Eugene F. Soltner, Ed.D., Chief Schools Officer
Jack Freeman, Chief Operations Officer

Prepared by: Eugene F. Soltner, Ed.D., Chief Schools Officer
Jack Freeman, Chief Operations Officer

Presenter(s): Eugene F. Soltner, Ed.D., Chief Schools Officer
Jack Freeman, Chief Operations Officer

Recommendation:

That the school board receive an update regarding COVID-19 health and safety mitigations including data updates, as well as process and support improvements as recommended by the Center for Disease Control (CDC) and Virginia Department of Health (VDH).

Background Summary:

The school board has and will continue to receive updates of ongoing COVID-19 protocols and procedures implemented for health and safety across the division, as well as related educational strategies.

Source:

N/A

Budget Impact:

Potential ESSR Grant funding impact.



Subject: Restorative Justice: An Alternative Accountability Program **Item Number:** 1C

Section: Administrative, Informal, and Workshop **Date:** February 8, 2022

Senior Staff: LaQuiche R. Parrott, Ed.D., Director of Diversity, Equity and Inclusion

Prepared by: LaQuiche R. Parrott, Ed.D., Director of Diversity, Equity and Inclusion

Presenter(s): Deputy Chief William Dean (Virginia Beach Police Department), Police Chief Paul Neudigate (Virginia Beach Police Department), Ms. Olympiah Perkins (Court Services Unit)

Recommendation:

To share the year-long research into restorative justice and alternative accountability programs in place in the Commonwealth and across the nation and opportunities for the City.

Background Summary:

Restorative Justice (RJ) is an emerging academic discipline focused on the repair of harm caused by crime or other violations. The City plans to develop a Restorative Justice/Alternative Accountability Program as provided by the Code of Virginia which will enable the Virginia Beach Court Services Unit to establish, house, and administer a program that provides a pre-arrest diversion process for criminal offenses occurring in the community (to include school-based offenses), as well as, appropriate school discipline matters. Grant funding will be used for training for up to sixteen (16) VB City Public School, VBPD, and VB Court Services employees. In addition, these employees will become certified facilitators after completing required training and observation hours. The City will form a Restorative Justice Task Force to provide guidance and documentation for the program development moving forward.

Source:

Va. Code Ann. §§ 16.1-246, 16.1-247, 16.1-299, and 16.1-301.

[VBCPS Behavior Supports & Code of Conduct](#)

Budget Impact:

FY22 Promising Youth Grant

The City of Virginia Beach plans on Restorative Justice Program continuity of services and programming even after grant funding has been exhausted. During FY21-22 City funds have been allocated to restore 2 vacant positions in the Virginia Beach Court Services Unit to develop and administer the program.



Subject: School Board Recognitions

Item Number: 7A-C

Section: Student, Employee and Public Awards and Recognitions Date: February 8, 2022

Senior Staff: Natalie N. Allen, Chief Communications and Community Engagement Officer

Prepared by: Mary R. Norton, Public Relations Coordinator, Dept. of Communications and Community Engagement

Presenter(s): Kimberly A. Melnyk, Vice Chair

Recommendation:

That the School Board recognize the outstanding accomplishments of those receiving the Feb. 8, 2022 School Board recognitions. These designated achievements should not be taken lightly as they fall within a listing of criteria that require achievements including a national or state-level win in a competition, event, or achievement. Examples would be those of National Merit Finalists, taking first place for a state-level sports competition, or other similar meritorious examples. This meeting we will recognize:

1. Cox High School - American String Teachers Association (ASTA)- State Chapter Website Award
2. Plaza Middle School - Virginia American String Teachers Association (V-ASTA) – Orchestra Director of the Year
3. Salem High School – Virginia Music Educators Association (VMEA) - Virginia Music Educator of the Year

Background Summary:

That the School Board allow time during School Board meetings to recognize students and/or staff who have accomplished notable recognitions that fit within the parameters of the School Board recognition criteria.

Recognition Criteria:

1. Achievement of *first or second place in national competitions/events*.
2. Achievement of *national recognition* for outstanding achievements, i.e., National Merit Finalists.
3. Achievement of *first place in regional (multi-state) competitions/events*.
4. Achievement of *first place in state competitions/events*.
5. Achievements *beyond the scope of regular academics/activities and/or job performance*.

Source:

Utilizing data from submissions made to the Department of Communications and Community Engagement, which have been approved by school principals or department heads recognizing a notable achievement from a student or staff member fitting the Board recognition parameters.

Budget Impact:

None



Subject: Resolution: School Board Clerk Appreciation Week **Item Number:** 7D

Section: Student, Employee, and Public Awards and Recognitions **Date:** February 8, 2022

Senior Staff: Natalie N. Allen, Chief Communications and Community Engagement Officer, Department of Communications and Community Engagement

Prepared by: Mary R. Norton, Public Relations Coordinator, Department of Communications and Community Engagement

Presenter(s): Kimberly A. Melnyk, Vice Chair

Recommendation:

That the School Board join the Virginia School Boards Association (VSBA) Board of Directors in designating the third week in February, Feb. 14-18, as VSBA School Board Clerk Appreciation Week. This week's goal is building awareness of the role board clerks play in assisting school board members, superintendents and our local schools.

Background Summary:

Recognizing local school board clerks for a job well done takes a concentrated effort on the part of all those they serve: school board members, superintendents, administrators, school staff, students and the community. It is especially important this year to take a moment to thank our school board clerks who have remained attentive and ready to help throughout the barrage of changes.

Source:

VSBA, <https://www.vsba.org/resources/initiatives/school-board-clerk-appreciation-week/>

Budget Impact:

None

**Resolution for VSBA School Board Clerk Appreciation Week
February 2022**

WHEREAS, school board clerks in each locality throughout our great Commonwealth are appointed by law to fulfill their duties and responsibilities; and

WHEREAS, school board clerks are responsible for keeping accurate records of the meetings and proceedings of the school board, a record of all receipts and disbursements, and a record of all official acts; and

WHEREAS, school board clerks perform such other duties in connection with the school business of her/his county or city as may be required by the school board; and

WHEREAS, school board clerks maintain frequent contact with the public, including parents, employees and the media, on behalf of the school board and superintendent; and

WHEREAS, school board clerks, in the performance of their duties, are often required to work extra hours attending school board meetings; and

WHEREAS, school board clerks join with school boards to help ensure that students achieve to their highest potential; and

WHEREAS, school board clerks provide an invaluable service for school board members and superintendents, the VSBA Board of Directors does hereby recognize the third week of February as School Board Clerk Appreciation Week in the Commonwealth of Virginia, and

WHEREAS, the School Board of the City of Virginia Beach joins the VSBA in recognizing the many and varied contributions of school board clerks;

NOW, THEREFORE, BE IT

RESOLVED: That the School Board of the City of Virginia Beach also recognize the third week of February as School Board Clerk Appreciation Week; and be it

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



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

Section: Approval of Minutes **Date:** February 8, 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. January 20, 2022 Special School Board Meeting
- B. January 25, 2022 Regular School Board Meeting

***Note:** Supporting documentation will be provided to the School Board under separate cover prior to the meeting.

Background Summary:

Source:

Bylaw 1-40

Budget Impact:

N/A

**VIRGINIA BEACH CITY PUBLIC SCHOOLS**
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Aaron C. Spence, Ed.D., Superintendent

School Board SPECIAL Meeting MINUTES
Thursday, January 20, 2022School Administration Building #6, Municipal Center
2512 George Mason Drive
P.O. Box 6038
Virginia Beach, VA 23456
(757) 263-1000

- 1. Call to Order and Roll Call:** Chairwoman Rye convened the special meeting of the School Board in the School Board chamber at 6:01 p.m. on the 20th day of January 2022 and announced pursuant to Bylaw 1-46, and Virginia Code § 2.2-3707, at the call of the School Board Chair, on request of the Superintendent of Schools, and with the concurrence of the School Board Chair, the School Board will hold a Special Meeting on Thursday, January 20, 2022 at the School Administration Building #6 at the Municipal Center, 2512 George Mason Drive, Virginia Beach, Virginia at 6:00 p.m. The purpose of this special meeting is:

1. Briefing from staff and legal counsel regarding the January 15, 2022 Executive Order 2 and the implications and actions for the School Board and the School Division
2. Action by the School Board as determined necessary
3. Consultation with legal counsel in closed session

Also, pursuant to the School Board's 2021-2022 Reopening Plan adopted August 10, 2021, and the School Board vote on August 24, 2021 regarding health protocols for School Board meetings, it is determined that physical distancing will be used in School Board Chambers as a health mitigation strategy therefore there will be designated public seating in School Board Chambers during the Special School Board Meeting. Members of the public will also be able to observe the Special School Board Meeting through livestreaming on www.vbschools.com, broadcast on VBTV Channel 47, and on Zoom.

The following School Board members were present in the School Board chamber: Chairwoman Rye, Vice Chair Melnyk, Ms. Anderson, Ms. Felton, Ms. Franklin, Ms. Holtz, Ms. Hughes, **Ms. Manning**, Ms. Owens, Ms. Riggs, and Ms. Weems.

- 2. Adoption of the Agenda:** Chairwoman Rye mentioned a modification to the agenda in which the agenda numbers were not in sequence; agenda item #3 – Information and Discussion, item #4 – Closed Session – as needed, item #5 – Motions by School Board members to vote on any matters relevant to the Special Meeting, item #6 – Summary of actions to be handled at a later date, and item #7 – Adjournment. Without any further modifications, Chairwoman Rye called for a motion to approve. Ms. Manning made a motion, seconded by Ms. Anderson. Without discussion, Chairwoman Rye called for a vote. The School Board Clerk announced the motion passed unanimously.

- 3. Information and Discussion:** Donald E. Robertson, Ph. D., Chief of Staff presented information to the School Board members regarding the new Executive Order and administrative response and recommendations; reviewed timeline of events: January 15 – Executive Order #2 announced, January 16 – families notified of new Executive Order, January 17- January 20 – leadership team meets daily and consults with VBDPH, January 20 – administration presents to School Board and gives recommendations, January 24 – Executive Order #2 goes into effect; administrative considerations - reviewed three options:

Option A: Make masks optional for students as a result of Executive Order 2 (EO#2)

Option B: Continue to follow SB 1303, VDH and CDC and enforce masking for all students (except those with approved exemptions) inside all school buildings. Join other school divisions in seeking injunctive action against EO#2 through the court system.

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School Board Special Meeting
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Option C: Discussion on how to accommodate EO#2 while also following SB1303 and VBDPH, AAP, and CDC guidance.

The following administrative recommendation was shared with the School Board:

- Continue to adhere to SB 1303 and have universal masking in schools as part of our layered prevention strategy, while also acknowledging EO#2, which allows parents to opt out of this requirement (this means some students will be in school buildings without masks starting Jan. 24).
- All students who ride a school bus must comply with a federal order requiring the wearing of a face covering while on the bus. Those parents who choose not to comply with this will need to transport their child to/from school.
- All staff must continue to wear a face covering when inside school buildings (DOLI).
- All visitors and spectators (including students) to athletic events and after school programming must wear a face covering.
- Student quarantine will return to 10 days and high school students will now be required to quarantine when identified as a close contact.
- Survey families to ascertain interest in VBCPS pursuing an additional virtual option.*
- Work with the state to see how VBCPS can accommodate those families who request this option.
- Continue to monitor legal challenges to EO#2.

*A virtual option will be thoroughly explored but may not be viable without significant support from the state

The presentation continued with questions and discussions; addition to recommendation regarding wearing a mask to the nurse/clinic; notes from parents to teacher regarding mask wearing; parental choice; virtual options; enrollment in Virtual Virginia approximately 1,200 for second semester; burden to teacher with extra paperwork regarding masks – parental choice; changes in quarantine; Dr. Pedati, Virginia Beach Health District Director, mentioned things to consider: policy change in order, current burden, approach, best practices recommendations – vaccinated, boosted, wearing masks, social distancing, staying home if sick; quarantine and close contacts; staff quarantine; impact on staffing - respond accordingly based on situation; administration daily meeting with VBDPH; how many students under age 5 do we serve – will provide numbers to School Board; thanks to administration team for work; recommendation covers all by giving choice – supports student needs a mask for nurse; discussed SB 1303 and Executive Order 2; layered mitigation strategies; protecting the community; masked and unmasked students; KN95 masks; support for administration recommendation of Option C; social distancing; conditions for a classroom going virtual, look at case numbers, health department determines if an outbreak; coding of student absenteeism due to quarantine; using Schoology for gathering documentation; court case before the Supreme Court, injunction, and possible outcome.

Chairwoman Rye mentioned the closed session would be meeting in the Einstein Lab.

4. **Closed Session:** Vice Chair Melnyk made a motion, seconded by Ms. Riggs that the School Board recess into Closed Session in accordance with the exemptions to open meetings law set forth in Code of Virginia §2.2-3711 Part A, Paragraphs 7 and 8, as amended,

A. 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 and

A.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 pending or probable litigation matters and receive legal consultation regarding the compliance with the SB1303 and the Governor's Executive Order No. 2 and ramifications.

The motion passed unanimously with all School Board members voting. The closed session began at 7:59 p.m. in the Einstein Lab.

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

A.7 and A.8 CONSULTATION WITH LEGAL COUNSEL:

School Board of the City of Virginia Beach
School Administration Building #6 Municipal Center
2512 George Mason Drive,
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School Board members: Chairwoman Rye, Vice Chair Melnyk, Ms. Anderson, Ms. Felton, Ms. Franklin, Ms. Holtz, Ms. Hughes, Ms. Manning, Ms. Owens, Ms. Riggs, and Ms. Weems; Superintendent Spence; Dr. Donald Robertson, Chief of Staff; School Board Legal Counsel Kamala H. Lannetti, Deputy City Attorney; Regina M. Toneatto, Clerk of the Board.

The School Board members left the Einstein Lab at 8:22 p.m. and reconvened in the School Board chamber at 8:25 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. Anderson made a motion, seconded by Ms. Holtz. The motion passed unanimously with all School Board members voting.

5. **Motions by School Board Members to vote on any matters relevant to the Special Meeting:** Superintendent Spence stated the administration would be asking for a motion to approve the Option C recommendation with the additional mitigation of masks being worn at the nurse's office and also an additional layer where we would request parents who are going to have their children opt out of wearing masks pursuant to Executive Order 2 to make us aware of that and we'll provide the mechanism for doing that over the next day or so and providing K95 masks getting those available as quickly as possible for staff and students who require them; Ms. Weems made a motion to approve the administration's recommendation of C with the amendments stated by Dr. Spence, seconded by Ms. Anderson; Ms. Owens made a substitute motion to include everything in the Superintendent's Option C with the condition that KN95 masks available for our students and staff; Ms. Owens clarified when the Superintendent has reasonable amounts of masks to offer staff and students who would like to use them; Chairwoman Rye called for a second to the substitute motion in order to open up for discussion; Ms. Owens stated again that we would start offering Option C when we have KN95 masks to offer our staff and students who would like to utilize those safer masks; Vice Chair Melnyk seconded the substitute motion to open for discussion and mentioned it could take up to six weeks to get masks; a brief discussion followed regarding the ordering process, quantity being ordered, time factors; after the discussion, Ms. Owens withdrew her substitution motion and Ms. Melnyk concurred.

Chairwoman Rye stated the original motion from Ms. Weems was on the floor for any further discussion. Ms. Weems restated the motion to support the administration's recommendation of accepting Option C with the amendments Dr. Spence added per discussion of the board. Without further discussion, Chairwoman Rye called for a vote. The School Board Clerk announced there were nine (9) ayes in favor of the motion: Chairwoman Rye, Vice Chair Melnyk, Ms. Anderson, Ms. Felton, Ms. Franklin, Ms. Hughes, Ms. Manning, Ms. Riggs, and Ms. Weems. There were two (2) nays opposed to the motion: Ms. Owens and Ms. Holtz. The motion passed 9-2-0.

6. **Summary of actions to be handled at a later date:** none at this time; if needed, will provide an update at the Tuesday board meeting.
7. **Adjournment:** Chairwoman Rye adjourned the meeting at 8:38 p.m.

Respectfully submitted:

Regina M. Toneatto, Clerk of the School Board

Approved:

Carolyn T. Rye, School Board Chair



VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

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School Board Regular Meeting MINUTES Tuesday, January 25, 2022

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2512 George Mason Drive
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Please note that these requirements are subject to change and persons attending the School Board meeting in person should check the day of the meeting to confirm the current requirements.

Attendee link: https://us02web.zoom.us/join/wn_pdstexBzS0Sj1tBLtHPgvQ
6266 0952

Call-in (301) 715-8592 ID 883

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 vbcpschoolboard@googlegroups.com or by request to the Clerk of the School Board at (757) 263-1016

Closed Session: Chairwoman Rye at 2:36 p.m. on the 25th day of January 2022, announced the beginning of the closed session. Ms. Anderson read the following: That the School Board recess into Closed Session in accordance with the exemptions to open meetings law set forth in Code of Virginia §2.2-3711 Part A, Paragraphs 1, 7 and 8, as amended,

- A.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; namely to discuss the
 1. Superintendent's mid-year evaluation and related matters.
- A. 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

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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 and

- A.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 or probable litigation matters and developments in the election districts;
2. receive legal consultation regarding the compliance with the SB1303 and the Governor's Executive Order No. 2 and ramifications.

Ms. Holtz made a motion, seconded by Ms. Franklin. Chairwoman Rye called for a vote. The School Board Clerk announced there were eight (8) ayes in favor of the motion: Chairwoman Rye, Ms. Anderson, Ms. Franklin, Ms. Holtz, Ms. Hughes, Ms. Manning, Ms. Owens, and Ms. Riggs.

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

A.8 CONSULTATION WITH LEGAL COUNSEL:

2. Receive legal consultation regarding the compliance with the SB1303 and the Governor's Executive Order No. 2 and ramifications: School Board members: Chairwoman Rye, Ms. Anderson, Ms. Franklin, Ms. Holtz, Ms. Hughes, Ms. Manning, Ms. Owens, Ms. Riggs, and Ms. Weems (arrived at 3:01 p.m.); Superintendent Spence; Dr. Donald Robertson, Chief of Staff; School Board Legal Counsel Kamala H. Lannetti, Deputy City Attorney; Regina M. Toneatto, Clerk of the Board.
1. Pending or probable litigation matters and developments in the election districts: School Board members: Chairwoman Rye, Ms. Anderson, Ms. Franklin, Ms. Holtz, Ms. Hughes, Ms. Manning, Ms. Owens, Ms. Riggs, and Ms. Weems; Superintendent Spence; Dr. Donald Robertson, Chief of Staff; School Board Legal Counsel Kamala H. Lannetti, Deputy City Attorney; Regina M. Toneatto, Clerk of the Board.

The School Board reconvened at 3:29 p.m.

Certification of Closed Session: Ms. Anderson 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. Riggs made a motion, seconded by Ms. Hughes. The School Board Clerk announced there were nine (9) ayes in favor of the motion: Chairwoman Rye, Ms. Anderson, Ms. Franklin, Ms. Holtz, Ms. Hughes, Ms. Manning, Ms. Owens, Ms. Riggs, and Ms. Weems.

1. **Administrative, Informal, and Workshop:** Chairwoman Rye convened the administrative, informal, and workshop session in the School Board chamber at 3:34 p.m. on the 25th day of January 2022 and announced pursuant to the School Board's 2021-2022 Reopening Plan adopted August 10, 2021, and the School Board vote on August 24, 2021

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regarding health protocols for School Board meetings, it is determined that physical distancing will be used in School Board Chambers as a health mitigation strategy therefore there will be designated public seating in School Board Chambers during the Special School Board Meeting. Members of the public will also be able to observe the School Board Meeting through livestreaming on www.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 School Board Meeting to begin at 6:00 p.m. At 5:30 p.m., the School Board will conclude its Administrative, Informal and Workshop Session of the Meeting unless the School Board votes to continue until 5:45 p.m. The Administrative, Informal and Workshop Session will conclude 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 at 6:00 p.m.

The following School Board members were present in the School Board chamber: Chairwoman Rye, Ms. Anderson, Ms. Franklin, Ms. Holtz, Ms. Hughes, Ms. Manning, Ms. Owens, Ms. Riggs, and Ms. Weems. The following members attended via Zoom: Vice Chair Melnyk (health reasons, logged into Zoom at 3:42 p.m.) and Ms. Felton (VBSA business, logged into Zoom at approximately 3:55 p.m.)

- A. School Board Administrative Matters and Reports: Chairwoman Rye mentioned the February 1st meeting with a 3:00 p.m. start time for session with outside counsel and special meeting to begin at 5:00 p.m. The meeting call which originally was the Superintendent's estimate of needs will change to the election districts.
- B. COVID Update: Jack Freeman, Chief Operations Officer and Donald Robertson, Ph.D., Chief of Staff provided the School Board and update regarding COVID-19 health and safety mitigations including data updates, as well as process and support improvements as recommended by the Center for Disease Control (CDC) and Virginia Department of Health (VDH); Mr. Freeman began the presentation and stated the goal of layered prevention strategy is to maximize 5 days of in-person learning; reviewed data from the Virginia Department of Health: transmission level – high, cases – 1,425, percent positivity – 36.1%; reviewed vaccination clinics dates; in the process of ordering KN95 masks.
- Dr. Robertson continued the presentation; shared some recent student events; reviewed a brief evolution of COVID-19 and impact of change; discussed the new VDH guidance as a result of Executive Order 2; outlines new and revised strategies, shares responsibility between parents, educators and schools, fully-vaccinated individuals or individuals who have had COVID-19 in the last 90 days are exempt from quarantine, ability to return on day 6 if symptoms are improving, individual is fever free and can wear a mask at all times when around others, eliminates masking as a standard mitigation strategy; displayed and reviewed key parts of the VDH Guidance - three core principles: parents are in charge of their children's health, wellbeing and education, schools must be open five days a week for in-person learning, and Commonwealth and school divisions must provide a safe and healthy school environment; COVID-19 continues to evolve and tools to fight the virus have expanded; mitigation strategies – testing and improving ventilation, staying home when sick, getting vaccinated, hand-washing, isolate at home after testing positive, those who have tested positive or have been recommended to quarantine, wearing masks for the recommended period of time and testing at appropriate intervals.
- Mitigation efforts should be made in consultation with VDH and local health authorities, Dr. Robertson noted meetings every day Monday through Friday with VBDPH; reviewed the five strategies to prevent transmission of COVID-19 in Schools: consult with public health to understand local transmission and disease trends, understand community level vaccination coverage, consider the level of impact to a school by identifying, monitoring and reporting outbreaks to public health, understand community and school capacity and needs, determine and implement a layered approach with multiple prevention strategies, in consultation with VDH and the local health department; review level of impact to a School; prevention strategies if cannot maintain 3 feet between students in classrooms – testing programs, adequate or increased ventilation, ensuring appropriate hand hygiene opportunities, staying home when sick, supporting parents who choose to end their child to school with a mask, and regular cleaning and disinfecting; reviewed the needs of special populations; currently have communication to administrators regarding students with disabilities in 504s, having those meetings; reviewed prevention strategies – Parents: keeping children home when sick and seeking care and testing as appropriate, vaccination, masks; School Officials and Staff: adequate and appropriate ventilation, physical distancing, stay home when sick, seek care and testing as appropriate, educate staff regarding their choices pertaining to masking, offer COVID-19 testing programs (Dr. Robertson discussed current challenges),

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ensure handwashing and respiratory etiquette, clean and maintain healthy facilities, notify students and staff of known cases and/or exposures in combination with isolation and quarantine (Dr. Robertson mentioned required modification to contact tracing); VDH preventative actions: 1-vaccination, 2-staying home when sick and getting tested, 3-physical distancing, 4-prioritize disease investigations and/or notifications of disease to school community; persons who are up to date with COVID-19 vaccines (primary vaccinations and booster) do not need to quarantine; for others, CDC and VDH recommend people stay home (quarantine) for at least 5 days, get tested on or soon after day 5 if possible; a person can end quarantine after day 5 if they have no symptoms and can wear a mask when around others through day 10, 5-screening testing and test to stay, 6-ventilation, 7-implement hand hygiene and respiratory etiquette, 8-clean and maintain healthy facilities, 9-masks as prevention.

Dr. Robertson continued the presentation; reviewed school support – provided FAQ to assist principals, conducted multiple principal check-ins over the weekend, collaborated with Department of Teaching and Learning to develop resources for schools, responded at the central support level to parent and teacher emails; athletic testing – winter athletic teams will continue to test, with Spring outside sports testing will discontinue; school relief – continue to deploy central support staff to buildings as needed Monday through Friday, staff days (February 1 and March 14) will be unencumbered, adjusted dismissal day (April 8) will be unencumbered and there will be a remote planning option, all nonessential professional development remains paused; reviewed and addressed stakeholders concerns: request to separate (6') masked students from unmasked students, request an immediate virtual option, request a remote option rather than send child to school with unmasked students.

The presentation continued with questions and comments regarding test kits; parent intent of no masking; feedback from principal letter; VHD document – masks as prevention; today's visits to schools; absenteeism; mitigations for activities (Chorus); definition of close contact; VDH role of masks; feedback, monitor data; strategic approach to layered mitigation; and student absences.

- C. Middle School Scheduling 2022-2023: James Smith, Ed.D., Senior Executive Director of Middle Schools provided the School Board information regarding the Middle School scheduling for the 2022-23 school year; reviewed challenge of teacher shortage in the U.S.; staffing issues facing schools at the national and local level; comparison of instructional vacancies from August 2021 (113) and January 2022 (116); mentioned Goal 6 of Compass to 2025; maximizing human resources; how we might better assign staff to a master schedule model; reviewed current middle school schedule – utilizes a hybrid A/B block schedule, core classes meet every other day and two elective classes meet daily; noted again, staffing has become increasingly difficult; parameters – maximize staffing, provide 275 minutes of planning a week, provide academic support opportunities; reviewed grade 6 and 7 tradition bell schedule and grade 8 remains on hybrid bell and block schedule; shared examples of teacher and student schedules; grade 6 – teacher teaches 5 bells with a 30-minute lunch and 55 minute planning bell, students will attend all 6 classes daily, a similar schedule will be followed by 7th grade teachers and students; grade 8 – teacher teaches 5 bells, planning for 55 minutes, elective bells on A/B schedule will be 115 minutes, A/B schedule exists for 8th grade elective classes only, allow for four (4) 8th grade lunch bells; reviewed hybrid schedule for an elective teacher, will teach 6th and 7th grade electives on a daily 55 minute bell schedule, 8th grade elective classes will be on an A/B schedule which meets every other day for 115 minutes; reviewed highlights – maximizes staffing, provides 275 minutes of weekly planning time, provides academic support opportunities, preserves the Distance Learning program, provides common planning time on grade level.

The presentation continued with questions and comments regarding hybrid schedule; teachers teaching two different grade levels; preparation; reason for new scheduling; 116 vacancies; bringing forward model to discuss; staffing issues; teacher accreditation; remediation in middle school; academic support classes; comparison of planning time middle school to high school; communication to teachers; and reach out to Dr. Smith with questions.

- D. Changes to School Board Communications Technology: David Din, Chief Information Officer, Department of Technology provided the School Board information regarding School Board communications, modernization and security improvement; messages from the public – web form will be accessible from the vbschools.com website, more secure than email address, School Board members will receive messages as emails, allows

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messages to be grouped and categorized for better management; messages between School Board members and staff – new group email address for internal emails: SchoolBoard@VBCPSBoard.com, will not accept emails from the public; summary – messages from the public must be sent via forms on vbschools.com, new group email address for internal emails, will not accept emails from the public, all other communication tools will remain the same, to be implemented on February 11; there will be an auto response on current email address; the presentation continued with questions and comments regarding will School Board have to do anything for changes; will folder be affected; same email for individual School Board members; setting up Outlook rules; and none of individual accounts will change only group email.

2. **Closed Session:** Not needed during this part of the agenda.
3. **School Board Recess:** Chairwoman Rye concluded the administrative, informal, and workshop session at 5:19 p.m.
4. **Formal Meeting: (School Board Chambers)6:00 p.m.**
5. **Call to Order and Roll Call:** Chairwoman Rye called the formal meeting to order at 6:01 p.m. on the 25th day of January 2022 and announced pursuant to the School Board's 2021-2022 Reopening Plan adopted August 10, 2021, and the School Board vote on August 24, 2021 regarding health protocols for School Board meetings, it is determined that physical distancing will be used in School Board Chambers as a health mitigation strategy therefore there will be designated public seating in School Board Chambers during the Special School Board Meeting. Members of the public will also be able to observe the Special School Board Meeting through livestreaming on www.vbschools.com, broadcast on VBT Channel 47, and on Zoom.
The following School Board members were present in the School Board chamber: Chairwoman Rye, Ms. Anderson, Ms. Franklin, Ms. Holtz, Ms. Hughes, Ms. Manning, Ms. Owens, Ms. Riggs, and Ms. Weems. The following members attended via Zoom: Vice Chair Melnyk (health reasons) and Ms. Felton (VBSA business).
6. **Moment of Silence followed by the Pledge of Allegiance**
7. **Student, Employee and Public Awards and Recognition:** There were no awards or recognitions.
8. **Adoption of the Agenda:** Chairwoman Rye called for a motion to approve the agenda; Ms. Riggs made a motion, seconded by Ms. Franklin. Without any modifications or discussion, Chairwoman Rye called for a vote. The School Board Clerk announced the motion passed unanimously.
9. **Superintendent's Report:** Superintendent Spence shared the following information: 1) reminder February 1 is a staff day and there will be no school for students. February 2 is the start of second semester; 2) in January, recognition of school principals and student activities coordinators; 3) United Way Campaign raised \$148,614.80, more than \$80,000 of the donations were allocated to six designations (United Way Community Care Fund, Virginia Beach Education Foundation, Foodbank of Southeastern Virginia, the Children's Hospital of the King's Daughters, Virginia Beach SPCA, and the American Cancers Society's South Atlantic Division; 4) Office of Diversity, Equity and Inclusion hosted the 14th Annual African American Male Summit, open to male students in grades 6-12, this year's theme – Portraits of Success: Living Out My Worth, keynote speaker was Dr. Makola Abdullah, president of Virginia State University.
10. **Approval of Meeting Minutes**
 - A. **January 11, 2022 Organizational / Regular School Board Meeting:** Chairwoman Rye called for any modifications to the January 11, 2022 Organizational/Regular School Board meeting minutes. Hearing none, Chairwoman Rye called for a motion to approve. Ms. Hughes made a motion, seconded by Ms. Manning. Chairwoman Rye called for a vote. The School Board Clerk announced the motion passed unanimously.
11. **Public Comments (until 8:00 p.m.):** Chairwoman 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. Chairwoman Rye mentioned information regarding speaker process, decorum and order, and submitting comments via group email.

There were nineteen (19) in-person speakers (including four (4) student speakers) and twenty-six (26) online speakers (including two (2) student speakers); topics discussed were masks; mask choice; 4X4 schedule; COVID cases and masking; mask mandate; collective bargaining; thank you for mask choice; mask vs. unmasked; option of masking for

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teachers; parental rights; safety mitigations; virtual option; ESSER funds; testing for athletes; student representatives on School Board; COVID data; safe environment for learning; CDC guidelines; layered mitigations; health of teachers and staff; SB 1303; transmission in schools; positivity rate; bullying; health and wellbeing of all students; and concerns with mask optional.

12. Information

- A. Interim Financial Statements – November/December 2021: Daniel Hopkins, Director of Business Services presented the following financial information as of December 31, 2021 to the School Board: overall revenue trend remains acceptable through December; received the Governor's Proposed amendments to the FY22 Direct Aid Budget, key recommendations include: increase in the sales tax estimate of approximately \$10 million with an offsetting decrease in Basic Aid of \$7 million, reduction of \$5 million in Special Ed Regional Tuition due to a change in the program; projecting a deficit in state revenue of approximately \$5 million; federal revenues are showing an acceptable trend; received Impact Aid payments of approximately \$10 million through the end of December; sales tax receipts are at an acceptable level; year to date through December approximately \$4 million higher than the same time last year; expenditures and encumbrances trend continue to remain acceptable.
- B. Annual Comprehensive Finance Report (ACFR) – FY21 External Auditor Review: Daniel Hopkins, Director of Business Services introduced external auditors from Cherry Bekaert, Laura Harden and Luke Reynolds to present highlights of the Annual Comprehensive Financial Report Audit (ACFR); audit overview – financial audit: test significant balances and transactions, test underlying assumptions of significant estimates, understand the internal control environment; compliance audit: test compliance with Virginia laws and regulations, understand and test the internal control environment; ACFR includes unaudited sections – introductory, required supplementary information, statistical; audit results – financial audit: issued an unmodified (clean) opinions; compliance audit: issued an unmodified (clean) opinions, no material weaknesses; other matters-noncompliance: government auditing standard – none reported, specifications for audits of counties, cities and towns – none reported; required audit communications: accounting standards and policies – no changes in accounting policies; conduct of audit – no difficulties in conducting audit, no disagreements with management, no corrected misstatements, no uncorrected misstatements, no consultation with other accountants; other matters – we are independent of the School Board, management representation letter. The presentation continued with brief comments regarding the work of the budget department and Ms. Pate's staff; outstanding financial team; received awards, mention of previous Chief Financial Officer, Farrell Hanzaker.
- 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 January 12, 2022 meeting. School Board Legal Counsel, Kamala Lannetti, Deputy City Attorney presented the following:
 1. Policy 3-11/Budget: Surplus Funds: The PRC recommends amending the title, adding reduction of future debt service as a purpose, remove of Section B regarding individual school accounts, and scrivener's changes.
 2. Policy 3-34/Direct Appropriation Funds – Individual Schools: The PRC recommends scrivener's changes.
 3. Policy 3-43/Fiscal Responsibility of Administrators for Individual Accounts: The PRC recommends scrivener's changes.
 4. Policy 3-45/Inventories: The PRC recommends grammatical changes and the addition of technology equipment to those items that will be inventoried.
 5. Policy 3-57/Safety: Hazard Communication Program: The PRC recommends formatting the Policy to be consistent with current policy and regulation formatting, change to reflect current procedures, and updating the legal references.
 6. Policy 3-58/Safety: Hazardous Waste – Containment/Disposal: The PRC recommends correction of office titles and updating the legal references.
 7. Policy 3-59/Safety: Asbestos Abatement: The PRC recommends scrivener's changes and updating the legal references.
 8. Policy 3-66/Environmental Barriers/Accessibility: The PRC recommends removing section B, formatting changes and updating the legal references.

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9. Policy 3-67/Environmentally Sustainable Practices: The PRC recommends changes to reflect current terminology and procedures.

13. Return to public comments if needed: Note public comments ended at 8:12 p.m. at the request of the School Board members to continue with the last few speakers after 8:00 p.m.

14. Consent Agenda: Chairwoman Rye asked for the following resolutions to be read:

A. Resolutions:

1. Career and Technical Education Month: Ms. Franklin read the following resolution:

**Resolution for Career and Technical Education Month
February 2022**

WHEREAS, profound economic and technological changes globally have a direct impact on the structure and nature of work, thereby placing new and additional responsibilities on our educational system; and

WHEREAS, Career and Technical Education, which provides students with a career pathway for postsecondary education and workplace readiness, is the foundation of a strong, well-educated workforce which fosters productivity and innovation in business and industry and contributes to Virginia's leadership in the international marketplace; and

WHEREAS, Career and Technical Education gives students experience in practical, meaningful application of basic skills such as reading, writing and mathematics, thus improving the quality of their education, motivating all students to achieve at high levels, and giving all students leadership opportunities in their communities; and

WHEREAS, Career and Technical Education offers individuals lifelong opportunities to learn new skills that provide them with career choices, expanded earning potential and job satisfaction; and

WHEREAS, the ever-increasing cooperative efforts between Career and Technical educators, Career and Technical Education administrators and business and industry representatives stimulate the growth and vitality of our Commonwealth's economy by preparing students for careers in high demand, high wage and highly technological skilled work in a global economy;

NOW, THEREFORE, BE IT

RESOLVED: That the School Board of the City of Virginia Beach officially recognizes the month of February 2022 as Career and Technical Education Month 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 25th day of January 2022.

2. National School Counseling Week: Ms. Hughes read the following resolution:

**Resolution for National School Counseling Week
February 7-11, 2022**

WHEREAS, Virginia Beach City Public Schools school counselors are employed to help students reach their full potential; and

WHEREAS, Virginia Beach City Public Schools school counselors are actively committed to helping students explore their abilities, strengths, interests, and talents as these traits relate to career awareness and development; and

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

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WHEREAS, Virginia Beach City Public Schools school counselors work with teachers and other educators to help students explore their potential and set realistic goals for themselves; and

WHEREAS, Virginia Beach City Public Schools school counselors seek to identify and utilize community resources that can enhance and complement comprehensive school counseling programs and help students become productive members of society; and

WHEREAS, school counselors are a vital part of recovery efforts as they have adapted their programs to meet student and community needs in response to the COVID-19 pandemic; and

WHEREAS, school counselors act as advocates for educational equity, they empower all students, close achievement gaps, and address systemic barriers; and

WHEREAS, comprehensive developmental school counseling programs are considered an integral part of the educational process that enables all students to achieve success 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 February 2022 as National School Counseling 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 25th day of January 2022.

Chairwoman Rye called for a motion to approve. Ms. Riggs made a motion, seconded by Ms. Owens. Chairwoman Rye called for a vote. The School Board Clerk announce the motion passed unanimously.

15. Action

- A. Personnel Report / Administrative Appointments: Chairwoman Rye called for motion to approve. Ms. Anderson made a motion, seconded by Ms. Weems that the School Board approve the appointments and the acceptance of the resignations, retirements, and other employment actions as listed on the January 25, 2022 personnel report along with administrative appointments as recommended by the Superintendent. Without discussion, Chairwoman Rye called for a vote. The School Board Clerk announced the motion passed unanimously. Superintendent Spence introduced the following; Brian J. Leininger, teacher, Kempsville High School as Assistant Principal, Landstown Middle School.
- B. High School Scheduling 2022-23: Chairwoman Rye called for a motion to approve. Ms. Holtz made a motion, seconded by Ms. Hughes. A brief discussion followed regarding exams at end of course; implementation of Canvas platform; feedback from students; same courses at every school; webinar with information; message to parents about scheduling with bullet points; math courses; course request form and making changes to courses; and scheduling process. Without further discussion, Chairwoman Rye called for a vote. The School Board Clerk announced the motion passed unanimously.
- C. Adjustment to Schedule of Meetings: January 2022 – June 2023: Chairwoman Rye mentioned the change of August meeting dates; change to purpose of February 1 meeting to discussion of election districts; February 8 – Superintendent's Estimate of Needs presentation as part of the regular meeting; February 15 Special Meeting – budget workshop and public hearing on budget; March 1 Special Meeting – budget workshop and public hearing on budget; March 8 Regular Meeting – adoption of budget FY2022-23 and CIP FY 2022-23 through FY 2027-28; a discussion followed regarding the closed session for the evening (Agenda item #17) and the length of meetings. Chairwoman Rye called for a motion to approve the meeting dates with the amended items discussed; Ms. Anderson made a motion, seconded by Ms. Franklin. Without further discussion, Chairwoman Rye called for a vote. The School Board Clerk announced the motion passed unanimously.

16. **Committee, Organization or Board Reports:** Ms. Manning mentioned the 403B committee met last week; replacement of three investment funds, will take a few months to go into effect; gave a brief overview of the committee which oversees investments for the 403B Plans, monitor funds, combined with City; Ms. Felton shared information about the VSBA Capital Conference, VSBA website has full meeting, met with seven delegates, any questions can reach out to Ms. Felton; Ms. Anderson mentioned the School Board members Statement of Economic Interests form are due by February 1, 2022.

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The formal meeting concluded at 9:15 p.m.

- 17. Return to Administrative, Informal, Workshop or Closed Session matters:** Ms. Anderson made a motion, seconded by Ms. Owens that the School Board recess into Closed Session in accordance with the exemptions to open meetings law set forth in Code of Virginia §2.2-3711 Part A, Paragraphs 1, 7 and 8, as amended,

A.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; namely to discuss the

A. Superintendent's mid-year evaluation and related matters.

The motion passed with nine (9) ayes: Chairwoman Rye, Ms. Anderson, Ms. Franklin, Ms. Holtz, Ms. Hughes, Ms. Manning, Ms. Owens, Ms. Riggs, and Ms. Weems.

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

- A. Superintendent's mid-year evaluation and related matters: School Board members: Chairwoman Rye, Ms. Anderson, Ms. Franklin, Ms. Holtz, Ms. Hughes, Ms. Manning, Ms. Owens, Ms. Riggs, and Ms. Weems; Superintendent Spence; School Board Legal Counsel Kamala H. Lannetti, Deputy City Attorney; Regina M. Toneatto, Clerk of the Board.

The School Board reconvened at 9:50 p.m.

Certification of Closed Session: Ms. Anderson 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. Manning made a motion, seconded by Ms. Hughes. The School Board Clerk announced there were nine (9) ayes in favor of the motion: Chairwoman Rye, Ms. Anderson, Ms. Franklin, Ms. Holtz, Ms. Hughes, Ms. Manning, Ms. Owens, Ms. Riggs, and Ms. Weems.

- 18. Adjournment:** Chairwoman Rye adjourned the meeting at 9:51 p.m.

Respectfully submitted:

Regina M. Toneatto, Clerk of the School Board

Approved:

Carolyn T. Rye, School Board Chair



Superintendent's Estimate of Needs for FY 2022/23 and
Subject: Capital Improvement Program for FY 2022/23 – FY 2027/28 Item Number: 12A

Section: Information Date: February 8, 2022

Senior Staff: Crystal M. Pate, Chief Financial Officer

Prepared by: Crystal M. Pate, Chief Financial Officer

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

Crystal M. Pate, Chief Financial Officer

Jack Freeman, Chief Operations Officer

Recommendation:

The School Operating Budget for FY 2022/23 and Capital Improvement Program (CIP) for FY 2022/23-FY 2027/28 are being presented for information. After the School Board completes its process of workshops and review over the next few weeks, administration recommends School Board approval on March 8, 2022.

Background Summary:

- Pursuant to Sections 22.1-88, 22.1-89, 22.1-91, 22.1-92, 22.1-93, and 22.1-94 of the Code of Virginia, and School Board Policy 3-6, the Superintendent has prepared the SEON for FY 2022/23 and is submitting it for consideration.
- The Operating Budget for 2022/23 is to be determined.
- The Superintendent's Estimate of Needs for FY 2022/23 is a balanced budget.
- The Capital Improvement Program for FY 2022/23 - FY 2027/28 includes the projected revenues available over the next six years and adjusted project timelines to reflect this spending plan.

Source:

Code of Virginia, Sections 22.1-88, 22.1-89, 22.1-91, 22.1-93, and 22.1-94

Budget Impact:

To be determined.



Subject: School Calendar 2022-2023 **Item Number:** 12B

Section: Information **Date:** February 8, 2022

Senior Staff: Eugene F. Soltner, Ed.D., Chief Schools Officer

Prepared by: Eugene F. Soltner, Ed.D., Chief Schools Officer

Presenter(s): Eugene F. Soltner, Ed.D., Chief Schools Officer

Recommendation:

That the School Board receive and review the draft calendars for the 2022-2023 school year.

Background Summary:

The Department of School Leadership and the Department of Communications and Community Engagement worked in tandem to create four proposed draft calendars for the 2022-23 school year. The four drafts represent two pre-Labor Day calendar options and two post-Labor Day calendar options. Information and feedback were considered from various stakeholders including a Calendar Workgroup comprised of teachers, parents, a student, division departments, community representatives, and principals; the division's Teacher Assembly comprised of representatives of all schools and centers; the Regional Calendar Committee comprised of representatives from our neighboring school districts, and a community input survey released by the Department of Communications and Community Engagement. DOSL will look for board input on options presented and will bring a final calendar proposal as an action item on February 22.

Source:

Calendar workgroup, Teacher Assembly, Regional Calendar Committee, community survey results

Budget Impact:

N/A



Subject: Middle School Scheduling 2022-23

Item Number: 12C

Section: Information

Date: February 8, 2022

Senior Staff: James J. Smith, Senior Executive Director of Middle Schools

Prepared by: James J. Smith, Senior Executive Director of Middle Schools

Presenter(s): James J. Smith, Senior Executive Director of Middle Schools

Recommendation:

That the School Board review information regarding Middle School Scheduling for the 2022-23 school year.

Background Summary:

During the 2021-2022 school year the Department of Human Resources shared that we continue to see a large number of teacher vacancies throughout the school year.

During the January 25, 2022 School Board Workshop, it was shared that when combining vacancies at the elementary and secondary levels, we started the school year with 113 vacancies and despite staffing positions throughout the school year, 116 vacancies remained at the time of the presentation. To address Goal 6 (organizational effectiveness and efficiency) a scheduling option was presented which proposed an increase in the number of classes a core teacher would teach from 4 classes to 5 classes in an effort to reduce vacancies. The schedule, which was developed by a committee of middle school principals, assistant principals, and teachers was presented for feedback. The recommendation was to seek feedback from teachers.

On Friday, January 28 and Monday, January 31, principals were instructed to provide an overview and discuss the proposed schedule with staff. Staff will be invited to submit questions and attend one of two Webinar sessions scheduled for Thursday, February 3.

The purpose for the workshop presentation is to provide additional information and seek feedback.

Source:

School Board of the City of Virginia Beach Policy 6-51

Budget Impact:

Adopting a new schedule has the potential to save costs associated with staffing. Exact amounts are undetermined at this time.



Subject: Resolution: Black History Month **Item Number:** 14A

Section: Consent **Date:** February 8, 2022

Senior Staff: LaQuiche R. Parrott, Ed.D., Director of Diversity, Equity and Inclusion

Prepared by: LaQuiche R. Parrott, Ed.D., Director of Diversity, Equity and Inclusion

Presenter(s): LaQuiche R. Parrott, Ed.D., Director of Diversity, Equity and Inclusion

Recommendation:

That the School Board approve a resolution recognizing February 2022 as Black History Month. This year's theme, "Black Health and Wellness" acknowledges the legacy of not only Black Scholars and medical practitioners in Western medicine, but also the other ways of knowing (e.g., birthworkers, midwives, herbalists, etc.) throughout the African Diaspora. The 2022 theme considers activities, rituals and initiatives that Black communities have done to be well.

Background Summary:

This national observance had its origin in 1915, when historian and author Dr. Carter G. Woodson founded the Association for the Study of Negro Life and History, currently known as the Association for the Study of African American Life and History (ASALH). He selected February for several reasons, in that this month has an enormous significance in African American history. First, it is in celebration of the birth of two historical figures, President Abraham Lincoln (Feb.12) and Frederick Douglass (Feb. 14) who had a great impact on the African American population. Other noteworthy persons or events whereby the month of February is significant are: the birthday of W.E.B. Dubois, Civil Rights leader and co-founder of the National Association for the Advancement of Colored People (NAACP); the passage of the 15th Amendment to the United States Constitution which gave African Americans the right to vote; the first African American senator Hiram R. Revels took office; and the NAACP was founded.

In 1975, President Ford issued a message on the observance of Black History Week urging all Americans to "recognize the important contribution made to our nation's life and culture by Black citizens." In 1976, this commemoration of Black history in the United States was expanded to Black History Month, also known as African American History Month. In subsequent years, presidents have proclaimed February to honor African Americans as Black History Month.

Source:

Public Law 99-244

The Association for the Study of African American Life and History (ASALH) -<https://asalh.org/>

Budget Impact:

None

Resolution for Black History Month February 2022

WHEREAS, African American History is recognized across the USA & Canada in February every year; and highlights the accomplishments and contributions of African, African American, Pan-African people; and

WHEREAS, the 2022 theme, “**Black Health and Wellness**” acknowledges the legacy of not only Black scholars and medical practitioners in Western medicine, but also the other ways of knowing (e.g. birthworkers, midwives, herbalists, etc.) throughout the African Diaspora, and

WHEREAS, African Americans have forged a proud legacy that reflect the spirit of our nation and community for example, Dr. L.D. Britt, an African American professor and chairman of surgery at Eastern Virginia Medical School born and raised in Hampton Roads, Virginia was elected to the National Academy of Medicine (formerly the Institute of Medicine), and Dr. Britt was first and only faculty member from his institution to receive this distinction – considered one of the highest honors in the field of health and medicine; and

WHEREAS, it is imperative for the good of our nation that schools continue to build awareness and understanding of African American role models whose commitments and achievements embody the American spirit and pursuit of excellence like Dr. Britt; and acknowledge the contributions made by African Americans despite struggles for freedom and equality; and

WHEREAS, the School Board of the City of Virginia Beach, through its core values, emphasizes the importance of valuing differences within our school division;

NOW, THEREFORE, BE IT

RESOLVED: That the School Board of the City of Virginia Beach officially recognizes the month of February 2022 as Black History Month and its theme, “**Black Health and Wellness**”; and be it

FURTHER RESOLVED: That the School Board of the City of Virginia Beach encourages all citizens to support and participate in the various school and community activities that highlight Black History not only during February, but also throughout the entire year, and be it

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



Subject: Princess Anne Middle School Pump Station **Item Number:** 14B

Section: Consent **Date:** February 8, 2022

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

Prepared by: Eric Woodhouse, Interim Executive Director, Facilities Services and

Donald W. Bahlman, Jr., Staff Architect, Facilities Services

Presenter(s): Jack Freeman, Chief Operations Officer, Department of School Division Services

Recommendation:

That the School Board approve a motion authorizing the Superintendent to execute the attached Resolution, Deed for the pump station site at Princess Anne Middle School.

Background Summary:

The attached deed conveys the existing pump station site at Princess Anne Middle School to the City of Virginia Beach. This pump station site was never properly conveyed when the original school was constructed in 1974. The subject pump station is owned, operated, and maintained by the City's Department of Public Utilities and serves the new middle school.

Source:

§22.1-129 Surplus property; sale, exchange or lease of real and personal property.

Budget Impact:

N/A

THIS INSTRUMENT PREPARED BY VIRGINIA
BEACH CITY ATTORNEY'S OFFICE
(ALEXANDER W. STILES – VSB# 41934)

TITLE INSURANCE UNDERWRITER: UNKNOWN

EXEMPTED FROM RECORDATION TAXES
UNDER SECTIONS 58.1-811(A) (3)
AND 58.1-811(C) (5) REIMBURSEMENT
AUTHORIZED UNDER SECTION 25.1-418

CONSIDERATION: \$0.00

THIS DEED, made this ____ day of _____, 20____, by and between THE SCHOOL BOARD OF THE CITY OF VIRGINIA BEACH, VIRGINIA, a body politic as set forth in Article VIII, Section 7 of the Constitution of Virginia (“Grantor”), and the CITY OF VIRGINIA BEACH, VIRGINIA, a municipal corporation of the Commonwealth of Virginia (“Grantee”).

W I T N E S S E T H:

That for and in consideration of the mutual benefits accruing or to be accrued to the above mentioned parties, and other good and valuable consideration, the receipt of which is acknowledged, the said party of the first part does hereby dedicate, grant and convey, with GENERAL WARRANTY, unto the Grantee, the following described property, to wit:

ALL THAT certain lot, piece or parcel of land, together with the improvements thereon, situate, lying and being in the City of Virginia Beach, Virginia, designated and described as “PARCEL ‘PS’ 3,000 SQ. FT. OR 0.069 ACRES”, as shown on that certain plat entitled “SUBDIVISION OF PROPERTY OF SCHOOL BOARD OF THE CITY OF VIRGINIA BEACH FOR PRINCESS ANNE MIDDLE SCHOOL (D.B. 1305, PG. 309 (M.B. 93, PG. 52) VIRGINIA BEACH, VIRGINIA”, dated November 26, 2020, prepared by WPL, which plat is duly recorded in the Clerk’s Office of the Circuit Court of the City of Virginia Beach, Virginia as Instrument Number _____, to which reference is made for a more particular description.

IT BEING a part of the same property conveyed to the School Board of the City of Virginia Beach, by deed from Beverly J. Burlage and L. Charles Burlage, dated August 29, 1972, and duly recorded in the aforesaid Clerk’s Office in Deed Book 1305, at Page 309.

GPIN: 2404-41-9828
(formerly part of GPIN: 2404-51-1514)

This conveyance is made subject to the covenants, conditions, restrictions and easements of record, insofar as they may lawfully affect the aforesaid property.

The Grantor covenants that it is seized in fee simple of the said property and has the right to convey the said property to the Grantee; that it has done no act to encumber the same; that it, the said Grantee, shall have quite and peaceable possession of the same, free from all encumbrances; and that it, the Grantor, will execute such further assurances of title as may be requisite or necessary.

WITNESS the following signatures and seals:

THE SCHOOL BOARD OF THE CITY OF
VIRGINIA BEACH, VIRGINIA

(SEAL)

By: _____
Carolyn T. Rye, Chair

ATTEST:

Clerk of the School Board

COMMONWEALTH OF VIRGINIA
CITY OF VIRGINIA BEACH, to wit:

I, _____, a Notary Public in and for the city and state aforesaid, do hereby certify that _____, Chair of the School Board of the City of Virginia Beach, Virginia, whose name is signed to the foregoing instrument, has signed and acknowledged the same before me this ____ day of _____, 20 ____.

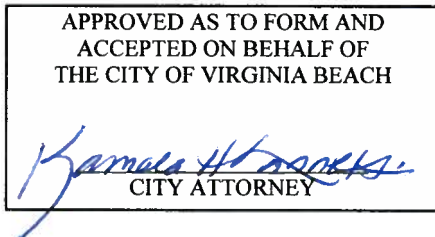
NOTARY PUBLIC

My Commission Expires: _____
My Registration Number: _____
COMMONWEALTH OF VIRGINIA
CITY OF VIRGINIA BEACH, to wit:

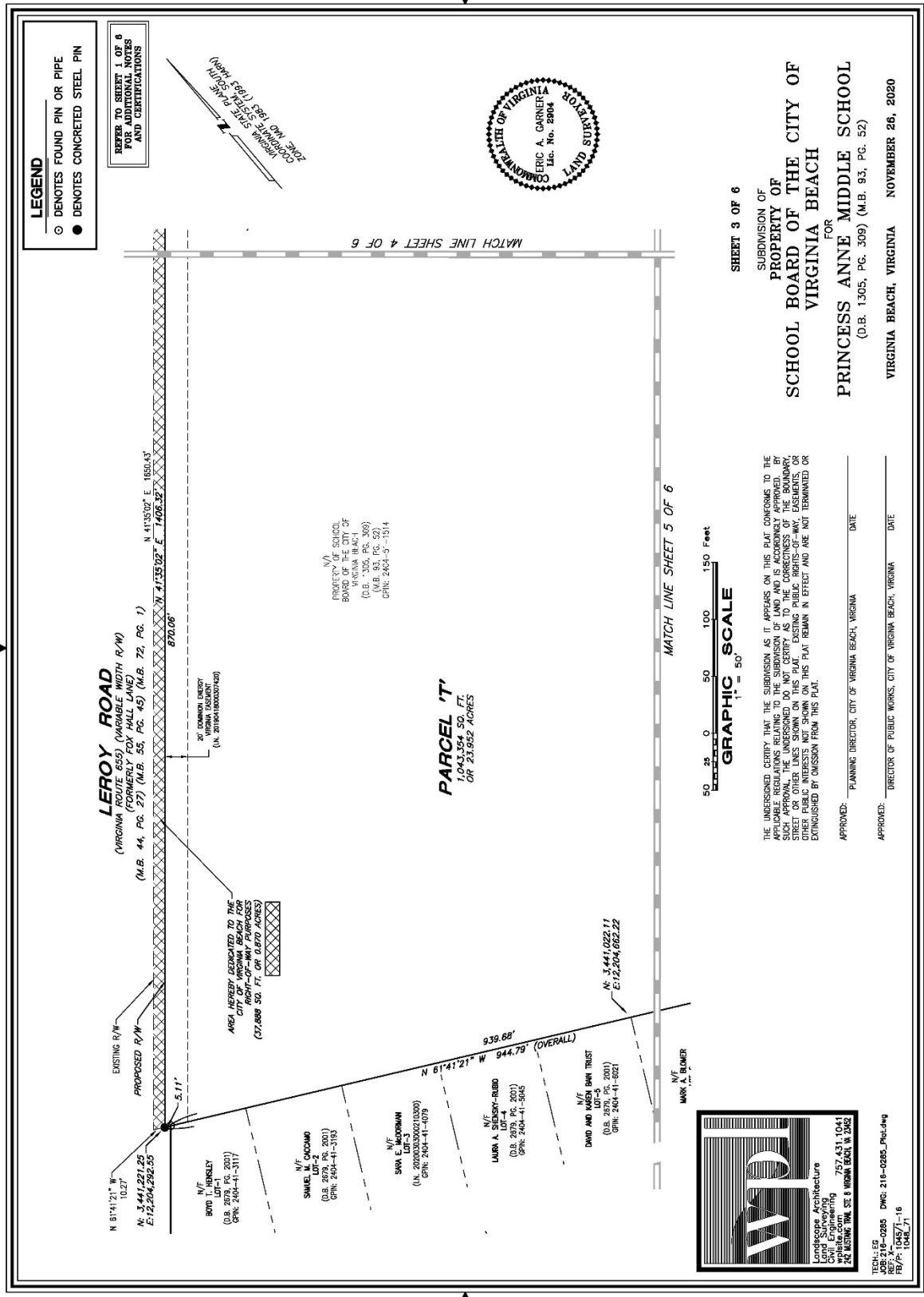
I, _____, a Notary Public in and for the city and state
aforesaid, do hereby certify that _____, Clerk of the School
Board of the City of Virginia Beach, Virginia, whose name is signed to the foregoing instrument,
has signed and acknowledged the same before me this ____ day of _____, 20 ____.

NOTARY PUBLIC

My Commission Expires: _____
My Registration Number: _____



4



LEGEND

- DENOTES FOUND PIN OR PIPE
- DENOTES CONCRETED STEEL PIN

REFER TO SHEET 1 OF 6
FOR ADDITIONAL NOTES
AND CERTIFICATIONS

CONCRETE STEEL PIN
ZONE 140 195 (193 344)
N 41°30'02" E 1852.43'
N 41°35'02" E 1408.37'



MATCH LINE SHEET 4 OF 6

LEROY ROAD
(VIRGINIA ROAD 63) (VIRGINIA HIGHWAY R/W)
(M.B. 44, PG. 27) (M.B. 55, PG. 45) (M.B. 72, PG. 1)

EXISTING R/W
PROPOSED R/W
N 3°44'22.25" W
E 12,204.292.55'

AREA HEREBY DEDICATED TO THE
CITY OF VIRGINIA BEACH FOR
RIGHT-OF-WAY PURPOSES
(37,888 SQ. FT.)

20' COMMON UTILITY
EASEMENT
(U.N. 2010010000700)

N/A SUCCO,
PROPERTY OF THE
BOARD OF THE CITY OF
VIRGINIA (M.A.C.1)
(O.B. 1305, PG. 309)
(M.B. 93, PG. 52)
OPN. 2404-3-1314

PARCEL 'T'
1,043,354 SQ. FT.
OR 23.952 ACRES

MATCH LINE SHEET 5 OF 6

50 0 50 100 150 Feet
GRAPHIC SCALE
1" = 50'



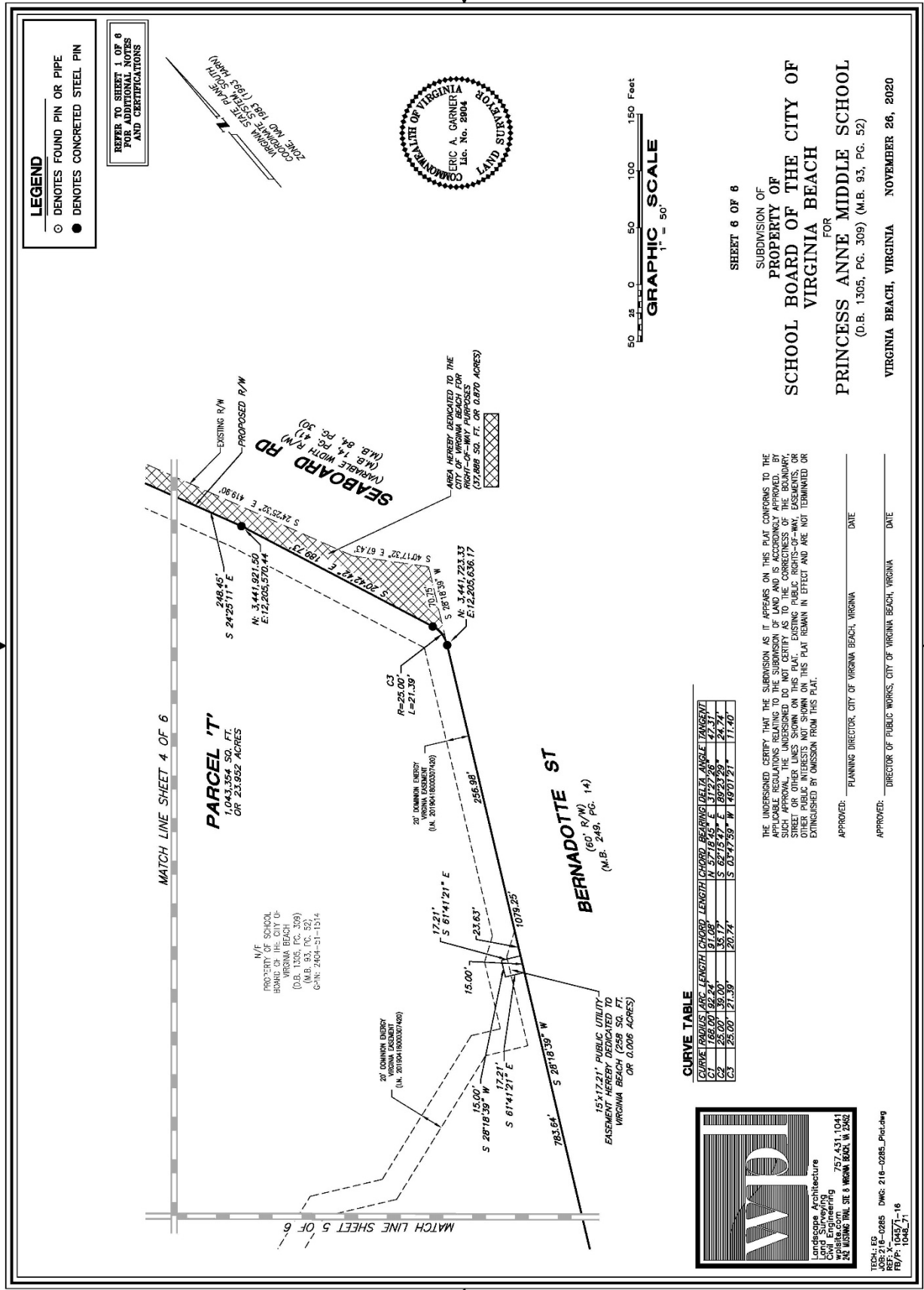
THE UNDERSIGNED CERTIFY THAT THE SUBDIVISION AS IT APPEARS ON THIS PLAT CONFORMS TO THE APPLICABLE REGULATIONS RELATING TO THE SUBDIVISION OF LAND AND IS ACCORDINGLY APPROVED. BY SUCH APPROVAL, THE UNDERSIGNED DO NOT CERTIFY AS TO THE CORRECTNESS OF THE BOUNDARY LINES OR THE EXISTENCE OF ANY ENCUMBRANCES OR OTHER PUBLIC INTERESTS NOT SHOWN ON THIS PLAT. THIS PLAT REMAINS IN EFFECT AND IS NOT TERMINATED OR EXTINGUISHED BY OMISSION FROM THIS PLAT.

APPROVED: PLANNING DIRECTOR, CITY OF VIRGINIA BEACH, VIRGINIA
DATE: _____
APPROVED: DIRECTOR OF PUBLIC WORKS, CITY OF VIRGINIA BEACH, VIRGINIA
DATE: _____

SHEET 3 OF 6
SUBDIVISION OF
PROPERTY OF
**SCHOOL BOARD OF THE CITY OF
VIRGINIA BEACH**
FOR
PRINCESS ANNE MIDDLE SCHOOL
(O.B. 1305, PG. 309) (M.B. 93, PG. 52)

VIRGINIA BEACH, VIRGINIA NOVEMBER 26, 2020





CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE	TANGENT
C1	168.00'	92.24'	91.08'	N 57°18'45" E	31°27'26"	47.31'
C2	25.00'	39.00'	35.17'	S 62°15'47" E	80°23'29"	24.74'
C3	25.00'	21.39'	20.74'	S 03°47'59" W	49°01'21"	11.40'

THE UNDERSIGNED CERTIFY THAT THE SUBDIVISION AS IT APPEARS ON THIS PLAT CONFORMS TO THE APPLICABLE REGULATIONS RELATING TO THE SUBDIVISION OF LAND AND IS ACCORDINGLY APPROVED. BY SUCH APPROVAL, THE UNDERSIGNED DO NOT CERTIFY AS TO THE CORRECTNESS OF THE BOUNDARY, STREET OR OTHER LINES SHOWN ON THIS PLAT. EXISTING PUBLIC RIGHTS-OF-WAY, EASEMENTS, OR OTHER PUBLIC INTERESTS NOT SHOWN ON THIS PLAT REMAIN IN EFFECT AND ARE NOT TERMINATED OR EXTINGUISHED BY OMISSION FROM THIS PLAT.

APPROVED: _____ PLANNING DIRECTOR, CITY OF VIRGINIA BEACH, VIRGINIA _____ DATE _____

APPROVED: _____
DIRECTOR OF PUBLIC WORKS, CITY OF VIRGINIA BEACH, VIRGINIA

DATE _____

PRINCESS ANNE MIDDLE SCHOOL
(D.B. 1305, PG. 309) (M.B. 93, PG. 52)

VIRGINIA BEACH, VIRGINIA NOVEMBER 26, 2020

NOVEMBER 26, 2020

TECH: EG
JOB: 216-0285 DWG: 216-0285_Plat.dwg
REF: X-
FB/P: 1045/1-16
1048 71

TECH: EG
JOB: 216-0285 DWG: 216-0285_Plat.dwg
REF: X-
FB/P: 1045/1-16
1048 71



Plaza Middle School Stage Rigging Replacement –
Subject: Recommendation of General Contractor **Item Number: 14C1**

Section: Consent **Date: February 8, 2022**

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

Prepared by: Eric Woodhouse, Interim Executive Director, Facilities Services and

Donald W. Bahlman, Jr., Staff Architect, Facilities Services

Presenter(s): Jack Freeman, Chief Operations Officer, Department of School Division Services

Recommendation:

That the School Board approve a motion authorizing the Superintendent to execute a contract with E & P Electrical Contracting Co., Inc. for the Plaza Middle School Stage Rigging Replacement in the amount of \$1,319,525.

Background Summary:

Project Architect:	Dills Architects
Contractor:	E & P Electrical Contracting Co., Inc.
Contract Amount:	*\$1,319,525
Construction Budget:	\$1,320,000
Number of Responsive Bidders:	1
Average Bid Amount:	\$1,349,615
High Bid:	\$1,349,615

*This represents the negotiated amount inclusive of value engineering.

Source:

School Board Policy 3-90

Budget Impact:

CIP 1-020 Renovations and Replacements – Various – Phase III



Rosemont Forest Elementary School Fire Alarm Replacement –

Subject: Recommendation of General Contractor **Item Number:** 14C2

Section: Consent **Date:** February 8, 2022

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

Prepared by: Eric Woodhouse, Interim Executive Director, Facilities Services and

Donald W. Bahlman, Jr., Staff Architect, Facilities Services

Presenter(s): Jack Freeman, Chief Operations Officer, Department of School Division Services

Recommendation:

That the School Board approve a motion authorizing the Superintendent to execute a contract with Hitt Electric for the Rosemont Forest Elementary School Fire Alarm Replacement in the amount of \$127,900.

Background Summary:

Project Architect:	Dills Architects
Contractor:	Hitt Electric Corporation
Contract Amount:	\$127,900
Construction Budget:	\$175,000
Number of Responsive Bidders:	2
Average Bid Amount:	\$128,248
High Bid:	\$128,595

Source:

School Board Policy 3-90

Budget Impact:

CIP 1-020 Renovations and Replacements – Various – Phase III



Subject: Policy Review Committee Recommendations **Item Number:** 14D1-8

Section: Consent **Date:** February 8, 2022

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

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

Presenter(s): School Board Legal Counsel, Kamala Lannetti, Deputy City Attorney

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 January 12, 2022 meeting.

Background Summary

- 1 Policy 3-11/Budget: Surplus Funds – *the PRC recommends amending the title, adding reduction of future debt service as a purpose, remove of Section B regarding individual school accounts, and scrivener's changes.*
2. Policy 3-43/Fiscal Responsibility of Administrators for Individual Accounts- *the PRC recommends scrivener's changes.*
3. Policy 3-45/Inventories- *the PRC recommends grammatical changes and the addition of technology equipment to those items that will be inventoried.*
4. Policy 3-57/Safety: Hazard Communication Program – *the PRC recommends formatting the Policy to be consistent with current policy and regulation formatting, change to reflect current procedures, and updating the legal references.*
5. Policy 3-58/Safety: Hazardous Waste – Containment/Disposal- *the PRC recommends correction of office titles and updating the legal references.*
6. Policy 3-59/Safety: Asbestos Abatement – *the PRC recommends scrivener's changes and updating the legal references.*
7. Policy 3-66/Environmental Barriers/Accessibility - *the PRC recommends removing section B, formatting changes and updating the legal references.*
8. Policy 3-67/Environmentally Sustainable Practices – *the PRC recommends changes to reflect current terminology and procedures.*

Source:

Code of Virginia, 1950, as amended, § 22.1-253.12:7 School Board Policies.
Policy Review Committee Meeting of January 12, 2022

BUSINESS AND NONINSTRUCTIONAL OPERATIONS

Budget: ~~Surplus End-of-Year Unspent/Unencumbered Funds~~

A. Generally

All general funds not encumbered or spent by the end of the fiscal year (June 30) shall be considered to be funds for the fiscal year. Upon their re-appropriation by ~~city~~City council ~~Council~~ to the ~~School B~~oard for the next fiscal year, such surplus funds may be used for the following purposes:

1. To provide bonuses to employees pursuant to an approved "gainsharing" program designed to reward employees for their contribution to any cost-saving measures that result in a year-end surplus;
2. To make any expenditure toward the purchase of a capital item;
3. To make any expenditure toward an approved and funded capital project;
4. To fund items of a non-recurring nature that were included in a ~~School B~~oard-approved school operating budget, but for which the ~~city~~City council ~~Council~~-approved budget did not include sufficient funding; and/or
- ~~5.~~ 4. To provide supplemental funding for the Special Reserve Fund established pursuant to School Board Policy 3-28.

~~5-6.~~ To reduce future debt service costs.

~~B. Individual School Accounts~~

~~Surplus funds in individual school accounts may be invested in short term savings certificates. All certificates must be filed in the school board office until expiration date. All monies received from these certificates shall revert to the individual school accounts.~~

Legal Reference

Code of Virginia, § 22.1-100, as amended. Unexpended school and educational funds.

Related Links

School Board [Policy 3-28](#)

Adopted by School Board: February 16, 1993

Amended by School Board: May 6, 1997

Amended by School Board: 2022

APPROVED AS TO
LEGAL SUFFICIENCY

Kamala H. Lannetti

BUSINESS AND NONINSTRUCTIONAL OPERATIONS

Fiscal Responsibility of ~~School~~ Administrators for Individual Accounts

School Administrators are only authorized to expend, during any given fiscal year, those funds within their respective accounts that must be expended to meet the School Board's stated goals and objectives, and to fund day-to-day operations. In that regard, School Aadministrators are prohibited from expending funds simply for the sake of ensuring that all of the funds allocated to their respective accounts are expended prior to the end of the fiscal year.

Legal Reference

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

Adopted by School Board: May 6, 1997

Amended by School Board: 2022

APPROVED AS TO
LEGAL SUFFICIENCY

Kamala H. Lenoir

BUSINESS AND NONINSTRUCTIONAL OPERATIONS

Inventories

~~In order to~~ To account for all school property and its current location, ~~an inventory system shall be developed by~~ the Superintendent or designee will use the inventory system developed.

The inventory shall include, but not be limited to, such items as buildings, movable equipment, technology equipment, vehicles and other items that may be covered by insurance.

Adopted by School Board: February 16, 1993

Amended by School Board: 2022

APPROVED AS TO
LEGAL SUFFICIENCY

Kamala H. Larrick

BUSINESS AND NONINSTRUCTIONAL OPERATIONS

Safety: Hazard Communication Program

A. In General

~~In order to~~To comply with the Virginia Occupational Health and Safety Standard, 1910.1200, Hazard Communication Standard, the following Hazard Communication Program is established by the School Board.

All schools and all departments of the School Division are included within this program. The written program will be available to the public in electronic form upon request.~~in each policy manual at the following locations for review by any employee:~~

- ~~• Superintendent's Office~~
- ~~• Office of Transportation~~
- ~~• Office of School Plant and Supply~~
- ~~• Office of Purchasing~~
- ~~• Principals' Offices~~
- ~~• School Libraries~~

B. Program Elements

- 1. Container Labeling

The administrator of each facility, such as the principal, supervisor of transportation, supervisor of maintenance, or central office administrators/supervisors will verify that all containers received for use will:

- a. Be clearly labeled as to the contents;
- b. Note the appropriate hazard warning;
- c. List the name and address of the manufacturer/importer/or responsible party.

It is the policy of the ~~S~~school ~~B~~board that no container will be released for use until

Each employee of the ~~S~~school ~~B~~board shall ensure that all secondary containers are labeled with either an extra copy of the original manufacturer's label or with the "central stores" generic labels which have a block for identity and a block for the hazard warning. For help with labeling, contact ~~see the school principal,~~ the supervisor of maintenance ~~or the superintendent of schools.~~

- 2. ~~Material~~ Safety Data Sheets (MSDS)

Copies of ~~M~~SDS for all hazardous chemicals to which employees of the ~~S~~school ~~B~~board may be exposed will be kept in the office of the supervisor for the activity. In educational use of hazardous chemicals, the location of the ~~M~~SDS will be the principal's office. In maintenance use of hazardous chemicals, the location of the ~~M~~SDS will be the supervisor of maintenance's office. In transportation use of hazardous chemicals, the location of the ~~M~~SDS will be the supervisor of transportation's office.

- 3. Employee Training/Information

Prior to starting work, each new employee ~~of the school board~~ is to receive a health and safety orientation from the immediate supervisor or designee and is to receive information and training on the following:

- a. An overview of the requirements contained in the Hazard Communication Standard.
- b. Chemicals present in their workplace operations.
- c. Location and availability of the school board's written Hazard Communication Program.
- d. Physical and health effects of the hazardous chemicals.
- e. Methods and observation techniques used to determine the presence or release of hazardous chemicals in the work area.
- f. How to lessen or prevent exposure to these chemicals through usage of control/work practices and personal protective equipment.

- g. Steps the School Division~~board~~ has taken to lessen or prevent exposure to these chemicals.
- h. Safety emergency procedures to follow if exposed to these chemicals.
- i. How to read labels and review ~~M~~SDS to obtain appropriate hazard information.

After receiving training, each employee will sign a form to verify completion of such that he/she received training, that the Hazard Communication Program of the School Board was reviewed, and that the employeehe/-she will abide by the ~~M~~SDS for all hazardous chemicals to which the employee and/or students under supervision may be exposed.

4. List of Hazardous Chemicals

In electronic form as the offices indicated in Part A preceding is a listing of "hazardous substances" from OSHA's "base" or "floor" list under the definitions found in the Hazard Communication Standard. See the introduction to the list for additional information concerning the list.

Information on each chemical actually used in the School Division can be found by reviewing the ~~Material~~ Safety Date Sheets (~~M~~SDS) located in the immediate supervisor's office.

• 5. Hazardous Non-Routine Tasks

This information will include:

- a. Specific chemical hazards.
- b. Protective/safety measures the employee can take.
- c. Measures that the school board has taken to lessen the hazards.

6. Chemicals in Unlabeled Pipes

Work activities might possibly be performed by employees in areas where chemicals are transferred through unlabeled pipes. Prior to starting work in these

areas, the employee shall contact their employee's immediate supervisor for ~~his/her~~ information regarding:

- a. The chemical in the pipes.
- b. Potential hazards.
- c. Safety precautions which should be taken.

- 7. Informing Contractors

It is the responsibility of immediate supervisors to provide the following information to all contractors who will have employees that will be exposed to hazardous chemicals:

- a. Hazardous chemicals to which they may be exposed while on the job site.
- b. Precautions the employees may take to lessen the possibility of exposure by usage of appropriate protective measures.

Editor's Note

For hazardous waste containment and disposal see School Board Policy 3-58.

Legal Reference

~~OSHA Virginia Safety and Health Codes Board standard "Hazard Communication Standard" 29 C.F.R. 1910.1200 et seq, as amended, (August 17, 1984 with an effective date of May 25, 1986 for employers, including public sector employers).~~

Virginia Department of Labor and Industry, 16 VAC 25-60-10 et seq., as amended. Hazard Communication Standard (1910.1200) and Information Manual. (September 1985)

Related Links

School Board [Policy 3-58](#)

Adopted by School Board: February 16, 1993

Amended by School Board: 2022

APPROVED AS TO
LEGAL SUFFICIENCY

Kamala H. Larrick

BUSINESS AND NONINSTRUCTIONAL OPERATIONS

Safety: Hazardous Waste - Containment/Disposal

A. Definition

A hazardous waste is a solid or liquid material with certain properties that could pose dangers to human health, property, or the environment after being thrown away. A hazardous waste may be one of over 400 materials specifically listed by regulation, or a material which meets one of the following characteristics: ignitability, corrosivity, reactivity, or toxicity. Solvents, alkalis, pesticides, dyes, paints, thinners, cleaning fluids, oils, petroleum products, materials that burn or itch on contact with skin, materials that are corrosive and dissolve metals, wood, paper or clothing, flammable materials, materials that bubble or fume on contact with water - these products, and any other product delivered with a shipping paper or label indicating that it is a HAZARDOUS MATERIAL may be a hazardous waste when used or discarded. Additionally, many other materials may not be defined as hazardous waste but may require special instructions for disposal.

B. Requirements

Material which must be disposed by special handling is to be inventoried using the School Division's ~~Hazardous waste~~ Waste Disposal Form found on the School Division's Intranet. Information regarding the material and its container must be as specific as possible. The information must be submitted via a work order to the Office of Maintenance ~~School Plant~~ Services, which will arrange for disposal or treatment of the material. Where possible, materials will be recycled or treated to minimize the amount of hazardous waste for which the School Division is responsible.

If the material must be disposed as hazardous waste, a Hazardous Waste Manifest will be generated via Maintenance Services ~~School Plant~~ and will need to be signed when the material is collected. School Division personnel signing the manifest must have been trained in the document and its legal implications.

C. Containment and Disposal

The Chief Operations Officer for Division Services or designee is delegated the authority to supervise the proper containment and disposal of hazardous waste as mandated in the legal reference to this Policy.

D. Reports

Documentation regarding the disposal of hazardous waste will be maintained at the Office of ~~Maintenance~~School Plant Services.

Editor's Note

~~*See School Board Policy 3-57 for Hazard Communication Program.*~~

Legal Reference

Resource Conservation and Recovery Act (RCRA) 42 U.S.C. § 6901, *et seq.*, as amended.

Environmental Protection Agency, Hazardous Waste Management System: General, 40 CFR Part 261, as amended.

Environmental Protection Agency, Standards Applicable to Generators ~~Identification and Listing~~ of Hazardous Waste, 40 CFR Part 262, *et seq.*, as amended.

Environmental Protection Agency, Standards Applicable to Transporters of Hazardous Waste, 40 CFR Part 263, *et seq.*, as amended.

U.S. Department of Transportation, Hazardous Materials Transportation Act, 49 CFR Parts 100-180, as amended.

Related Links

School Board [Policy 3-57](#)

Adopted by School Board: February 16, 1993

Amended by School Board: September 16, 2014

[Amended by School Board: 2022](#)

APPROVED AS TO
LEGAL SUFFICIENCY

Kamala H. Larrick

BUSINESS AND NONINSTRUCTIONAL OPERATIONS

Safety: Asbestos Abatement

A. Generally

The Superintendent or designee is directed to comply with the applicable state and federal law or regulation relating to asbestos abatement.

B. Asbestos Inspections/Management Plan

Each School Division building shall have an updated Operations and Maintenance Manual specific to that building as required by the Asbestos Hazard Emergency Response Act (AHERA). The building administrator is responsible for knowing the location of this document in ~~the~~his/her building of responsibility and for making it available for review should any member of the public request to view it. A duplicate copy of this will be maintained at the School Division's Office of Maintenance~~School~~ ~~Plant~~ Services.

C. Local Education Agency Designee

1. Qualifications

As required by AHERA, the School Division will designate a Local Education Agency (LEA) designee to be responsible for overseeing management of asbestos-containing materials in the School Division's facilities. This person shall maintain licensure with the Commonwealth of Virginia as an Asbestos Inspector and Asbestos Management Planner.

2. Primary Functions

The LEA designee shall implement the management plan, oversee the required surveillance of all facilities every 6 months, update the management plan as needed, ensure that facilities have the mandated 3-year reinspection, and ensure School Division compliance with Federal and State regulations.

Legal Reference

Code of Virginia §§ ~~2.24-116~~2.24-116~~2526.12~~ - 2.2-1167, as amended. Abatement ~~O~~f ~~R~~isk ~~O~~f ~~A~~sbestos ~~I~~n ~~S~~tate-Owned and ~~P~~ublic ~~S~~chool ~~B~~uildings.

Code of Virginia § 54.1-514, as amended. Award of contracts by state agencies and political subdivisions.

Asbestos Hazard Emergency Response Act (AHERA) 15 U.S.C. §§2461-2656, H, et seq., as amended.

Asbestos School Hazard Abatement Reauthorization Act (ASHARA) of 1990, 20 U.S.C. 4011, et seq., as amended.

Adopted by School Board: February 16, 1993

Amended by School Board: September 16, 2014

Amended by School Board: 2022

BUSINESS AND NONINSTRUCTIONAL OPERATIONS

Environmental Barriers/Accessibility

A. Generally

It is the desire of the School Board that the facilities of the School Division be made accessible and usable by ~~disabled~~ persons with disabilities in accordance with state and federal law and regulations.

~~B. Existing Facilities~~

~~The superintendent is directed to initiate a survey of existing facilities and make such reports and recommendations that will accomplish the following:~~

- ~~1. Identify physical obstacles in the division's facilities that limit the accessibility of its programs and activities to disabled persons;~~
- ~~2. Describe the methods that will be used to make the facilities accessible;~~
- ~~3. Specify the schedule for taking the steps necessary to achieve full program accessibility; and~~
- ~~4. Provide a cost estimate.~~

C.B. New Construction

The design, construction or alteration of any new School Division facility ~~ies~~ shall be accomplished in conformance with the "American National Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by, the Physically Handicapped," published by the American National Standards Institute, Inc. (ANSI).

Editor's Note

~~*For procurement of professional architectural and engineering services see School Board Policy 3-39.*~~

Legal Reference

U.S. Department of Health, Education and Welfare, Regulation, Section 504, Rehabilitation Act of 1973, 29 U.S.C. ~~7406~~, Part 84 - Nondiscrimination on the Basis of Handicap in Federally Assisted Programs.

Americans with Disabilities Act of 1990, Titles II and III, 42 U.S.C. 12131 *et seq.*, as amended- 28 CFR Part 35.151, as amended.

ADA Standards of Accessible Design (2010), as amended.

Related Links

School Board [Policy 3-39](#)

Adopted by School Board: February 16, 1993

Amended by School Board: 2022

APPROVED AS TO
LEGAL SUFFICIENCY

Kamala H. Lennetti

BUSINESS AND NONINSTRUCTIONAL OPERATIONS

Environmentally Sustainable Practices

A. Generally

The School Board recognizes the critical importance of environmental sustainability in today's changing world and is committed to fostering the principles of environmental, economic, and social stewardship through the incorporation of sustainable practices throughout the School Division.

B. Purpose

The intent of this Policy is to provide a healthful learning/working environment which contributes to reducing emissions, protecting, conserving, and enhancing the nation's environmental resources, while providing long-term savings to taxpayers through lower operating costs.

C. Sustainability Provisions

The School Board will encourage the following sustainability practices throughout the School Division:

1. Require that all School Division new construction projects and major modernization/renovation projects be designed and constructed to a minimum LEED (Leadership in Energy and Environmental Design) Certified or equal.
2. Minimize the amount of School Division waste sent to the landfill ~~and implement~~through the continuation of a division wide recycling program including but not limited to all school building, administration, and support facilities.
3. Heighten awareness about the importance of environmental sustainability throughout the School Division through the curriculum and the promotion of environmental programs and sustainability initiatives.
4. Promote the use of "Green Seal" certified, or equivalent, cleaning products in conjunction with ~~environmentally~~-sustainable cleaning practices throughout the School Division.
5. Reduce division wide emissions through ~~the~~ use of innovative energy management practices such as Performance Contracting and Solar Power

Purchase Agreements, while developing programs that monitor and regulate energy consumption.

6. Purchase Energy Star rated appliances and electronics when possible.
7. Continue the no-idle policy for school buses while encouraging the purchase of low emission vehicles for all fleet transportation.
8. Continue the implementation of a Building Maintenance Plan that is committed to addressing indoor environmental quality in a proactive manner.
9. Specify, as a minimum, 30% recycled content paper in lieu of standard office paper for all purchases. ~~as long as this is cost neutral.~~
10. Incorporate methods to reduce paper consumption and save energy by: electronic filing, two-sided copying, web-based conferencing, and the transfer of data via online portals.
11. Continue to promote the use of low impact fertilizers and Pest Management Controls.

Adopted by the School Board: February 17, 2009

Amended by School Board: June 8, 2010

Scrivener's Amendments: September 11, 2014

Amended by School Board: 2022

APPROVED AS TO
LEGAL SUFFICIENCY

Kamala H. Lennetti



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

Section: Action **Date:** February 8, 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 February 8, 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

Scale	Class	Location	Effective	Employee Name	Position/Reason	College	Previous Employer
Assigned to Unified Salary Scale	Appointments - Elementary School	Kempsville Meadows	1/20/2022	Sydney Odango	General Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Luxford	1/19/2022	Angelica C Evans-Hope	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Lynnhaven	1/28/2022	Ronald Kilgore	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Malibu	1/31/2022	Antoin Brown	Physical Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	New Castle	1/28/2022	Kristin L Vanak	Physical Education Assistant, .500	SUNY College Brockport, NY	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Parkway	1/27/2022	Sarah E Ellison	Kindergarten Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Point O'View	1/20/2022	Shannel Barnes	Kindergarten Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Tallwood	1/20/2022	Joshua Culbertson	Physical Education Assistant, .500	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Thalia	1/20/2022	Anita V Dunkley Spence	Kindergarten Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Windsor Oaks	1/22/2022	Michaela F Dijaspupil	Kindergarten Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Windsor Woods	1/31/2022	Lauren F Lanier	Kindergarten Assistant	Valdosta State University, GA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Bayside	1/31/2022	Darrell E Brown	Security Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Bayside	1/31/2022	Katharine A Gamache	Special Education Assistant	Not Applicable	US Navy
Assigned to Unified Salary Scale	Appointments - Middle School	Bayside Sixth Grade Campus	1/27/2022	Alexander E Brown	Security Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Great Neck	1/25/2022	Christine D Schilling	School Nurse	Univ of Wisconsin Green Bay, WI	Anthem, IN
Assigned to Unified Salary Scale	Appointments - Middle School	Great Neck	2/9/2022	Leah D Lambson	Student Activities Coordinator	Nova Southeastern Univ, FL	City of Virginia Beach P&R, VA
Assigned to Unified Salary Scale	Appointments - Middle School	Lynnhaven	1/20/2022	Nese Tompkins	Cafeteria Assistant, 5.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Lynnhaven	1/27/2022	Margot I Jacobson	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	First Colonial	1/31/2022	Ladeja James	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Landstown	1/20/2022	Laura I Pawlak	Cafeteria Assistant, 6.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Landstown	2/4/2022	Andrea L Nix	School Office Associate II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Ocean Lakes	1/20/2022	Kathryn A Hill	School Office Associate II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Ocean Lakes	1/24/2022	Karen M MacLeod	School Office Associate II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Salem	1/20/2022	Stanley S Allbritton	Security Assistant, .400	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Salem	1/20/2022	Gennifer E Zumbro	Special Education Assistant	Old Dominion University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Tallwood	1/27/2022	Ban J Payne	Special Education Assistant	Old Dominion University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Department of Communications & Community Engagement	2/14/2022	Pamela D Smith	Office Associate II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Food Services	1/24/2022	April Gillikin	Cafeteria Manager in Training, 7.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Food Services	1/27/2022	Mary Troll	Cook, 7.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Maintenance Services	1/12/2022	Adrien J Fournier III	General Maintenance Craftsman III	Not Applicable	Hudson Building Supply, VA
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Purchasing Services	1/19/2022	Dane A Lester	Procurement Specialist I	ECPI College of Tech, VA	VBCPS, VA
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Student Support Services	1/27/2022	Elizabeth M Davey	Behavior Intervention Specialist	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	1/24/2022	Ashley R Smittle	Bus Driver - Special Ed, 7.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	1/26/2022	Michelle J Hanley	Bus Driver, 7.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	1/26/2022	Heather R Parker	Bus Driver, 7.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	1/26/2022	Cecilia L Parker-Garcia	Bus Assistant, 7.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	1/31/2022	Lori D Edwards	Bus Driver, 6.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	2/2/2022	Carla L Marois	Bus Driver, 7.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	2/2/2022	Priscilla Robinson	Bus Assistant, 6.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Bettie F. Williams	1/26/2022	Toan V Pham	Custodian I (family)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Centerville	1/27/2022	Robert Mills	Custodian III Head Day (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Hermitage	12/22/2021	Laarni P Hinz	Cook, 7.0 Hours (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	John B. Dey	1/24/2022	Tracy Miller	Cafeteria Assistant, 5.0 Hours (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Kempsville	2/4/2022	Linda W Miller	Security Assistant (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Kempsville Meadows	1/26/2022	Melissa K Johnson	Physical Education Assistant (family)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	North Landing	1/13/2022	Carol Champagne	Custodian I (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Salem	1/10/2022	Lauryl M Nebres	Physical Education Assistant (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Tallwood	1/20/2022	Lauren A Motes	Cafeteria Assistant, 5.0 Hours (job abandonment)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Thalia	1/24/2022	Terel L Carlton	Custodian I (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Thalia	1/28/2022	Sarah H Branch	School Administrative Associate I (accepted a private sector job)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Great Neck	1/19/2022	Aaron R Hester	Special Education Assistant (job abandonment)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Great Neck	1/28/2022	Christine D Schilling	School Nurse (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Plaza	1/25/2022	Dennis J Cole Jr	Custodian I (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Cox	1/21/2022	Todd D Day	Security Assistant (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	First Colonial	1/28/2022	Cynthia S Perry	School Office Associate II (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Kempsville	3/4/2022	Lance E Deaver	Clinic Assistant (family)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Landstown	2/4/2022	Lupita A Bonilla	School Office Associate II (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Princess Anne	1/31/2022	Crystal L Motttram	General Assistant (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Salem	1/31/2022	Jesus W Marrero	Security Assistant (health)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Department of Teaching and Learning	1/24/2022	Venika S Ridley	Administrative Office Associate I (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Department of Technology	2/11/2022	Shakeio Dunn	Customer Support Technician I (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Custodial and Distribution Services	1/14/2022	Enrique Guanlao	Custodian I (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	1/26/2022	Dawn Marie E Martens	Bus Driver, 7.5 Hours (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	1/26/2022	Stephen W Wildey Jr	Fleet Technician II (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	1/31/2022	Julie Dorsey	Bus Driver - Special Ed (family)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	2/11/2022	Kathleen R McLaughlin	Bus Driver, 6.5 Hours (relocation)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Strawbridge	2/28/2022	Anne K Smithberger	Technology Support Technician	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Middle School	Princess Anne	6/30/2022	Gehan A El-Faham	Security Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - High School	Bayside	12/31/2021	Sheila D Nash	Security Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - High School	Bayside	1/31/2022	Cynthia A Starr	School Nurse	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - High School	Cox	2/11/2022	Susan M Sigler	School Counselor	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Department of Technology	3/31/2022	Cynthia W Brunelle	Systems Analyst	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Office of Maintenance Services	3/31/2022	William M Mundy Jr	Boiler Craftsman II	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Bayside	1/27/2022	Nicole Veech	Fifth Grade Teacher	Park College, MO	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	John B. Dey	1/18/2022	Morgan A Crawford	Special Education Teacher	Hampton University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Kempsville	1/27/2022	Samantha Madeiros	Third Grade Teacher	Stephen F. Austin State University, TX	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Landstown	1/20/2022	Pamela C Washington	Art Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Shelton Park	1/14/2022	Lori A Heering	Fourth Grade Teacher	University of Memphis, TN	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Tallwood	1/20/2022	Stephanie M Davenport	Fourth Grade Teacher	Regent University, VA	Military Service
Assigned to Instructional Salary Scale	Appointments - Middle School	Bayside	1/27/2022	Laura A Nyman	Health & Physical Education Teacher	Strayer University, DC	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Brandon	2/1/2022	Charmaine T Jackson	Eighth Grade Teacher	College of William and Mary, VA	Loudoun County Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Middle School	Princess Anne	1/26/2022	Drew K Shaeffer	French Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Salem	1/20/2022	Darren L Strickland	Seventh Grade Teacher	College of William and Mary, VA	Fairfax County Schools, VA
Assigned to Instructional Salary Scale	Appointments - High School	Green Run	1/20/2022	Ryan T Robinson	Family & Consumer Science Teacher, .600	ECPI College of Tech, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Landstown	1/20/2022	Oliver A Urquiza	Science Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Alanton	2/4/2022	Julie A Cashman	Third Grade Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Birdneck	1/21/2022	Cristina E Loyola	Music/Vocal Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Corporate Landing	1/27/2022	Clark M Murphy	Special Education Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Newtown	2/7/2022	Deleyah A Holly	Second Grade Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Ocean Lakes	2/4/2022	Heather K Robinson	Fifth Grade Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Woodstock	1/24/2022	Joan J Field	Reading Specialist, .200 (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Kempsville	2/2/2022	Megan R O'Donnell	Special Education Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Landstown	1/20/2022	Bernadette Franco	Special Education Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Landstown	2/1/2022	Yolanda D Allen	Seventh Grade Teacher (family)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	First Colonial	1/21/2022	Rebecca N Journigan	Mathematics Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Elementary School	Parkway	1/31/2022	Theresa McArthur-Britt	Fourth Grade Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Middle School	Landstown	3/31/2022	Amy L Neff	School Counselor	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Other Employment Actions - Middle School	Lynnhaven	1/28/2022	Lisa A Brashers	Special Education Teacher (employee changed retirement date from 6/30/2022 to 1/28/2022)	Not Applicable	Not Applicable
Administrative	Appointments - Elementary School	Seatack	TBD	Jillian L Lauber	Assistant Principal	Old Dominion University, VA	Not Applicable



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 VBCPSSchoolboard@googlegroups.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.



VIRGINIA BEACH CITY PUBLIC SCHOOLS
CHARTING THE COURSE

NOTICE TO PERSONS ATTENDING SCHOOL BOARD MEETINGS REGARDING DECORUM EXPECTATIONS

Meetings of the School Board and its committees are conducted for the purpose of addressing the business of the School Board and the School Division. Certain meetings are subject to the open meetings requirements of the Virginia Freedom of Information Act. Members of the public may observe open meetings but may only address the School Board or its committees when the public comments have been made a part of the meeting agenda.

1. School Board Bylaws 1-47 and 1-48 sets forth the Decorum and Public Speaker rules to be enforced during School Board meetings. These bylaws can be accessed on the VBSchools.com website. Persons attending meetings or signed up to speak at School Board Meetings should review these Bylaws prior to the meeting.
2. Please note that due to health or safety considerations as well as available seating in the meeting location, the School Board and the School Administration reserve the right to make determinations regarding the available in person seating and space for members of the public. When space for in person attendance for members of the public cannot be accommodated, efforts reasonable under the circumstances will be made to provide public access to the meeting through electronic or audio means.
3. Persons attending meetings in person are required to wear a face mask unless a mask accommodation has been approved prior to the date of the meeting. Those persons with approved mask accommodations do not need to resubmit requests for accommodations once an accommodation has been approved. Requests for mask or other accommodations should be submitted by 9:00 a.m. the day before the meeting to the Clerk of the School Board. The School Board Clerk may be contacted at 263-1016 or by email at Regina.Toneatto@vbschools.com. Mask accommodation requests may be made by using this [form](#).