



# 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 Agenda Tuesday, February 23, 2021**

Pursuant to the State of Emergency related to the COVID-19 pandemic, the Governor's Executive Orders, the Virginia Freedom of Information Act as amended by the Virginia General Assembly and the School Board's April 7, 2020 Emergency Resolution, the School Board and selected staff members will meet in person at the School Administration Building however, at this time it is impractical and unsafe to allow other persons to attend the School Board Meeting due to physical distancing and safety precautions related to the pandemic. Members of the public will be able to observe the School Board Meeting through livestreaming on [www.vbschools.com](http://www.vbschools.com), broadcast on VBT Channel 47, and on Zoom through the link below.

The School Board will hear public comment both Agenda and Non-Agenda items at the February 23, 2021 School Board Meeting. Citizens who would like to speak can sign up to speak either in person or electronically. All speakers must be signed up to speak by noon on February 23, 2021. The School Board has determined that in person speakers will be heard before speakers who are participating electronically. Agenda and Non-Agenda item speakers will be heard as set forth in the Agenda. Persons signed up to speak in person will be required to remain outside of the School Administration Building until called to speak and may not enter the building for any other reason. In person speakers will be required to follow physical distancing and safety protocols including wearing a face covering while in the School Administration Building, while addressing the School Board or on its grounds. Speakers who are under 18 years old may be accompanied by one adult while in the School Administration Building. Citizens requiring accommodations to these requirements are encouraged to participate through electronic means or to contact the School Board Clerk to discuss accommodations. Non-Agenda item speakers will be heard after the Conclusion of the Regular School Board Meeting. The Non-Agenda item speaker portion of the School Board Meeting is not broadcast on VBT but may be observed through the Zoom link listed below. The School Board will hear comments from speakers but reserves the right to conclude speaker comments by vote of the School Board. All public comments shall meet the [School Board Bylaw 1-48](#) requirements for Decorum and Order.

Attendee link: <https://us02web.zoom.us/join/9Jm6tK8Rqmsvq5wETkMZW> Call-in (301) 715-8592 ID 856 7487 8317

Public comment is always welcome by the School Board through their group e-mail account at [vbschoolboard@googlegroups.com](mailto:vbschoolboard@googlegroups.com) or by request to the Clerk of the School Board at (757) 263-1016

## **INFORMAL MEETING**

- 1. Convene School Board Workshop ..... 4:00 p.m.**
  - A. School Board Administrative Matters and Reports
  - B. New Committee Six-Month Assessments
  - C. School Operating Budget FY2021-22 and Capital Improvement Program (CIP) FY2021-22 through FY2026-27 Workshop #3
  - D. 2020-21 Plan Updates
- 2. Closed Meeting: (as needed)**
- 3. School Board Recess ..... 5:30 p.m.**

## **FORMAL MEETING**

- 4. Call to Order and Verbal Roll Call (School Board Chambers) ..... 6:00 p.m.**
- 5. Moment of Silence followed by the Pledge of Allegiance**
- 6. Student, Employee and Public Awards and Recognitions**
- 7. Adoption of the Agenda**
- 8. Superintendent's Report**
- 9. Approval of Meeting Minutes:**
  - A. February 2, 2021 Special School Board Meeting **Added 02/23/2021**
  - B. February 9, 2021 Regular School Board Meeting **Added 02/23/2021**
  - C. February 16, 2021 Special School Board Meeting **Added 02/23/2021**



# VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

School Board Regular Meeting Agenda (continued)  
Tuesday, February 23, 2021

## 10. **Hearing of Citizens and Delegations on Agenda Items**

The School Board will hear public comment on Agenda items at the February 23, 2021 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 4 minutes each. Sign up for public speakers will close at noon on February 23, 2021. 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 23, 2021. 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 the [School Board Bylaw 1-48](#) requirements for Decorum and Order.

## 11. **Consent Agenda**

All items under the Consent Agenda are enacted on by one motion. During item 7 – Adoption of the Agenda – School Board members may request any item on the Consent Agenda be moved to the Action portion of the regular agenda.

### A. Resolutions:

1. Fine Arts in our Schools Month – March 2021
2. Women's History Month – March 2021
3. National School Social Work Week
4. Read Across America

## 12. **Action**

### A. Personnel Report / Administrative Appointment(s) **Updated 02/24/2021**

### B. Policy Review Committee (PRC) Recommendations

1. Bylaw 1-28/ Committees, Organizations and Boards – School Board Member assignments
2. Bylaw 1-36/ Open Meetings and Closed Meetings
3. Bylaw 1-39/ Agenda Preparation

## 13. **Information**

### A. Interim Financial Statements – January 2021

### B. New Course: Algebra III

### C. Policy Review Committee (PRC) Recommendations

1. Policy 3-1/Financial Management
2. Policy 3-2/Ethics in Public Contracting
3. Policy 3-41/System of Accounts
4. Policy 3-44/Financial Reports
5. Policy 3-47/Surety Bonds
6. Policy 3-48/Insurance
7. Policy 3-49/Petty Cash Funds
8. Policy 3-53/Advances on Expenses

## 14. **Standing Committee Reports**

## 15. **Conclusion of Formal Meeting**

## 16. **Hearing of Citizens and Delegations on Non-Agenda Items**

The School Board will hear public comment on Non-Agenda items at the February 23, 2021 School Board Meeting. This portion of the School Board Meeting is not broadcast on VBTB but may be observed through the Zoom link listed above. 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 4 minutes each. Sign up for public speakers will close at noon on February 23, 2021. 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 23, 2021. 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 the [School Board Bylaw 1-48](#) requirements for Decorum and Order.

## 17. **Workshop** (as needed)

## 18. **Closed Meeting** (as needed)

## 19. **Vote on Remaining Action Items** (as needed)

## 20. **Adjournment**



**School Operating Budget FY 2021/22 and**

**Subject:** Capital Improvement Program for FY 2021/22 – FY 2026/27 **Item Number:** 1C

**Section:** Workshop **Date:** February 23, 2021

**Senior Staff:** Farrell E. Hanzaker, Chief Financial Officer

**Prepared by:** Farrell E. Hanzaker, Chief Financial Officer

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

Farrell E. Hanzaker, Chief Financial Officer

Tony L. Arnold, Executive Director of Facilities Services

**Recommendation:**

The School Operating Budget for FY 2021/22 and Capital Improvement Program (CIP) for FY 2021/22-FY 2026/27 was presented February 2, 2021. After the School Board completes its process of workshops and review over the next few weeks, administration recommends School Board approval by March 2, 2021.

**Background Summary:**

- The Superintendent has prepared the SEON for FY 2021/22 and is submitting it for consideration.
- The Superintendent's Estimate of Needs for FY 2021/22 is a balanced budget.
- The Operating Budget for FY 2021/22 is to be determined.
- The Capital Improvement Program for FY 2021/22-FY 2026/27 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:** 2020-21 Plan Updates **Item Number:** 1D

**Section:** Workshop **Date:** February 23, 2021

**Senior Staff:** Donald E. Robertson, Ph.D., Chief Schools Officer, Department of School Leadership

**Prepared by:** Donald E. Robertson, Ph.D., Chief Schools Officer, Department of School Leadership

**Presenter(s):** Donald E. Robertson, Ph.D., Chief Schools Officer, Department of School Leadership  
Jack Freeman, Chief Operations Officer, Department of School Division Services  
Kipp Rogers, Ph.D., Chief Academic Officer, Department of Teaching and Learning

**Recommendations:**

That the School Board receive information regarding the VBCPS 2020-21 Plan including updates on the newly released guidance from the Centers for Disease Control and Prevention (CDC), secondary athletics and extracurricular activities, vaccinations, and health and safety inspections.

**Background Summary:**

The “VBCPS Fall 2020 Plan” was approved by the School Board on July 28, 2020 and the 2020-2021 Plan was subsequently approved by the School Board on January 12, 2021. The option 1 students in grades PK-6 and designated groups of special education students returned for in-person instruction on Feb. 2, and the option 1 students in grades 7-12 are scheduled to return for in-person instruction on Feb. 23.

**Source:**

School Board Minutes – July 28, 2020 and January 12, 2021

**Budget Impact:**

TBD



**Subject:** Approval of Minutes **Item Number:** 9A-C

**Section:** Approval of Minutes **Date:** February 23, 2021

**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 sets of minutes as presented:

- A. February 2, 2021 Special School Board Meeting
- B. February 9, 2021 Regular School Board Meeting
- C. February 16, 2021 Special School Board Meeting

Pursuant to School Board Resolution dated April 7, 2020, entitled *Resolution Authorizing Finding that a Local Emergency Exists, Adoption of Procedures for Electronic or Other Public Meetings and Public Hearings, and to Ensure the Continuity of School Board and School Division Operations During the COVID-19 Pandemic Disaster*, Item F, action taken on this recommendation will be ratified at a regular or special meeting after the State of Emergency and disaster have concluded.

**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



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**Aaron C. Spence, Ed.D., Superintendent**

## ***School Board Special Meeting MINUTES***

**Tuesday, February 2, 2021**

School Administration Building #6, Municipal Center  
2512 George Mason Drive  
Virginia Beach, VA 23456

- 1. *Call to Order and Verbal Roll Call:*** Chairwoman Rye called the special meeting to order at 5:00 p.m. on the 2<sup>nd</sup> day of February 2021 and announced in accordance with the Schedule of School Board Meetings approved by the School Board at their January 12, 2021 Organizational/Regular meeting, and pursuant to Bylaw 1-46, and Virginia Code § 2.2-3707, the School Board will hold a special meeting on Tuesday, February 2, 2021, at 5:00 p.m., in the School Board Chambers in the School Administration Building #6 at the Municipal Center, 2512 George Mason Dr., Virginia Beach, VA 23456. The purpose of this special meeting is for presentation of the

- 1) Superintendent's Estimate of Needs for Fiscal Year 2021-22; and
- 2) Proposed Capital Improvement Program (CIP) Fiscal Year 2021-22 through Fiscal Year 2026-27

Pursuant to the State of Emergency related to the COVID-19 pandemic, the Governor's Executive Orders, the Virginia Freedom of Information Act as amended by the Virginia General Assembly and the School Board's April 7, 2020 Emergency Resolution, the School Board and selected staff members will meet in person at the School Administration Building however, at this time it is impractical and unsafe to allow other persons to attend the Special School Board Meeting due to physical distancing and safety precautions related to the pandemic. Members of the public will be able to observe the Special School Board Meeting through livestreaming on [www.vbschools.com](http://www.vbschools.com), broadcast on VBT Channel 47, and on Zoom.

The following School Board members were present in the School Board chambers: Chairwoman Rye, Ms. Melnyk, Ms. Felton, Ms. Franklin, Ms. Hughes, Ms. Manning, and Ms. Riggs. The following School Board members attended the meeting via Zoom: Ms. Anderson, Ms. Holtz, and Ms. Owens. Note: Ms. Weems joined the meeting via Zoom at 5:08 p.m. due to technical issues.

## **2. *Moment of Silence followed by the Pledge of Allegiance***

- 1. *Adoption of the Agenda:*** Without any modifications, Chairwoman Rye called for a motion for the adoption of the agenda. Ms. Manning made a motion, seconded by Ms. Melnyk. Without any discussion, Chairwoman Rye called for a vote. The School Board Clerk announced the motion passed with ten (10) ayes from School Board members: Chairwoman Rye, Ms. Anderson, Ms. Felton, Ms.



School Board of the City of Virginia Beach  
School Administration Building #6 Municipal Center  
2512 George Mason Drive,  
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Tuesday, February 2, 2021  
School Board Special Meeting  
Page 2 of 3

Franklin, Ms. Hughes, Ms. Manning, Ms. Owens, Ms. Riggs, Ms. Holtz, and Ms. Melnyk. The following School Board member did not vote because they were not in attendance at the time of voting due to technical issues: Ms. Weems.

**3. Presentation:**

- A. Superintendent's Estimate of Needs for Fiscal Year 2021-22
- B. Superintendent's Proposed Fiscal Year 2021-22 through Fiscal Year 2026-27 Capital Improvement Program Budget

The presenters were Aaron C. Spence, Ed.D., Superintendent, Farrell E. Hanzaker, Chief Financial Officer, and Tony L. Arnold, Executive Director of Facilities Services. Dr. Spence began the presentation reviewing the challenges of schooling during a pandemic; noted the 828.8 million dollar operating budget and division budget priorities; employee compensation – proposed a 4.5% increase in the cost of living adjustment (COLA) and a 0.5% step increase for those reaching or below top of scale; Virginia instructional pay increases have slowly considerably since 2009; teacher compensation comparisons; increased allowance for those employees with advanced degrees; moving custodians up one pay grade; addressing compensation for guidance department chairs; not recommending any employee premium increases to health insurance; mental health of students – increasing the number of guidance counselors for elementary and middle schools by 16 to meet new SOQ requirements; continue to provide necessary supports for English as a Second Language (ESL) and special education populations; provide funding to expand the Spanish Immersion Program and further support the Environmental Studies Program at the Brock Center; recapped successes: 94.2% graduation rate, dropout rate decreased to 2.9% - the lowest on record; Wi-Fi accessibility in our parking lots and playgrounds; offered extended hours for Chromebook exchange or replacement; one thousand hot spots purchased and delivered to families; providing meals at all schools; VBCPS was a first-place winner of the National School Board Association's 2020 Magna Award; the State Board of Education awarded VBCPS with nine 2020 Highest Achievement Exemplar Awards; twelve schools in the division earned the 2020 Continuous Improvement Award; Parkway Elementary School was named a 2020-2021 National ESEA Distinguished School; Rosemont Elementary School was named a 2019-2020 National ESEA Distinguished School; VBCPS was designated a Virginia Environmental Excellence Program Sustainability Partner by the Virginia Department of Environmental Quality; all VBCPS comprehensive high schools earned the National Gold Council of Excellence Award from the National Association of Student Councils (NASC); recently adopted equity policy that provides a framework to advance educational equity.

Capital Improvement Program (CIP) includes funding to complete three projects that are currently underway: Princess Anne Middle School Replacement, the Plaza Annex Addition, and An Achievable Dream Academy at Lynnhaven Middle School; funding to continue planning for and begin the replacement of Princess Anne High School and Bettie F. Williams Elementary School/Bayside 6<sup>th</sup> Grade Campus project; funding to begin planning for the Bayside High School Replacement project in years five and six of the program; continue to budget for infrastructure projects and replacing playground equipment.

School Board of the City of Virginia Beach  
School Administration Building #6 Municipal Center  
2512 George Mason Drive,  
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Tuesday, February 2, 2021  
School Board Special Meeting  
Page 3 of 3

Mr. Hanzaker continued the presentation; reviewed the total amount for all funds which is a little over \$1 billion; the Operating Funds are the largest part of the budget at 82.4%; breakdown of School Operating Fund revenue sources with Local Funding being the largest funding source at 50.5% and State Basic Aid and State Sales Tax being the 2<sup>nd</sup> largest funding sources at 38.1%; reviewed the School Operating Fund by major category classification with Instructional being the largest at 73.6%; reviewed the School Operating Expenditures by type with Personnel Services or Salaries with the Fringe Benefit at just over 84%; reviewed the list of unmet needs; Mr. Arnold continued the presentation reviewing CIP Highlights – Princess Anne Middle School 80% complete, Plaza Annex 90% complete, Achievable Dream/Lynnhaven Middle School scheduled to bid this summer, maintain infrastructure projects funded in 2021-22; energy performance contracts; lower greenhouse gas emissions; Plaza Annex and Achievable Dream Academy fully funded; Princess Anne High School replacement project; Bettie F. Williams/6<sup>th</sup> Grade campus; Bayside High School replacement project; reviewed funding sources for CIP.

Dr. Spence briefly reviewed the timeline regarding upcoming meeting through March 2; workshops on a weekly basis until March 2; timeframe is dictated by City Council; meeting dates: February 9 at 4 p.m., February 16 at 5 p.m., February 23 at 4 p.m. and March 9 at 5 p.m.; Chairwoman Rye asked the process for sending questions; send to Farrell Hanzaker and copy Dr. Spence, will prepare to answer questions at the workshop; Chairwoman Rye mentioned the Public Hearing at the School Board meeting February 9; Dr. Spence mention the Superintendent's Estimate of Needs and the Capital Improvement Program information will be available on the vbschools.com website.

**4. Adjournment:** The meeting adjourned at 5:38 p.m.

Respectfully submitted:

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Regina M. Toneatto, Clerk of the School Board

Approved:

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Carolyn T. Rye, School Board Chair





# VIRGINIA BEACH CITY PUBLIC SCHOOLS

## CHARTING THE COURSE

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Aaron C. Spence, Ed.D., Superintendent

### ***School Board Regular Meeting MINUTES***

**Tuesday, February 9, 2021**

School Administration Building #6, Municipal Center  
2512 George Mason Drive  
Virginia Beach, VA 23456

### **INFORMAL MEETING**

1. ***Convene School Board Workshop:*** Chairwoman Rye convened the School Board workshop at 4:00 p.m. on the 9th day of February 2021 and announced pursuant to the State of Emergency related to the COVID-19 pandemic, the Governor's Executive Orders, the Virginia Freedom of Information Act as amended by the Virginia General Assembly and the School Board's April 7, 2020 Emergency Resolution, the School Board and selected staff members will meet in person at the School Administration Building; however, at this time, it is impractical and unsafe to allow other persons to attend the School Board Meeting due to physical distancing and safety precautions related to the pandemic. Members of the public will be able to observe the School Board Meeting through livestreaming on [www.vbschools.com](http://www.vbschools.com), broadcast on VBTB Channel 47, and on Zoom. It is the School Board's protocol to break at 5:30 p.m. to prepare for the Regular School Board Meeting to begin at 6:00 p.m. At 5:30 p.m., the School Board will conclude its Informal Meeting unless the School Board votes to continue the Informal Meeting until 5:45 p.m. The Informal Session will conclude no later than 5:45 p.m. in order to allow the School Board and the School Administration to prepare for the Regular School Board Meeting at 6:00 p.m.

The following School Board members were present in the School Board chambers: Chairwoman Rye, Ms. Melnyk, Ms. Anderson, Ms. Felton, Ms. Franklin, Ms. Hughes, Ms. Manning, Ms. Owens, Ms. Riggs, and Ms. Weems. The following School Board member attended the meeting via Zoom within the School Administration Building: Ms. Holtz.

- A. **School Board Administrative Matters and Reports:** Chairwoman Rye open the floor to the School Board members if there were any administrative matters or reports; hearing none, Chairwoman Rye proceeded to the next item.
- B. **Superintendent's Estimate of Needs for FY 2021-22 and the Superintendent's Proposed FY 2021-22 – FY 2026-27 Capital Improvement Program Budget – CIP Workshop #1:** The presenters were Aaron C. Spence, Ed.D., Superintendent; Farrell E. Hanzaker, Chief Financial Officer; and Tony L. Arnold, Executive Director of Facilities Services. Dr. Spence introduced Mr. Hanzaker; reviewed various pages of the Superintendent's Estimate of Needs (SEON) FY 2021/22; page 20 – budget summary, operating budget is the largest budget, all funds total \$1,005,521,770, revenues by major source and expenditures by type; page 24 – sources of revenue with FY2020/21 adopted, FY2021/22 SEON, and the variance; page 25 – list of unmet needs, reviewed some items that were updated; page 29 – general fund revenue budget comparison from FY2017-18 Actual through FY2021/22 SEON including percent of total and variance, history of revenues; page 30 – general fund expenditures budget comparison from FY2018-19 Actual through FY2021-22 SEON including percent of total and variance, contains unit codes for budgeting; page 32 – special revenue funds, these are revenues outside the operating budget, i.e. athletics, cafeterias, categorical grants, cell tower technology, equipment replacement, instructional technology, textbooks, and vending operations; page 35 – reviewed the CARES Act funding received, CARES Act funding not part of operating budget.

The presentation continued with a review of emailed School Board members questions regarding what the 5% increase includes – the proposed 5% increase includes 4.5% Cost of Living Allowance (COLA) for all VBCPS employees in contracted FTE (Full-Time Equivalent) positions, the additional 0.5% would be awarded as a step increase for employees who will be on steps 1-30; what is included in Fringe Benefits – includes employer costs for the Health Care Contribution, the Virginia Retirement System (VRS), as well as the VRS Life Insurance, the VRS Health Insurance Credit, and FICA; what is PayGo – is funding that is transferred into the Capital Improvement Program (CIP) from the operating budget to provide additional support for that program; lottery monies - for FY22, revenue received from the state lottery provides funds for several programs such as foster care, K-3 primary class size reduction, infrastructure and

**School Board of the City of Virginia Beach**  
**School Administration Building #6 Municipal Center**  
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**Tuesday, February 9, 2021**  
**School Board Regular Meeting**  
**Page 2 of 7**

operations per pupil fund, alternative education, and special education regional tuition; what is the cost vs. reward regarding the energy performance contracts - the savings over that period in energy is well over the \$1 million and that savings will continue well beyond the 10 years. Thus, the cost vs. reward is that the reward (costs savings) is greater than the costs and those savings are cumulative and ongoing into the future; additional funding set aside to provide additional summer school opportunities – have money in the summer school budget in the operating budget and certain CARES Funds; additional monies for advanced degrees like in the military - it's difficult to compare this allowance to what may happen in the military or in the private sector, there is limited tuition reimbursement in education (\$850 per year on a first available basis); details of how the \$3 million for advanced degrees will be distributed - the \$3 million would cover approximately 50% of the total proposed increase for 3,400 employees. For example, a master's degree will increase approximately \$22.91 bimonthly before taxes; inquiry to review the HR presentation on additional duty supplements; how competitive we are in other job classifications - the last comprehensive compensation study was conducted by an independent consultant in 2005-2006, during 2006-2007, HR met with the consultant to follow up with the lingering disparities. However, due to lack of funding, we were not able to begin to incrementally address the disparities until the 2013-2014 school year; briefly reviewed comparisons of hourly rates of bus drivers and custodians over the six cities (Virginia Beach, Newport News, Norfolk, Portsmouth, Chesapeake, and Hampton); review of 2021-22 budget considerations; clarification that CARES funding is not part of the operation budget – that is correct; is there a designated school within the Bayside district for the Spanish Immersion expansion - Bayside Elementary in the Bayside district, it also includes expansion to Cooke Elementary in the Beach district; cost to realign the teacher assistants scales - that cost is approximately \$5 million, the additional cost to provide TAs with a Bachelor's degree an additional allowance, because that's one of the reasons why we currently have them differentiated by paygrade. That cost is \$550,000. Combined cost to do both would be \$5.55 million. The discussion continued regarding lottery funding; page 29 of SEON – bonus payment, reflective of Governor's budget proposal for a 2% bonus for state employees and employees funded by state for SOQ positions; what city manager proposed salary increase – we do not know; sustainability of salary increases; revenue sharing formula; cafeteria funds; reversion funds; raises factored into budget; guidance chair; custodial adjustment; recruitment and being competitive; to consider during the July retreat – what is our philosophy in terms of being competitive (compensation philosophy).

C. 2020-21 Plan Updates: See item #7 – Adoption of the Agenda.

2. **Closed Meeting:** (as needed)

3. **School Board Recess:** The workshop ended at 5:25 p.m.

#### **FORMAL MEETING**

4. **Call to Order and Verbal Roll Call (School Board Chambers)** ..... **6:00 p.m.**

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

6. **Student, Employee and Public Awards and Recognitions**

A. Student Recognitions:

1. VHSL Class 5 Girls Swim and Dive State Champions: The School Board recognized First Colonial High School's 2019-20 Girls Swim Team. This was the first time First Colonial has ever won the state title for swimming. Previously, the team was the state runner-up during the 2019 season.
2. VHSL 5A Boys Basketball State Player of the Year: The School Board recognized Jacob Cooper, student at Green Run High School who was named the Class 5 all-state Player of the Year for 2020 for boys' basketball. He was the leading scorer for Green Run's basketball team and was also ranked in the top of the state for assists.
3. VHSL Class 5 Boys Basketball State Champion: The School Board recognized Green Run High School's 2019-20 Boys Basketball team. This win was the first boys basketball state championship in Green Run History. It was also noted, Coach Kenneth Harris was honored as VHSL's Class 5 Coach of the Year.
4. Area 5 Championship: The School Board recognized Green Run High School's NJROTC team who won the Area 5 Championship. Area 5 includes Virginia, Maryland, and Washington D.C. The team qualified to attend the Navy Nationals in Florida, but the 2020 event was cancelled due to COVID-19. It was noted, Green Run's NJROTC team has placed first or second in the national competition for the past four years.

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Tuesday, February 9, 2021  
School Board Regular Meeting  
Page 3 of 7

5. VHSL Class 5 Wrestling – 152 lb. weight class State Champion: The School Board recognized Tommy Baldwin, 2020 graduate from Princess Anne High School who was named the state champion wrestler for Class 5 at the 152-lb. weight class. He is currently attending Averett University.
  6. VHSL Class 5 Girls Basketball State Player of the Year: The School Board recognized Aziaha James, student at Princess Anne School who during the 2019-20 school year was named the All-Tidewater Girls Basketball Player of the Year and was also named the VHSL girls basketball state class 5 Player of the Year. During the 2020 championship game she averaged 18.7 points, 8.8 rebounds, 4.8 steals, and 2.7 assists per game.
  7. VHSL Class 5 Indoor Track – 1600m State Champion: The School Board recognized Alex Sawyer, a student at Princess Anne High School who was named the 1600-meter VHSL Class 5 indoor track State Champion in 2020. In addition, he won four Region 5A Championships in cross-country, indoor and outdoor track. Alex currently competes for the College of William and Mary.
  8. VHSL Class 5 Girls Basketball State Champion: The School Board recognized Princess Anne High School's 2019-20 Girls Basketball team. The team was named the 2020 VHSL Class 5 State co-champions. The final championship game was canceled due to COVID-19. This was the team's seventh consecutive state title and 11<sup>th</sup> overall.
- B. Code of Ethical & Professional Conduct for Members of the School Board of the City of Virginia Beach Signing: Each School Board member signed the Code of Ethical & Professional Conduct for the year 2021.
7. **Adoption of the Agenda:** Chairwoman Rye presented a modification to the agenda; to move item #1C – 2020-21 Plan Updates to item #18 Workshop due to earlier time constraints during the Informal Workshop. Chairwoman Rye called for a motion. Ms. Owens made a motion, seconded by Ms. Manning. Without discussion, Chairwoman Rye called for a vote. The School Board Clerk announced there was a unanimous vote.
  8. **Superintendent's Report:** Superintendent Spence shared the following information: 1) Reminder all schools and offices will be closed for all staff and students, Monday, February 15 in recognition of Presidents' Day; 2) February is School Board Appreciation Month. Superintendent Spence took a moment to recognize the outstanding work of our School Board and thanked the members for their continued work and support; 3) the Virginia Department of Education is encouraging students and staff to promote and celebrate kindness during the week of February 14-20. The purpose of Kindness Week is to recognize that simple day-to-day acts of kindness enable our schools, communities and state to be a kinder, safer, healthier and more inclusive place to live, work, learn, and play; and 4) provided an update on the division's Beach Bag program. Beach Bags program provides shelf-stable meals and healthy snacks to students who might otherwise go hungry during weekends and over school breaks.  
  
Since the program was founded in 2009, more than 154,000 Beach Bags have been distributed. Since September 2020, more than 10,500 Beach Bags have been distributed to students in-need. To donate, please call 757.263.1949 or visit [www.vbef.org](http://www.vbef.org). Also, there will be upcoming information on the Beach Bags food drive, planned for March 25 at Pembroke Mall.
  9. **Public Hearing on FY2021/22 School Operating Budget and FY2021/22 through FY2026/27 Capital Improvement Program:** There was one speaker, Kelly Walker, President of the Virginia Beach Education Association. Ms. Walker discussed the instructional pay scale, comparable teacher salary, teacher staffing and hiring, teacher assistant pay scale, and cost of living adjustment.
  10. **Approval of Meeting Minutes:**
    - A. January 19, 2021 Special School Board Meeting: Chairwoman Rye asked for any modifications to the January 19, 2021 minutes. Hearing none, Chairwoman Rye asked for a motion to approve. Ms. Anderson made a motion, seconded by Ms. Hughes. Without discussion, Chairwoman Rye called for a vote. The School Board Clerk announced the motion passed unanimously.
    - B. January 26, 2021 Regular School Board Meeting: Chairwoman Rye asked for any modifications to the January 26, 2021 minutes. Hearing none, Chairwoman Rye asked for a motion to approve. Ms. Riggs made a motion, seconded by Ms. Weems. Without discussion, Chairwoman Rye called for a vote. The School Board Clerk announced there were ten (10) ayes in favor of the motion: Chairwoman Rye, Ms. Melnyk, Ms. Anderson, Ms. Felton, Ms. Franklin, Ms. Holtz, Ms. Hughes, Ms. Owens, Ms. Riggs, and Ms. Weems. There was one (1) abstention: Ms. Manning did not vote due to the fact she was not present for the entire meeting on January 26, 2021.
  11. **Hearing of Citizens and Delegations on Agenda Items:** There was one speaker registered to speak but had to cancel before the meeting started. There were no speakers on Agenda items.
  12. **Consent Agenda:** Chairwoman Rye read the following items for Consent:

School Board of the City of Virginia Beach  
School Administration Building #6 Municipal Center  
2512 George Mason Drive,  
Virginia Beach, VA 23456

Tuesday, February 9, 2021  
School Board Regular Meeting  
Page 4 of 7

- A. New Courses:
1. Dual Enrollment (DE)
    - a. BUS100 – DE Introduction to Business: That the School Board approve the request regarding the proposed Dual Enrollment course addition for *Introduction to Business (BUS100)* from Tidewater Community College (TCC) for the Entrepreneurship and Business Academy (EBA) at Kempsville High School for implementation in the 2021-2022 school year.
    - b. BUS117 – DE Leadership Development: That the School Board approve the request regarding the proposed Dual Enrollment course addition for *Leadership Development (BUS117)* from Tidewater Community College (TCC) for the Entrepreneurship and Business Academy (EBA) at Kempsville High School for implementation in the 2021-2022 school year.
  2. African American History Elective: That the School Board approve information regarding the proposed African American History course for all high schools for implementation in the 2021-2022 school year.
- B. Textbook Adoptions:
1. AP French Language and Culture: That the School Board approve the following high school textbooks as recommended by the AP World Language Textbook Adoption Committee for implementation in the fall of 2021.
  2. AP German Language and Culture: That the School Board approve the following high school textbooks as recommended by the AP World Language Textbook Adoption Committee for implementation in the fall of 2021.
  3. AP Spanish Language and Culture: That the School Board approve the following high school textbooks as recommended by the AP World Language Textbook Adoption Committee for implementation in the fall of 2021.
  4. AP Spanish Literature and Culture: That the School Board approve the following high school textbooks as recommended by the AP World Language Textbook Adoption Committee for implementation in the fall of 2021.
  5. AP Biology: That the School Board approve the following high school textbooks as recommended by the Secondary Science Textbook Adoption Committee for implementation in the fall of 2021.
  6. AP Physics 1 and 2: That the School Board approve the following high school textbook as recommended by the Secondary Science Textbook Adoption Committee for implementation in the fall of 2021.
- C. Recommendation of General Contractor
1. Thalia Elementary School Fire Alarm Replacement: That the School Board adopt a motion authorizing the Superintendent to execute a contract with E&P Electrical Contracting Co., Inc. for the Thalia Elementary School Fire Alarm Replacement in the amount of \$119,280.
- D. Policy Review Committee (PRC) Recommendations: That the School Board approve Policy Review Committee (PRC) recommendations regarding review, amendment, and repeal of certain policies as reviewed by the PRC at its November 12 and December 10, 2020 meetings and presented to the School Board for the February 9, 2021 Consent Agenda.
1. Policy 4-36/ Payroll Deductions: The PRC recommends deleting references to tax sheltered accounts and deferred compensation plan as these matters are handled elsewhere in policy and regulation.
  2. Policy 4-32/ Employee Associations: The PRC recommends that the Policy be amended to require reimbursement to the School Division for the actual expense required by substitutes for employee association members approved for association related leave.

Chairwoman Rye called for a motion. Ms. Manning made a motion, seconded by Ms. Anderson. Chairwoman Rye called for a vote. The School Board Clerk announced the motion passed unanimously.

### 13. Action

- A. Personnel Report / Administrative Appointment(s): Ms. Melnyk made a motion, seconded by Ms. Riggs that the School Board approve of the appointments and the acceptance of the resignations, retirements and other employment actions as listed on the February 9, 2021, 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.



School Board of the City of Virginia Beach  
School Administration Building #6 Municipal Center  
2512 George Mason Drive,  
Virginia Beach, VA 23456

Tuesday, February 9, 2021  
School Board Regular Meeting  
Page 5 of 7

Superintendent Spence introduced the following: Noel G. Williams, Ph.D., Research Associate, Shaffer Evaluation Group, Williamsburg, VA as Program Evaluation Specialist, Office of Planning, Innovation, and Accountability.

**14. Information**

- A. Greenhouse Gas Emissions Update/Facilities Briefing: Mr. Tony Arnold, Executive Director, Facilities Services induced Bryna Dunn, Director of Sustainability Planning and Design, Moseley Architects. Mr. Arnold also mentioned that Mr. Jack Freeman, Chief Operations Officer, School Division Services was unable to attend the meeting due to illness and the presentation following, *Facilities Briefing*, would be presented to the School Board at a later date.

The presentation began with the sustainable schools committee three guiding principles: build sustainable buildings, integrate sustainable practices throughout the school division, educate the public about the importance of sustainability; carbon emission; reviewed timeline of VBCPS milestones in regard to energy conservation and carbon reduction; greenhouse gas inventory: visualization of a metric ton of carbon dioxide; sources of greenhouse gases; greenhouse gas inventory – steady downward trend in emissions from the 2006 baseline year through the 2016 10-year snapshot; net decrease was 47.5 thousand metric tons of CO<sub>2</sub> equivalent which is a 29% reduction; emissions reduction plan: developed with both operational and educational components; operational component divided into four categories – operations & maintenance, transportation, consumption & waste disposal, school grounds; seventy-two percent of the operational objective are meeting milestone goals; examples included under operations & maintenance – all new facilities be designed with a plan for future conversion to net-zero energy (Old Donation School, 2017); under transportation – white fleet decreased unleaded gasoline consumption by thirty-nine percent since 2006, yellow fleet diesel fuel consumption has decreased by four percent since 2006; under consumption – increase local food procurement by thirty percent, farm to school program (2009-present), VBCPS Chef “scratch cooking” (all schools within five years), garden clubs; under school grounds – increased managed meadows by 30.5%, urban tree canopy coverage on school property has increased by 3.5% through the planting of hundreds of trees on school property; operational objectives needing attention: eliminate unnecessary administrative waste and increase reuse where possible, develop a food composting program, increase diversion of recyclables from waste stream.

Educational portion was divided into two sections: curriculum & research, student & staff outreach; sixty-two percent of the educational objectives are meeting milestone goals; educational successes – develop new sustainability courses (new environmental studies course at the high school level and participation in the downstream collaborative at the elementary school level), provide sustainability leadership opportunities (senior year internship and research projects), developing a sustainability science fair; educational objectives needing attention: develop sustainability competency criteria, develop online library of sustainability resources, create a sustainability handbooks and pledge, monitor School Board Policy 3-67; mentioned the upcoming 2021 Sustainability Report update.

The presentation continued regarding the operational objectives; impacts of the pandemic; buildings not occupied to full capacity – consumption is down; outdoor spaces for students; educational courtyard; and tour of Princess Anne Middle School in the Spring.

- 15. Standing Committee Reports:** Ms. Weems reported the Planning and Performance Monitoring Committee surveyed colleagues for input on the budget, will look at the budget calendar and timeline for next year, Dr. Lisa Banicky gave a presentation to the committee on the invocation charter, Ms. Weems also attended the Special Education Advisory Committee meeting during which there were presentations on restraints and seclusion from the federal and state guidelines and on inclusion and best practices; possibly having a workshop presentation to the School Board; Ms. Felton reported the Legislative Committee met last week to discuss the status of the 2021 General Assembly session, actively monitoring bill that will affect the School Board, Ms. Felton welcomed Ms. Manning who is a new member of the committee, thanked Ms. Riggs for her continued service, and Ms. Melnyk for her leadership as chair of the Legislative Committee; Ms. Felton also attended the General Advisory Council for Career and Technology – talked about the five levels of sustainable paths; nursing program and students assisting Sentara clinic with COVID registrations/data processing; Ms. Owens reported on February 4<sup>th</sup> the Equity Council met, presentations on Black History program – Reflection of a Legacy building for the Present through Persistence, Perseverance, and Pride – program was open to students in grades 6-12, student presentation on encouraging minority students to pursue AP classes, the program was held on February 6<sup>th</sup>; YWCA Racial Justice Scholarship – closes on February 26<sup>th</sup>; presentation from Mr. Freeman regarding vaccination and progress; presentation from Dr. Amelia Hammond-Ross regarding what is up and coming from the cultural center; February 24<sup>th</sup> from noon to 2 pm via Zoom presentation open to the public, Black History month program – more

School Board of the City of Virginia Beach  
School Administration Building #6 Municipal Center  
2512 George Mason Drive,  
Virginia Beach, VA 23456

Tuesday, February 9, 2021  
School Board Regular Meeting  
Page 6 of 7

information at vb.gov; Equity Council will not be meeting in March but participating in focus groups as part of the Equity Audit; Ms. Franklin reported the Gifted Community Advisory met last night, Dr. Parrott gave a presentation on centering equity initiative and timeline, recognized Ms. Felton and Ms. Owens; community programs – Beach Girls Rock, diversity ambassadors workshop, Annual African-American Male Summit, Dr. Nicole DeVries gave an update on gifted testing; Chairwoman Rye shared some updates from Governance, started some preliminary discussion on the summer retreat July 6 and 7, School Board self-evaluation, welcomed newest School Board member Ms. Melnyk to the committee – Ms. Melnyk serves as the new chair of the Audit Committee; thanked the Office of Diversity, Equity, and Inclusion for the Black History Summit event on February 6, Councilman Aaron Ross for his opening session and commented on the special honor to Ms. Trotman birthday, she is the last surviving member of the Princess Anne County Training School/Union Kempsville High School; and Ms. Felton mention the VSBA Tidewater Regional Spring Networking Forum on March 29 and other informational topics from VSBA – information will be coming via email.

16. **Conclusion of Formal Meeting:** The formal meeting concluded at 7:08 p.m.
17. **Hearing of Citizens and Delegations on Non-Agenda Items:** There were five (5) in-person speakers and two (2) on-line speakers for non-agenda items. The discussions were regarding bringing back secondary option 1 students four or five days a week instead of on the hybrid schedule of two days a week.
18. **Workshop:** See agenda item #7

The 2020-21 Plan Updates was presented by Marc A. Bergin, Ed.D., Chief of Staff; Mary Shaw, Coordinator of Health Services, Office of Student Leadership; Thomas A. DeMartini, Director, Office of Safe Schools; and Kipp Rogers, Ph.D., Chief Academic Officer. Dr. Bergin began with an overview of the presentation and presenters; summary of Governor Northam's announcement regarding all K-12 school division in the Commonwealth to make in-person learning options available by March 15; updated guidance from the Virginia Department of Health; percent positivity for the Eastern Region; 18.4% at the start of January, high of 21.7% on January 6, decline to 16.7% on January 26, and over past week remained relatively flat and is at 15.9%; Mary Shaw provided an overview of the status of contact tracing process; Virginia Beach Department of Health has a team dedicated to support the school division; accessible 7 days a week; meeting goals to complete each contact case within 24 hours; VBCPS contact tracing team includes Mary Shaw, nursing specialist, 5 school resource nurses, 30 CHKD athletic trainers, the school nurses and clinic assistants in schools and 5 additional school nurse substitutes.

Mr. DeMartini continued the presentation regarding the COVID Safety Teams; conducted training for the COVID Safety Teams; nine teams were created; assessments of 55 of the elementary schools and Old Donation School in the first week students returned to face-to-face instruction; feedback has been overwhelmingly positive; example of the COVID-19 Safety Assessment form; vaccination update – transition from VAMS to new system PrepMod, all who have requested to receive the vaccine (over 8,000 employees) have been uploaded, transitioned 1100 employees from VAMS to PrepMod.

Dr. Rogers presented an update on some of the success with virtual learning; working to decrease learning gaps – accelerating meaningful teaching and learning, focusing on high-quality professional development on Mondays, and providing ongoing support for students, staff, and families; elementary curriculum supports: building assessments in Schoology, for literacy additional digital texts, purchased new resources such as Stora, enhanced current lessons with easy to push-out virtual resources, developed an entire webpage within our small-group reading curriculum website, additional SEL books for read aloud classroom activities; elementary Math curriculum supports: coaching and supporting instruction and assessment in schools, co-teaching in person and virtually, resources are updated regularly, units have linked virtual manipulatives, VDOE Quick Checks, developing a Math Community Module to help teachers build a safe, equitable, learning environment for all students; Social Studies curriculum has been updated with many digital versions of resources; Science curriculum modifications & enhancements have also been ongoing to support virtual learning – i.e. developing 15-minute inquiries as simple, self-guided tasks; secondary success and support: professional learning communities, Language Arts Collaboration, strong relationships with students, small-group instruction, authentic learning experiences; virtual class cams were installed at the Tech Center and ATC to support virtual learning; all CTE teachers (Centers, middle school and high school) were provided with Bluetooth headsets; material kits were created for students to use at home in their learning; social emotional learning supports: SEL opportunities embedded in content, supporting advisory in secondary schools; Behavior Intervention Specialists providing professional development and resources to schools; supporting students with disabilities virtually: virtual specially designed instruction, virtual data collection, CARES Act funds used to purchase materials, occupational therapist sent home learning packets and materials, speech therapists support the use of augmentative and alternative communication virtually.

Dr. Robertson continued the presentation; welcomed back over 22,000 students and 3,000 staff; school visits; virtual observations; weekly virtual check-in with principals to share new information; reviewed some staff feedback and school actions; reviewed the phased return of students; the presentation continued with discussions regarding mask wearing and



School Board of the City of Virginia Beach  
School Administration Building #6 Municipal Center  
2512 George Mason Drive,  
Virginia Beach, VA 23456

Tuesday, February 9, 2021  
School Board Regular Meeting  
Page 7 of 7

safety mitigation; thank you to Ms. Shaw for work with contact tracing; quarantine procedures; self-screening after vaccination; notification period during contact tracing; understanding the contact tracing – can refer to Ms. Shaw office or school nurses any questions; student teachers; question about bringing back secondary students more than 2 days a week; plans for graduation; safety assessment sheet; safety teams; PE and gym space.

Chairwoman Rye mention the upcoming budget workshop on February 16 at 5:00 p.m.

19. **Closed Meeting** (as needed)
20. **Vote on Remaining Action Items** (as needed)
21. **Adjournment:** Chairwoman Rye adjourned the meeting at 8:54 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

## 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 Special Meeting MINUTES***

**Tuesday, February 16, 2021**

School Administration Building #6, Municipal Center  
2512 George Mason Drive  
Virginia Beach, VA 23456

- 1. Call to Order and Verbal Roll Call:** Chairwoman Rye called the special meeting to order at 5:06 p.m. on the 16<sup>th</sup> day of February 2021 and announced In accordance with the Schedule of School Board Meetings approved by the School Board at the January 12, 2021 Organizational/Regular meeting, and pursuant to Bylaw 1-46, and *Virginia Code* § 2.2-3707, the School Board will hold a special meeting on Tuesday, February 16, 2021, at 5:00 p.m., in the School Board Chambers in the School Administration Building #6 at the Municipal Center, 2512 George Mason Dr., Virginia Beach, VA 23456. The purpose of this special meeting is for the School Board to meet in workshop format to consider the following:

- 1) Superintendent's Estimate of Needs for Fiscal Year 2021-22; and
- 2) Proposed Capital Improvement Program (CIP) Fiscal Year 2021-22 through Fiscal Year 2026-27.
- 3) A Public Hearing for citizens to express their views on the proposed Superintendent's Estimate of Needs for Fiscal Year 2021-22 and the Proposed Capital Improvement Program Fiscal Year 2021-22 through Fiscal Year 2026-27

Pursuant to the State of Emergency related to the COVID-19 pandemic, the Governor's Executive Orders, the Virginia Freedom of Information Act as amended by the Virginia General Assembly and the School Board's April 7, 2020 Emergency Resolution, the School Board and selected staff members will meet in person at the School Administration Building however, at this this time it is impractical and unsafe to allow other persons to attend the Special School Board Meeting due to physical distancing and safety precautions related to the pandemic. Members of the public will be able to observe the Special School Board Meeting through livestreaming on [www.vbschools.com](http://www.vbschools.com), broadcast on VBTB Channel 47, and on Zoom.

The following School Board members were present in the School Board chambers: Chairwoman Rye, Ms. Melnyk, Ms. Hughes, Ms. Manning, Ms. Owens, and Ms. Riggs. Ms. Anderson arrived in the School Board chamber at 5:08 p.m. The following School Board members attended the meeting via Zoom: Ms. Felton, Ms. Franklin, Ms. Holtz, and Ms. Weems.

## **2. Moment of Silence followed by the Pledge of Allegiance**

- 3. Adoption of the Agenda:** Chairwoman Rye made a motion to amend the agenda as follows: that the School Board amend the agenda to add an item 6 Update by the Superintendent on today's meeting with the Virginia State Superintendent regarding the status of school reopening in Virginia. This update and question and answer discussion will be no more than one hour. The motion was seconded by Ms. Riggs. Without discussion, Chairwoman Rye called for a vote. The School Board Clerk announced the motion passed unanimously.

## **4. Presentation:**

- A. Superintendent's Estimate of Needs for Fiscal Year 2021-22

B. Superintendent's Proposed Fiscal Year 2021-22 through Fiscal Year 2026-27 Capital Improvement Program Budget

The presenters were Aaron C. Spence, Ed.D., Superintendent, Farrell E. Hanzaker, Chief Financial Officer, and Tony L. Arnold, Executive Director of Facilities Services. Mr. Hanzaker provided a brief overview of the presentation and introduced Mr. Arnold.

Mr. Arnold provided an overview of the presentation presented to the School Board on February 2, 2021; reviewed the three projects currently under construction/design: Princess Anne Middle School Replacement, Plaza Annex, Lynnhaven Middle School/Achievable Dream; other items in the CIP (Capital Improvement Program); renovations and replacements projects, safe school improvements, energy performance contracts – phase II, elementary school playground equipment replacement, Plaza Annex office addition; significant projects: Princess Anne High School Replacement – fully funded, Bettie F. Williams/Bayside 6<sup>th</sup> Grade Replacement – fully funded, Bayside High School Replacement – partially funded (\$29.4 million of \$197.7 million); CIP total six-year appropriations proposed \$619,653,047, Year 1: \$69,800,000; reviewed funding sources over six years, funding averages to approximately \$63.5 million per year; the presentation continued regarding the Princess Anne High School Replacement, using old Kellam High School as swing site; special education program at Princess Anne High and accommodations for students; Bettie F. Williams/Bayside 6 project; Landstown model.

Mr. Hanzaker reviewed questions submitted by School Board members; the cost be to provide a 3.0% raise to all school employees and separately what would be the cost to provide an additional 3.0% raise to all teachers (6.0% raise) - the current recommendation reflected in the SEON would be to provide all employees all employees a 0.5 step increase (those not at the top of the scale) and a 4.5% cost of living adjustment (COLA). The projected cost for these increases is \$27,846,184; clarifying information requested regarding a 3% raise for all employees and separately the cost for the additional 3%; clarification of 4.5% COLA and 0.5% step increase; unmet needs; competitive teacher pay; employee raises; value of employees; comparison of teacher salary; market rate of other positions; for retreat may consider a philosophy of compensation; salaries being competitive; value of compensation package; state funding; continue to send questions to Mr. Hanzaker.

5. **Public Hearing for citizens to express their views on the proposed Superintendent's Estimate of Needs for Fiscal Year 2021-22 and the Proposed Capital Improvement Program Fiscal Year 2021-22 through Fiscal Year 2026-27.** There were no speakers for the Public Hearing.
6. **Update from the Superintendent:** See item #3 Adoption of the Agenda; Superintendent Spence shared the following information from the Virginia State Superintendent regarding school reopening in Virginia; quick overview of the new CDC guidance - "K-12 schools should be the last settings to close after all other mitigation measures in the community have been employed and the first to reopen when they can do so safely", "Decisions should be guided by information on school-specific factors such as mitigation strategies implemented, local needs, stakeholder input, the number of cases among students, teachers, and staff, and school experience with safely opening"; same two measures of community burden (i.e. percent positivity and case incidence); change from 14-day to 7-day look at numbers; same five key mitigation strategies for mitigating COVID-19 transmission in schools continued to be emphasized: correct use of masks, physical distancing; handwashing and respiratory etiquette, cleaning and maintaining facilities, and contact tracing in collaboration with local health department; layered approach is essential; physical distancing continues to be six feet to the greatest extent possible – note in the new guidance, caveat that six feet is "required" when local health metrics are substantial or high; guidance also notes that cohorting and physical barriers may continue to be used as alternatives when physical distancing is not always feasible; some situations may occur that lead school officials to consider temporarily closing schools or parts of a school; new to the

guidelines – emphasis on diagnostic and screening testing of students and staff; prioritizing educators for vaccinations, vaccination should not be considered a condition for reopening schools for in-person instruction, athletics and extracurricular activities should only occur virtually in high transmission; “even after teachers and staff are vaccinated, schools need to continue mitigation measures for the foreseeable future, including requiring masks and physical distancing”;

More information from the state superintendent: last guidance from VDH on January 14 is the current guidance we need to follow; anticipate that VDH will be reviewing and potentially aligning their metrics with the CDC metrics; in regards to the 6 ft requirement - it was indicated that school divisions who had any schools open successfully could continue to move forward; CDC guidance alone shouldn't be used to determine whether or not to open schools but should be used along with the guidance from VDH and more importantly, with local data concerning school impact based on our ability to mitigate; regarding testing – don't have guidance yet from the VDH; regarding athletics – it was noted VHSL is currently reviewing the guidance and has made no recommendations to member schools.

Dr. Spence recommended to proceed with current plan, with continued monitoring of our data and mitigation practices, including physical distancing of at least 3 ft and 6 ft where feasible, continue to assess school level impact and our ability to minimize transmission in our schools as we make decisions about closing classrooms, or if needed individual schools but work to keep all of our schools open for in-person instruction for those families who have chosen it, in regards to athletics – recommending we proceed as planned with Fall sports, given most of these sports are outdoor sports, with close monitoring of the impact on our program and with close monitoring of that impact on our schools; administration will share any new guidance from VDH, VDOE or the VHSL that may have additional bearing as we move forward.

The discussion continued regarding 6 ft requirement; transmission rates; testing and screening in schools; Mary Shaw to review guidance on testing and report; thank you to administrators, teachers, Mary Shaw for work – positive feedback; safety assessment teams and reports; mask compliance; contact tracing; physical distancing limitations in the classroom; health and safety of staff and families; time frame for next school year.

The meeting adjourned at 7:27 p.m.

Respectfully submitted:

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Regina M. Toneatto, Clerk of the School Board

Approved:

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Carolyn T. Rye, School Board Chair



**Subject:** Resolution: Fine Arts in Our Schools Month **Item Number:** 11A1

**Section:** Consent **Date:** February 23, 2021

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

**Prepared by:** John H. Brewington, Fine Arts Coordinator, Department of Teaching and Learning

Christopher J. Buhner, Fine Arts Coordinator, Department of Teaching and Learning

**Presenter(s):** Nicole M. DeVries, Ph.D., Director of K-12 and Gifted Programs, Department of Teaching and Learning

**Recommendation:**

That the School Board of the City of Virginia Beach approve a resolution proclaiming the month of March 2021 as “Fine Arts in Our Schools Month.”

**Background Summary:**

The designated month is set aside to recognize the importance and benefits of art, dance, music and theatre arts education in the school curriculum.

**Source:**

National Parent Teacher Association  
National Art Education Association  
Art and Craft Materials Institute  
National Association for Music Education  
American Association for Theatre in Education  
Educational Theatre Association

**Budget Impact:**

N/A

**RESOLUTION  
FINE ARTS IN OUR SCHOOLS MONTH  
MARCH 2021**

**WHEREAS**, fine arts programs in Virginia Beach City Public Schools provide curricular, co-curricular and extracurricular experiences in art, dance, music and theatre arts for all student members of the school community and for the Virginia Beach community at large; and

**WHEREAS**, the School Board of the City of Virginia Beach recognizes the importance of fine arts to all our students, not only while they are in school but also throughout their lives; and

**WHEREAS**, art, dance, music and theatre arts are now and have been a vital part of the curriculum and instruction of the public schools of Virginia Beach; and

**WHEREAS**, the month of March has been designated Music in Our Schools Month, Youth Art Month, and Theatre in the Schools Month by their national associations.

**NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board of the City of Virginia Beach recognizes the month of March 2021 as Fine Arts in Our Schools Month in Virginia Beach City Public Schools; and be it

**FURTHER RESOLVED:** That the School Board of the City of Virginia Beach expresses its appreciation to our fine arts educators for enhancing our lives and the lives of our children through art, dance, music and theatre arts; 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, Virginia, this 23<sup>rd</sup> day of February 2021

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

S E A L

\_\_\_\_\_  
Aaron C. Spence, Ed.D., Superintendent

Attest:

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





**Subject:** Resolution: Women's History Month

**Item Number:** 11.A.2

**Section:** Consent

**Date:** Feb. 23, 2021

**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 March 2021 as Women's History Month.

**Background Summary:**

This national observance had its origin in 1911 in Europe, in that year a day in March was first celebrated as International Women's Day. As a result, Women's History Month is an annual declared month worldwide that highlights the contributions of women to events in history and contemporary society. It is celebrated during March in the United States, the United Kingdom and Australia to correspond with International Women's Day and during October in Canada to correspond with the celebration of Person's Day.

In February of 1980, President Jimmy Carter issued a presidential proclamation declaring the week of March 8 as National Women's History Week. In 1981, Senator Orrin Hatch (R-Utah) and Representative Barbara Mikulski (D-Maryland) co-sponsored the first Joint Congressional Resolution proclaiming A Women's History Week, and Congress passed their resolution as Pub. L. 97-28. By 1986, fourteen states had declared March as Women's History Month.

In 1987, Congress passed Pub. L. 100-9, which designated the month of March as Women's History Month. Since 1995, United States presidents have issued annual proclamations designating the month of March as Women's History Month. Since that time, thousands of schools and communities began to celebrate Women's History Month by planning stimulating programs about women's roles in history and society. The annual proclamation has been supported by governors, city councils, school boards and the United States Congress.

**Source:**

Public Law 100-9

**Budget Impact:**

N/A

**RESOLUTION  
WOMEN'S HISTORY MONTH  
MARCH 2021**

**WHEREAS**, since 1987, the United States has formally recognized March as National Women's History Month; and

**WHEREAS**, every woman has a story to tell and gifts to share with the world regardless of race, class and ethnic background and have made historic contributions to our schools, community and nation in countless recorded and unrecorded ways; and

**WHEREAS**, women have played and continue to play a critical economic, cultural, political and social role in every sphere of American life through their service as a significant portion of the labor and volunteer force; and

**WHEREAS**, women have been traditionally underrepresented as leaders in areas of business, science, technology and government; and

**WHEREAS**, today's children have the opportunity to learn about the significant contributions of women as leaders not only in securing their own rights of suffrage and equal opportunity, but also as leaders in the forefront of every major progressive social change movement, which creates a more fair and just society for all; and

**WHEREAS**, the school division's strategic framework Compass to 2025 calls upon our staff, students and community to support a culture of growth and excellence for all people;

**NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board of the City of Virginia Beach recognizes the month of March 2021 as Women's History Month in Virginia Beach City Public Schools; and be it

**FURTHER RESOLVED:** That the School Board of the City of Virginia Beach encourages all students, schools and citizens to celebrate the many contributions and accomplishments of women in our community and our nation through participation in Women's History Month activities; 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, Virginia, this 23<sup>rd</sup> day of Feb. 2021.

SEAL

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Carolyn T. Rye, School Board Chair

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Aaron C. Spence, Superintendent

Attest:

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Regina M. Toneatto, Clerk of the Board



**Subject:** Resolution: National School Social Work Week **Item Number:** 11A3

**Section:** Consent **Date:** February 23, 2021

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

**Prepared by:** Alveta J. Green, Ed.D., Executive Director, Office of Student Support Services

**Presenter(s):** Alveta J. Green, Ed.D., Executive Director, Office of Student Support Services

**Recommendation:**

That the School Board approve a resolution recognizing March 7-13, 2021, as National School Social Work Week.

**Background Summary:**

National School Social Work Week, sponsored by the School Social Work Association of America, is celebrated from March 7-13, 2021, to focus public attention on the unique contribution of school social workers within U.S. school systems and in Virginia Beach City Public Schools. National School Social Work Week highlights the tremendous impact school social workers can have in helping to reduce environmental barriers to learning.

This special week provides recognition for school social workers as a vital part of the educational process for the most vulnerable students as they meet the challenges of the 21<sup>st</sup> century. School social workers are critical to providing students with strong social and emotional supports and skills, as well as identifying students early who have mental health and behavioral needs. The ultimate goal is to keep our students and their families engaged in the educational process.

School social workers are certified, experienced practitioners with a master's degree in social work. The combination of their training and experience make them an integral part of the total instructional program. The School Social Work Association of America has chosen "Beacon of Hope: School Social Workers – Lighting the Way" as its theme for the year.

**Source:**

School Social Workers Association of America

**Budget Impact:**

N/A

**Resolution for National School Social Work Week  
March 7-13, 2021**

**WHEREAS**, Virginia Beach City Public Schools social workers help identify and remove environmental barriers to learning, thus allowing students to reach their full potential; and

**WHEREAS**, Virginia Beach City Public Schools social workers are committed to mobilizing family, school and community resources to enable students to learn and fully benefit from their educational program; and

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

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

**WHEREAS**, Virginia Beach City Public Schools social workers assist the most vulnerable children and adolescents, including children with disabilities, children living in homelessness, children living in poverty, pregnant teens, suicidal teens, truants and other at-risk children; and

**WHEREAS**, this shared approach to assisting students promotes students' learning and helps guide students to high school graduation and postsecondary experiences and the skills necessary to be productive citizens.

**NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board of the City of Virginia Beach recognize the second full week of March 2021 as National School Social Work 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 23<sup>rd</sup> day of February 2021

S E A L

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Carolyn T. Rye, School Board Chair

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Aaron C. Spence, Ed.D., Superintendent

Attest:

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Regina M. Toneatto, Clerk of the Board



Subject: Resolution: Read Across America Item Number: 11A4

Section: Consent Date: February 23, 2021

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

Prepared by: Danielle E. Colucci, Executive Director of Elementary Teaching and Learning

Presenter(s): Danielle E. Colucci, Executive Director of Elementary Teaching and Learning

**Recommendation:**

That the School Board approve a resolution endorsing the National Education Association's *Read Across America*.

**Background Summary:**

The National Education Association is working to build a nation of readers through *Read Across America*. For 23 years, this program has focused on motivating children and teens to read through events, partnerships and reading resources.

**Source:**

National Education Association

**Budget Impact:**

N/A

## **Read Across America**

**WHEREAS**, the citizens of Virginia Beach stand firmly committed to promoting reading as the catalyst for our students' future academic success, their preparation for America's jobs of the future and their ability to compete in a global economy; and

**WHEREAS**, Virginia Beach City Public Schools has provided significant leadership in the area of community involvement in the education of our youth, grounded in the principle that education investment is key to the community's well-being and long-term quality of life; and

**WHEREAS**, "National Education Association's (NEA) *Read Across America*," a national celebration of Dr. Seuss's 117<sup>th</sup> birthday on March 2, 2021, promotes reading and adult involvement in the education of our community's students;

### **NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board of the City of Virginia Beach calls on all the citizens of Virginia Beach to assure that every child is in a safe place reading together with a caring adult on March 2, 2021, and be it

**FURTHER RESOLVED:** That this body enthusiastically endorses "NEA's *Read Across America*" and recommits our community to engage in programs and activities that improve the reading abilities of all children; and be it

**FINALLY 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 23<sup>rd</sup> day of February 2021.

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Carolyn T. Rye, School Board Chair

S E A L

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Aaron C. Spence, Ed.D., Superintendent

Attest:

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Regina Toneatto, Clerk of the Board





**Subject:** Personnel Report **Item Number:** 12A

**Section:** Action **Date:** February 23, 2021

**Senior Staff:** Mr. John A. Mirra, Chief Human Resources Officer

**Prepared by:** John A. Mirra

**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 23, 2021, personnel report.

**Background Summary:**

List of appointments, resignations and retirements for all personnel

**Source:**

School Board Policy #4-11, Appointment

**Budget Impact:**

Appropriate funding and allocations

Personnel Report  
Virginia Beach City Public Schools  
February 23, 2021  
2020-2021

Scale	Class	Location	Effective	Employee name	Position/Reason	College of William and Mary, VA	Previous Employer
Assigned to Unified Salary Scale	Appointments - Elementary School	Birdneck	2/4/2021	Laura E Turpin	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Birdneck	2/10/2021	Tobias K Thomas	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Birdneck	2/11/2021	Peyton L Spruill	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Corporate Landing	2/8/2021	Jasmine E Padilla	Cafeteria Assistant, 5.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Hermitage	2/11/2021	Amanda Pedigo	School Nurse	Virginia Wesleyan University, VA	Allergy & Asthma Specialists, VA
Assigned to Unified Salary Scale	Appointments - Elementary School	Landstown	2/4/2021	Samuel B Newlin	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Lynnhaven	2/4/2021	Melina Sanchez	Pre-Kindergarten Teacher Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Malibu	2/10/2021	Janine J Hansen	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Parkway	2/4/2021	Trenton B Foreman	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Rosemont	2/11/2021	Kristina Y Hornbeak	Kindergarten Assistant	Old Dominion University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Shelton Park	2/2/2021	Kate-Lynn M Cipolla	Special Education Assistant	Tidewater Community College, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Windsor Woods	2/22/2021	Taylor Casey	Special Education Assistant	SUNY College Oneonta, NY	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Brandon	2/5/2021	Stredwich Ashmead	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Kempville	2/10/2021	James A Dunbar	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Lynnhaven	2/10/2021	Chester Rhodes	Security Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Plaza	2/24/2021	Diane McKearney	School Office Associate II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	First Colonial	2/11/2021	Vicente L Yap	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Kempville	2/4/2021	Larry E Arrington	Security Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Renaissance Academy	2/11/2021	Steve Pham	Security Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Department of Budget & Finance	2/8/2021	Ashley Benavidez	Crash Investigator	Florida Atlantic University, FL	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Department of Technology	2/8/2021	Matthew A Circelli	Network Technician I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Custodial and Distribution Services	2/8/2021	Scott R Spurgeon	Distribution Center Supervisor	Not Applicable	VBPCS
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Maintenance Services	2/4/2021	Jesse D Grunewald	Electronics Craftsman II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Programs for Exceptional Children	2/11/2021	Kelli M Droz	Occupational Therapy Asst	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Brookwood	2/26/2021	Lisa M Bandy	Custodian I (relocation)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Kempville Meadows	3/5/2021	Brandt Baker	Special Education Assistant (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Newtown	2/5/2021	Erin Stinson	Physical Education Assistant (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Seatack	2/12/2021	Nathan O Driver	Physical Education Assistant (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Strawbridge	12/12/2020	Audra M Kines	Cafeteria Assistant, 4.5 Hours (family)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Three Oaks	2/5/2021	Tonya R Morgan	Kindergarten Assistant (family)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Windsor Woods	3/3/2021	Holly J Burgess	Clinic Assistant (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Corporate Landing	6/30/2021	Mary C Quill	Special Education Assistant (family)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Lynnhaven	1/26/2021	Joseph Everett	Custodian I (job abandonment)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Old Donation School	1/20/2021	Michelle L Haney	Custodian I (job abandonment)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Old Donation School	6/30/2021	Matthew M Voegel	Student Activities Coordinator (continuing education)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Ocean Lakes	1/28/2021	Joanne M Lopez	Special Education Assistant (death)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Princess Anne	1/19/2021	Zelanda R Parker-Harmon	Custodian I (job abandonment)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Princess Anne	3/3/2021	Euclides H Moran	Security Assistant (expiration of long-term leave)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Tallwood	2/19/2021	Elizabeth A Marl	School Nurse (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Department of Technology	1/29/2021	Vicki L Curtis	Customer Support Technician I (expiration of long-term leave)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	1/22/2021	Averi C Wilson	Bus Driver - Special Ed, 5.5 Hours (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	2/4/2021	Holly M Laca	Bus Driver, 7.5 Hours (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	2/9/2021	Erika M Bolden	Bus Driver, 5.0 Hours (family)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	2/12/2021	Kristian V Jones	Bus Driver, 6.5 Hours (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Brookwood	2/23/2021	Shirley A Norton	Physical Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Fairfield	2/11/2021	Kathleen R Thomas	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Kempville	2/26/2021	Kimberly J Hylberg	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Middle School	Corporate Landing	6/30/2021	Cristina C Espino	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Middle School	Corporate Landing	6/30/2021	Julia D Nameth	School Office Associate II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Middle School	Independence	6/30/2021	Tien N Lu	Cafeteria Assistant, 5.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Middle School	Salem	2/22/2021	Deborah J Hudgins	Library/Media Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Middle School	First Colonial	6/30/2021	Mary S Crommelin	School Improvement Specialist	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - High School	Kempville	12/31/2020	Joann H Allen	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - High School	Salem	6/30/2021	Kristin A Rohr	Distance Learning Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Office of Transportation and Fleet Management Services	2/26/2021	Alice J Kohler	Bus Assistant, 7.5 Hours	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Hermitage	1/28/2021	Kristen M Field	Second Grade Teacher	Longwood University, VA	VBPCS
Assigned to Instructional Salary Scale	Appointments - Elementary School	Holland	2/11/2021	Amanda Libby	Third Grade Teacher	Salisbury State University, MD	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	King's Grant	2/2/2021	Christina T Veland	Fourth Grade Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Linkhorn Park	2/11/2021	Emily K Back	Third Grade Teacher	Colorado State University, CO	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Seatack	2/4/2021	Francesco J Franzese	Special Education Teacher	College of William and Mary, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Strawbridge	2/4/2021	Marlene A Hedberg	Reading Specialist, 400	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Arrowhead	2/5/2021	Carlyn Troia	Special Education Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Kempville Meadows	2/24/2021	Sharrann Fairley-Hunter	Fifth Grade Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	North Landing	6/30/2021	Annie Baugher	School Counselor (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Rosemont Forest	6/30/2021	Kylie M Garrett	Third Grade Teacher (transfer of spouse)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Seatack	6/30/2021	Amy R Cochran	Fifth Grade Teacher (transfer of spouse)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Tallwood	6/30/2021	Lydia B Hicks	First Grade Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Thoroughgood	6/30/2021	Crystal K Barone	Second Grade Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Thoroughgood	6/30/2021	Ellen H Olson	First Grade Teacher (family)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Trantwood	2/12/2021	Elizabeth R Kocan	Kindergarten Teacher (family)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Trantwood	6/30/2021	Ashley M Francisco	Title II Resource Teacher (family)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	White Oaks	6/30/2021	Carrie M Buxton	First Grade Teacher (transfer of spouse)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	White Oaks	6/30/2021	Cassandra L Montez-Welch	Special Education Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Windsor Woods	6/30/2021	Holly J Davis	Special Education Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Windsor Woods	6/30/2021	Cheyenne Leon	School Counselor (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Bayside	6/30/2021	Alison A Furrer	Seventh Grade Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Bayside	6/30/2021	Robin Lynn	Special Education Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Corporate Landing	6/30/2021	Lydia M Smith	Seventh Grade Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Salem	2/19/2021	Katherine H Adkins	Eighth Grade Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Salem	6/30/2021	Becca L Bowser	Special Education Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Bayside	6/30/2021	Helen A Taylor	English Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Kellam	2/7/2021	Gracia A Milo	Mathematics Teacher (death)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Princess Anne	6/30/2021	Elisabeth Crothers	French Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Technical And Career Education Center	4/30/2021	Lisa B Michaeis	Nursing Instructor (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Technical And Career Education Center	6/30/2021	Crystal M O'Neill	Nursing Instructor (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Miscellaneous	Office of Programs for Exceptional Children	6/30/2021	Elizabeth A Churchill	Hearing Impairment Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Miscellaneous	Office of Programs for Exceptional Children	6/30/2021	Jennifer M McGee	Speech/Language Pathologist (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Miscellaneous	Office of Programs for Exceptional Children	6/30/2021	Sunny G Quasebarth	Hearing Impairment Teacher (moved to public school system)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Elementary School	Birdneck	2/26/2021	Jane C Snell	Art Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Middle School	Corporate Landing	6/30/2021	Brian L Miller	Sixth Grade Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Middle School	Landstown	6/30/2021	Maria Nuzzo	Spanish Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Middle School	Larkspur	6/30/2021	David R Lamb	Sixth Grade Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Middle School	Lynnhaven	6/30/2021	Jane M Carlisle	Special Education Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Middle School	Virginia Beach	6/30/2021	Julie L Hamilton	Special Education Teacher	Not Applicable	Not Applicable

Personnel Report  
Virginia Beach City Public Schools  
February 23, 2021  
2020-2021

<u>Scale</u>	<u>Class</u>	<u>Location</u>	<u>Effective</u>	<u>Employee name</u>	<u>Position/Reason</u>	<u>College of William and Mary, VA</u>	<u>Previous Employee</u>
Assigned to Instructional Salary Scale	Retirements - High School	Bayside	6/30/2021	Pamela D Hyman	Science Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - High School	Cox	6/30/2021	Kimberly A Peterson	Family & Consumer Science Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - High School	First Colonial	6/30/2021	Donna J Draeger	Marketing Education Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - High School	Kellam	6/30/2021	Pamela V Henry	English Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - High School	Ocean Lakes	6/30/2021	Anne W Gregory	English Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - High School	Ocean Lakes	6/30/2021	Donald L Hart	Science Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - High School	Princess Anne	6/30/2021	Isaac O Odibo	Special Education Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - High School	Tallwood	6/30/2021	Lydia James	Special Education Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - High School	Technical And Career Education Center	6/30/2021	Kenneth E Anderson	Trade & Industrial Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - High School	Technical And Career Education Center	6/30/2021	Kevin L Pace	Trade & Industrial Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - High School	Technical And Career Education Center	6/30/2021	Darlene J Reynard	Trade & Industrial Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - High School	Technical And Career Education Center	6/30/2021	Louis H Robinson	Trade & Industrial Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Miscellaneous	Office of Programs for Exceptional Children	6/30/2021	Florence L Ward	Speech/Language Pathologist	Not Applicable	Not Applicable
Administrative	Appointments - Miscellaneous	Office of Safety and Loss Control	3/10/2021	Christina Golden	Coordinator Security & Safe Schools	Not Applicable	Chesapeake Police Department



**Subject:** Policy Review Committee Recommendations **Item Number:** 12B 1-2

**Section:** Action **Date:** February 23, 2021

**Senior Staff:** Marc A. Bergin, Ed.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 policies as reviewed by the PRC at its November 12 and December 10, 2020 meetings and presented to the School Board for the February 23, 2021 Action Agenda.

**Background Summary**

1. **Bylaw 1-28/ Committees, Organizations and Boards-School Board Member Assignments-** *the PRC recommends that Bylaw 1-28 be amended to clarify role of the Chair and Vice-Chair in recommending assignments to the School Board, that certain committees requiring School Board Liaisons be amended. Scrivener changes were also recommended. Please note the previously proposed language adding an Agenda Planning Committee as a standing committee has been removed.*
2. **Bylaw 1-36/Open Meetings and Closed Meetings-** *the PRC recommends that Bylaw 1-36 be amended to address the procedure for challenging a call for closed session, the confidentiality of matters addressed in closed session, and further clarification of the procedures for electronic meetings and remote anticipation in meetings.*
3. **Bylaw 1-39/Agenda Preparation and Notice-** *the PRC recommends that Bylaw 1-39 be amended to change the composition of the Agenda Planning Committee to be the Chair, Vice Chair and the Superintendent and to clarify the agenda planning process. Please note that that the previously proposed language regarding the establishing a formal Agenda Planning Committee has been amended since last presented to the Board.*

**Source:**

Code of Virginia, 1950, as amended, § 22.1-253.12:7 School Board Policies.  
Policy Review Committee Meetings of November 12, December 10, 2020 and February 11, 2021

**Budget Impact:**

## SCHOOL BOARD BYLAWS

### Committees, Organizations and Boards – School Board Member assignments

The School Board utilizes committees, boards, and other organizations (hereinafter "Committee") to accomplish both internal and external goals. School Board Members may be assigned to represent the School Board's interest on any such Committee. School Board Members have no individual authority when serving in these assignments and may only exercise the authority specifically authorized by the School Board. The School Board recognizes the following types of Committees: a) Standing School Board Committees; b) Joint School Board/City Council Committees; c) Ad Hoc School Board Committees; d) School Division Standing Committees with School Board Liaisons; and e) Outside Committees.

#### A. General matters

##### 1. Creation

The School Board may determine that certain School Division objectives require longer term study and analysis, and/or ongoing oversight. In such cases where concerns lend themselves to a committee approach, committees comprised of School Board Members either alone or in conjunction with members of the School Administration, other public bodies or public organizations, and/or the public-at-large may be created by the School Board. The School Board shall describe the objectives of any such Committee in its minutes or other writing and provide it to the Committee.

##### 2. Authority

Any such Committee shall have only such authority to bind the School Board as is expressly granted and shall have only such powers as the School Board has expressly granted or which, by implication, are reasonably necessary to accomplish the stated purpose(s).

##### 3. Assignments

Unless otherwise specified, ~~tThe School Board Chair in consultation with the Vice Chair will recommend to the School Board those~~ School Board Members ~~and others to be assigned to Committees. The School Board by majority vote will appoint School Board Committee Members by July 1<sup>st</sup> of each year. will be assigned/appointed to Committees or Boards by the School Board Chair in consultation with the Vice Chair and with the approval of the School Board. School Board Members will be assigned to Committees or Boards no later than July 1st of each year.~~ Assignments may be reviewed in January of each year or when otherwise necessary. Each School Board Member should be assigned to at least one (1) Committee. Appointment to a Committee should take into consideration, but not be limited to, the following (the order of considerations does not indicate priority of considerations)-equitable distribution of Committee assignments among School Board Members; expressed interests of School Board Members; experience of School Board Member; a School Board Member's training, education and/or experience with the purpose of the committee; continuity of service and historical

knowledge; availability for meetings; the need for diversity; the needs of the School Board; and other good and just cause.

a) equitable distribution of Committee assignments among School Board Members;

~~b) expressed interests of School Board Members;~~

~~c) experience as a School Board Member;~~

~~d) a School Board Member's training, education and/or experience with the purpose of the Committee;~~

~~e) continuity of service and historical knowledge;~~

~~f) availability for meetings;~~

~~g) the need for diversity;~~

~~h) the needs of the School Board; and~~

~~i) other good and just reason for assignment.~~

Should one or more representatives of the School Board be needed to attend a Committee meeting prior to the School Board's adoption of Committee assignments, the Chair is authorized to temporarily appoint School Board Members to that Committee.

Assignments to a Committee are effective until June 30th of each year or until such time as the School Board appoints new Committee Members.

The School Board is authorized to appoint alternates to Committees, should the School Board Member assigned require another School Board Member to substitute. In the absence of an alternate or when an alternate is unavailable, the Chair may assign another School Board Member to represent the School Board at a Committee meeting.

#### 4. Individual Authority

Individual School Board Members appointed to any Committee shall have no authority to bind the School Board on any matter unless such authority is expressly granted by the School Board.

#### 5. Reports

Assigned School Board Members shall report to the School Board on Committee activities when and in the format designated by the School Board.

#### 6. Committee Chair

The Committee Chair will be chosen by the Members of the Committee unless otherwise specified. For the purposes of electing a Committee Chair, the most senior School Board Member attending the first meeting of the fiscal year (starting July 1<sup>st</sup>) (or the most senior assigned staff member attending the meeting if a School Board Member is not present at the first meeting) shall conduct the election of the Committee Chair. Until such time as a new Committee Chair is elected, the current Committee Chair may continue to serve as the Committee Chair so long as the Committee Chair remains appointed to that Committee. If the Committee Chair is no longer on the School Board, the most senior School Board Member on the Committee will serve as the Chair until a new chair is elected. All School Board created Committees shall be chaired by an assigned School Board Member unless the Committee structure specifically requires that another person be the Committee Chair. When choosing a Committee Chair, the following shall be



considered: a) continuity of membership; b) expressed interest of assigned School Board Members; c) diversity of membership; and d) needs of the School Board Committee.

**7. Roles and Responsibilities of the Committee Chair**

The Committee Chair shall have the responsibility for: a) presiding over the meetings or designating another Committee Member to preside in the Chair's absence; b) setting the direction for and establishing norms and protocols that allow for appropriate function and in an efficient manner; c) provide guidance and communicate expectations to other Committee Members; d) ensure that relevant, timely and effective decisions are executed and that all Committee Members are provided the opportunity to participate in the decision making process; e) ensure compliance with applicable law, bylaw, policy and regulation; f) ensure that appropriate notices are made, agendas and supporting materials are provided and that minutes of the meetings are kept if so required by law; **g) contact new committee members and**.

**8. School Board Standing Committees will follow the School Board Standing Committee Procedures set forth in School Board Bylaw Appendix C.**

**B. Committee Meetings**

**1. Notices of Meetings by Committee Chair**

The Committee Chair or the assigned staff member shall provide the School Board Clerk notice of the date, time, and location of Committee meetings so that the School Board Clerk can give the public notice of meetings consistent with applicable law. The Committee Chair or the assigned staff member shall make available to the public, upon request, nonexempt agenda materials furnished to Members for the meeting as required by the Virginia Freedom of Information Act and other applicable law. Committee Meetings will be held in locations accessible to the public.

**2. Public Access**

Committee Meetings shall be open to the public but may be closed for all or a portion of the Meeting as permitted by the Virginia Freedom of Information Act and other applicable law or regulation. The Committee Chair or assigned staff member will make arrangements for any persons needing accommodations or other services to access the Committee Meetings.

**3. Rules of Order**

Committee Meetings shall be run in accordance with the Special Rules of Order found in School Board Bylaws Appendix A and the current edition of *Robert's Rules of Order Newly Revised*.

**C. School Board Standing Committees**

The Committees listed below shall be considered Standing Committees of the School Board:

**1. Internal Audit Committee**

The Internal Audit Committee consists of three to four Members, including two or three Members of the School Board and one or more citizens of the City of Virginia Beach to serve as the third and/or fourth Member.

The Internal Audit Committee assists the full School Board in considering internal and external audit matters, including the timely reporting to the School Board of material actions or inactions of school employees that could lead to charges of malfeasance in office by School Board Members or School Division employees or agents. The Internal Audit Committee has established the Office of Internal Audit, which reports directly to the Internal Audit Committee, and through the Internal Audit Committee, to the full School Board, as more particularly set forth in Policy 3-96 and the Internal Audit Charter.

2. Policy Review Committee

The School Board Policy Review Committee (PRC) will consist of three School Board Members. The School Board, at its discretion, may appoint a citizen to serve as a voting member. School Board Legal Counsel, the Chief of Staff and other staff members appointed by the Superintendent will serve as liaisons to the PRC but will not be voting members.

The responsibilities of the PRC will be to consider input from the public, students, staff, the school administration or other stakeholders and advise the School Board and the Superintendent concerning the need to amend, adopt, repeal, and/or merge by-laws, policies and applicable regulations.

3. Planning and Performance Monitoring Committee

The Planning and Performance Monitoring Committee will consist of three School Board Members. The Superintendent and other staff members assigned by the Superintendent will serve as liaisons to the Committee but will not be voting members. The purpose of the Committee will be to provide transparent oversight of School Division resources and processes to ensure effective and efficient operations in support of the School Division's vision, mission and strategic goals as well as coordinating School Board Member engagement in strategic and operational planning, including budget development by:

a. Planning responsibilities will include, but not be limited to:

- 1) updating the strategic and operational planning/budgeting process and calendars;
- 2) establishing annual operating priorities and targets/goals to guide budget development;
- 3) identifying operational issues deserving special attention in the next year's budget (e.g., unmet needs, transportation, compensation, building safety);
- 4) identifying and prioritizing opportunities for significant innovation in particular areas;

- b. Performance Monitoring responsibilities will include, but not be limited to:
- 1) recommending key planning "products" to the full School Board for review and approval (e.g., updates to the vision/mission statement, new strategic plan, the annual budget);
  - 2) working with the School Administration in updating the content and format of performance reports being sent to the School Board (e.g., student testing, program evaluation calendar and reporting, strategic plan/navigational marker reporting);
  - 3) reviewing performance reports, identifying issues and opportunities; and
  - 4) assisting with presentation of performance reports at regular School Board Meetings.

4. Governance Committee

The Governance Committee will consist of the School Board Chair and the Chairs of the Internal Audit Committee, the Policy Review Committee, and the Planning and Performance Monitoring Committee. Additionally, one other School Board Member will be appointed by the School Board Chair and approved by the School Board to also serve on the Committee. The Chair of the Governance Committee will be the Chair of the School Board. The Superintendent and School Board Legal Counsel will serve as the liaisons to the Committee but will not be voting members. The Governance Committee will be responsible for the following:

- a. building and monitoring the School Board-Superintendent working relationship and addressing relationship issues as they occur, including approval of routine matters related to the Superintendent's contract and employment, initially addressing issues and concerns regarding the Superintendent's conditions of employment, and communication with the School Board concerning such matters;
- b. developing procedures and an evaluation instrument for the Superintendent's evaluation;
- c. developing and presenting to the School Board annual goals for the Superintendent;
- d. establishing School Board- Superintendent communication and interaction guidelines and monitoring compliance with such guidelines;
- e. planning strategic and/or operational retreats at which values and vision statements will be updated (as needed), environmental trends will be assessed, and strategic issues will be identified and analyzed;
- f. identifying training and educational opportunities for School Board Members to become better informed about School Board governance issues and public education matters and monitoring an annual budget to fund such opportunities;
- g. coordinating School Board self-evaluation procedures, instruments and training;

- h. developing guidelines for effective communication of School Board Committee work to the School Board, the School Administration, and the public;
- i. developing long range agenda forecasts for School Board consideration;
- j. reviewing and responding to complaints or concerns regarding School Board Members and developing procedures for handling such complaints;
- j-k. Establish protocol and procedures, subject to review by the School Board, regarding School Board Meetings and other matters relating to the School Board; and
- k-l. such other duties assigned to the Governance Committee by the School Board.

5. Legislative Committee

The Legislative Committee will consist of three School Board Members, School Board Legal Counsel, the School Board's Legislative Consultant and those staff members appointed by the Superintendent who will serve as liaisons to the Committee but will not be voting members. The Legislative Committee is responsible for the development of the School Board's proposed annual legislative package. The legislative package, priorities and positions shall be based upon input from the School Board and the Superintendent. The Legislative Committee is also responsible for developing the School Board's regional legislative position and for acting as the School Board's liaison to the Virginia General Assembly as well as other publicly elected bodies.

6. Building Utilization Committee

The Building Utilization Committee (BUC) will consist of three School Board Members. The Superintendent may assign appropriate staff members to assist the BUC in its review but such staff members will not be voting members. The BUC will annually review enrollment projections and impact on optimal building utilization. At its discretion, the BUC may invite input from PTAs or other community groups directly impacted by any recommendation from the BUC.

7. Student Discipline Committees

Three Committees of the School Board shall be appointed to hear student discipline cases as needed. Each Committee shall consist of three (3) voting School Board Members and one (1) nonvoting School counselor. Each Member of a Committee, excluding the School counselor, has authority to make motions and vote on that Committee. Each Committee shall meet to determine cases dealing with expulsions and long-term suspensions as set forth in School Board policy or regulation. A unanimous decision of a Committee consisting of three School Board Members regarding long-term suspensions and expulsions is final. If a Committee's decision is not unanimous, or if the decision is made by a Committee of less than three (3) School Board Members, the decision of the Committee may be appealed to the full School Board.

#### **D. City Council Committees/Boards**

The Committees listed below shall be considered Joint Standing Committees of the School Board and the City Council. The Chairman shall seek approval from the School Board for all Member appointments to such Committees. The Chairman shall take into consideration the experience of the School Board Members, their interest in membership, diversity of membership and continuity of membership on a Committee. The Chairman of each Joint Standing School Board/City Council Committee shall be selected by the Committee Members unless otherwise specified.

##### **1. CIP/Modernization Review Committee**

The School Board Chair will appoint, and the School Board will approve two School Board Members and one alternate to serve on the Committee. The School Board Chair will appoint the Committee Chair.

#### **E. School Board Ad Hoc Committees**

**E.**

A School Board Ad Hoc Committee and Ad Hoc Committee Chair shall be proposed by the School Board Chair and appointed by the School Board, as the need arises, to carry out a specified task, at the completion of which - that is, on presentation of its final report to the School Board, such Ad Hoc Committee will automatically cease to exist. An Ad Hoc Committee shall have those powers designated by the School Board. The following Committee(s) are designated School Board Ad Hoc Committee(s):

##### **1. Ad Hoc School Site Selection Committee**

The School Site Selection Committee is an Ad Hoc School Board Committee that is appointed as needed to assist the School Board in considering proposals for new school sites.

Other Ad Hoc Committees as needed.

#### **F. School Division Standing Committees with School Board Member Liaisons**

If requested by the Superintendent or as set forth by Policy, the School Board may assign School Board Members to serve as Members of School Division Standing Committees. ~~In those instances, the appointed School Board Members serve only as liaisons and have no authority to bind the School Board on any matter. Voting rights of School Board Members serving as liaisons are determined by the Committee.~~ The Superintendent shall provide a list of all such Liaison positions to the School Board by June 1st of each year.

##### **1. The following Committees are designated as School Division Standing Committees with School Board Members assigned as Liaisons:**

###### **a. Equity Council**

The Equity Council addresses issues related to diverse populations and how the organizational climate contributes to fostering: greater student achievement; effective communication across all levels and with the greater community; honoring and listening to all

voices; providing focused opportunities discussion, feedback, input and support to the implementation of Compass to 2020 and future School Board goals; reporting on all aspects of diversity and equity with a special focus on students of color; resources and support to further the work educational equity within the School Division. The Superintendent will designate a staff member to serve as the Chair of the Equity Council. No more than two (2) School Board Members will be assigned as liaisons to the Equity Council.

b. 403 b Plan Oversight Committee

**G. Outside Committees, Organizations or Boards**

The School Board Chair will ~~recommend~~~~appoint~~ and the School Board will approve School Board Members to represent the School Board on Outside Committees. In those instances, School Board Members have authority to bind the School Board for the limited purpose for which the Outside Committee exists. The Superintendent shall provide a list of all Outside Committees to the School Board by June 1st of each year. The School Board Chair will ~~recommend~~~~appoint~~, and the School Board shall appoint subject to approval by the School Board, School Board Members to such Committees by majority vote. Outside Committees include, but are not limited to:

1. Green Run Collegiate Charter Board~~Access—College Foundation~~;
2. Governor's School for the Arts;
3. Mayor's Committee for Persons with Disabilities;
4. SECEP - Southeastern Cooperative Educational Program;
5. VSBA - Virginia School Board Association Delegate Assembly;
6. Hampton Roads Educational Telecommunications Association (HRETA) WHRO Educational Advisory Committee;
7. Sister Cities Association of Virginia Beach;
8. Deferred Compensation Board~~403b Plan Oversight Committee (B) Compensation Board~~; and
9. Virginia Beach Human Rights Commission

**Related Links**

School Board Bylaws ~~Appendices~~ A and C

School Board Policy 3-96

School Board Internal Audit Charter, as amended.

Adopted by School Board: July 21, 1992

Amended by School Board: April 19, 1994

Amended by School Board: January 3, 1995

Amended by School Board: August 17, 1999

Amended by School Board: February 20, 2001

Amended by School Board: August 7, 2001

Amended by School Board: August 21, 2001

Amended by School Board: May 28, 2002

Amended by School Board: August 6, 2002

Amended by School Board: July 15, 2008

Amended by School Board: December 2, 2008

Amended by School Board: December 15, 2015



Amended by School Board: August 2, 2016  
Amended by School Board: June 11, 2018  
Amended by School Board: February 12, 2019  
Amended by School Board: November 12, 2019  
Amended by School Board: January 28, 2020  
Amended by School Board: June 23, 2020  
Amended by School Board: 2021

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LEGAL SUFFICIENCY

Kamala H. Lannetti

## SCHOOL BOARD BYLAWS

### Open Meetings and Closed Meetings

#### A. Open Meetings

Meetings of the School Board shall be open to the public except those meetings when the School Board adjourns to a closed meeting by a majority vote of the School Board. Such meetings shall be conducted in accordance with the legal references to this Bylaw.

#### B. Closed Meetings

##### 1. Authority/Attendees

The Code of Virginia permits closed meetings in order to discuss specific topics in private. Closed meetings must be convened by polled vote of the majority of the Members in attendance in public session. No action may be taken in closed meetings. In open session immediately following any closed meeting, the School Board Members must certify by a polled vote that no matter was discussed in closed meeting that was not encompassed in the topics authorized in the motion to convene in closed meeting. Any School Board Member who believes that there was a departure from the requirements for closed session set forth in Virginia Code § 2.2-3712, as amended, shall so state prior to the vote, indicating the substance of the departure that, in the School Board Member's judgment, has taken place. The statement shall be recorded in the minutes of the public body.

Closed meetings are attended by School Board Members. The School Board may invite persons to attend closed meetings to provide necessary information.

##### 2. Minutes

The School Board Clerk or designee shall attend closed meetings (unless expressly excused) for the purpose of taking brief minutes.

These minutes which shall be part of the School Board's official minutes shall include:

- a. Date, time and place of meeting;
- b. Record of all persons in attendance;
- c. Motion for Closed Meetings;
- d. Certification of Closed Meetings; and
- e. Any action taken. ~~;~~

Closed meetings shall not be tape recorded with the exception of student discipline hearings which may be recorded by the School Board.

### 3. Confidentiality of Closed Meeting items

School Board Members who access or discuss information or materials in preparation for or during closed meetings will maintain all such information in a confidential manner. School Board Members will not record or copy such confidential information. Unauthorized persons may not be provided access to confidential information. Personal notes taken while preparing for or attending closed meeting should be destroyed as soon as the closed session matters are concluded or should be turned over to the School Board Clerk or School Board Legal Counsel to maintain in a confidential manner and in accordance with applicable record keeping requirements. Failure to protect the confidentiality of closed session material or information may constitute sufficient reason to restrict that School Board Member from participating in future closed sessions or serving on School Board Committees that handle confidential items.

### **C. Electronic communication meetings**

The School Board may meet by electronic communication means without a quorum of the School Board physically assembled at one location when the Governor has declared a state of emergency and the following conditions are met:

1. the catastrophic nature of the declared state of emergency makes it impracticable or unsafe to assemble a quorum in a single location; and

2. the purpose of the meeting is to address the emergency;

3. under other conditions allowed by the Governor or the Virginia General Assembly and adopted by the School Board;

4. The School Board must give public notice using the best available method given the nature of the emergency, which notice shall be given contemporaneously with the notice provided to School Board Members;

5. Agenda packets and all nonexempt materials should be available electronically or at all locations where public access will be provided and at the same time as the meeting;

6. Arrangements must be made for the public to access the meeting;

7. The meeting minutes must state the nature of the emergency, the fact that the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held.

8. Votes taken during any such meeting shall be recorded by the name in the roll-call fashion and included in the minutes;

9. School Board Committees may follow the same procedures for electronic meetings; and

10. The Clerk of the School Board or designee will make a written report of such meeting as required by the Virginia Freedom of Information Act.

#### **D. Remote location participation**

School Board Members may participate in School Board Meetings or School Board Committee Meetings through electronic communication means from a

remote location that is not open to the public ~~only~~ under ~~the following~~ conditions set forth in this Bylaw.

1. Temporary or permanent disability or other medical condition that prevents physical attendance.

a. ~~On~~ or before the day of a meeting, a School Board Member must ~~(1)~~ notify the School Board Chair for School Board Meetings or the School Board Committee Chair for Committee Meetings that the School Board Member is unable to attend the meeting due to a temporary or permanent disability or other medical condition that prevents the School Board Member's physical attendance.

b. The Chair or designee will note during the meeting that the School Board Member is remotely participating due to a temporary or permanent disability or other medical condition that prevents the School Board Member's physical attendance. The location from which the School Board Member participates will be included in the meeting minutes but the exact nature of the disability or medical condition does not need to be announced publicly or be included in the meeting minutes. ~~Chairman that he or she is unable to attend the meeting due to an emergency or personal matter;~~

c. A School Board Member's ability to remotely participate due to a temporary or permanent disability or other medical condition will not be limited in number as long as such remote participation: does not create an unreasonable hardship for the School Board or the Committee to administer; does not unreasonably interfere with the School Board's or the Committee's ability to conduct its business; and/or the School Board Member can clearly be heard and/or seen through the method of

remote participation throughout each meeting. Before limiting continued remote participation pursuant to this subsection, the School Board or the Committee members must vote to discontinue the remote participation.

2. Personal matter prevents physical attendance.

a. On or before the day of a meeting, a School Board Member must notify the School Board Chair for School Board Meetings or the School Board Committee Chair for Committee meetings that the School Board Member is unable to attend the meeting due to a personal matter and must identify with specificity the nature of the personal matter;

b. ~~(2) identify, with specificity, the nature of the emergency or personal matter; and (3) The Chair will note during the meeting School Board records in its minutes~~ the specific nature of the emergency or personal matter ~~and~~ the remote location from which the School Board Member is participating; ~~ed.~~

c. During a calendar year, a School Board Member will be limited to remote participation two times for School Board Meetings and two times each for every School Board Committee that the School Board Member is assigned. Once a School Board Member has participated remotely two times under this subsection, the Chair or designee will inform a School Board Member that no further remote participation will be allowed during the calendar year for personal reasons.

~~Each School Board Member's remote location participation shall be limited to two (2) meetings or twenty five percent (25%), whichever is fewer, each calendar year.~~



3. A School Board Members' remote location participation shall be counted separately for School Board Meetings and each School Board Committee meeting when considering limitations on use of remote location participation.

4. In any meeting at which one or more School Board Members participates from a remote location, ~~the following conditions must be met: (1)~~ a quorum of the School Board ~~or the School Board Committee~~ must physically assemble at the primary or central meeting location; and ~~(2) the Chair or designee School Board~~ must make arrangements for the voice of the remote participant(s) to be heard by all persons at the primary or central meeting location. ~~The Chair or designee will determine the appropriate method, if reasonably available, for the School Board Member to remotely participate in meetings.~~

5. School Board Members may ~~not~~ participate from a remote location in any closed session meeting ~~as long as the School Board Member can ensure that all confidential information cannot be accessed by unauthorized persons. School Board Members may not participate in Student Disciplinary Committee hearings remotely.~~

6. Conditions regarding remote location participation may be suspended or modified in accordance with applicable School Board action or resolution, Governor's action, or Virginia General Assembly action.

#### *Editor's Note*

*For requirements regarding meetings of Board committees see Bylaw 1-28.*

#### **Legal Reference**

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

Code of Virginia § 2.2-3708.2, as amended. Meetings held through electronic communications means.

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

### **Related Links**

School Board [Bylaw 1-28](#).

Adopted by School Board: July 21, 1992

Amended by School Board: September 5, 1995

Amended by School Board: August 17, 1999

Amended by School Board: February 20, 2001

Amended by School Board: May 14, 2002


Amended by School Board: December 2, 2008

Amended by School Board: September 1, 2015

Amended by School Board: August 2, 2016

[Amended by School Board: February 2021](#)

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## SCHOOL BOARD BYLAWS

### Agenda Preparation and Notice

#### ~~A. Notification of Meetings~~

~~The Chairman and one School Board Member appointed by the Chairman on a rotating basis, with the cooperation of the Superintendent or designee shall plan a proposed agenda for the forthcoming meeting for preparation by the Clerk to have delivered to members of the School Board five (5) calendar days prior to a regularly scheduled School Board meeting.~~

~~The Clerk shall post and give notice of the date, time, and location of meetings to the public as required by the Virginia Freedom of Information Act.~~

#### ~~B.A. Supporting Documents~~

~~School Board Members shall be furnished, along with notice of the forthcoming meeting, such supporting documents and information as may be required in considering agenda items.~~

~~At least one copy of all agenda packets and, unless exempt, all materials furnished to School Board Members for a meeting shall be made available for public inspection by the Clerk at the same time such documents are made available to School Board Members.~~

#### C.A. Agenda Items

The Chair and Vice Chair along with the Superintendent or designee shall plan a proposed agenda for School Board meetings. Once a tentative agenda is approved, the School Board Clerk will send the agenda to the School Board Members five (5) calendar days prior to the meeting or within a reasonable time before a special meeting. The Superintendent and the School Board Clerk may develop agenda planning procedures and timelines.

##### 1. Development of agenda

The Quarterly Forecast along with prior direction from the School Board will be considered in developing the agendas for regular meetings. When developing an agenda, the Chair and Vice Chair will take into consideration the time available for all proposed topics, the preparation time necessary for presentation, and other relevant matter before setting the final agenda. Items should not be placed on the Action Agenda without consideration being given to providing adequate public notice.

## 2. School Board Member requests for agenda items

School Board Members ~~may~~shall present to the Chair~~man~~ or Vice Chair~~the School Board Member assigned to Agenda planning for the forthcoming meeting,~~ a request to add matters to the agenda. If the Chair and Vice Chair determine that the requested agenda item requires more time, preparation or other considerations before being added to an upcoming agenda, the requesting School Board Member(s) will be informed and reasonable efforts will be used to resolve if or when the request can be placed on an agenda. A School Board Member may make a motion at a meeting to add an agenda item and the School Board will vote on the School Board Member's request. for the inclusion on the agenda of matters they wish to have considered, thus allowing time to prepare necessary background materials. School Board Members may have the privilege of adding items to the published agenda upon request to the Chairman, by the School Board Member, as early as reasonably feasible and an affirmative vote of the School Board membership present at the meeting should any School Board Member object.

## 3. Requests from patrons for agenda items

Patrons of the School Division do not have a right to add or remove items from an agenda. However, patrons may submit a request for the School Board to consider adding an agenda item. Such request should be sent to the Chair in writing. The Chair and Vice Chair along with the Superintendent will make a determination regarding the request and inform the patron of the decision. No appeal of such determination will be allowed.~~who desire to suggest~~

~~items to be included on the agenda of a particular meeting shall submit in writing such request to the Chairman in care of the Office of the Superintendent at least fifteen (15) working days prior to the day of the meeting.~~

4. Business at meetings restricted to agenda

Unless provided elsewhere in ~~the its b~~Bylaws the business conducted by the School Board will be restricted to those matters included in the agenda.

5. Published agenda

Once the agenda is published, the Chair may authorize changes for good and just cause. The School Board must affirm such changes by majority vote of members present at the meeting.

**D.B. Annual Organizational Meeting Agenda Preparation**

It shall be the duty of the outgoing Chair~~man~~ and Vice Chair to plan the agenda for the annual organizational meeting. If the Chair~~man's~~ and Vice Chair's elected/appointed terms of office on the School Board expires before the annual organizational meeting, ~~the Vice-Chairman shall act as Chairman for the purposes of planning the agenda for the annual organizational meeting. If the Vice-Chairman's elected/appointed term of office on the School Board expires before the annual organizational meeting, then~~ the most senior School Board Member whose last name is first alphabetically shall act as Chair~~man~~ for the purposes of planning the agenda for the annual organizational meeting.

**EC. Notice of meetings and agendas**

The Clerk shall post and give notice of the date, time, and location of meetings and make agendas available to the public as required by the Virginia Freedom of Information Act.

**FD. Supporting Documents**

School Board Members shall be furnished, along with notice of the forthcoming meeting, such supporting documents and information as may be required in considering agenda items.

At least one copy of all agenda packets and, unless exempt, all materials furnished to School Board Members for a meeting shall be made available for public inspection by the Clerk at the same time such documents are made available to School Board Members. Agendas and agenda materials may be provided electronically or posted on social media for access by the public.

### **Legal Reference**

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

### **Related Links**

School Board Bylaws [Appendix B](#)

Adopted by School Board: July 21, 1992

Amended by School Board: July 18, 1995

Amended by School Board: November 5, 1996

Amended by School Board: August 17, 1999

Amended by School Board: February 20, 2001

Amended by School Board: May 14, 2002

Amended by School Board: August 2, 2016

Amended by School Board: 2021

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Kamala H. Lennetti





**Subject:** Interim Financial Statements – January 2021

**Item Number:** 13A

**Section:** Information

**Date:** February 23, 2021

**Senior Staff:** Farrell E. Hanzaker, Chief Financial Officer

**Prepared by:** Crystal M. Pate, Director of Business Services

**Presenter(s):** Farrell E. Hanzaker, Chief Financial Officer; Crystal M. Pate, Director of Business Services

**Recommendation:**

It is recommended that the School Board review the attached financial statements.

**Background Summary:**

Pursuant to Section 22.1-115 of the Code of Virginia, as amended, and other applicable sections, the enclosed Interim Financial Statements are presented.

**Source:**

Section 22.1-115 of the Code of Virginia, as amended

**Budget Impact:**

None



**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
CHARTING THE COURSE

**INTERIM FINANCIAL STATEMENTS**  
**FISCAL YEAR 2020-2021**  
**JANUARY 2021**

The financial statements include the following:

	<u>Page</u>
School Operating Fund:	
Revenues by Major Source .....	<b>A1</b>
Expenditures and Encumbrances by Category .....	<b>A3</b>
Expenditures and Encumbrances by Cost Center	
within Category .....	<b>A5</b>
Revenues and Expenditures/Encumbrances Summary .....	<b>B1</b>
Balance Sheet .....	<b>B2</b>
Revenues by Account .....	<b>B3</b>
Special Revenue and Proprietary Funds:	
Athletics .....	<b>B5</b>
Cafeterias .....	<b>B6</b>
Textbooks .....	<b>B7</b>
Risk Management .....	<b>B8</b>
Communication Towers/Technology .....	<b>B9</b>
Grants .....	<b>B10</b>
Health Insurance .....	<b>B13</b>
Vending Operations .....	<b>B14</b>
Instructional Technology .....	<b>B15</b>
Equipment Replacement .....	<b>B16</b>
Capital Projects Fund Expenditures and Encumbrances .....	<b>B17</b>
Green Run Collegiate Charter School .....	<b>B18</b>

The financial statements are reported on a cash basis; however, the financial statements include encumbrances (e.g., purchase orders, construction contracts) and reflect the option-payroll (e.g., 10-month employees starting in September electing to be paid over 12-months (i.e., includes the appropriate amount of the July and August salary payments due)) on a monthly basis (September through June). This salary accrual is reflected in each appropriate salary line item within each cost center and fund for reporting and budgetary control purposes.

### **School Operating Fund**

The School Operating Fund makes up the general operating fund of the School Board. The general fund is used to account for all of the financial resources (except those accounted for in the below funds) that support the Instruction; Administration, Attendance and Health; Pupil Transportation; Operations and Maintenance; and Technology categories.

### **School Operating Fund Revenues** (pages B1, B3-B4)

Revenues realized this month totaled **\$88.2 million**. Of the amount realized for the month, **\$47.3 million** was realized from the City, **\$7.2 million** was received in state sales tax, and **\$24.2 million** was received from the Commonwealth of Virginia for Basic School Aid, Standards of Quality (SOQ) entitlements, and other State revenue. A payment of **\$9,099,445** in Impact Aid was received from the Federal Government this month.

### **School Operating Fund Expenditures** (page B1)

The percent of the total current fiscal year budget expended and encumbered through this month was **53.31%**. The percent of expenditures and encumbrances to the total actual expenditures and encumbrances for the same period in FY20 was **52.80%**, and FY19 was **53.02%**. Please note that **\$13,367,223** of the current year budget is funded by the prior year fund balance for encumbrances.

### **Athletics Fund** (page B5)

The Athletics Fund accounts for the revenues and expenditures associated with the middle and high school athletic programs. This fund has realized **\$2,446** (interest) this month or **91.2%** of the estimated revenue for the current fiscal year compared to **98.1%** of FY20 actual. Expenditures totaled **\$433,117** for this month. This fund has incurred expenditures and encumbrances of **25.6%** of the current fiscal year budget compared to **54.1%** of the FY20 actual. Please note that **\$7,418** of the current year budget is funded by the prior year fund balance for encumbrances.

### **Cafeterias Fund** (page B6)

The Cafeterias Fund accounts for the revenues and expenditures associated with the school cafeteria operations of the School Division. The fund realized **\$2,488,131** (includes **\$1,546,750** from the Federal USDA Summer Feeding Program) this month or **27.2%** of the estimated revenue for the current fiscal year compared to **40.8%** of the FY20 actual. Expenditures totaled **\$2,264,647** for this month. This fund has incurred expenditures and encumbrances of **33.8%** of the current fiscal year budget compared to **45.8 %** of the FY20 actual. Please note that **\$6,160,851** of the current year budget is funded by the prior year fund balance (**\$4,971,333**) and prior year fund balance for encumbrances (**\$1,189,518**).

### **Textbooks Fund** (page B7)

The Textbooks Fund accounts for the financing and acquisitions of textbooks used in the School Division. The fund realized **\$358,194** (includes **\$352,802** from the Department of Education) this month or **58.3%** of the estimated revenue for the current fiscal year compared to the **59.1%** of the FY20 actual. Expenditures totaled **\$263,459** for this month. This fund has incurred expenditures and encumbrances of **77.9%** of the budget for the current fiscal year compared to **68.1%** of the FY20 actual. Please note that **\$115,802** of the current year budget is funded by the prior year fund balance.

### **Risk Management Fund** (page B8)

The Risk Management Fund accounts for and provides insurance and the administration thereof for the School Division. The fund realized **\$447,486** (includes **\$10,916** in interest) in revenue this month. Expenses for this month totaled **\$552,817** (includes **\$87,439** in Motor Vehicle Insurance premiums, **\$372,862** in Worker's Compensation payments, and **\$6,743** in General Liability Insurance premiums).

### **Communication Towers/Technology Fund** (page B9)

The Communication Towers/Technology Fund accounts for the rent receipts relating to the communication towers constructed on School Board property. The fund realized **\$11,776** in revenue (includes **\$2,341** in tower rent-Cox High, **\$5,289** in tower rent-Tech Center, and **\$1,914** in tower rent – Woodstock Elementary) this month or **82.2%** of the estimated revenue for the current fiscal year compared to **95.1%** of FY20 actual. Please note that **\$284,000** of the current year budget is funded by the prior year fund balance.

### **Grants Fund** (pages B10-B12)

The Grants Fund accounts for certain private, Commonwealth of Virginia, and Federal grants (with matching local funds, if required). A total of **\$4,329,762** in expenditures was incurred for various grants this month.

### **Health Insurance Fund** (page B13)

The Health Insurance Fund accounts for the health insurance program and the administration thereof for the City and School Board employees. Revenues for this month totaled **\$12,446,567** (including City and School Board (employer and employee) premium payments). Expenses for this month totaled **\$14,106,119**. This includes medical and prescription drug claim payments for City and School Board employees.

### **Vending Operations Fund** (page B14)

The Vending Operations Fund accounts for the receipts and expenditures relating to the soft drink vending operations in the School Division. A total of **\$621** in revenue (interest) has been realized this month or **30.2%** of the estimated revenue for the current fiscal year compared to the **65.4%** of the FY20 actual. Please note that **\$6,000** of the current year budget is funded by the prior year fund balance.

### **Instructional Technology Fund** (page B15)

The Instructional Technology Fund accounts for the financing and acquisitions of instructional technology to assist in the integration of Technology into the K-12 curriculum. A total of **\$12,772** in revenue (interest) has been realized this month. Please note that **\$698,000** of the current year budget is funded by the prior year fund balance.

### **Equipment Replacement Fund** (page B16)

The Equipment Replacement Fund accounts for the financial resources provided for an equipment replacement cycle for selected capital equipment for schools and central offices. A total of **\$652** in revenue (interest) has been realized this fiscal year. Expenses for the month totaled **\$61,805**. Please note that **\$1,051,000** of the current year budget is funded by the prior year fund balance.

### **Capital Projects Fund** (page B17)

The Capital Projects Fund accounts for the financial resources used for the construction of major capital facilities (e.g., schools). A total of **\$2,011,903** in expenditures was incurred for various school capital projects this month. This includes **\$963,510** for Princess Anne Middle Replacement project, **\$477,815** for HVAC Systems Phase III Renovation and Replacement projects, **\$265,384** for Re-roofing Phase III Renovation and Replacement projects, **\$205,457** for Grounds Phase III Renovation and Replacement projects, and **\$109,227** for Various Renovation and Replacement Phase III projects.

### **Green Run Collegiate Charter School Fund** (page B18)

The Green Run Collegiate Charter School Fund accounts for the revenues and expenditures of this public charter school. The School Board is acting in the capacity of a third-party administrator/fiscal agent for all of the public charter school's financial transactions in compliance with School Board Policies and Regulations. The fund realized **\$4,076,486** in revenue for the current fiscal year (from General Fund) or **100.0%** of the estimated revenue for the current fiscal year. This fund has incurred expenditures and encumbrances of **41.7%** of the current year fiscal year budget compared to **48.1%** of FY20 actual.

**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000**  
**January 1, 2021 through January 31, 2021**

**5**

Batch Entry Name	Description		Account From		Account To	Transfer Amount
21-01-05	To pay for TFC recycling contract	FROM	Custodial Services Health Insurance	TO	Custodial Services Waste/Refuse Removal, Disposal, & Recycling Services	\$ 160,000

**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**INTERIM FINANCIAL STATEMENTS**  
**SCHOOL OPERATING FUND**

**REVENUES**

**JANUARY 2021**

<b>BY MAJOR SOURCE</b>	<b>FISCAL YEAR</b>	<b>(1) BUDGET</b>	<b>(2) ACTUAL THROUGH JUNE</b>	<b>(3) ACTUAL THROUGH MONTH</b>	<b>% OF (3) TO (1)</b>	<b>TREND *</b>
<b>COMMONWEALTH OF VIRGINIA</b>	2021	297,791,599	←-----	158,601,095	53.26%	A
	2020	284,825,537	285,102,568	149,433,661	52.46%	
	2019	272,725,078	274,756,361	143,301,396	52.54%	
<b>STATE SALES TAX</b>	2021	79,209,739	←-----	42,401,074	53.53%	A
	2020	78,981,847	79,610,836	40,783,938	51.64%	
	2019	75,344,490	76,320,888	38,244,836	50.76%	
<b>FEDERAL GOVERNMENT</b>	2021	13,500,000	←-----	14,893,185	110.32%	F
	2020	12,200,000	16,671,591	13,176,491	108.00%	
	2019	12,200,000	15,961,332	12,561,828	102.97%	
<b>CITY OF VIRGINIA BEACH</b>	2021	447,646,169	←-----	266,199,168	59.47%	A
	2020	465,523,561	465,523,561	267,229,033	57.40%	
	2019	457,402,684	457,402,684	281,990,688	61.65%	
<b>OTHER SOURCES</b>	2021	3,082,803	←-----	1,182,946	38.37%	A
	2020	3,032,803	4,046,738	2,705,714	89.21%	
	2019	2,782,803	4,001,625	1,685,915	60.58%	
<b>SCHOOL OPERATING FUND TOTAL</b>	2021	841,230,310	←-----	483,277,468	57.45%	A
	2020	844,563,748	850,955,294	473,328,837	56.04%	
	2019	820,455,055	828,442,890	477,784,663	58.23%	

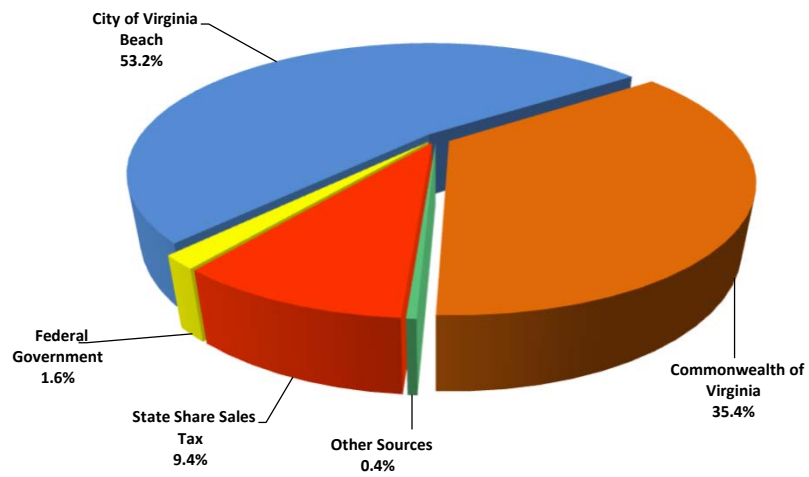
\* F=FAVORABLE, U=UNFAVORABLE, A=ACCEPTABLE



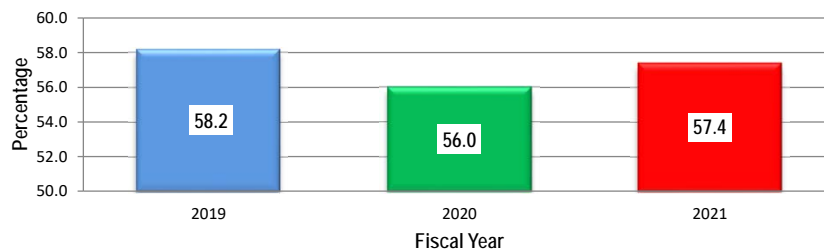
**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**INTERIM FINANCIAL STATEMENTS**  
**SCHOOL OPERATING FUND**

**A 2**

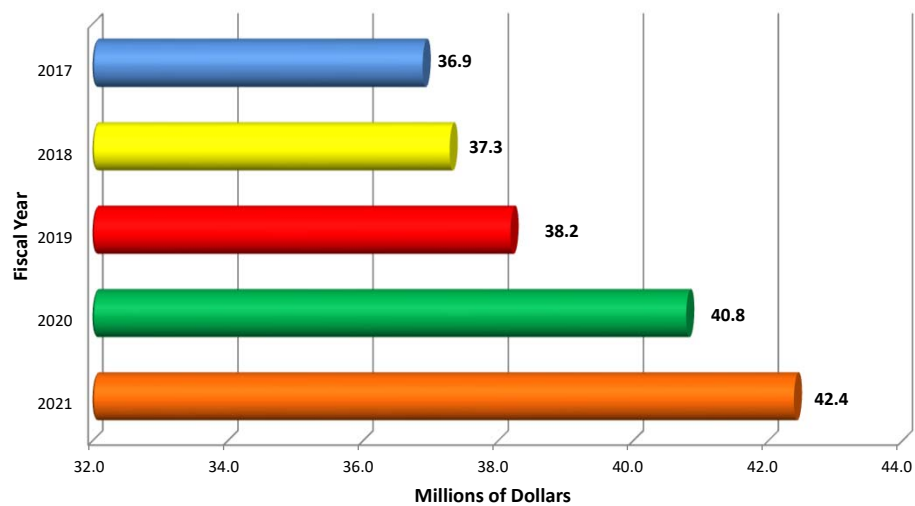
**Fiscal Year 2021 Revenue Budget by Major Source**



**School Operating Fund Revenue**  
**Percentage of Actual to Budget as of January 31, 2021**



**State Sales Tax Revenue through January 31, 2021**



**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**INTERIM FINANCIAL STATEMENTS**  
**SCHOOL OPERATING FUND**

**EXPENDITURES/ENCUMBRANCES**

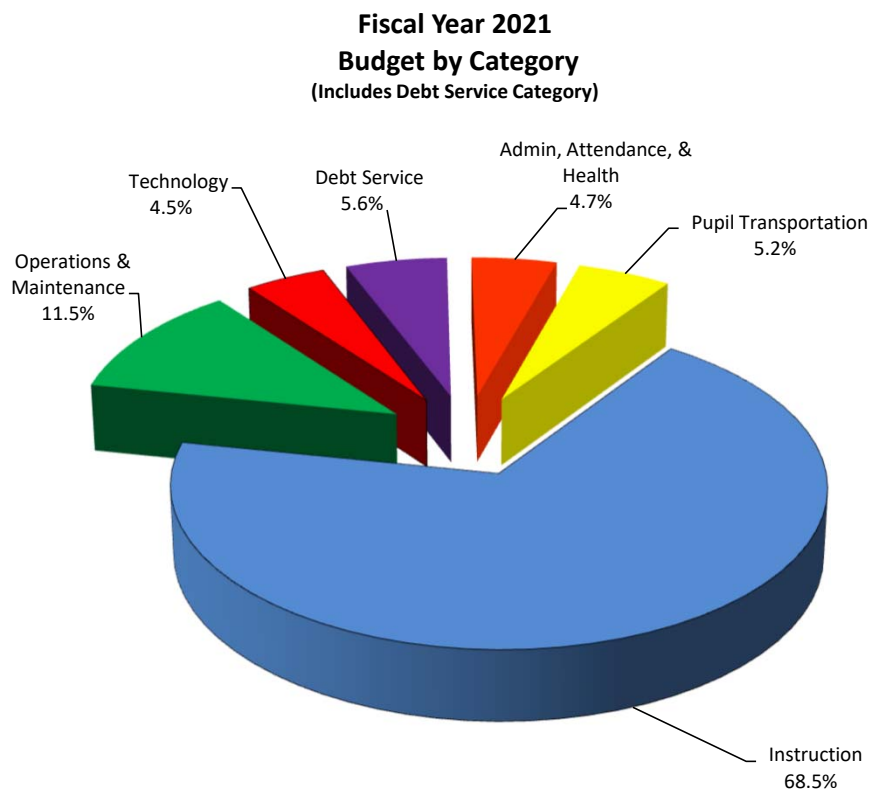
**JANUARY 2021**

<b>BY UNIT WITHIN CATEGORY</b>	<b>FISCAL YEAR</b>	<b>(1) BUDGET</b>	<b>(2) ACTUAL THROUGH JUNE</b>	<b>(3) ACTUAL THROUGH MONTH</b>	<b>% OF (3) TO (1)</b>	<b>TREND *</b>
<b>INSTRUCTION CATEGORY</b>	2021	585,378,871	<-----	306,053,451	52.28%	A
	2020	597,197,050	577,167,812	309,597,436	51.84%	
	2019	576,532,705	564,422,174	300,379,021	52.10%	
<b>ADMINISTRATION, ATTENDANCE &amp; HEALTH CATEGORY</b>	2021	39,899,220	<-----	20,243,334	50.74%	A
	2020	26,273,771	24,530,187	13,742,524	52.31%	
	2019	27,757,408	26,446,361	13,639,210	49.14%	
<b>PUPIL TRANSPORTATION CATEGORY</b>	2021	44,128,394	<-----	21,802,921	49.41%	A
	2020	42,405,656	41,232,908	23,064,047	54.39%	
	2019	40,914,622	40,103,993	24,244,518	59.26%	
<b>OPERATIONS AND MAINTENANCE CATEGORY</b>	2021	98,637,021	<-----	54,844,220	55.60%	A
	2020	99,738,735	93,760,634	53,584,999	53.73%	
	2019	95,992,689	92,855,284	53,245,018	55.47%	
<b>TECHNOLOGY CATEGORY</b>	2021	38,923,699	<-----	27,222,624	69.94%	A
	2020	45,933,211	42,639,283	28,548,650	62.15%	
	2019	44,344,757	42,839,605	24,997,920	56.37%	
<b>SCHOOL OPERATING FUND TOTAL (EXCLUDING DEBT SERVICE)</b>	2021	806,967,205	<-----	430,166,550	53.31%	A
	2020	811,548,423	779,330,824	428,537,656	52.80%	
	2019	785,542,181	766,667,417	416,505,687	53.02%	
<b>DEBT SERVICE CATEGORY</b>	2021	47,630,328	<-----	30,086,385	63.17%	A
	2020	43,313,882	42,933,085	26,218,413	60.53%	
	2019	41,951,320	41,768,217	23,760,858	56.64%	

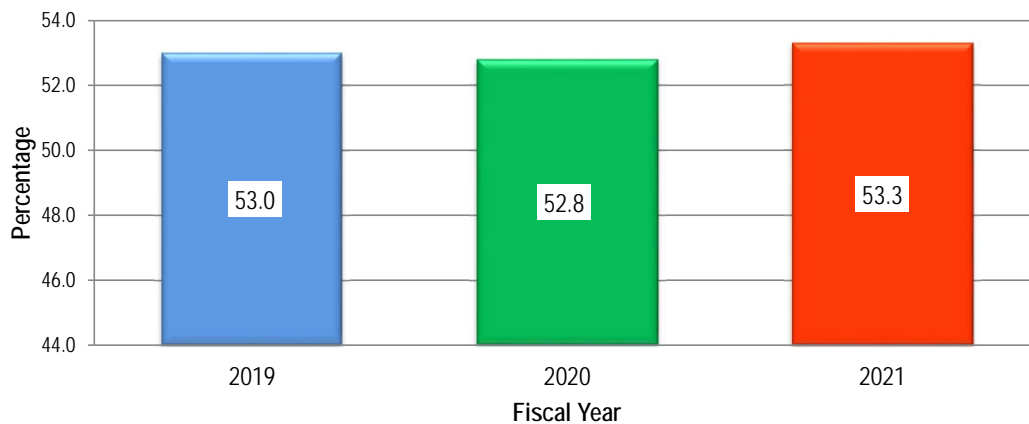
\* F=FAVORABLE, U=UNFAVORABLE, A=ACCEPTABLE

**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**INTERIM FINANCIAL STATEMENTS**  
**SCHOOL OPERATING FUND**

**A 4**



**School Operating Fund**  
**Expenditures/Encumbrances Percentage of Actual to**  
**Budget as of January 31, 2021**



VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
SCHOOL OPERATING FUND  
JULY 1, 2020 THROUGH JANUARY 31, 2021

A 5

	FY 2021 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
<b>INSTRUCTION CATEGORY:</b>						
ELEMENTARY CLASSROOM	162,540,560	15,227,288	82,420,848.00	22,808	80,096,904	50.7%
MIDDLE CLASSROOM	61,580,018	5,975,746	30,594,088.00	7,696	30,978,234	49.7%
HIGH CLASSROOM	80,479,338	7,877,139	40,163,669.00	56,825	40,258,844	50.0%
SPECIAL ED CLASSROOM	98,539,931	7,189,406	52,318,148.00	197,968	46,023,815	53.3%
TECH AND CAREER ED CLASSROOM	18,976,711	1,605,700	8,846,012.00	70,501	10,060,198	47.0%
GIFTED CLASSROOM	14,883,691	1,379,664	7,607,696.00	8,060	7,267,935	51.2%
ALTERNATIVE EDUCATION CLASSROOM	7,181,149	502,091	2,813,634.00		4,367,515	39.2%
REMEDIAL ED CLASSROOM	8,490,984	714,714	4,121,438.00		4,369,546	48.5%
SUMMER SCHOOL CC	1,602,285		882,829.00		719,456	55.1%
SUMMER SLIDE	270,483		180,742.00		89,741	66.8%
ADULT ED	2,071,804	157,598	994,142.00	2,558	1,075,104	48.1%
GUIDANCE	18,745,386	1,682,217	10,227,706.00	7,521	8,510,159	54.6%
SOCIAL WORKERS SCHOOL	4,212,900	313,845	1,947,489.00		2,265,411	46.2%
HOMEBOUND	409,356	6,364	43,645.00		365,711	10.7%
TEACHING AND LEARNING	18,124,477	701,894	12,383,828.00	51,309	5,689,340	68.6%
INSTRUCTIONAL PROF GROWTH AND INNOVATION	1,305,397	93,731	513,517.00	94,646	697,234	46.6%
OFFICE OF DIVERSITY EQUITY AND INCLUSION	142,490	113	2,125.00		140,365	1.5%
STUDENT LEADERSHIP	1,573,761	80,172	942,776.00		630,985	59.9%
SCHOOL LEADERSHIP	2,117,817	135,153	1,071,662.00	39,720	1,006,435	52.5%
STUDENT ACTIVITIES	8,738,974	283,962	6,738,054.00		2,000,920	77.1%
SPECIAL ED SUPPORT	3,654,199	307,364	2,017,860.00	1,035	1,635,304	55.2%
TECH AND CAREER ED SUPPORT	999,699	83,329	562,885.00	2,243	434,571	56.5%
GIFTED ED SUPPORT	2,492,321	210,306	1,268,318.00	781	1,223,222	50.9%
ALTERNATIVE ED SUPPORT	1,522,808	212,534	1,187,865.00		334,943	78.0%
LIBRARY MEDIA SUPPORT	13,397,857	1,268,734	6,558,751.00	70,673	6,768,433	49.5%
OFFICE OF PRINCIPAL-ELEMENTARY	26,680,607	2,175,525	15,036,087.00	7,130	11,637,390	56.4%
OFFICE OF PRINCIPAL-MIDDLE	11,456,352	942,069	6,492,356.00	13,144	4,950,852	56.8%
OFFICE OF PRINCIPAL-HIGH	12,487,215	1,117,923	7,070,649.00	12,326	5,404,240	56.7%
OFFICE OF PRINCIPAL-TECH AND CAREER ED	700,301	53,178	377,688.00		322,613	53.9%
<b>TOTAL INSTRUCTION</b>	<b>585,378,871</b>	<b>50,297,759</b>	<b>305,386,507</b>	<b>666,944</b>	<b>279,325,420</b>	<b>52.3%</b>
<b>ADMIN., ATTENDANCE, AND HEALTH CATEGORY:</b>						
BOARD,LEGAL AND GOVT SERVICES	1,287,734	354,999	606,011.00	36,656	645,067	49.9%
OFFICE OF SUPERINTENDENT	1,144,338	118,446	728,938.00	32	415,368	63.7%
MEDIA AND COMMUNICATIONS	2,282,408	149,815	951,354.00	164	1,330,890	41.7%
HUMAN RESOURCES SCHOOL	5,738,654	417,024	3,426,526.00	15,918	2,296,210	60.0%
PROFESSIONAL GROWTH AND INNOVATION	903,274	73,997	455,209.00		448,065	50.4%
CONSOLIDATED BENEFITS	2,567,934	196,149	1,307,924.00	747	1,259,263	51.0%
PLANNING INNOVATION AND ACCOUNTABILITY	2,317,407	136,785	928,788.00	8,420	1,380,199	40.4%
BUDGET AND FINANCE	7,274,517	427,920	3,132,679.00	16,271	4,125,567	43.3%
INTERNAL AUDIT	484,173	39,510	283,745.00		200,428	58.6%
PURCHASING SERVICES	1,106,532	93,621	603,904.00		502,628	54.6%
HEALTH SERVICES	8,237,690	758,312	3,966,153.00	231,837	4,039,700	51.0%
PSYCHOLOGICAL SERVICES	6,047,739	529,165	3,246,734.00		2,801,005	53.7%
AUDIOLOGICAL SERVICES	506,820	38,353	295,243.00	81	211,496	58.3%
<b>TOTAL ADMIN., ATTENDANCE, AND HEALTH</b>	<b>39,899,220</b>	<b>3,334,096</b>	<b>19,933,208</b>	<b>310,126</b>	<b>19,655,886</b>	<b>50.7%</b>

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
SCHOOL OPERATING FUND  
JULY 1, 2020 THROUGH JANUARY 31, 2021

A 6

	FY 2021 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
<b>PUPIL TRANSPORTATION CATEGORY:</b>						
TRANSPORTATION MANAGEMENT	2,637,573	212,418	1,511,233.00		1,126,340	57.3%
VEHICLE OPERATIONS	26,570,055	1,406,259	12,209,873.00	720,989	13,639,193	48.7%
VEHICLE OPERATIONS-SPECIAL ED	7,314,542	950,639	3,730,043.00		3,584,499	51.0%
MONITORING SERVICES-SPECIAL ED	3,674,624	272,929	1,598,827.00		2,075,797	43.5%
VEHICLE MAINTENANCE	3,931,600	287,554	2,031,865.00	91	1,899,644	51.7%
<b>TOTAL PUPIL TRANSPORTATION</b>	<b>44,128,394</b>	<b>3,129,799</b>	<b>21,081,841</b>	<b>721,080</b>	<b>22,325,473</b>	<b>49.4%</b>
<b>OPERATIONS AND MAINTENANCE CATEGORY:</b>						
SCHOOL DIVISION SERVICES	331,167	24,930	174,239.00		156,928	52.6%
FACILITIES AND MAINTENANCE SERVICES	51,418,906	2,759,971	26,026,386.00	3,032,066	22,360,454	56.5%
CUSTODIAL SERVICES SCHOOL	28,633,803	2,023,285	13,707,606.00	619,765	14,306,432	50.0%
GROUNDS SERVICES	4,479,888	1,119,972	3,359,916.00		1,119,972	75.0%
VEHICLE SERVICES	2,410,175	64,345	1,378,310.00	320,407	711,458	70.5%
SAFE SCHOOLS	8,204,950	743,417	4,133,330.00		4,071,620	50.4%
DISTRIBUTION SERVICES	2,021,201	209,891	1,133,378.00	181	887,642	56.1%
TELECOMMUNICATIONS CC	1,136,931	74,903	765,213.00	193,423	178,295	84.3%
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>98,637,021</b>	<b>7,020,714</b>	<b>50,678,378</b>	<b>4,165,842</b>	<b>43,792,801</b>	<b>55.6%</b>
<b>TECHNOLOGY CATEGORY:</b>						
ELEMENTARY CLASSROOM	592,199	6,430	376,244.00	10,172	205,783	65.3%
MIDDLE CLASSROOM	476,302	8,188	369,410.00	68,402	38,490	91.9%
HIGH CLASSROOM	372,008	47,033	280,788.00	42,361	48,859	86.9%
SPECIAL ED CLASSROOM	318,762	241,203	522,726.00	50,524	(254,488)	179.8%
TECH AND CAREER ED CLASSROOM	311,245	1,747	45,179.00	13,882	252,184	19.0%
GIFTED CLASSROOM	91,974	14,065	79,685.00	1,190	11,099	87.9%
REMEDIAL ED CLASSROOM	18,714		1,180.00		17,534	6.3%
SUMMER SCHOOL CC	10,742				10,742	
ADULT ED	69,739	2,173	81,208.00	58,115	(69,584)	199.8%
GUIDANCE	45,015		44,529.00	6,077	(5,591)	112.4%
SOCIAL WORKERS SCHOOL	8,219	5,452	5,497.00	370	2,352	71.4%
HOMEBOUND	40,143	359	3,112.00	497	36,534	9.0%
TEACHING AND LEARNING	541,437	247,874	572,851.00	21,598	(53,012)	109.8%
INSTRUCTIONAL PROF GROWTH AND INNOVATION	32,366				32,366	
OFFICE OF DIVERSITY EQUITY AND INCLUSION	9,562	3,237	3,237.00		6,325	33.9%
STUDENT LEADERSHIP	2,411	159	788		1,623	32.7%
SCHOOL LEADERSHIP	30,279	166	10,471.00	1,952	17,856	41.0%
STUDENT ACTIVITIES	836		719		117	86.0%
SPECIAL ED SUPPORT	9,946	113	4,538.00		5,408	45.6%
TECH AND CAREER ED SUPPORT	4,519	5	1,836.00	758	1,925	57.4%
GIFTED ED SUPPORT	36,225		3,764.00	74,400	(41,939)	215.8%
ALTERNATIVE ED SUPPORT	171,286	6	52,520.00	17,600	101,166	40.9%
LIBRARY MEDIA SUPPORT	605,447	117	564,607.00	4,384	36,456	94.0%
OFFICE OF PRINCIPAL-ELEMENTARY	10,015	5,367	24,232.00	3,276	(17,493)	274.7%
OFFICE OF PRINCIPAL-MIDDLE		2,986	19,806.00	6,284	(26,090)	
OFFICE OF PRINCIPAL-HIGH		6,754	12,909.00	13,966	(26,875)	
OFFICE OF PRINCIPAL-TECH AND CAREER ED	501	56	1,768.00		(1,267)	352.9%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
SCHOOL OPERATING FUND  
JULY 1, 2020 THROUGH JANUARY 31, 2021

	FY 2021 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
<b>TECHNOLOGY CATEGORY:</b>						
INSTRUCTIONAL TECHNOLOGY SUPPORT	15,008,559	1,303,935	8,817,821.00	605,028	5,585,710	62.8%
BOARD,LEGAL AND GOVT SERVICES	2,233		1,003.00	1,003	227	89.8%
OFFICE OF SUPERINTENDENT	7,658	95	3,258.00	27	4,373	42.9%
MEDIA AND COMMUNICATIONS	268,343	9,029	156,135.00		112,208	58.2%
HUMAN RESOURCES SCHOOL	295,639	13,198	281,623.00	47,759	(33,743)	111.4%
PROFESSIONAL GROWTH AND INNOVATION	136,328	217	120,569.00		15,759	88.4%
CONSOLIDATED BENEFITS	34,679	583	12,707.00		21,972	36.6%
PLANNING INNOVATION AND ACCOUNTABILITY	467,003	9	203,624.00	52,764	210,615	54.9%
BUDGET AND FINANCE	352,471	674	130,895.00	3,912	217,664	38.2%
INTERNAL AUDIT	1,607	7	80		1,527	5.0%
PURCHASING SERVICES	51,967	(121)	35,279.00	3,886	12,802	75.4%
OFFICE OF TECHNOLOGY	952,224	70,715	440,772.00	41,462	469,990	50.6%
HEALTH SERVICES	5,485	3,486	3,489.00		1,996	63.6%
PSYCHOLOGICAL SERVICES	32,915	7,234	23,989.00		8,926	72.9%
TRANSPORTATION MANAGEMENT	6,068		649	216	5,203	14.3%
VEHICLE OPERATIONS	344,417	40,714	248,979.00	101,784	(6,346)	101.8%
VEHICLE OPERATIONS-SPECIAL ED	108,552	12,857	78,625.00	32,142	(2,215)	102.0%
VEHICLE MAINTENANCE	29,052	7,289	16,696.00		12,356	57.5%
SCHOOL DIVISION SERVICES	3,920	2	1,272.00		2,648	32.4%
FACILITIES AND MAINTENANCE SERVICES	1,410,204	1,247	700,232.00	254,815	455,157	67.7%
CUSTODIAL SERVICES SCHOOL	2,672	2,425	5,052.00		(2,380)	189.1%
VEHICLE SERVICES	94,765	11,112	66,960.00	27,778	27	100.0%
SAFE SCHOOLS	145,596	668	95,421.00	61	50,114	65.6%
DISTRIBUTION SERVICES	52,927	81	45,379.00		7,548	85.7%
TELECOMMUNICATIONS CC	10,212				10,212	
TECHNOLOGY MAINTENANCE	15,288,311	691,164	9,848,228.00	1,231,838	4,208,245	72.5%
<b>TOTAL TECHNOLOGY</b>	<b>38,923,699</b>	<b>2,770,110</b>	<b>24,422,341</b>	<b>2,800,283</b>	<b>11,701,075</b>	<b>69.9%</b>
<b>TOTAL SCHOOL OPERATING FUND (EXCLUDING DEBT SERVICE)</b>	<b>806,967,205</b>	<b>66,552,478</b>	<b>421,502,275</b>	<b>8,664,275</b>	<b>376,800,655</b>	<b>53.3%</b>
<b>DEBT SERVICE CATEGORY:</b>	<b>47,630,328</b>	<b>2,914,617</b>	<b>30,084,939</b>	<b>1,446</b>	<b>17,543,943</b>	<b>63.2%</b>

## Interim Financial Statements

**School Operating Fund Summary**

For the period July 1, 2020 through January 31, 2021

**Revenues :**

	Budget	% of Total	Actual	Unrealized	Percent Realized
Source:					
Commonwealth of Virginia	297,791,599	35.40%	158,601,095	(139,190,504)	53.26%
State Share Sales Tax	79,209,739	9.42%	42,401,074	(36,808,665)	53.53%
Federal Government	13,500,000	1.60%	14,893,185	1,393,185	110.32%
City of Virginia Beach	447,646,169	53.21%	266,199,168	(181,447,001)	59.47%
Other Sources	3,082,803	0.37%	1,182,946	(1,899,857)	38.37%
<b>Total Revenues</b>	841,230,310	100.0%	483,277,468	(357,952,842)	57.45%
Prior Year Local Contribution*	13,367,223				
	<u>854,597,533</u>				

**Expenditures/Encumbrances:**

	Budget	% of Total	Actual	Unencumbered	Percent Obligated
Category:					
Instruction	585,378,871	68.50%	306,053,451	279,325,420	52.28%
Administration, Attendance and Health	39,899,220	4.67%	20,243,334	19,655,886	50.74%
Pupil Transportation	44,128,394	5.17%	21,802,921	22,325,473	49.41%
Operations and Maintenance	98,637,021	11.54%	54,844,220	43,792,801	55.60%
Technology	38,923,699	4.55%	27,222,624	11,701,075	69.94%
Debt Service	47,630,328	5.57%	30,086,385	17,543,943	63.17%
<b>Total Expenditures/Encumbrances</b>	854,597,533	100.0%	460,252,935	394,344,598	53.86%

\*Fiscal year 2019-2020 encumbrances brought  
forward into the current year

## B 2

LIABILITIES:

CASH	3,951,266	CHECKS PAYABLE	1,309,673
DUE FROM GENERAL FUND	74,059,094	WIRES PAYABLE	2,913,615
PREPAID ITEM	42,747	ACCOUNTS PAYABLE	6,683
		ACH PAYABLE	104,480
		ACCOUNTS PAYABLE-SCHOOLS	96,500
		SALARIES PAYABLE-OPTIONS	25,977,329
		FICA PAYABLE-OPTIONS	1,973,918
		TOTAL LIABILITIES	32,382,198
		FUND EQUITY:	
		FUND BALANCE	613,432
		ESTIMATED REVENUE	(841,230,310)
		APPROPRIATIONS	854,597,533
		ENCUMBRANCES	8,665,721
		RESERVE FOR ENCUMBRANCES	(8,665,721)
		EXPENDITURES	(451,587,214)
		REVENUES	483,277,468
		TOTAL FUND EQUITY	45,670,909
TOTAL ASSETS	78,053,107	TOTAL LIABILITIES AND FUND EQUITY	78,053,107



VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF REVENUES  
SCHOOL OPERATING FUND  
JULY 1, 2020 THROUGH JANUARY 31, 2021

B 3

	FY 2021 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED
COMMONWEALTH VRS RETIREMENT	26,230,301	2,173,214	16,072,593	(10,157,708)	61.3%
SOCIAL SECURITY	11,241,558	932,316	6,526,208	(4,715,350)	58.1%
GROUP LIFE	788,881	65,656	459,592	(329,289)	58.3%
BASIC SCHOOL AID	194,239,903	16,172,834	113,264,437	(80,975,466)	58.3%
REMEDIAL SUMMER SCHOOL	188,358	7,848	102,027	(86,331)	54.2%
VOCATIONAL EDUCATION	1,656,651	137,878	965,144	(691,507)	58.3%
GIFTED EDUCATION	2,051,091	170,706	1,194,940	(856,151)	58.3%
SPECIAL EDUCATION	20,668,688	1,720,188	11,181,220	(9,487,468)	54.1%
PREVENTION, INTERVENTION AND REMEDIATION	4,733,287	393,936	2,757,552	(1,975,735)	58.3%
SPECIAL EDUCATION HOMEBOUND	117,991	12,829	12,829	(105,162)	10.9%
SUPPLEMENTAL LOTTERY PER PUPIL ALLOCATION	12,394,018	1,335,838	1,335,838	(11,058,180)	10.8%
FOSTER CARE	455,023			(455,023)	
SPECIAL ED-REGIONAL TUITION	9,690,078			(9,690,078)	
CAREER AND TECH ED-OCCUPATIONAL	328,669			(328,669)	
ENGLISH AS A SECOND LANGUAGE	1,707,149	131,610	921,273	(785,876)	54.0%
AT-RISK	5,930,533	513,293	3,336,403	(2,594,130)	56.3%
K-3 PRIMARY CLASS SIZE REDUCTION	5,369,420	462,284	462,284	(4,907,136)	8.6%
OTHER STATE FUNDS			8,755	8,755	
TOTAL FROM COMMONWEALTH OF VIRGINIA	<u>297,791,599</u>	<u>24,230,430</u>	<u>158,601,095</u>	<u>(139,190,504)</u>	53.3%
STATE SHARE SALES TAX	<u>79,209,739</u>	<u>7,165,478</u>	<u>42,401,074</u>	<u>(36,808,665)</u>	53.5%
TOTAL FROM STATE SHARE SALES TAX	<u>79,209,739</u>	<u>7,165,478</u>	<u>42,401,074</u>	<u>(36,808,665)</u>	53.5%
IMPACT AID PUBLIC LAW 874	9,935,191	6,530,079	6,530,079	(3,405,112)	65.7
IMPACT AID SPECIAL ED		2,569,366	3,029,184	3,029,184	
IMPACT AID DEPT OF DEFENSE	1,500,000		2,735,852	1,235,852	182.4%
DEPT. OF THE NAVY NJROTC	100,000			(100,000)	
DEPT OF DEFENSE SPECIAL ED			2,102,900	2,102,900	
MEDICAID REIMB-MEDICAL	1,964,809	80,552	474,839	(1,489,970)	24.2%
MEDICAID REIMB-TRANSPORTATION		581	20,331	20,331	
TOTAL FROM FEDERAL GOVERNMENT	<u>13,500,000</u>	<u>9,180,578</u>	<u>14,893,185</u>	<u>1,393,185</u>	110.3%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF REVENUES  
SCHOOL OPERATING FUND  
JULY 1, 2020 THROUGH JANUARY 31, 2021

B 4

	FY 2021 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED
CITY OF VIRGINIA BEACH-LOCAL CONTRIBUTION	441,846,169	46,759,493	262,755,994	(179,090,175)	59.5%
TRANSFER FROM SCHOOL RESERVE FUND	5,800,000	589,206	3,443,174	(2,356,826)	59.4%
TOTAL TRANSFERS	447,646,169	47,348,699	266,199,168	(181,447,001)	59.5%
RENT OF FACILITIES SCHOOLS	450,000	83,500	83,500	(366,500)	18.6%
TUITION CHARGES	20,811			(20,811)	
TUITION REGULAR DAY	100,000	13,285	72,834	(27,166)	72.8%
TUITION GEN ADULT ED	142,839			(142,839)	
TUITION VOCATIONAL ADULT ED	169,750			(169,750)	
TUITION LPN PROGRAM	25,575			(25,575)	
TUITION SUMMER SCHOOL	700,000	(125)	205,774	(494,226)	29.4%
TUITION DRIVERS ED	322,125	9,575	65,840	(256,285)	20.4%
PLANETARIUM FEES			(20)	(20)	
STOP ARM ENFORCEMENT	300,000	12,532	120,689	(179,311)	40.2%
SALE OF SALVAGE MATERIALS	12,000	4,428	33,819	21,819	281.8%
SALE OF CAPITAL ASSETS AND VEHICLES	15,000	17,787	23,462	8,462	156.4%
SALE OF SCHOOL BUSES		47,818	104,068	104,068	
REIMB SYSTEM REPAIRS		260	3,915	3,915	
LOST AND STOLEN-TECHNOLOGY		29	2,707	2,707	
DAMAGED-TECHNOLOGY		4,291	12,936	12,936	
LOST AND DAMAGED-CALCULATORS		46	455	455	
LOST AND DAMAGED-HEARTRATE MONITORS			298	298	
MISCELLANEOUS REVENUE	224,703		100,922	(123,781)	44.9%
INDIRECT COST-GRANTS	600,000	68,402	351,747	(248,253)	58.6%
TOTAL FROM OTHER SOURCES	3,082,803	261,828	1,182,946	(1,899,857)	38.4%
TOTAL SCHOOL OPERATING FUND	841,230,310	88,187,013	483,277,468	(357,952,842)	57.4%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL ATHLETICS FUND  
JULY 1, 2020 THROUGH JANUARY 31, 2021

B 5

ASSETS:		LIABILITIES:	
CASH	3,667,382	CHECKS PAYABLE	21,723
		TOTAL LIABILITIES	21,723
		FUND EQUITY:	
		FUND BALANCE	
		ESTIMATED REVENUE	(5,478,274)
		APPROPRIATIONS	5,485,692
		ENCUMBRANCES	45,691
		RESERVE FOR ENCUMBRANCES	(45,691)
		EXPENDITURES	(1,359,858)
		REVENUES	4,998,099
		TOTAL FUND EQUITY	3,645,659
TOTAL ASSETS	3,667,382	TOTAL LIABILITIES AND FUND EQUITY	3,667,382

	FY 2021 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY 2020 PERCENT REALIZED
REVENUES:						
INTEREST ON BANK DEPOSITS	5,000	2,446	23,465	18,465	469.3%	916.4%
BASKETBALL	120,000			(120,000)		40.7%
FOOTBALL	250,000			(250,000)		92.1%
GYMNASTICS	4,000			(4,000)		41.8%
WRESTLING	13,000			(13,000)		50.1%
SOCCER	42,000			(42,000)		
MIDDLE SCHOOL	65,000			(65,000)		72.6%
TRANSFER FROM SCHOOL OPERATING	4,974,274		4,974,274		100.0%	100.0%
OTHER INCOME	5,000		360	(4,640)	7.2%	461.6%
TOTAL REVENUES	5,478,274	2,446	4,998,099	(480,175)	91.2%	98.1%
PYFB-ENCUMBRANCES	7,418					
TOTAL REVENUES AND PYFB	5,485,692					

	FY 2021 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY 2020 PERCENT OBLIGATED
EXPENDITURES:							
PERSONNEL SERVICES	2,805,767	174,520	334,384		2,471,383	11.9%	53.6%
FICA BENEFITS	195,437	13,805	26,442		168,995	13.5%	53.6%
PURCHASED SERVICES	1,282,029	151,700	295,962		986,067	23.1%	48.3%
VA HIGH SCHOOL LEAGUE DUES	51,250		17,148		34,102	33.5%	40.2%
ATHLETIC INSURANCE	190,000		178,534		11,466	94.0%	94.6%
MATERIALS AND SUPPLIES	772,218	69,532	420,835	45,691	305,692	60.4%	61.4%
CAPITAL OUTLAY	188,991	23,560	86,553		102,438	45.8%	38.8%
TOTAL	5,485,692	433,117	1,359,858	45,691	4,080,143	25.6%	54.1%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL CAFETERIAS FUND  
JULY 1, 2020 THROUGH JANUARY 31, 2021

B 6

ASSETS:

CASH	7,544,483
CASH WITH CAFETERIAS	5,000
FOOD INVENTORY	455,396
FOOD-USDA INVENTORY	171,401
SUPPLIES INVENTORY	161,813

LIABILITIES:

CHECKS PAYABLE	23,975
SALARIES PAYABLE-OPTIONS	534,343
FICA PAYABLE-OPTIONS	40,873
UNEARNED REVENUE	754,978
TOTAL LIABILITIES	<u>1,354,169</u>

FUND EQUITY:

FUND BALANCE	4,415,922
ESTIMATED REVENUE	(32,568,966)
APPROPRIATIONS	38,729,817
ENCUMBRANCES	636,786
RESERVE FOR ENCUMBRANCES	(636,786)
EXPENDITURES	(12,453,269)
REVENUES	8,860,420
TOTAL FUND EQUITY	<u>6,983,924</u>

TOTAL ASSETS 8,338,093

TOTAL LIABILITIES AND FUND EQUITY 8,338,093

	FY 2021 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY 2020 PERCENT REALIZED
REVENUES:						
INTEREST ON BANK DEPOSITS	200,000	4,657	47,050	(152,950)	23.5%	214.5%
SERVICE CHARGES	11,183,378	388	63,458	(11,119,920)	0.6%	47.7%
USDA REBATES FROM VENDORS	650,000	9,021	62,342	(587,658)	9.6%	39.5%
MISCELLANEOUS REVENUE			61,699			48.3%
TOTAL LOCAL REVENUE	<u>12,033,378</u>	<u>14,066</u>	<u>234,549</u>	<u>(11,860,528)</u>	1.9%	
SCHOOL BREAKFAST INITIATIVE	55,000	4,797	4,797	50,203		
SCHOOL LUNCH	550,000	268,810	268,810	(281,190)		
TOTAL REVENUE FROM COMMONWEALTH	<u>605,000</u>	<u>273,607</u>	<u>273,607</u>	<u>(230,987)</u>		67.7%
SCHOOL BREAKFAST PROGRAM	5,052,450			(5,052,450)		
NATIONAL SCHOOL LUNCH PROGRAM	12,524,138			(12,524,138)		27.6%
CHILD & ADULT CARE FOOD PROGRAM	350,000	653,708	661,609	311,609	189.0%	50.0%
USDA SUMMER FEEDING PROGRAM	150,000	1,546,750	7,690,655	7,540,655	5127.1%	93.1%
TOTAL REVENUE FROM FEDERAL GOV'T	<u>19,930,588</u>	<u>2,200,458</u>	<u>8,352,264</u>	<u>(11,578,324)</u>	41.9%	35.8%
TOTAL REVENUES	<u>32,568,966</u>	<u>2,488,131</u>	<u>8,860,420</u>	<u>(23,669,839)</u>	27.2%	40.8%
PRIOR YEAR FUND BALANCE (PYFB)	4,971,333					
PYFB-ENCUMBRANCES	<u>1,189,518</u>					
TOTAL REVENUES AND PYFB	<u>38,729,817</u>					

	FY 2021 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY 2020 PERCENT OBLIGATED
EXPENDITURES:							
PERSONNEL SERVICES	12,576,815	917,485	5,571,161		7,005,654	44.3%	42.0%
FRINGE BENEFITS	<u>4,965,156</u>	<u>387,408</u>	<u>2,057,354</u>		2,907,802	41.4%	35.0%
PURCHASED SERVICES	1,155,424	41,562	664,994	11,786	478,644	58.6%	143.2%
OTHER CHARGES	49,801	957	3,222		46,579	6.5%	68.2%
MATERIALS AND SUPPLIES	16,976,720	905,136	3,955,582		13,021,138	23.3%	42.7%
CAPITAL OUTLAY	3,005,901	12,099	200,956	625,000	2,179,945	27.5%	125.2%
TOTAL	<u>38,729,817</u>	<u>2,264,647</u>	<u>12,453,269</u>	<u>636,786</u>	<u>25,639,762</u>	33.8%	45.8%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL TEXTBOOKS FUND  
JULY 1, 2020 THROUGH JANUARY 31, 2021

B 7

ASSETS:		LIABILITIES:	
CASH	6,953,805	CHECKS PAYABLE	10,266
		TOTAL LIABILITIES	10,266
		FUND EQUITY:	
		FUND BALANCE	7,757,568
		ESTIMATED REVENUE	(4,295,536)
		APPROPRIATIONS	4,411,338
		ENCUMBRANCES	4,466
		RESERVE FOR ENCUMBRANCES	(4,466)
		EXPENDITURES	(3,433,169)
		REVENUES	2,503,338
		TOTAL FUND EQUITY	6,943,539
TOTAL ASSETS	6,953,805	TOTAL LIABILITIES AND FUND EQUITY	6,953,805

	FY 2021 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY 2020 PERCENT REALIZED
REVENUES:						
INTEREST ON BANK DEPOSITS	29,483	4,305	32,455	2,972	110.1%	265.5%
LOST AND DAMAGED	27,000	1,087	1,211	(25,789)	4.5%	4.2%
MISCELLANEOUS			54	54		
TOTAL LOCAL REVENUE	56,483	5,392	33,720	(22,763)	59.7%	143.5%
DEPT OF EDUCATION	4,239,053	352,802	2,469,618	(1,769,435)	58.3%	57.9%
TOTAL REVENUE-COMMONWEALTH	4,239,053	352,802	2,469,618	(1,769,435)	58.3%	57.9%
TOTAL REVENUES	4,295,536	358,194	2,503,338	(1,792,198)	58.3%	59.1%
PRIOR YEAR FUND BALANCE (PYFB)	115,802					
TOTAL REVENUES AND PYFB	4,411,338					

	FY 2021 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY 2020 PERCENT OBLIGATED
EXPENDITURES:							
PERSONNEL SERVICES	93,976	2,040	50,116		43,860	53.3%	58.4%
FRINGE BENEFITS	35,641	675	19,660		15,981	55.2%	72.2%
PURCHASED SERVICES			191,390				
MATERIALS AND SUPPLIES	4,281,721	260,744	3,172,003	4,466	1,105,252	74.2%	68.3%
TOTAL	4,411,338	263,459	3,433,169	4,466	1,165,093	77.9%	68.1%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL RISK MANAGEMENT FUND  
JULY 1, 2020 THROUGH JANUARY 31, 2021

B 8

ASSETS:		LIABILITIES:	
CASH	17,506,476	CHECKS PAYABLE	232,949
PREPAID ITEM	254,760	ACCOUNTS PAYABLE	6,350
		EST CLAIMS/JUDGMENTS PAYABLE	7,808,151
		TOTAL LIABILITIES	8,047,450
		FUND EQUITY:	
		RETAINED EARNINGS	7,227,041
		ENCUMBRANCES	72,904
		RESERVE FOR ENCUMBRANCES	(72,904)
		EXPENSES	(4,864,279)
		REVENUES	7,351,024
		TOTAL FUND EQUITY	9,713,786
TOTAL ASSETS	17,761,236	TOTAL LIABILITIES AND FUND EQUITY	17,761,236

REVENUES:	MONTH'S REALIZED	YR-TO-DATE REALIZED
INTEREST ON BANK DEPOSITS	10,916	94,183
RISK MANAGEMENT CHARGES		6,805,724
INSURANCE PROCEEDS	100,501	114,239
MISCELLANEOUS REVENUE	2,736	3,545
TRANSFER FROM SCHOOL OPERATING FUND	333,333	333,333
TOTAL REVENUES	447,486	7,351,024

EXPENSES:	MONTH'S EXPENSES	YR-TO-DATE EXPENSES	OUTSTANDING ENCUMBRANCES
PERSONNEL SERVICES	25,538	182,124	
FRINGE BENEFITS	9,471	60,735	
OTHER PURCHASED SERVICES	32,029	198,186	64,330
FIRE AND PROPERTY INSURANCE		2,218,827	
MOTOR VEHICLE INSURANCE	87,439	808,400	
WORKER'S COMPENSATION	372,862	1,121,119	
SURETY BONDS		11,140	
GENERAL LIABILITY INSURANCE	6,743	240,896	
MISCELLANEOUS		565	
MATERIALS AND SUPPLIES	18,735	22,287	8,574
TOTAL	552,817	4,864,279	72,904

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL COMMUNICATION TOWERS/TECHNOLOGY  
FUND JULY 1, 2020 THROUGH JANUARY 31, 2021

B 9

ASSETS:		LIABILITIES:	
CASH	3,538,054	DEPOSITS PAYABLE	<u>75,000</u>
		TOTAL LIABILITIES	<u>75,000</u>
		FUND EQUITY:	
		FUND BALANCE	2,754,868
		ESTIMATED REVENUE	(516,000)
		APPROPRIATIONS	800,000
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENDITURES	
		REVENUES	<u>424,186</u>
		TOTAL FUND EQUITY	<u>3,463,054</u>
TOTAL ASSETS	<u>3,538,054</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>3,538,054</u>

	FY 2021 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY 2020 PERCENT REALIZED
REVENUES:						
INTEREST ON BANK DEPOSITS	16,000	2,232	17,962	1,962	88.6%	161.5%
RENT-WIRELESS COMMUNICATION	500,000			(500,000)		
TOWER RENT-COX HIGH		2,341	195,981	195,981		
TOWER RENT-FIRST COLONIAL HIGH			32,920	32,920		
TOWER RENT-OCEAN LAKES HIGH			41,278	41,278		
TOWER RENT-TALLWOOD HIGH			48,374	48,374		
TOWER RENT-TECH CENTER		5,289	78,105	78,105		
TOWER RENT-WOODSTOCK ES		1,914	9,566	9,566		
TOTAL REVENUES	<u>516,000</u>	<u>11,776</u>	<u>424,186</u>	<u>(91,814)</u>	82.2%	95.1%
PRIOR YEAR FUND BALANCE (PYFB)	<u>284,000</u>					
TOTAL REVENUES AND PYFB	<u>800,000</u>					

	FY 2021 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY 2020 PERCENT OBLIGATED
EXPENDITURES:							
MATERIALS AND SUPPLIES	800,000				800,000		12.9%
TOTAL	<u>800,000</u>				<u>800,000</u>		12.9%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF REVENUES  
SCHOOL GRANTS FUND  
JULY 1, 2020 THROUGH JANUARY 31, 2021

B10

**Revenues :**

	FY 2021 Estimated	Month's Realized	Yr-To-Date Realized	Unrealized Revenues	Percent Realized
Source:					
Commonwealth of Virginia	20,172,091	558,961	2,793,909	(17,378,182)	13.85%
Federal Government	65,465,808	4,982	11,913,905	(53,551,903)	18.20%
Other Sources	594,287	22,457	287,402	(306,885)	48.36%
Transfers from School Operating Fund	6,684,389		6,669,449	(14,940)	99.78%
<b>Total Revenues</b>	<b>92,916,575</b>	<b>586,400</b>	<b>21,664,665</b>	<b>(71,251,910)</b>	<b>23.32%</b>



VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
SCHOOL GRANTS FUND  
JULY 1, 2020 THROUGH JANUARY 31, 2021

B 11

	<u>FY 2021</u>	<u>MONTH'S</u>	<u>YR-TO-DATE</u>	<u>OUTSTANDING</u>	<u>REMAINING</u>	<u>PERCENT</u>
	<u>APPROPRIATIONS</u>	<u>EXPENDITURES</u>	<u>EXPENDITURES</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>OBLIGATED</u>
2 REVOLUTIONS	195,000	9,076	54,171		140,829	27.8%
ADULT BASIC EDUCATION	327,144	40,262	209,772		117,372	64.1%
ADVANCING COMPUTER SCIENCE EDUCATION	148,678		43,762		104,916	29.4%
ALGEBRA READINESS	1,728,099	25,798	294,138		1,433,961	17.0%
ASIA SOCIETY CONFUCIUS CLASSROOMS NETWORK	991				991	
CAREER & TECH ED STATE EQUIP ALLOC	72,946		38,363	34,241	342	99.5%
CAREER SWITCHER PROG MENTOR REIMB	28,200				28,200	
CARES ACT CORONA VIRUS RELIEF FUND (CRF)	11,677,033	173,698	10,579,428		1,097,605	90.6%
CARES ACT ESSER	10,141,569	45,891	117,538	207,260	9,816,771	3.2%
CARES ESSER CLEANING SUPPLIES	50,000				50,000	
CARES ESSER FACILITIES AND PPE	37,500				37,500	
CARES ESSER INS DELIVERY SUPPORT	27,000				27,000	
CARES ESSER SE UNIVERSAL SCRNR	50,312				50,312	
CARES ESSER SPED SRVCS SUPPORT	233,142				233,142	
CARES GEER VISION	1,236,708			120,000	1,116,708	9.7%
CARL PERKINS	1,051,189	10,161	464,243	82,859	504,087	52.0%
CHAMPIONS TOGETHER-IDEA	4,000		3,952		48	98.8%
CTE SPECIAL STATE EQUIP ALLOC	57,113			57,113		100.0%
DODEA MCASP OPERATION GRIT	320,115	19,612	122,519	5,650	191,946	40.0%
DUAL ENROLLMENT TCC	750,000				750,000	
EARLY READING INTERVENTION	3,361,231	226,559	923,643	23,974	2,413,614	28.2%
GENERAL ADULT ED	30,993	2,270	10,798		20,195	34.8%
GO OPEN VA	8,708				8,708	
GREEN RUN COLLEGIATE CHARTER SCHOOL SUPPORT	9,928				9,928	
HAMPTON ROADS WORKFORCE COUNCIL-ALC	129,600	5,974	43,113		86,487	33.3%
HAMPTON ROADS WORKFORCE COUNCIL-STEM (ISY)	117,618	3,688	22,745		94,873	19.3%
HAMPTON ROADS WORKFORCE COUNCIL-STEM (OSY)	141,136	8,564	52,218		88,918	37.0%
INDUSTRY CERT EXAMINATIONS	88,032		6,250		81,782	7.1%
INDUSTRY CERT EXAMINATIONS STEM-H	24,033	3,901	13,543		10,490	56.4%
ISAEF	70,240	3,557	19,360		50,880	27.6%
JAIL EDUCATION PROGRAM	139,698	10,833	80,816		58,882	57.9%
JUVENILE DETENTION HOME	1,502,627	111,972	637,826	3,264	861,537	42.7%
MCKINNEY VENTO	86,059	3,476	12,317		73,742	14.3%
MYCAA-LPN	1,000				1,000	
NATIONAL BOARD CERTIFICATION INCENTIVE	400,000	400,000	400,000			100.0%
NETWORK IMPROVEMENT COMMUNITY (NIC)	2,500	1,120	1,120		1,380	44.8%
NEW TEACHER MENTOR	34,768				34,768	
POSITIVE BEHAVIOR INTERVENTIONS & SUPPORT	19,702		15,434			78.3%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
SCHOOL GRANTS FUND  
JULY 1, 2020 THROUGH JANUARY 31, 2021

B 12

	FY 2021 <u>APPROPRIATIONS</u>	MONTH'S <u>EXPENDITURES</u>	YR-TO-DATE <u>EXPENDITURES</u>	OUTSTANDING <u>ENCUMBRANCES</u>	REMAINING <u>BALANCE</u>	PERCENT OBLIGATED
POST 9-11 GI BILL	1,626					
PRESCHOOL- IDEA SECTION 619	781,051	39,934	256,846		524,205	32.9%
PROJECT GRADUATION	112,500		15,567		96,933	13.8%
PROJECT HOPE - CITY WIDE SCA	2,454				2,454	
RACE TO GED	66,168	4,199	31,045		35,123	46.9%
RESERVE FOR CONTINGENCY	3,771,308				3,771,308	
SCHOOL SECURITY EQUIPMENT	100,241			28,430	71,811	28.4%
STARTALK	84,375	(8)	(133)		84,508	-0.2%
STEM COMPETITION	18,761				18,761	
TECHNOLOGY INITIATIVE	7,585,976		1,772,833		5,813,143	23.4%
TITLE I PART A	15,619,805	989,341	5,417,460	422,623	9,779,722	37.4%
TITLE I PART D SUBPART 1	36,909	1,545	6,527		30,382	17.7%
TITLE I PART D SUBPART 2	430,839	12,660	96,850		333,989	22.5%
TITLE II PART A	2,014,167	129,435	701,705		1,312,462	34.8%
TITLE III PART A LANGUAGE ACQUISITION	236,042	10,780	72,161	30,404	133,477	43.5%
TITLE IV PART A	1,927,858	82,865	366,595		1,561,263	19.0%
TITLE IV PART B 21ST CCLC-LYNNHAVEN ES	2,604				2,604	
TITLE IV PELL	30,200		14,002		16,198	46.4%
TITLE VI-B IDEA SECTION 611	19,100,100	1,413,791	7,140,939		11,959,161	37.4%
VA PRESCHOOL INITIATIVE	6,004,602	501,742	2,644,040		3,360,562	44.0%
VBEF SCHOOL PLUS COMMUNITY SUPER GRANT	4,988	3,831	3,831	952	205	95.9%
VIRGINIA MIDDLE SCHOOL TEACHER CORPS	5,000		2,596		2,404	51.9%
VPI+	659,553	33,235	33,243		626,310	5.0%
WORKPLACE READINESS	14,836				14,836	
TOTAL SCHOOL GRANTS FUND	<u>92,916,575</u>	<u>4,329,762</u>	<u>32,743,176</u>	<u>1,016,770</u>	<u>59,150,735</u>	36.3%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL BOARD/CITY HEALTH INSURANCE FUND  
JULY 1, 2020 THROUGH JANUARY 31, 2021

B 13

ASSETS:		LIABILITIES:	
CASH	79,374,691	CHECKS PAYABLE	53,247
		ACCOUNTS PAYABLE-HSA	31,874
		UNEARNED REVENUE	1,375,375
		EST CLAIMS-JUDGMENTS PAYABLE	8,255,000
		TOTAL LIABILITIES	9,715,496
		FUND EQUITY:	
		RETAINED EARNINGS	69,811,377
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENSES	(88,509,559)
		REVENUES	88,357,377
		TOTAL FUND EQUITY	69,659,195
TOTAL ASSETS	79,374,691	TOTAL LIABILITIES AND FUND EQUITY	79,374,691

	MONTH'S REALIZED	YEAR-TO-DATE REALIZED	
REVENUES:			
INTEREST ON BANK DEPOSITS	48,861	399,674	
EMPLOYEE PREMIUMS-CITY	1,080,620	8,064,740	
EMPLOYER PREMIUMS-CITY	3,894,510	28,661,446	
EMPLOYEE PREMIUMS-SCHOOLS	1,488,588	10,424,240	
EMPLOYER PREMIUMS-SCHOOLS	5,908,446	40,603,638	
COBRA ADMINISTRATIVE FEE-CITY	12,071	98,143	
COBRA ADMINISTRATIVE FEE-SCHOOLS	13,471	105,496	
TOTAL REVENUES	12,446,567	88,357,377	
	MONTH'S EXPENSES	YEAR-TO-DATE EXPENSES	OUTSTANDING ENCUMBRANCES
EXPENSES:			
SALARIES AND BENEFITS	157,166	1,933,560	
HEALTH CLAIMS AND OTHER EXPENSES-CITY	5,895,034	35,599,156	
HEALTH CLAIMS AND OTHER EXPENSES-SCHOOLS	8,053,919	50,976,843	
TOTAL EXPENSES	14,106,119	88,509,559	

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL VENDING OPERATIONS FUND  
JULY 1, 2020 THROUGH JANUARY 31, 2021

B 14

ASSETS:		LIABILITIES:	
CASH	107,348	TOTAL LIABILITIES	
		FUND EQUITY:	
		FUND BALANCE	55,772
		ESTIMATED REVENUE	(149,000)
		APPROPRIATIONS	155,000
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENDITURES	531
		REVENUES	45,045
		TOTAL FUND EQUITY	107,348
TOTAL ASSETS	<u>107,348</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>107,348</u>

	FY 2021 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY 2020 PERCENT REALIZED
REVENUES:						
INTEREST ON BANK DEPOSITS		621	5,923	5,923		
VENDING OPERATIONS RECEIPTS	149,000		39,122	(109,878)	26.3%	65.2%
TOTAL REVENUES	149,000	621	45,045	(103,955)	30.2%	65.4%
PRIOR YEAR FUND BALANCE (PYFB)	6,000					
TOTAL REVENUES AND PYFB	<u>155,000</u>					

	FY 2021 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY 2020 PERCENT OBLIGATED
EXPENDITURES:							
SCHOOL ALLOCATIONS	144,280				144,280		103.8%
MATERIALS AND SUPPLIES	10,520	(531)	(531)		11,051	-5.0%	
PURCHASED SERVICES	200				200		
TOTAL	<u>155,000</u>	<u>(531)</u>	<u>(531)</u>		<u>155,531</u>	-0.3%	99.9%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL INSTRUCTIONAL TECHNOLOGY FUND  
JULY 1, 2020 THROUGH JANUARY 31, 2021

B 15

ASSETS:		LIABILITIES:	
CASH	1,230,821	TOTAL LIABILITIES	
		FUND EQUITY:	
		FUND BALANCE	423,687
		ESTIMATED REVENUE	
		APPROPRIATIONS	698,000
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENDITURES	
		REVENUES	109,134
		TOTAL FUND EQUITY	1,230,821
TOTAL ASSETS	1,230,821	TOTAL LIABILITIES AND FUND EQUITY	1,230,821

REVENUES:	FY 2021 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES
INTEREST ON BANK DEPOSITS		12,772	109,134	109,134
TOTAL REVENUES		12,772	109,134	109,134
PRIOR YEAR FUND BALANCE (PYFB)	698,000			
TOTAL REVENUES AND PYFB	698,000			

EXPENDITURES:	FY 2021 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE
MATERIALS AND SUPPLIES	698,000				698,000
TOTAL	698,000				698,000

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL EQUIPMENT REPLACEMENT FUND  
JULY 1, 2020 THROUGH JANUARY 31, 2021

B 16

ASSETS:		LIABILITIES:	
CASH	1,026,411	CHECKS PAYABLE	49,027
		TOTAL LIABILITIES	49,027
		FUND EQUITY:	
		FUND BALANCE	93,582
		ESTIMATED REVENUE	
		APPROPRIATIONS	1,051,000
		ENCUMBRANCES	47,215
		RESERVE FOR ENCUMBRANCES	(47,215)
		EXPENDITURES	(173,064)
		REVENUES	5,866
		TOTAL FUND EQUITY	977,384
TOTAL ASSETS	1,026,411	TOTAL LIABILITIES AND FUND EQUITY	1,026,411

REVENUES:	FY 2021 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES
INTEREST ON BANK DEPOSITS		652	5,866	5,866
TOTAL REVENUES		652	5,866	5,866
PRIOR YEAR FUND BALANCE (PYFB)	1,051,000			
TOTAL REVENUES AND PYFB	1,051,000			

EXPENDITURES:	FY 2021 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE
PURCHASED SERVICES		1,476	38,440	45,401	(83,841)
MATERIALS AND SUPPLIES	1,051,000	60,329	134,624	1,814	914,562
TOTAL	1,051,000	61,805	173,064	47,215	830,721

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
CAPITAL PROJECTS  
JULY 1, 2020 THROUGH JANUARY 31, 2021

B 17

	FY 2021 APPROPRIATIONS	MONTH'S EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PROJECT-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
601001-RENOV-REPLACMT-ENERGY MGMT II	9,475,000	53,488	207,040	7,029,560	21,038	2,424,402	74.41%
601002-TENNIS COURT RENOVATIONS II	1,400,000	7,493	16,701	1,008,906		391,094	72.06%
601005-JOHN B DEY ES MODERNIZATION	28,040,076	33,857	438,345	27,228,754	158,315	653,007	97.67%
601006-THOROUGHGOOD ES REPLACEMENT	32,470,000	21,220	655,232	31,346,604	997,800	125,596	99.61%
601007-PRINCESS ANNE MS REPLACEMENT	77,238,759	963,510	11,224,513	66,521,997	9,520,848	1,195,914	98.45%
601008-SCHOOL BUS FACILITY RENOVATION-EXPANSION	21,821,574			21,821,574			100.00%
601009-COMPREHENSIVE LONG RANGE FACILITIES PLANNING UPDATE	284,602			284,602			100.00%
601010-RENOV & REPLACE-GROUNDS PHASE II	11,675,000	100	100	11,672,701		2,299	99.98%
601012-RENOV & REPLACE-HVAC SYSTEMS PHASE II	45,367,724			45,365,842	1,473	409	100.00%
601013-RENOV & REPLACE-REROOFING PHASE II	35,025,639	25,127	125,231	34,909,653	115,986		100.00%
601014-RENOV & REPLACE-VARIOUS PHASE II	15,033,273			15,021,915	8,861	2,497	99.98%
601015-PRINCESS ANNE HS REPLACEMENT	43,462,277					43,462,277	
601016-ENERGY PERFORMANCE CONTRACTS PHASE II	25,000,000	56,197	3,651,718	18,081,646	19,272	6,899,082	99.90%
601017-RENOV & REPLACE-GROUND PH III	9,229,510	205,457	497,900	1,880,432	1,731,155	5,617,923	39.13%
601018-RENOV & REPLACE-HVAC PH III	20,371,541	477,815	5,895,858	16,748,610	1,406,869	2,216,062	89.12%
601019-RENOV & REPLACE-REROOFING PH III	11,650,000	265,384	3,358,311	5,095,719	2,411,676	4,142,605	64.44%
601020-RENOV & REPLACE - VARIOUS PH III	13,491,223	109,227	1,115,126	3,673,418	680,086	9,137,719	32.27%
601021-PLAZA ANNEX-LASKIN ROAD ADDITION	13,500,000	17,528	4,998,310	11,179,053	1,983,484	337,463	97.50%
601022-ELEMENTARY PLAYGROUND EQUIPMENT REP	1,084,737	3,746	134,206	797,904	186,193	100,640	90.72%
601023-STUDENT DATA MANAGEMENT SYSTEM	12,187,001		5,676	12,054,849		132,152	98.92%
601024-KEMPS LANDING-ODC REPLACEMENT	63,514,563			63,514,562		1	100.00%
601025-SCHOOL HR-PAYROLL	9,196,000			8,867,573		328,427	96.43%
601026-LYNNHAVEN MIDDLE SCHOOL EXPANSION	21,500,000	7,493	78,308	78,308	677,243	20,744,449	3.51%
601027-RENOV & REPLACE-SAFE SCHOOLS IMPROVEMENTS	200,000	34,610	57,267	57,267	73,514	69,219	65.39%
601999-PAYROLL ALLOCATION		(270,349)	104,296	104,296		(104,296)	
TOTAL CAPITAL PROJECTS	522,218,499	2,011,903	32,564,138	404,345,745	19,993,813	97,878,941	81.26%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
GREEN RUN COLLEGIATE CHARTER SCHOOL  
JULY 1, 2020 THROUGH JANUARY 31, 2021

B18

ASSETS:		LIABILITIES:	
CASH	2,516,768.00	CHECKS PAYABLE	60
		SALARIES PAYABLE-OPTIONS	127,440
		FICA PAYABLE-OPTIONS	9,750
		TOTAL LIABILITIES	<u>137,250</u>
		FUND EQUITY:	
		FUND BALANCE	700
		ESTIMATED REVENUE	(4,076,486)
		APPROPRIATIONS	4,076,486
		ENCUMBRANCES	1,043
		RESERVE FOR ENCUMBRANCES	(1,043)
		EXPENDITURES	(1,697,668)
		REVENUES	<u>4,076,486</u>
		TOTAL FUND EQUITY	<u>2,379,518</u>
TOTAL ASSETS	<u>2,516,768</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>2,516,768</u>

	FY 2021	MONTH'S	YR-TO-DATE	UNREALIZED	PERCENT	FY 2020
REVENUES:	ESTIMATED	REALIZED	REALIZED	REVENUES	REALIZED	PERCENT
TRANSFER FROM GENERAL FUND	<u>4,076,486</u>	<u></u>	<u>4,076,486</u>	<u></u>	100.0%	<u>100.0%</u>
TOTAL REVENUES	<u>4,076,486</u>	<u></u>	<u>4,076,486</u>	<u></u>	100.0%	<u>100.0%</u>

	FY 2021	MONTH'S	YR-TO-DATE	OUTSTANDING	REMAINING	PERCENT	FY 2020
EXPENDITURES:	APPROPRIATIONS	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	BALANCE	OBLIGATED	PERCENT
PERSONNEL SERVICES	2,414,953	213,247	1,171,042		1,243,911	48.5%	48.6%
FRINGE BENEFITS	870,157	80,411	423,524		446,633	48.7%	51.0%
PURCHASED SERVICES	412,672	1,226	37,156		375,516	9.0%	42.8%
OTHER CHARGES	77,339	6,500	9,555		67,784	12.4%	54.1%
MATERIALS AND SUPPLIES	<u>301,365</u>	<u>3,662</u>	<u>56,391</u>	<u>1,043</u>	<u>243,931</u>	19.1%	39.3%
TOTAL	<u>4,076,486</u>	<u>305,046</u>	<u>1,697,668</u>	<u>1,043</u>	<u>2,377,775</u>	41.7%	48.1%





**Subject:** New Course: Algebra III **Item Number:** 13B

**Section:** Information **Date:** February 23, 2021

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

**Prepared by:** Matthew D. Delaney, Executive Director of Secondary Teaching and Learning

George Coker, Secondary Mathematics Coordinator

**Presenter(s):** Matthew D. Delaney, Executive Director of Secondary Teaching and Learning

**Recommendation:**

That the School Board receive information regarding the proposed course, *Algebra III* and corresponding course objectives for implementation in the 2021-2022 school year.

**Background Summary:**

The proposed *Algebra III* course would serve as an advanced mathematics credit for students in Virginia Beach City Public Schools. The course is specifically designed for students who have completed Algebra II or Algebra II/Trigonometry and wish to further develop their mathematical skills prior to enrolling in a Pre-Calculus or Mathematical Analysis course. The course will focus on reinforcing key mathematical concepts required to be successful in an advanced algebra mathematics course by challenging students through a problem-based learning environment.

**Budget Impact:**

There will be no budget impact to implement this course.

## Course Proposal:

### Algebra III

#### Course Description:

Algebra III courses review and extend algebraic concepts for students who have already taken Algebra II in a problem-based learning environment. Course topics include (but are not limited to) applying an understanding of the relationships between the symbolic, graphic, tabular and verbal representations of functions to additional families of functions; utilizing the various representations to interpret function behavior, solve equations and understand compositions of functions; operations with rational and irrational expressions, factoring of rational expressions, linear equations and inequalities, quadratic equations, solving systems of linear and quadratic equations, properties of higher-degree equations, and operations with rational and irrational exponents. The courses may introduce topics in discrete mathematics, elementary probability and statistics; matrices and determinants; logarithmic and exponential functions; inverse functions; step functions; piecewise defined functions; statistical modeling; creating functions to model apparent trends in data; modeling linear, quadratic and exponential data; and sequences and series. Students will explore the course concepts through the three big ideas: Analysis of Functions, **Interconnectness**, and Modeling and develop four key mathematical practices: **Implementing Processes**, **Connecting Representaitons**, **Justifcaitation**, and Communication.

#### Pre-requisites:

Algebra II or Algebra II/Trig

#### Budget Impact:

No budget impact for the implementation of the *Algebra III* course is expected. The course will be taught by staff already allocated. No new expenses are anticipated to support the implementation.

#### Mathematical Practices:

The Algebra III Mathematical practices describe what a student should be able to do while exploring course concepts. The table that follows presents these practices, which students will develop during the Algebra III course.

<p><b>Implementing Mathematical Processes:</b> Students will apply mathematical concepts and skills and the relationships among them to solve problem situations of varying complexities. Students also will recognize and create problems from real-world data and situations within and outside mathematics and then apply appropriate strategies to determine acceptable solutions. To accomplish this goal, students will need to develop a repertoire of skills and strategies for solving a variety of problems. A major goal of the mathematics program is to help students apply mathematics concepts and skills to become mathematical problem solvers.</p>
<p><b>Connecting Representations:</b> Through the practical application of content and process skills, students will make connections among different areas of mathematics and between mathematics and other disciplines, and to real-world contexts.</p>
<p><b>Justification:</b> Students will recognize reasoning and proof as fundamental aspects of mathematics. Students will learn and apply inductive and deductive reasoning skills to make, test, and evaluate mathematical statements and to justify steps in mathematical procedures. Students will use logical reasoning to analyze an argument and to determine whether conclusions are valid. In addition, students will use number sense to apply proportional and spatial reasoning and to reason from a variety of representations.</p>

**Communication and Notation:** Students will communicate thinking and reasoning using the language of mathematics, including specialized vocabulary and symbolic notation, to express mathematical ideas with precision. Students will represent and describe mathematical ideas, generalizations, and relationships using a variety of methods. Students will understand that representations and communication of mathematical ideas are an essential part of learning, doing, and communicating mathematics.

### Big Ideas:

The big ideas serve as the foundation of the course and allow students to create meaningful connections among concepts. They are often abstract concepts or themes that become threads that run throughout the course. Revisiting the big ideas and applying them in a variety of contexts allows students to develop deeper conceptual understanding. Below are the big ideas of the course and a brief description of each.

**Big Idea 1: Analysis of Functions:** Analyze the behavior of functions by relating the graphical characteristics to their equations, parent functions, and inverse functions. Additionally, students should be able to combine multiple functions through topics such as systems of equations, piecewise, and composition of functions.

**Big Idea 2: Interconnectedness:** Students will build upon prior knowledge to relate concepts and procedures from different topics within mathematics and see mathematics as an integrated field of study.

**Big Idea 3: Modeling:** Applying the concepts developed in this course, students will describe real-world concepts mathematically to help better understand, explain, and predict its behavior. As a framework when developing mathematical models, students will implement the [NGSS Science in Engineering practices](#).

### Equity:

“Addressing equity and access includes both ensuring that all students attain mathematics proficiency and increasing the numbers of students from all racial, ethnic, linguistic, gender, and socioeconomic groups who attain the highest levels of mathematics achievement.” – National Council of Teachers of Mathematics.

Mathematics programs should have an expectation of equity by providing all students access to quality mathematics instruction and offerings that are responsive to and respectful of students’ prior experiences, talents, interests, and cultural perspectives. Successful mathematics programs challenge students to maximize their academic potential and provide consistent monitoring, support, and encouragement to ensure success for all. Individual students should be encouraged to choose mathematical programs of study that challenge, enhance, and extend their mathematical knowledge and future opportunities. Student engagement is an essential component of equity in mathematics teaching and learning. Mathematics instructional strategies that require students to think critically, to reason, to develop problem-solving strategies, to communicate mathematically, and to use multiple representations engages students both mentally and physically. Student engagement increases with mathematical tasks that employ the use of relevant, applied contexts and provide an appropriate level of cognitive challenge. All students, including students with disabilities, gifted learners, and English language learners deserve high-quality mathematics instruction that addresses individual learning needs, maximizing the opportunity to learn.

### Standards:

<b>Topic</b>	<b>Standard</b>
<b>Polynomials</b>	AIII.1 The student will investigate and analyze polynomial functions including real-world applications through Mathematical Modeling.
<b>Rational Functions</b>	AIII.2 The student will investigate and analyze rational functions including real-world applications through Mathematical Modeling.
<b>Exponential and Logarithmic Functions</b>	AIII.3 The student will investigate and analyze exponential and logarithmic functions including real-world applications through Mathematical Modeling.
<b>Composition of Function</b>	AIII.4 The students will explore and analyze the connections between the functions families and combine functions through operations, composition, systems, and piecewise.
<b>Probability and Statistics</b>	AIII.5 Students will explore and calculate probabilities of discrete events and the normal distribution.
<b>Sequence and Series</b>	AIII.6 The student will investigate and apply the properties of arithmetic and geometric sequences and series to solve practical problems
<b>Triangle Trigonometry</b>	AIII.7 The student will create and solve practical problems involving triangles.
<b>Circular Trigonometry</b>	AIII.8 The student will develop and apply the properties of the unit circle in degrees and radians
<b>Trigonometric Functions</b>	AIII.9 The student will investigate and analyze trigonometric functions including real-world applications through Mathematical Modeling.



**Subject:** Policy Review Committee Recommendations **Item Number:** 13C 1-8

**Section:** Information **Date:** February 23, 2021

**Senior Staff:** Marc A. Bergin, Ed.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 policies as reviewed by the PRC at its February 11, 2021 meeting and presented to the School Board for the February 23, 2021 Information Agenda.

**Background Summary**

1. Policy 3-1 - Financial Management – *revised to include 3-41, 3-44, 3-47, 3-48, 3-49, 3-53.*
2. Policy 3-2 - Ethics in Public Contracting – *PRC recommends policy be revised to include only the Ethics in Public Contracting Statement.*
3. Policy 3-41 - System of Accounts – *PRC recommends policy be repealed and language added to Policy 3-1/Financial Management.*
4. Policy 3-44 - Financial Reports - *PRC recommends policy be repealed and language added to Policy 3-1/Financial Management.*
5. Policy 3-47 - Surety Bonds - *PRC recommends policy be repealed and language added to Policy 3-1/Financial Management.*
6. Policy 3-48 - Insurance - *PRC recommends policy be repealed and language added to Policy 3-1/Financial Management.*
7. Policy 3-49 - Petty Cash Funds - *PRC recommends policy be repealed and language added to Policy 3-1/Financial Management.*
8. Policy 3-53 - Advances on Expenses – *PRC recommends policy be repealed due to Policy being outdated and alternative process in place.*

**Source:**

Code of Virginia, 1950, as amended, § 22.1-253.12:7 School Board Policies.  
Policy Review Committee Meetings of February 11, 2021

**Budget Impact:** None

## BUSINESS AND NONINSTRUCTIONAL OPERATIONS

### Criteria

#### A. Financial Management

The ~~S~~school ~~B~~board recognizes that money and money management are essential to support the whole school program. To make that support as effective as possible, the School Bboard shall:

1. Encourage advance planning through the best possible budget procedures;
  2. Explore all practical sources of financial support;
  3. Guide the expenditure of funds so as to extract the greatest educational return for each dollar spent;
  4. Expect effective accounting and reporting procedures;
  5. Maintain the level of unit expenditure needed to provide high quality education within the ability of the community to pay.
- 5-6. The Superintendent or designee will maintain a continuing balance of the various budgetary accounts and submit a monthly financial report covering the School Division's fiscal actions. The School Board will review the financial condition of the School Division on a monthly basis at a regular School Board Meeting.

#### B. Noninstructional Operations

The ~~S~~school ~~B~~board directs that the business segment of the School Aadministration shall:

1. Operate and maintain school plants and equipment at the highest standard of safety;
2. Promote the health of students and staff;
3. Reflect the moral and cultural aspirations of the community at its best;
4. Provide the surroundings necessary to the staff so that the best educational climate can be provided.

#### C. System of Accounts

The Superintendent shall ensure the implementation of the approved system of accounting for all monies, exclusive of the PTAs, Booster Clubs and related organizations, collected for any purpose within the School Division.

#### **D. Surety Bonds**

In order to protect public funds, the School Board and ~~its employees~~ the School Division, each employee who is responsible for large sums of money and/or is required by law or regulations to be bonded shall be covered by a surety bond. The bond shall meet the requirements of applicable law and regulation or ~~4~~ be commensurate with the responsibility of the employee's position. The School Board shall pay the cost of surety bonds.

#### **E. Petty cash funds**

The Superintendent is authorized to establish one or more petty cash funds not exceeding \$2,000 and in accordance with applicable law. All expenditures from a petty cash fund shall be supported by receipts.

#### **F. Insurance**

The Superintendent or designee is authorized to procure insurance policies and/or coverage, self-insure and create risk management programs for the School Board and the School Division as allowed by law and regulation.

#### **Legal Reference**

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

Code of Virginia §22.1-84, as amended. Insurance

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

Code of Virginia § 22.1-115, as amended. System of accounting; statements of funds available; classification of expenditures.

Code of Virginia § 22.1-116, as amended. How and by whom funds for school division kept and disbursed.

Code of Virginia § 22.1-123, as amended. Petty cash funds; payment of claims from petty cash.

VBCPS Business Services Manual

Adopted by School Board: February 16, 1993

Amended by School Board: 2021



## BUSINESS AND NONINSTRUCTIONAL OPERATIONS

### Ethics in Public Contracting

The ~~S~~uperintendent shall see that all employees of the ~~School B~~oard engaged in the procurement of goods and services are aware of Article 4 of the Virginia Public Procurement Act, entitled "Ethics in Public Contracting."

~~These employees shall also be informed that the board demands compliance with both the word and intent of the law.~~

### Legal Reference

~~Virginia Public Procurement Act, Article 4, Ethics in Public Contracting.~~  
Code of ~~Virginia~~, § ~~11-72.2-4307~~, et seq., as amended. ~~Purpose~~Virginia Public Procurement Act.

~~The provisions of this article supplement, but do not supersede, other provisions of law including, but not limited to, the State and Local Government Conflict of Interests Act (§ 2.1-639.1 et seq.), the Virginia Governmental Frauds Act (§ 18.2-498.1 et seq.), and Articles 2 (§ 18.2-438 et seq.) and 3 (§ 18.2-446 et seq.) of Chapter 10 of Title 18.2. The provisions of this article apply notwithstanding the fact that the conduct described may not constitute a violation of the State and Local Government Conflict of Interests Act. (1987)~~

~~Code of Virginia, § 11-73. Definitions.~~

~~The words defined in this section shall have the meanings set forth below throughout this article.~~

~~"Immediate family" shall mean a spouse, children, parents, brothers and sisters, and any other person living in the same household as the employee.~~

~~"Official responsibility" shall mean administrative or operating authority, whether intermediate or final, to initiate, approve, disapprove or otherwise affect a procurement transaction, or any claim resulting therefrom.~~

~~"Pecuniary interest arising from the procurement" shall mean a personal interest in a contract as defined in the State and Local Government Conflict of Interests Act (§ 2.1-639.1 et seq.).~~

~~"Procurement transaction" shall mean all functions that pertain to the obtaining of any goods, services or construction, including description of requirements, selection and solicitation of sources, preparation and award of contract, and all phases of contract administration.~~

~~"Public employee" shall mean any person employed by a public body, including elected officials or appointed members of governing bodies." (1987)~~

~~Code of Virginia., § 11-74. Proscribed participation by public employees in procurement transactions~~

~~Except as may be specifically allowed by provisions of the State and Local Government Conflict of Interests Act (§ 2.1-639.1 et. seq.), no public employee having official responsibility for a procurement transaction shall participate in that transaction on behalf of the public body when the employee knows that:~~

- ~~1. The employee is contemporaneously employed by a bidder, offeror or contractor involved in the procurement transaction; or~~
- ~~2. The employee, the employee's partner, or any member of the employee's immediate family holds a position with a bidder, offeror or contractor such as an officer, director, trustee, partner or the like, or is employed in a capacity involving personal and substantial participation in the procurement transaction, owns or controls an interest of more than five percent; or~~
- ~~3. The employee, the employee's partner, or any member of the employee's immediate family has a pecuniary interest arising from the procurement transaction; or~~
- ~~4. The employee, the employee's partner, or any member of the employee's immediate family is negotiating, or has an arrangement concerning, prospective employment with a bidder, offeror or contractor. (1987)~~

~~Code of Virginia., § 11-75. Solicitation or acceptance of gifts~~

~~No public employee having official responsibility for a procurement transaction shall solicit, demand, accept, or agree to accept from a bidder, offeror, contractor or subcontractor any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal or minimal value, present or promised, unless consideration of substantially equal or greater value is exchanged. The public body may recover the value of anything conveyed in violation of this section. (1982)~~

~~Code of Virginia., § 11-76. Disclosure of subsequent employment~~

~~No public employee or former public employee having official responsibility for procurement transactions shall accept employment with any bidder, offeror, or contractor with whom the employee or former employee dealt in an official capacity concerning procurement transactions for a period of one year from the cessation of employment by the public body unless the employee or former employee provides written notification to the public body, or a public official if designated by the public body, or both, prior to commencement of employment by that bidder, offeror or contractor. (1982)~~

~~Code of Virginia., § 11-77. Gifts by bidders, offerors, contractors or subcontractors.~~

~~No bidder, offeror, contractor or subcontractor shall confer upon any public employee having official responsibility for a procurement transaction any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value is exchanged. (1982)~~

~~Code of Virginia., § 11-78. Kickbacks. (1982)~~

~~Code of Virginia., § 11-79. Purchase of building materials, etc., from architect or engineer prohibited.~~

~~A. No building materials, supplies or equipment for any building or structure constructed by or for a public body shall be sold by or purchased from any person employed as an independent contractor by the public body to furnish architectural or engineering services, but not construction, for such building or structure or from any partnership, association, or corporation in which such architect or engineer has a personal interest as defined in § 2.1-639.2~~

~~B. No building materials, supplies or equipment for any building or structure constructed by or for a public body shall be sold or purchased from any person which has provided or is currently providing design services specifying a sole source for such materials, supplies or equipment to be used in such building a structure to the independent contractor employed by the public body to furnish architectural or engineering services in which such person has personal interest as defined in § 2.1-639.2~~

~~C. The provisions of subsections A and B shall not apply to cases of emergency. (1994)~~

~~Code of Virginia., § 11-79.1. Certification of compliance required; penalty for false statements.~~

~~A. Public bodies may require public employees having official responsibility for procurement transactions in which they participated to annually submit for such transactions a written certification that they complied with the provisions of this article.~~

~~B. Any public employee required to submit a certification as provided in subsection A of this section who knowingly makes a false statement in such certification shall be punished as provided in § 11-80. (1992)~~

~~Code of Virginia., § 11-79.2. Misrepresentations prohibited~~

~~No public employee having official responsibility for a procurement transaction shall knowingly falsify, conceal, or misrepresent a material fact; knowingly make any false, fictitious or fraudulent statements or representations; or make or use any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry. (1992)~~

~~Code of Virginia. § 11-80. Penalty for violation~~

~~Willful violation of any provision of this article shall constitute a Class 1 misdemeanor. Upon conviction, any public employee, in addition to any other fine or penalty provided by law, shall forfeit his employment. (1982)~~

Adopted by School Board: February 16, 1993  
Amended by School Board: 2021

**~~BUSINESS AND NONINSTRUCTIONAL OPERATIONS~~**

**System of Accounts**

~~The Superintendent or designee shall ensure the implementation of the approved system of accounting for all monies, exclusive of the PTAs, and Booster Clubs and similar organizations not under the jurisdiction of the School Division, collected for any purpose within the School division.~~

**Legal Reference**

~~Code of Virginia., § 22.1-115, as amended. System of accounting; statements of funds available; classification of expenditures.~~

~~Code of Virginia., § 22.1-116, as amended. How and by whom funds for school division kept and disbursed.~~

Adopted by School Board: October 21, 1969

Amended by School Board: November 21, 1978

Amended by School Board: August 21, 1990

Amended by School Board: July 16, 1991

Amended by School Board: February 16, 1993

Repealed by School Board: 2021

**~~BUSINESS AND NONINSTRUCTIONAL OPERATIONS~~**

**Financial Reports**

**~~A. Staff to Board~~**

~~A continuing balance of the various budgetary accounts shall be maintained. The superintendent shall submit a monthly financial report covering the division's fiscal actions. The school board shall review the financial condition of the division monthly at a regular board meeting.~~

**~~B. Staff to Administration~~**

~~Routine financial reports are to be submitted in accordance with administrative memoranda circulated annually by the superintendent.~~

**Legal Reference**

~~Code of Virginia., § 22.1-115., as amended. System of accounting; statements of funds available; classification of expenditures.~~

Adopted by School Board: February 16, 1993

Repealed by School Board: 2021

## **~~BUSINESS AND NONINSTRUCTIONAL OPERATIONS~~**

### **Surety Bonds**

~~In order to protect public funds, the school board and its employees, each employee who is responsible for large sums of money and/or is required by State law or Virginia Board of Education regulations to be bonded shall be covered by a surety bond. The bond shall meet the requirements of state law, where applicable, or shall be commensurate with the responsibility of the employee's position. The board shall pay the cost of surety bonds.~~

### **Editor's Note**

*~~For bonding of clerk and deputy clerk see Bylaw 1-20 of this manual.~~*

### **Related Links**

School Board ~~Bylaw 1-20~~

Adopted by School Board: February 16, 1993

Repealed by School Board: 2021

## **~~BUSINESS AND NONINSTRUCTIONAL OPERATIONS~~**

### **Insurance**

#### **~~A. Program~~**

~~An adequate program of insurance shall be maintained for the purpose of protecting the school board and the property of the board.~~

~~The superintendent shall institute such a program with the advice of appropriate insurance advisors.~~

~~The board shall annually budget such funds as will be necessary to pay the premiums on such insurance.~~

#### **~~B. Coverage~~**

~~In general, coverage should extend to:~~

- ~~1. buildings and grounds~~
- ~~2. buses and other division owned vehicles~~
- ~~3. liability~~
- ~~4. surety bonds~~
- ~~5. workers' compensation~~
- ~~6. school board legal liability (errors and omissions)~~
- ~~7. boiler and machinery~~
- ~~8. computer equipment~~

#### **~~C. Safety and Rate Review~~**

~~Periodic surveys of school property and of personnel safety practices are to be made by the superintendent with the assistance, when desirable, of outside personnel.~~

~~A periodic analysis of rates is to be made by competent outside personnel and the recommendations resulting from such review are to be reported to the school board.~~



## **~~D. Records~~**

~~The superintendent shall maintain up-to-date records as requested by the insurance companies in order that the school board might be properly covered and as a protection against loss.~~

## **~~E. Purchase~~**

~~The criteria for placement of insurance shall include:~~

- ~~1. adequacy of coverage,~~
- ~~2. cost,~~
- ~~3. quality, convenience and reliability of service.~~

### **Editor's Note**

*For surety bonding see School Board Policy 3-47 preceding.*

*For employee coverage see also School Board Policy 4-37.*

## **Legal Reference**

Code of Va., § 22.1-84. Insurance.

Code of Va., § 22.1-157. Loans to be liens on buildings; insurance.

Code of Va., § 22.1-188. Definitions.

Code of Va., § 22.1-189. Compliance with article prerequisite to receiving State school funds.

Code of Va., § 22.1-190. When insurance required and amount thereof.

Code of Va., § 22.1-191. When Superintendent of Public Instruction to obtain insurance.

Code of Va., § 22.1-192. Injury and damage covered by policy.

Code of Va., § 22.1-193. Sufficiency of proof in action on policy; guest doctrine not applicable.

Code of Va., § 22.1-194. Liability of locality or school board owning or operating vehicle.

Code of Va., § 22.1-195. Recovery where vehicle operated under contract.

Code of Va., § 22.1-196. Lapsed insurance.

Code of Va., § 22.1-197. Distribution of funds when Superintendent effects insurance.

Code of Va., § 22.1-198. Applicability of article not dependent upon approval of vehicles or allocability of State aid.

~~Code of Va., § 15.1-503.4:1. Declaration of policy, findings and purpose.~~

~~Code of Va., § 15.1-503.4:2. Definition.~~

~~Code of Va., § 15.1-503.4:3. Group self-insurance pools authorized.~~

~~Code of Va., § 11-45. Exceptions to requirement for competitive procurement.~~

**Related Links**

~~School Board Policy 3-47~~

~~School Board Policy 4-37~~

Adopted by School Board: February 16, 1993

Repealed by School Board: 2021

## **BUSINESS AND NONINSTRUCTIONAL OPERATIONS**

### **Petty Cash Funds**

~~The school board may by resolution establish one or more petty cash funds not exceeding \$2,000 each under the provisions established in the legal reference to this policy.~~

~~All expenditures from a petty cash fund shall be supported by receipts. This fund shall be handled as an imprest fund and reimbursed by a check on the regular bank account so that the sum remaining in the fund and the amount expended as shown by the receipts shall remain constant at all times.~~

### **Legal Reference**

~~Code of Virginia., § 22.1-123, as amended. Petty cash funds; payment of claims from petty cash.~~

~~Any school board may by resolution establish one or more petty cash funds, not exceeding \$2,000 each, for the payment of claims arising from commitments made pursuant to provisions of law.~~

~~A school board may appoint an agent or other person who shall be authorized only to approve payment of claims arising from commitments made pursuant to provisions of law from such petty cash funds as may be established by the school board. Any agent or person into whose hands any such fund is placed may pay such claims therefrom without necessity of prior receipt and audit of the claims by the school board and without approval and issuance of the warrant of the school board.~~

~~The clerk of the school board shall report this action to the school board or to any appointed agent of the school board for approval and reimbursement at least within thirty days of the month following the month in which any claim has been paid.~~

~~Any agent or person into whose hands such fund is placed shall give bond with surety in the amount of \$4,000, provided that additional bond shall not be required of any agent or person already bonded in the required amount. (1994)~~

Adopted by School Board: February 16, 1993  
Repealed by School Board: 2021

**~~BUSINESS AND NONINSTRUCTIONAL OPERATIONS~~**

**Advances on Expenses**

~~The school board may authorize the proper officers to make a travel advance upon presentation of an estimate of expenses to be incurred. Travel advances will be applied against a final itemized statement of actual expenses and any funds advanced in excess of actual expenses incurred shall be immediately refunded. Upon failure to submit an itemized statement with required documentation, the entire amount of the travel advance shall be returned.~~

Adopted by School Board: February 16, 1993

Amended by School Board: October 19, 1993

Repealed by School Board: 2021