



# 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

**Daniel D. Edwards**  
District 2 – Kempsville

**Sharon R. Felton**  
District 6 – Beach

**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**

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## **School Board Electronic (Regular) Meeting Agenda** **Tuesday, July 28, 2020**

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 only on Agenda items at the July 28, 2020 School Board Meeting. Citizens who would like to speak on Agenda items can sign up to speak either in person or electronically. All speakers must be signed up to speak by noon on July 28, 2020 and shall be allocated 4 minutes each. The School Board has determined that in person speakers will be heard before speakers who are participating electronically. 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 or on its grounds. Speakers may only remove their face coverings while speaking at the microphone. 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. The School Board will hear speakers until 10:00 p.m. on July 28, 2020 and then suspend speakers to conduct regular School Board Meeting after which it will continue to hear comments from the speakers but reserves the right to defer speaker comments by vote of the School Board. All public comments shall meet the [School Board Bylaw 1-48](#) requirements for Decorum and Order.

Notice of the School Board Meeting is posted in the School Administration Building and on the [VBSchools.com](http://VBSchools.com) website.

Register for this webinar:

[https://us02web.zoom.us/join/register/WN\\_fj2RSIgaRW6AtSBaJVR3uw](https://us02web.zoom.us/join/register/WN_fj2RSIgaRW6AtSBaJVR3uw)

Call-in (301) 715-8592 ID 897 4564 6771

Media representatives should contact the Office of Media and Communications regarding accessing the School Board Meeting.

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

(757) 263-1016

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## **INFORMAL MEETING**

1. **Convene School Board Workshop** ..... 4:00 p.m.
  - A. School Board Administrative Matters and Reports
  - B. Recovery Planning
2. **Closed Meeting (as needed)**



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## School Board Electronic (Regular) Meeting Agenda (continued) Tuesday, July 28, 2020

### FORMAL MEETING

3. **Call to Order and Verbal Roll** ..... 6:00 p.m.

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

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

6. **Superintendent's Report**

7. **Hearing of Citizens and Delegations on Agenda Items**

The School Board will hear public comment only on Agenda items at the July 28, 2020 School Board Meeting. Citizens may sign up to speak by completing the [on-line 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 July 28, 2020. Speakers will be provided with further information concerning how they will be called to speak. In person speakers should be at 2512 George Mason Drive, Building 6, Municipal Center, Virginia Beach, Virginia 23456 before 6:00 p.m. July 28, 2020. 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.

8. **Approval of Minutes:** July 7-8, 2020 School Board Retreat / Abridged School Board Meeting **Added 7/27/2020**

9. **Adoption of the Agenda**

10. **Consent Agenda**

All items under the Consent Agenda are enacted on by one motion. During item 9 – 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. Religious Exemption(s)

10. **Action**

A. Personnel Report / Administrative Appointment(s) **Updated 7/29/2020**

B. Bylaw 1-36/ Open Meetings and Closed Meetings

C. Recovery Planning

11. **Information**

A. Policy Review Committee Recommendations

1. Policy 3-33/ Requisitions/Purchase Orders

2. Policy 3-38/ Competitive Negotiations/Awards/Small Professional Service Contracts

3. Policy 3-42/ Financial Record Keeping of Individual School Funds

4. Policy 7-59/ Relations with Governmental Agencies: Virginia Employment Commission

5. Policy 6-26/ Evaluation of New and Existing Programs

6. Policy 7-13/ Appeals of Board Decisions

7. Policy 7-51/ Use of School Board Equipment

8. Policy 7-58/ Relations with Governmental Agencies

13. **Standing Committee Reports**

14. **Conclusion of Formal Meeting**

15. **Workshop** (as needed)

16. **Closed Meeting** (as needed)

17. **Vote on Remaining Action Items** (as needed)

18. **Adjournment**



**Subject:** VBCPS Fall 2020 Reopening Plan **Item Number:** 1B

**Section:** Workshop **Date:** July 28, 2020

**Senior Staff:** Marc Bergin, Ed.D., Chief of Staff

**Prepared by:** Marc Bergin, Ed.D., Chief of Staff

**Presenter(s):** Marc Bergin, Ed.D., Chief of Staff

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 a review of the "VBCPS Fall 2020 Reopening Plan," which was shared with the board, staff, parents and the community on Thursday, July 23, 2020.

**Background Summary:**

As shared in the "Letter from the Superintendent" within the document, the "VBCPS Fall 2020 Reopening Plan" represents countless hours of research, deliberation and planning by division leadership and staff, a review of lessons learned during the extended closure last school year, and feedback from thousands of parents, staff, medical professionals and community members through focus groups, surveys and questionnaires.

The priority throughout the development of the plan has been the health and safety of students, staff and families. The plan is based on a specific set of health metrics around COVID-19 in the Eastern Virginia area. The plan outlines options for families and identifies strategies and measures for health mitigation, curriculum, social/emotional learning, grading, technology, transportation, and equitable access. Instruction will shift between face-to-face and virtual learning depending on local health data and potential state mandates.

As shared in the plan, although we are recommending to beginning the school year virtually for all students, a phased approach back to face-to face instruction would occur. Families will be asked to choose between two options for their children:

- Option 1 will be face-to-face instruction with appropriate mitigation strategies in place when health indicators tell us this is safe, with temporary virtual learning when health indicators do not allow for face to face instruction. Students participating in virtual instruction temporarily will remain enrolled in their assigned school and instruction will be provided by the teacher of record from the home school.
- Option 2 will be a fully virtual option, the Virginia Beach Virtual Learning Center. Families that select option 2 will have the opportunity for students to receive 100% of their instruction virtually for at least one full semester in the VLC. In the VLC, students will interact with their teachers synchronously (with live interaction) and asynchronously (independent, self-paced, without live interaction). Students will remain enrolled in their assigned school while being concurrently enrolled in the VLC. Students will participate in virtual courses from Schoology.

**Source:**

**Budget Impact:**

TBD



Subject: Approval of Minutes Item Number: 8

Section: Approval of Minutes Date: June 28, 2020

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:

- June 7-8, 2020 School Board Retreat / Abridged Electronic 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. **ADDED 7/27/2020**

**Background Summary:**

**Source:**

Bylaw 1-40

**Budget Impact:**

N/A



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### ***School Board Retreat/Abridged Meeting MINUTES***

**Tuesday, July 7, and Wednesday, July 8, 2020**

**Tuesday, July 7 – Retreat start time: 9 a.m. – 3:30 p.m.**

**Wednesday, July 8 – Retreat start time: 9 a.m. – 4 p.m.**

**School Administration Building #6 Municipal Center**

**2512 George Mason Dr.**

**Virginia Beach, VA 23456**

**(757) 263-1000**

*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 has determined that School Board Members and selected staff members will be the only persons who will attend the July 7-8, 2020 Retreat in person. Due to social distancing and other precautionary measures instituted to minimize potential exposure to COVID-19, it is impractical and unsafe at this time to include additional persons in School Board Chambers during the Retreat. The School Board Retreat will be broadcast live on VBTV for viewing by the public.*

*The School Board Abridged Meeting on July 7, 2020 at 5:00 pm will be an electronic meeting conducted through Zoom and will be broadcast on VBTV and through Zoom. Persons signed up to speak on Non-Agenda Items during the July 7, 2020 Abridged Meeting will do so through Zoom. Notice of the School Board Meeting was posted in the School Administration Building and on the VBSchools.com website.*

Attendee link: <https://us02web.zoom.us/j/85472630538>

Call-in (301) 715-8592 ID 854 7263 0538

*Media representatives should contact the Office of Media and Communications regarding accessing the Retreat and Special Meeting.*

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## **TUESDAY, July 7, 2020**

The School Board convened in the School Board Room at the School Administration Building at 9:03 a.m. on Tuesday, July 7, 2020. In addition to Superintendent Spence, the following School Board members were present: Chairwoman Rye, Ms. Anderson, Mr. Edwards, Ms. Felton, Ms. Holtz, Ms. Hughes, and Ms. Riggs. Ms. Manning and Ms. Weems arrived at 9:09 a.m. Please note that School Board members Vice Chair Melnyk and Ms. Owens participated remotely in accordance with School Board Bylaw 1-36. Chairwoman Rye read the following statement:

*Good morning, today is July 7, 2020 at 9 am and this begins the School Board's 2020 Retreat. The School Board Retreat is taking place at the School Administration Building both today between 9 a.m. and 3:30 p.m. and tomorrow between 9 a.m. and 4:00 p.m. Due to the State of Emergency and the School Board's April 7, 2020 Resolution, the School Board Members as well as certain staff members will be present in School Board Chambers, but other*

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*persons will not be present in the School Administration Building for the purpose of attending the School Board Retreat. This decision was made to be consistent with safety and health precautions currently in effect in the school buildings. The School Board Retreat will be broadcast on VBTv as well as livestreamed for the public to observe.*

**Recovery Planning:** Marc A. Bergin, Ed.D., Chief of Staff, Kipp D. Rogers, Ph.D., Chief Academic Officer, and Jack Freeman, Chief Operations Officer, provided the School Board an update on planning efforts for the reopening of schools. Dr. Bergin began the presentation with an overview of planning principles and recently released guidance from the American Academy of Pediatrics (AAP) for the reopening of schools. Mr. Freeman discussed the effect of the AAP and Centers for Disease Control and Prevention (CDC) guidance on operational planning, including bus transportation and school settings. Mr. David E. Rhodes, Coordinator of Student Activities, discussed plans for participation for fall sports, followed by Dr. Rogers sharing key elements of instructional planning efforts and concluding with an update on the family and staff questionnaires, next steps and questions. Below is an outline of the Recovery Planning presentation:

- Planning Principles
  - Engage in proactive, scenario-based planning and be prepared for any potential changes to school operations
  - Consider Governor's recommendations and consult with local health officials
  - Address learning loss and student wellness
  - Work to mitigate to the greatest extent possible, the impact of the schedule on families and staff
- Planning for Multiple Scenarios
  1. Fully reopening all schools for all students with specific mitigation strategies
  2. In-person instruction two days per week and remote the other three days (hybrid)
  3. All students engage in remote learning
- AAP – advised “all policy considerations for the coming school year should start with a goal of having students physically present in school...”
- AAP also states – “...policies to mitigate the spread of COVID-19 within schools must be balanced with the known harms to children, adolescents, families, and the community by keeping children at home.”
- Recommendations of AAP
  - Social distancing strategies
    - Pre-K – should spend time outdoors when possible and constant handwashing
    - Elementary Schools – face coverings, children should be instructed not to touch mouth and nose, desks three-six feet apart, and use outdoor spaces when possible
    - Middle and high schools – face coverings, desks three-six feet apart, go outdoors if possible and spread out during activities
- Other Measures of AAP
  - Teachers and administrators maintain six feet from all other persons
  - Meetings take place virtually when possible
  - Student drop-off and pick up staggered
  - Parents, community members, and other adults be discouraged to enter the building
  - Physical barriers when physical distancing is not accommodating
  - Do not congregate



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- Keep students together in cohort classes
- Minimize crossover and have teachers rotate, not students
- Eat lunch at desk or outdoors
- Updated Guidance from VDH/VDOE
  - VDOE document “Recover, Redesign, Restart 2020” was updated to reflect the latest science and best public health guidance and recommendations.
  - Reduce, not eliminate, the transmission – reinforces four mitigation strategies
    - Physical distancing
    - Hand washing
    - Screening
    - Universal face coverings
  - Dr. Spence tasked Ms. Mary Shaw, Coordinator for Health Services, to establish a medical advisory panel to monitor the local public conditions and advise us on when to safely reopen schools and which specific mitigation strategies should be used.

Mr. Jack Freeman continued the presentation with operational considerations for in-school learning:

- Regularly monitor developments with VDH
- Daily health screenings to help mitigate the spread of the virus
- Daily sanitizing of high touched areas by custodial staff with CDC approved disinfectant
- Transportation – planning for reduced capacity
  - One student per seat reduces seat capacity from 65 to 22 (elementary) and 44 to 22 (secondary); one student every other seat will reduce capacity to 12 students
  - Unavailable seat clearly indicated
  - Adults on buses required to wear face coverings, but can pull down when driving and facing away from students
  - Daily disinfecting of all frequently touched surfaces
- Preparing for classrooms
  - Elementary – six feet between students – 16 students/staff in classroom
  - Secondary – six feet between students – 14 students/staff in classroom
  - If physical distancing is reduced to 3 ft. no longer a capacity challenge in classrooms

Mr. David Rhodes continued the presentation with a plan for Return to Participation (RTP):

- Student activity coordinators and staff met on how to return to activities. On June 11, VHSL announced student athletes can participate in conditioning activities only as of June 15, given only four days’ notice prior to activity. In response, a task force was created with principals, student activity coordinators, and office staff. Three committees were developed: health, workout, and educational/communication components which would outline a safe method to return athletes to schools in Stage 1 of RTP.
  - Schools were permitted to begin as early as yesterday – half of high schools had one group yesterday, others will start later this week and next Monday.
  - Conditioning program is optional for student.

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- Each day, coaches and athletes will be screened by being asked a series of questions to determine their health. If they don't pass, they will need to return home. When they come back, they will have to have a written release from the doctor and comply with public health guidance.
- Conditioning will be permitted from 8 a.m. – 4 p.m. Monday through Thursday; conditioning sessions will be one hour each day, grouped in pods of 10 athletes to 1 coach, and pods work out separately from each other.
- Physical distancing practice – individuals will remain ten feet apart; schools will mark boundaries to maintain distancing; no equipment can be used, and no indoor facilities can be used; athletes must bring their own water bottles; and masks are required if waiting in the gym
- Stage 2 might allow for some equipment use and indoor use and other sports seasons.

The presentation continued with Dr. Kipp Rogers giving an update on implementing and planning for recovery strategies, modifications to curriculum, instruction and assessment for reopening, and digital supports:

- Three key elements discussed previously
  - Student and staff wellness, deeper learning, flexibility and grace
- Plan to use key content and skills to support curriculum, instruction and assessment
  - Graduate profile, transformational learning, cultural responsible practices and strategic academic and career planning
- Taking specific steps to support teachers in addressing learning gaps and highlighting strategies
- Planning for scenarios and provide support, modeling, coaching, and professional learning to teachers, for example:
  - Reminder, during Marking Period 4, most essential standards were identified, and PreK-12 students received aligned instruction
  - Included additional preassessments to inform whole group and small group instruction
  - Elective courses will still be offered.
  - Identify objectives that were not taught face-to-face, embedding those into curriculum so teachers are aware of prerequisite skills or knowledge that may need to be reinforced
- Summer 2020 recovery strategies
  - Virtual summer learning camp (ES, MS) – small group lessons for most in need for Title I schools; received at home literacy and learning kits; additional resources on VBSchools website for PreK and Kindergarten students were available
  - ESL summer program – 135 students
  - ESY summer school – 829 students
  - Creation of parent support videos; example video for third-grade parents during Week 1 of the Summer Learning Boost Virtual Program
- Virtual Learning Structures
  - Online learning – asynchronous instruction that is self-paced and self-managed
  - Distance learning – in home schools and instruction by the teacher is live and streamed to the student's home school



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- Remote Learning – instruction taught asynchronously and synchronously (i.e. Emergency Learning Plan)
- Grading and Attendance
  - Consistent schedule and clear expectations
  - Student work and assessments monitored
  - Professional learning opportunities provided for staff
  - Attendance will be required in/out of school
- Scheduling Considerations
  - Health, safety and well-being of students, staff and families
  - Core instructional minutes
  - Electives
  - Remediation/acceleration
  - Recess
  - Teacher planning
  - Special populations
- Instructional Support Applications
  - 50 applications used in the school systems
  - Able to reduce budget by 17%; purchased only applications that support learning regardless of where instruction is received
- Additional Support
  - Parent home-to-school
  - Professional learning
  - Students with Disabilities
  - English Learners
  - Social and emotional learning

Dr. Marc Bergin continued the presentation discussing the staff and family questionnaires:

- Questionnaires
  - Emailed directions to parents; asked to complete a questionnaire for each child; presents three scenarios and asks about attendance and transportation
  - Emailed to each employee and asked intention of attending for each scenario
  - Questionnaires will remain open all this week and next week
  - Starting Monday, personal contact will be made to parents to complete questionnaire
  - Will share results at next meeting, July 28
- Next Steps
  - Continue to monitor local health conditions
  - Examine staff and family questionnaire data
  - Collect feedback from summer school teachers and administrators
  - Continue to develop curriculum, assessment plan, and professional learning
  - Develop sample schedules for all scenarios and seek building administrator feedback
  - Submit instructional plan to VDOE by mid-August

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Discussions continued regarding face masks, social distancing, classroom structures, regional resources, Chromebooks, health screening, safety drills, learning models, and community outreach. The presentation and discussion concluded at 11:08 a.m. The School Board took a brief recess and reconvened at 11:20 a.m.

Ms. Manning left the School Board Room at 11:24 a.m.

**Blue Ribbon Panel Update:** Mr. Jack Freeman, Chief Operations Officer, presented an informational brief on implementation of the Blue Ribbon Panel recommendations. The 11 recommendations are divided into three categories with the first two categories, recommendations 1-8, falling under the Office of Safe Schools and the third category, recommendations 9-11, falling under the Office of Student Support Services. Mr. Thomas A. DeMartini, Director Office of Safe Schools, continued the presentation with the review of recommendations 1-8. Recommendation 1: *Refine and expand training exercise with regards to emergency procedures:* implemented “Run, Hide, Protect,” updated emergency response plans, and upgraded three raptor modules. Recommendation 2: *Implement a robust system of preventative security:* provided access to Genetec Mobile Application to all administrators, purchased 33 emergency radios and 363 two-way radios, in the process of installing 39 Mass Notification Systems. Recommendation 3: *Conduct more frequent and unannounced safety audits:* by March 2020, (prior to COVID-19) 72 of 86 audits were completed. Recommendation 4: *Strengthen procedures for controlling access into and within the school facility:* improved front desk protocols, provided training, revisited buzz-in procedures, and use of visitor badges. Recommendation 5: *Reevaluate the Security Personnel Program:* trained security assistants with a two-day in-service, uniforms provided, Lead Program in secondary schools, and tracking of security assistants from hire to separation. Recommendation 6: *Strengthen infrastructure for controlling access to school sites:* installed 65 access controls and completed Phase 3 of 5 phase fencing project. Recommendation 7: *Evaluate and increase the use of cameras and sensors:* 48 new cameras and purchased two walk-through metal detectors and three handheld wand metal detectors. Recommendation 8: *Strengthen infrastructure for securing classrooms:* locked doors and door configuration and use of window coverings. Most of the upgrades mentioned above were funded by grants and this year we are applying for additional grants.

A discussion followed the presentation regarding the training of security assistants, fencing and access to tracks, system inventory, metal detectors, audit considerations, SRO’s, fostering community relationships, and window coverings.

Robert B. Jamison, Ed.S., Coordinator Guidance Services, continued the presentation reviewing recommendations 9-11. Recommendation 9: *Increase behavior and mental health staff available to students to aid in early identification and support of students exhibiting mental health needs:* additional allocations for 5 full-time School Psychologists, 8 full-time Behavior Intervention Specialists, and 15.5 full-time Elementary School Counselors. Recommendation 10: *Increase mental health awareness through training for all staff and stakeholders:* bullying prevention and awareness, VBCPS instructional staff completed the Mental Health training module on annual mandatory training, site-base reviews of threat assessment procedures, Title I offered “Positive Behavior Principles” training, and staff will participate in summer professional learning opportunities. Recommendation 11: *Increase community engagement and collaboration with partner agencies:* strengthened community partnerships to increase resources, developing follow-up protocols, and training for staff.

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Discussions continued about the stresses of pandemic and school resources available, social and emotional instruction and support, gathering feedback from students, JDC support, and accolades for Student Support Services (Dr. Green), Safe Schools and school safety. The presentation and discussion concluded at 12:09 p.m.

The School Board took a lunch break at 12: 09 p.m.

The retreat reconvened at 1:04 p.m.

**PBIS Update** Lisa A. Banicky, Ph.D., Executive Director of Planning, Innovation, and Accountability, and Dr. Karin DiMaggio, Coordinator Psychological Services, presented a brief overview of the PBIS evaluation plan and continuity of PBIS support. Lisa A. Banicky began the presentation with a recap of the plan: to conduct an evaluation over three years with focus areas including operational components, student demographic characteristics, progress toward meeting goals and objectives, perceptions of stakeholders and cost. The PBIS evaluation plan was impacted due to school closures. The year-one evaluation was postponed until 2020-2021. A status update is being prepared for the fall based on available information. Dr. Karin DiMaggio continued the presentation. During school closure, PBIS support involved a focus on identifying, developing, and sharing resources. The PBIS google site was developed for school teams to find resources. School level support also included development of professional learning opportunities (webinars and Schoology course.) PBIS support on the division level included completion of division capacity assessment, collaboration with Teaching and Learning, facilitated student focus groups and participated in SEL professional learning. Dayla Brown, PBIS Specialist, shared an example of the six core components of PBIS and how PBIS framework can support the work with students in the virtual environment.

A request was made for information for a list of schools and how long PBIS has been implemented. The presentation concluded at 1:16 p.m.

Ms. Manning returned to the School Board Room at 1:16 p.m. The School Board took a break and reconvened at 1:58 p.m.

**Gifted Services Update:** Kipp D. Rogers, Ph. D., Chief Academic Officer, began the presentation with a reminder that the Gifted Services Update is a continuation of discussion from January 28, 2020 which provided an overview of Gifted Services and application process. Dr. Rogers introduced Nicole M. DeVries, Ph.D., Director K-12 and Gifted Programs. Dr. DeVries outlined the presentation objectives of examining inequity with the gifted and ODS (Old Donation School) application and discussed implications, feedback/recommendations from outside experts, and next steps. Gifted application and identification data and ODS application and acceptance data were shared with School Board members. DTAL continues to work with GRT teachers to provide families information, workshops, and support including completing the gifted application. A brief review of the logistical changes to the ODS selection process was presented. Outside expert, Dr. Jonathan Plucker, Julian C. Stanley Professor of Talent Development, School of Education, Johns Hopkins University, joined the presentation via Zoom to provide observations and feedback from VBCPS visit.

Goal is to close excellence gaps; however, they cannot close until we figure how to make sure we provide equal opportunity to groups. The discussion continued with topics of universal screening, local norms, portability, standards, and frontloading. Dr. DeVries continued the presentation with recommendations: intermediate implementation – messaging campaign, recruiting plan, professional learning, based on feedback to remove the

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parent narrative from the student application, revise websites and identification and ODS application. Long-term implementations to include review/revise Emerging Scholars Initiative, strengthen connection between ODS program/staff and the division gifted program, develop/implement gifted professional learning, and re-establish mandatory Gifted OCR Training Module for all instructional staff.

The discussion continued with clarifying local norms, positive comments shared of steps moving forward and change to selection process, local norms with front loading, accolades to team for work, need for messaging to community, and time frame of changes.

The presentation and retreat ended at 3:40 p.m. School Board members left the School Administration Building and prepared for the 5:00 p.m. Electronic Abridged School Board meeting.

### ***Abridged School Board Meeting Agenda***

**July 7, 2020**

- 1. *Call to Order and Attendance:*** Chairwoman Rye called the Abridged School Board meeting to order at 5:04 pm 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, it is impractical and unsafe at this time to hold an in person meeting due to the pandemic. Accordingly, this School Board meeting is being held electronically through Zoom, streamed live on [www.vbschools.com](http://www.vbschools.com), broadcast on VBT Channel 47 and recorded for archival purposes. Notice of the School Board Meeting was posted in the School Administration Building and on the VBSchools.com website. The School Administration Building remains closed; however, a link to access this meeting was published with tonight's agenda. Due to the electronic nature of this meeting, School Board members and staff must identify themselves verbally before speaking. Note, at this time the Board Clerk had technical issues with Zoom and could not respond to the School Board Chairwoman and the School Board members participating. Mr. Din, Chief Information Officer, confirmed all School Board members were present at the time of roll call except for Ms. Anderson who join the Zoom meeting shortly after at approximately 5:10 p.m.
- 2. *Moment of Silence followed by the Pledge of Allegiance***
- 3. *Approval of Minutes:*** June 23, 2020 Electronic School Board Meeting: There being no proposed modifications to the June 23, 2020 electronic meeting minutes, Ms. Holtz made a motion, seconded by Vice Chair Melnyk, that the School Board approve the minutes of their June 23, 2020 meeting as presented. Note, at this time, the Board Clerk continued having technical issues with Zoom and could not respond to the School Board Chairwoman the approval of minutes. Without discussion, Mr. Din confirmed all hands raised. Chairwoman Rye announced that the June 23, 2020 electronic meeting minutes were approved unanimously.
- 4. *Adoption of the Abridged Meeting Agenda:*** Chairwoman Rye called for any modifications to the July 7, 2020 Abridged Meeting agenda. Ms. Hughes called to amend the agenda, seconded by Ms. Manning, to include speakers unable to sign-up prior to the Abridged School Board meeting. Chairwoman Rye opened for discussion. School Board Legal Counsel Kamala H. Lannetti, Deputy City Attorney, stated an issue would be identifying the speakers since there is no list or order of open speakers. Discussions continued between Ms. Hughes, Ms. Manning, and Ms. Lannetti regarding how to allow speakers to participate, gathering their information, the agenda notice to speak at abridged meeting, and identifying open speakers. Mr. Din suggested the option of the raised hand feature to identify open speakers. Ms. Lannetti stated the open speakers would

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need to provide their information (name, address). Discussions continued with Ms. Anderson suggesting the topic (school reopening plan) be added to the July 28 agenda to allow for people to speak. She noted that people can also email or call School Board members. Ms. Felton suggested that due to technical issues, speakers not being able to sign up for the July 7, 2020 meeting have the opportunity to speak at the July 28, 2020 meeting. Ms. Riggs agreed with Ms. Anderson and would concur with the School Board members. Ms. Weems stated if speakers are willing to give their information, she is willing to listen to speakers tonight as well as on July 28, 2020. Mr. Edwards also agreed to listen to the input of speakers tonight and adjusting the agenda. Chairwomen Rye ask for clarification on making an announcement to those speakers who want to speak but did not sign up. Ms. Lannetti confirmed the speakers who signed up would speak first, followed by attendees in the Zoom meeting wanting to speak would use the raised hand feature. Mr. David Din would be able to unmute those speakers. Chairwoman Rye asked for any other comments. Ms. Felton agrees to hear speakers tonight. Ms. Anderson commented she is not opposed to hearing speakers if they are willing to provide their information, she is willing to listen. Chairwomen Rye announced the motion to adjust the agenda to allow any of the viewing public participating via Zoom tonight will have the opportunity upon conclusion of list of scheduled speakers to participate with a raised hand and with the understanding they are to provide their name and address. Chairwomen Rye called for a vote. Mr. David Din announced the motion passed with ayes 10, nays 1 with Ms. Holtz voting nay.

- 5. *Consent:*** After Chairwoman Rye's review of items presented for approval as part of the Consent Agenda, Ms. Felton made a motion, seconded by Ms. Melnyk, that the School Board approve the Consent Agenda as presented. Without discussion, Mr. David Din announced the motion passed unanimously with the School Board using the raised hand feature on the Zoom platform to register an affirmative vote, and the following items were approved as part of the Consent Agenda:

- A. Pupil Transportation Maintenance Facility Dominion Energy Easement
- B. Old Seatack Elementary School – Law Enforcement Training Academy (LETA) Lease

**6. *Action:***

- A. Personnel Report/Administrative Appointment(s): Ms. Anderson made a motion, seconded by Ms. Hughes, that the School Board approve the appointments and accept the resignations, retirements and other employment actions as presented on the July 7, 2020 Personnel Report along with administrative appointments as recommended by the Superintendent. Without discussion, the School Board Clerk announced the motion passed unanimously with the School Board using the raised hand feature on the Zoom platform to register an affirmative vote. Superintendent Spence then introduced Karen J. Drosinos, Ed.D., Instructional Specialist, Department of Teaching and Learning, as the Assistant Principal at Diamond Springs Elementary School effective August 3, 2020; Timothy J. Pellerin, School Counseling Chair at Kempsville Middle School as an Assistant Principal at Tallwood High School, with an effective date to be determined. Superintendent Spence noted the Green Run Collegiate (GRC) Governing Board voted in favor of Nathaniel C. Staples to the role of Academic Dean based on Article VI of the Green Run Collegiate Charter. Nathaniel C. Staples, Teacher on Special Assignment, Colgan Senior High, Prince William County Schools as the Academic Dean at Green Run Collegiate effective July 1, 2020.

- 7. *Conclusion of Abridged Meeting***  
***Hearing of Citizens and Delegations on Non-Agenda Items***

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Public comment on Non-Agenda items will be accepted during the July 7, 2020 Abridged Meeting. All public comment will be done through Zoom and persons seeking to sign up to speak should contact the Clerk of the School Board at (757) 263-1016 by 3:00 p.m. on July 6, 2020 and provide the necessary information to sign up as a speaker and shall be allocated 4 minutes each. All Public comment is always welcome by the School Board through their group e-mail account at [vbcpschoolboard@googlegroups.com](mailto:vbcpschoolboard@googlegroups.com) or by request to the Clerk of the School Board at (757) 263-1016.

The School Board heard comments from: Holly Edwards, Sarah Smith, Luis Cortes, Lindsey Nathaniel, Pam Coley, Conner Eppley, Kathleen Slinde, Dawn Neuman, Mary Reismeier, Elizabeth Scott, Kelly Walker, Laura Lee Dunn, Carmen Stacier, Jenner Green, Becky (?), Suzanne Saltisiak, Mark Garhart regarding school reopening; and Dr. Amelia Ross-Hammond regarding diversity and inclusion.

8. ***Closed Meeting*** (as needed)
9. ***Vote on Remaining Action Items*** (as needed)
10. ***Adjournment:*** There being no further business before the School Board, Chairwoman Rye adjourned the meeting at 6:43 p.m.



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### **Wednesday, July 8, 2020**

The School Board convened in the School Board Room at the School Administration Building at 9:02 a.m. on Wednesday, July 8, 2020. In addition to Superintendent Spence, the following School Board members were present: Chairwoman Rye, Ms. Anderson, Mr. Edwards, Ms. Felton, Ms. Manning, Ms. Riggs, and Ms. Weens. Ms. Holtz arrived at 9:08 a.m. Note that School Board members Vice Chair Melnyk, Ms. Owens, and Ms. Hughes participated remotely in accordance with School Board Bylaw 1-36. Chairwoman Rye read the following statement:

*Good Morning, today is July 8, 2020 at 9 am and this begins the second day of the School Board's 2020 Retreat. The School Board Retreat is taking place at the School Administration Building today between 9 a.m. and 4:00 p.m. Due to the State of Emergency and the School Board's April 7, 2020 Resolution, the School Board Members as well as certain staff members will be present in School Board Chambers but other persons will not be present in the School Administration Building for the purpose of attending the School Board Retreat. This decision was made to be consistent with safety and health precautions currently in effect in the school buildings. The School Board Retreat will be broadcast on VBTV channel 47 as well as livestreamed for the public to observe.*

**Strategic Framework Update:** Marc A. Bergin, Ed.D., Chief of Staff, and Lisa A. Banicky, Ph.D., Executive Director of Planning, Innovation, and Accountability, presented an update on the division's work related to the strategic framework. Dr. Bergin introduced Dr. Banicky to continue the presentation. Dr. Banicky began with a brief retrospective of the *Compass to 2020* four main goals: high academic expectations, multiple pathways, social-emotional development, and culture of growth and excellence. Progress highlights included best practices related to planning, teaching, assessing; Student Response Teams; expanded Early Childhood Offerings; providing 1:1 devices; expanded resources associated with academic and career planning; PBIS; teacher specializations and pathways for administrators; expanded professional learning for noninstructional staff; and expanded partnerships. Annually identified priorities include identifying framework, monitoring progress and making adjustments. Navigational markers are publicly available on the *Compass to 2020* website. Dr. Banicky provided a quick recap of the strategic planning process and continued to review the six goals of *Compass to 2025*. The goals are as follows: Goal 1: Educational Excellence; Goal 2: Student Well-Being; Goal 3: Student Ownership of Learning; Goal 4: An Exemplary, Diversified Workforce; Goal 5: Mutually Supportive Partnerships; and Goal 6: Organizational Effectiveness and Efficiency.

Dr. Banicky paused the presentation to ask the School Board members to reflect on the Navigational Markers for *Compass to 2025* and choose two in each goal area they were interested in tracking. A packet was requested for the School Board members attending the meeting on Zoom. The Deputy School Board Clerk was able to email the information. Ms. Manning left the meeting at 9:29 a.m., and Ms. Weems left the meeting at 9:33 a.m.

Ms. Lannetti stated to Chairwoman Rye, if any other School Board members leave the meeting, there will no longer be a quorum and re-notice the meeting to an electronic meeting due to a quorum not being present.

The presentation restarted at 9:34 a.m.

Dr. Banicky discussed the Activation Plan or roll-out of *Compass to 2025*. The Strategic Action Agenda was developed in February 2020 and was to be shared at the last Citywide meeting (April 1), but could not due to COVID-19. A copy of the revised strategic plan was shared with principals and a copy was given to the School Boards members. The Strategic Action Agenda includes as a top priority the recovery plan for students; focus on

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well-being for both students and staff; keep equity front and center; reimagine learning; foster student agency and deeper learning; and understand and share the big picture of *Compass to 2025*. The following reflection questions were shared with the School Board:

1. How can you as a School Board member help to support and reinforce the *Compass to 2025* vision?
2. What can we do or provide to you to support you in your role as advocates for the Strategic Framework and school division priorities for 2020-2021?

The discussion continued with the development of a map and framework, role of PPMC, importance of all the goals including community partnerships, gratitude for work put into the *Compass to 2025*, sharing of the plan with schools, and feedback from teachers or a group of teachers. The presentation and discussion concluded at 9:50 a.m.

Superintendent Spence made a brief comment regarding wearing masks. We are trying to model what we have asked staff to do. Jack Freeman, Chief Operations Officer, shared briefly what we have asked staff to do for clarity and what we ask the School Board to model. Information from the AAP – four pillars: screening, distancing, mask/face covering, and good hand hygiene. Wearing a mask is expected from staff when entering the building and transiting to and from space; if distancing in your own environment, you can take off mask. Superintendent Spence added comments regarding health screening tool and AAP guidance on wearing masks. We want to follow the best guidance and model behavior, and our goal is to be safe. Chairwomen Rye stated for the record colleagues were encouraged to stay at the meeting.

The next presentation started at 10:01 a.m.

**Diversity, Equity and Inclusion - Centering Equity:** LaQuiche R. Parrott, Ed.D., Director of Diversity, Equity, and Inclusion, presented an overview of how we are centering equity through new strategic framework.

Dr. Parrott shared equity in education is a significant challenge nationwide; School Board members, superintendents, teachers and families play a critical role in creating a climate and curriculum for students to receive resources and mentioned recent local, national, and global events regarding racial justice and equitable opportunity. Questions arising from the Mayor's African American Roundtable meeting facilitated the renaming of Opportunity and Achievement to Diversity, Equity, and Inclusion. Equity Council began initial planning and discussion for the new strategic framework, *Compass to 2025*, which will have an equity focus for each strategic goal. Supports and resources to lead equity work – professional learning, VDOE guidance document, third-party equity audit to provide feedback, needs, and next steps. Role of Equity Lead is new this school year and it is to provide support to individual school communities. More details about Equity Leads will be shared in an upcoming principal's memo. The Policy Review Committee is working on a draft equity policy. To gain perspectives, diverse stakeholders are given the opportunity to join Equity Council, meeting times increased from bi-monthly to monthly, and developing a quarterly newsletter.

A discussion followed the presentation with positive comment on the newsletter idea, looking forward to progress, development of equity policy, representation on the Equity Council, community involvement, distribution of resources for schools, equity as part of strategic plan, and professional learning development.

The presentation and discussion concluded at 10:53 a.m. The School Board members took a brief break and reconvened at 11:10 a.m.

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**Environmental Studies Program Update:** Kipp D. Rogers, Ph. D., Chief Academic Officer, Matthew D. Delaney, Executive Director of Secondary Teaching and Learning, Tony Arnold, Executive Director of Facilities Services, and Chris Freeman, Coordinator of Environmental Studies Program, provided the School Board an update on the Environmental Studies Program. Dr. Rogers made opening remarks and introduced Mr. Delaney. Since last update, work has continued with writing curriculum, applications reviewed, offers made to students, and appointment of first Coordinator of Environment Studies Program. Mr. Delaney then introduced Mr. Chris Freeman. Mr. Freeman reviewed the application timeline, number of applicants, selection process, and number of accepted students. Communication with students and families included creation of Schoology group, email, twitter, and videos. Development of curriculum with foundation in AP Environmental Science, including Natural Resources Management, Sustainably: Core Concepts & Environmental Systems, and Watershed Hydrology courses. Materials and equipment for student hands-on learning and field research are being ordered. Next steps to include reviewing curriculum, meetings with other departments in the division, and developing partnerships.

Before the next portion of the presentation, there was a discussion on the development of curriculum, the application process and equity, pre-requisites for admission, and positive comments on opportunity for students. Note, Ms. Weems returned to the retreat at 11:33 a.m.

The presentation continued with Mr. Arnold providing a construction update, progress photos, rendering of classroom views and construction timeline. Discussions continued regarding the application process, AM/PM split of students, benefits of program, partnerships and gratitude to Joan Brock, general interest in the program, and program promotion.

The presentation and discussion concluded at 11:50 a.m. The School Board members took a lunch break. The retreat reconvened at 1:00 p.m.

**Ad Hoc Student Discipline Committee:** Donald E. Robertson, Jr., Ph.D., Chief Schools Officer, and Kimberly A. Melnyk, Ad Hoc Committee Chair, presented the School Board Ad Hoc Student Discipline Committee findings and recommendations. Note Dr. Robertson and Ms. Melnyk presented to the School Board via the Zoom platform. Ms. Melnyk gave a brief overview of the Ad Hoc Committee, members, and meeting dates. To collect data the committee used staff survey, school visits, and focus groups. Findings and recommendations on general themes from the results were shared. (I don't think focus groups were used – schools closed)

The general themes included: Positive Parental Partnership: the need for more parental involvement and accountability, identify ways to let parents/guardians know they are valued; Cell Phones and Electronic Devices: results varied between high school and elementary, respondents indicated the negative impact on behavior, the committee could not agree on a unanimous recommendation; Communication and Consistency: a majority of staff feel supported by administration, comments from survey warranted improvements, protocols be developed with clear expectations on the referral process to include consistency with a timely response; Respect and Safety Related to Student Misbehavior: respondents indicated concerns about safety and student safety because of student misbehavior; results varied between high school and elementary, the committee asks Senior Staff provide a response; and Discipline Hearings: was not part of the survey or school visits but an area the committee felt needed to be addressed, recommendations: providing an explanation for any changes, Legislation Committee review legislation that impacts student discipline, and review and update the discipline process and forms.

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A discussion was held on the data results, breakdown of results (HS, MS, ES), selection of schools, and cell phones recommendations.

Dr. Robertson continued the presentation with Administration's responses. *Administration concurs with increasing parental/guardian involvement and accountability* in resolving discipline issues, teachers and administrators will make every effort to engage a parent/guardian when dealing with selected discipline offenses, seek to expand parental outreach programs, partner with school's PTA, and collaborate with the Office of Family and Community Engagement. *Administration concurs that cell phone and other electronic device use is a distraction* to both students and staff, particularly at the high school level, meetings with Teacher Forum and Teacher Assembly to get feedback/input, feedback/input from Student Advisory Council, reviewing guidelines from other school division, and ready to assist PRC in revising policy if needed. *Administration concurs with the need to develop a clearer process or protocol on the referral process* to assist with staff understanding, discussions on the importance of clear lines of communication when handling student discipline and develop a set of guidelines explaining the referral process. *Respect and safety related to student misbehavior* – VBCPS has Respect as a Core Value, will work with Department of Communications and Community Engagement to create Respect campaign, SEL and CRP framework, continue to review monthly discipline data, and implementation of PBIS. *Administration agrees with the committee recommendations regarding Discipline Hearings* and are committed to improving processes and is ready to continue the work in partnership with Legal and School Board. Administration is open to feedback and willing to address all areas of concerns as presented by the School Board.

A discussion continued regarding reading the data and the value, thank you to Dr. Robertson for efforts, follow-up survey, informational workshop(s), cell phone use, Superintendent Spence thanked the School Board for the discussion. The presentation and discussion ended at 2:08 p.m.

**Budget Priorities - Pre-Budget Discussion:** Farrell E. Hanzaker, Chief Financial Officer, presented an updated brief economic forecast at the state, regional and local levels and basic 2020-2021 budget information. He explained budgetary goals and challenges identified in the areas of employee compensation and benefits; materials and supplies needed for new safety measures due to pandemic; life cycle replacements; reversion funds, CARES Act funding; better understanding of additional shortfalls in both state and city funding in August after General Assembly meets; estimated shortfall of \$23 million FY 2019/20 and \$27 million FY 2020/21; and unmet needs.

A brief discussion continued regarding compensation for staff, CARES Act funding – one-time spending; and thank you for Mr. Hanzaker for all the work you do. The presentation and discussion ended at 2:33 p.m. The School Board members took a break and the retreat reconvened at 2:45 p.m.

**New Committee Structure: Interim Assessment:** Carolyn T. Rye, Governance Committee Chair, and Carolyn D. Weems, Planning and Performance Monitoring Committee Chair, presented a midyear assessment on the two new School Board committees: Governance and Planning and Performance Monitoring. Ms. Rye began the presentation with a brief overview of the Governance Committee; reviewed general description and responsibilities of Governance Committee from Bylaw 28; accomplishments for first 6 months; works in progress; and effectiveness of the committee.

Ms. Weems continued the presentation with an overview of the Planning and Performance Monitoring Committee (PPMC); committee members; accomplishments of committee; works in progress; input from board members; Superintendent Spence thanked the School Board for their work. The presentation ended at 3:26 p.m.

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**Future Workshop Topics/Quarterly Forecast Development and Reflections and Wrap-Up:** Aaron C. Spence, Ed.D., Superintendent, reviewed briefly some upcoming workshop topics reflected from the retreat: Ad Hoc Discipline Committee, PBIS, work of Office of Community Engagement, Gifted Services, SRO program, Equity Update; Literacy Plan Update, and Special Education.

Superintendent Spence continued with reflections and wrap-up for agenda planning for July 28, 2020 School Board meeting: school reopening, speakers at meeting; discussion continued regarding safety protocols for speakers at the meeting; public notice for meeting. Ms. Rye thanked various staff members for their support during the retreat. Superintendent Spence thanked Dr. Bergin, Chief of Staff, for his work.

The retreat concluded at 4:14 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:** Religious Exemptions

**Item Number:** 10A

**Section:** Consent Agenda

**Date:** June 28, 2020

**Senior Staff:** Donald E. Robertson, Jr., Ph. D., Chief Schools Officer

**Prepared by:** Denise White, Student Conduct/Services Coordinator

**Presenter(s):** Michael B. McGee, Director, Office of Student Leadership

**Recommendation:**

That the School Board approve Religious Exemption Case No. RE-20-02, RE-20-03 and RE-20-04.

**Background Summary:**

Administration finds documentation meets the threshold requirements stipulated in Virginia Code.

Virginia Code §22.1-254.B.1 states the following:

“B. A school board shall excuse from attendance at school:

1. Any pupil who, together with his parents, by reason of bona fide religious training or belief is conscientiously opposed to attendance at school. For purposes of this subdivision, “bona fide religious training or belief” does not include essentially political, sociological or philosophical views or a merely personal moral code”

Virginia Code § 22.1-254.D.1 states the following:

“D. A school board may excuse from attendance at school:

1. On recommendation of the principal and the division superintendent and with the written consent of the parent or guardian, any pupil who the school board determines, in accordance with regulations of the Board of Education, cannot benefit from education at such school”

**Source:**

Virginia Code §22.1-254.B.1 and §22.1-254.D.1  
School Board Policy 5-12, Legal Withdrawal

**Budget Impact:**

None





**Subject:** Personnel Report **Item Number:** 11A

**Section:** Action **Date:** July 28, 2020

**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 July 28, 2020, 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

Virginia Beach City Public Schools  
Personnel Report  
July 28, 2020  
2020-2021

Scale	Class	Location	Effective	Employee Name	Position/Reason	College	Previous Employer
Assigned to Unified Salary Scale	Appointments - Elementary School	Arrowhead	9/1/2020	Pilar Y LaRose	Kindergarten Assistant	Virginia Wesleyan University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Bettie F. Williams	7/2/2020	Victoria E Davis	School Office Associate II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Birdneck	9/1/2020	Jake A Barrella	Special Education Assistant	SUNY Albany, NY	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Brookwood	9/1/2020	Jennifer L Moran	Special Education Assistant	Old Dominion University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Fairfield	8/21/2020	Kenyata M Knight-Futrell	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Glenwood	9/1/2020	Yarnette Grosswiler	General Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Glenwood	9/1/2020	Raimondo Olimpiade	Physical Education Assistant, .500	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Hermitage	9/1/2020	Wendel T Deloatch	Physical Education Assistant	Norfolk State University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	John B. Dey	9/1/2020	Jennifer A Jenks	Physical Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Kempsville	9/1/2020	Wendy B Porter	Physical Education Assistant, .500	Old Dominion University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	King's Grant	9/1/2020	Katherine C Mendenhall	Kindergarten Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Landstown	7/1/2020	Damion Davis	Custodian III Head Day	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	New Castle	9/1/2020	Latoya Worsley	General Assistant, .500	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Parkway	8/27/2020	Mary J Cowen	Library/Media Assistant	Florida State University, FL	Beach Fellowship, VA
Assigned to Unified Salary Scale	Appointments - Elementary School	Parkway	9/1/2020	Beverly A Brown	Kindergarten Assistant	Elizabeth City State Univ, NC	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Pembroke	9/1/2020	Regla M Macias	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Point O'View	9/1/2020	Bobbi R Freeman-Hill	General Assistant, .500	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Point O'View	9/1/2020	Jana M White	Kindergarten Assistant	Old Dominion University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Rosemont Forest	7/30/2020	Vickie C Ervin	Custodian III Head Day	Not Applicable	Checkedred Flag Toyota
Assigned to Unified Salary Scale	Appointments - Elementary School	Shelton Park	7/1/2020	Cheri L Crumby	School Administrative Associate I	Not Applicable	Avalon Properties, VA
Assigned to Unified Salary Scale	Appointments - Elementary School	Shelton Park	8/21/2020	Elizabeth S Cipolla	School Office Associate II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Shelton Park	9/1/2020	Sarah Kreis	Special Education Assistant	Harcum College, PA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Thalia	9/1/2020	Michelle M Klepk	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Thoroughgood	9/1/2020	Teresa M Cochran	Kindergarten Assistant	Central Virginia Comm College, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Windsor Oaks	9/1/2020	Susan H Ferguson	Kindergarten Assistant	James Madison University, VA	Camden County Schools, NC
Assigned to Unified Salary Scale	Appointments - Elementary School	Windsor Woods	9/1/2020	Michelle V Barone	Kindergarten Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Bayside	9/1/2020	Tezra G Regester-Brooks	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Great Neck	9/1/2020	Christopher T Brinkac	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Independence	9/1/2020	Shervon W Monroe	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Landtown	9/1/2020	Jennifer A Trembley	Clinic Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Larkspur	9/1/2020	Kimberly Freeman	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Princess Anne	9/1/2020	Laura J Patterson	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Bayside	7/16/2020	Angela J Ayer	School Office Associate II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Bayside	8/27/2020	Simone Forrester	Security Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Landstown	8/21/2020	Edison A Mortel	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Ocean Lakes	8/21/2020	Carmelita D Fernando	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Renaissance Academy	9/1/2020	LaShawnda D Knox	Special Education Assistant	Virginia State University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Department of School Division Services	7/8/2020	Dawn Y Galvin	Executive Office Associate I	Not Applicable	VBCPS
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Consolidated Benefits	7/13/2020	Tatiana J Heard	Administrative Office Associate I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Custodial Services	7/1/2020	Connie S Wiseman	Custodial Supervisor	Not Applicable	VBCPS
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Programs for Exceptional Children	7/1/2020	Tammy A Spears	Instructional Specialist	Slippery Rock University, PA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Programs for Exceptional Children	7/29/2020	Carol F Blackwell	Instructional Specialist	Virginia Commonwealth Univ, VA	Caroline High School, VA
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Programs for Exceptional Children	9/1/2020	Kelly R Mann	Interpreter	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Programs for Exceptional Children	9/1/2020	Timothy J Nash	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Student Support Services	8/21/2020	Jasmine Etheridge	School Social Worker	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Student Support Services	8/21/2020	Tanya P Jones	School Social Worker	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Student Support Services	8/21/2020	Heather A Welch	Psychologist	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Bettie F. Williams	8/21/2020	Emily A Zurek	Not Applicable	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Hermitage	7/2/2020	Teresa N Walter	School Office Associate II (transfer of spouse)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Kempsville Meadows	6/30/2020	Colleen N Haley	Cafeteria Manager I (relocation)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Kingston	6/30/2020	Nicole K Duplain	Assistant Principal (relocation)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Tailwood	6/30/2020	Olatunji S Sumola	Custodian I (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Brandon	7/31/2020	Lisa M Bandy	Custodian I (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Plaza	6/30/2020	Karen A Kinsey	Library/Media Assistant (moved to public school system)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Plaza	7/17/2020	Jordan T Singletary-Holman	Custodian I (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Kellam	6/30/2020	Kayla L DeJesus	Special Education Assistant (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Kempsville	5/15/2020	Candace L Jackson	Cafeteria Assistant, 5.0 Hours (expiration of long-term leave)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Ocean Lakes	6/30/2020	Rodolfo A Del Pilar	Custodian I (relocation)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Renaissance Academy	6/30/2020	Monica Cooper	Cafeteria Assistant (relocation)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Tallwood	6/30/2020	Caitlin A Blaufus	School Office Associate II (long term disability)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Department of Communications & Community Engagement	7/14/2020	Erica Yelland	Coordinator Public Relations (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Professional Growth and Innovation	8/31/2020	Angela L Parsons	Specialist Professional Learning (relocation)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	6/30/2020	Kendra Mack	Bus Assistant, 5.0 Hours (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Corporate Landing	6/30/2020	Linda Drake	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Diamond Springs	6/30/2020	Alwyn G Cameron	Kindergarten Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	North Landing	6/30/2020	Maria Arroyo	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Rosemont	7/31/2020	Davey A Harper	Custodian III Head Day	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Rosemont	7/31/2020	Suzanne Shipley	Kindergarten Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Three Oaks	6/30/2020	Linda B Saslowsky	Clinic Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Office of Consolidated Benefits	8/14/2020	Elizabeth Babbini	Benefits Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Office of Transportation and Fleet Management Services	6/30/2020	Maria M Stillwell	Bus Assistant, 6.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Office of Transportation and Fleet Management Services	7/31/2020	David S Gurganus	Fleet Manager	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Office of Transportation and Fleet Management Services	9/30/2020	Donna F Huchner	Bus Driver - Special Ed, 6.0 Hours	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Alanton	8/27/2020	Kristen W Richardson	Special Education Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Alanton	8/27/2020	Sonia E Rivera-Colon	Third Grade Teacher	Univ North Carolina Charlotte, NC	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Arrowhead	8/27/2020	Candace Jamison	Kindergarten Teacher	Virginia Commonwealth Univ, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Bayside	8/27/2020	Alexandra K Ellingson	Special Education Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Bayside	8/27/2020	Nickole H Kennedy	Music/Vocal Teacher	Shenandoah University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Bayside	8/27/2020	Apriyl M Tiffany	Special Education Teacher	George Mason University, VA	Prince William County Public, VA
Assigned to Instructional Salary Scale	Appointments - Elementary School	Birdneck	8/27/2020	Lyndsey A McIntosh	Special Education Teacher	Norfolk State University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Brookwood	8/27/2020	Elizabeth M Buda	Special Education Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Christopher Farms	8/27/2020	Glenna G Reasland	Kindergarten Teacher	Western Governors University, UT	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Christopher Farms	8/27/2020	Alissa R Royal	Second Grade Teacher	Flagler College, FL	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Corporate Landing	8/27/2020	Skyler K Hoelz	Third Grade Teacher	James Madison University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Glenwood	8/27/2020	Kayla N Stemen	Fourth Grade Teacher	Wytheville Community College, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Green Run	8/27/2020	Ruianne Inocencio	Kindergarten Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Hermitage	8/27/2020	Cassandra Shevlin	Third Grade Teacher	University of Scranton, PA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Hermitage	8/27/2020	Jenna K Stone	Special Education Teacher	Marian College, IN	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Hermitage	8/27/2020	Hayley M Torok	Second Grade Teacher	Clarion Univ of Pennsylvania, PA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Hermitage	8/27/2020	Nicole R Violette	Kindergarten Teacher	Cambridge College, MA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Indian Lakes	8/27/2020	Betty M Kohler	Music/Vocal Teacher	Virginia Wesleyan University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Kempsville Meadows	8/27/2020	Jennifer A Abatis	Fifth Grade Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Kempsville Meadows	8/27/2020	MaCall S Underwood	Kindergarten Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Kempsville Meadows	8/27/2020	Sorala I Watson	Third Grade Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	King's Grant	8/27/2020	Carol S Horton	Second Grade Teacher	SUNY College Cortland, NY	Not Applicable

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Assigned to Instructional Salary Scale	Appointments - Elementary School	King's Grant	8/27/2020	Natalie N Satisfield	School Counselor	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Landstown	8/27/2020	Megan E Baker	Fifth Grade Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Landtown	8/27/2020	Jessica D Cunningham	Fifth Grade Teacher	University of Phoenix, AZ	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Landtown	8/27/2020	Lily P Drum	Third Grade Teacher	American University, DC	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Landtown	8/27/2020	Raven B Knowles	First Grade Teacher	East Carolina University, NC	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Landtown	8/27/2020	Emily S Lombardo	Fifth Grade Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Landtown	8/27/2020	Kaitlin M Thomas	Third Grade Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Linkhorn Park	8/27/2020	Kelleen M Futrell	Special Education Teacher	Longwood University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Luxford	8/27/2020	Rebecca L Brooks	English Language Learner	Regent University, VA	VBPCS
Assigned to Instructional Salary Scale	Appointments - Elementary School	Luxford	8/27/2020	Caitlin H Gross	First Grade Teacher	James Madison University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Luxford	8/27/2020	Audrey H Porter	Second Grade Teacher	James Madison University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Lynnhaven	8/27/2020	Courtney Green	First Grade Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Malibu	8/27/2020	Alyssa R Schreyer	Special Education Teacher	University of Pittsburgh, PA	APS/Watson Institute, PA
Assigned to Instructional Salary Scale	Appointments - Elementary School	Parkway	8/27/2020	Katin B Newbern	Third Grade Teacher	East Carolina University, NC	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Pembroke	8/27/2020	Stephanie Gomez	Third Grade Teacher	Univ of New Mexico Albuquerque, NM	Santa Rosa County District Schools, FL
Assigned to Instructional Salary Scale	Appointments - Elementary School	Pembroke	8/27/2020	Kevin J Posey	Physical Education Teacher	Radford University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Pembroke Meadows	8/27/2020	Makenzie Burud	Third Grade Teacher	Saint Michael's College, VT	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Pembroke Meadows	8/27/2020	Diane E Kildea	Kindergarten Teacher	University of Central Florida, FL	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Point O'View	8/27/2020	Divine Z Sanders	Fourth Grade Teacher	Norfolk State University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Red Mill	8/27/2020	Charlene Belanger	Fourth Grade Teacher	American University, DC	Fairfax County Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Elementary School	Rosemont	8/27/2020	Tamara S Hogan	Title I Resource Teacher	Old Dominion University, VA	VBPCS/Princess Anne ES
Assigned to Instructional Salary Scale	Appointments - Elementary School	Rosemont Forest	8/27/2020	Casey L Tinsley	Kindergarten Teacher	James Madison University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Salem	8/27/2020	Amanda B Lloyd	Special Education Teacher	Old Dominion University, VA	Barry Robinson Center, VA
Assigned to Instructional Salary Scale	Appointments - Elementary School	Seatack	8/27/2020	Laura H Alonso	Special Education Teacher	Brandsman University, CA	VBPCS
Assigned to Instructional Salary Scale	Appointments - Elementary School	Tailwood	8/27/2020	Kristen Herrera	Second Grade Teacher	Coastal Carolina University, SC	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Thalia	8/27/2020	Jazmyn McGhee	Kindergarten Teacher	Old Dominion University, VA	VBPCS
Assigned to Instructional Salary Scale	Appointments - Elementary School	Thalia	8/27/2020	Alison E Setzer	Title II Resource Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Thoroughgood	8/27/2020	Danielle L Vivonetto	Kindergarten Teacher	Towson University, MD	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Three Oaks	8/27/2020	Andrea L Eisenberger	Art Teacher	Univ North Carolina Charlotte, NC	Chesapeake Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Elementary School	White Oaks	8/27/2020	Natalie Anne M Guden	Fourth Grade Teacher	Radford University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	White Oaks	8/27/2020	Kiyanna J Levy	Title II Resource Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	White Oaks	8/27/2020	Kiel Phillips	Fourth Grade Teacher	Indiana Univ of Pennsylvania, PA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	White Oaks	8/27/2020	Deborah J Simeon-Dohmann	Special Education Teacher	Univ of Maryland Univ College, MD	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Windsor Oaks	8/27/2020	Carmen Richard	Special Education Teacher	Longwood University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Windsor Woods	8/27/2020	Emily B Marchione	Fourth Grade Teacher	Old Dominion University, VA	VBPCS
Assigned to Instructional Salary Scale	Appointments - Elementary School	Woodstock	8/27/2020	Sharon M Ruffin	Kindergarten Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Bayside	8/18/2020	Kelli A Studivant	School Counselor	Norfolk State University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Bayside	8/27/2020	Gabriel Clemons	Band Instructor	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Bayside	8/27/2020	Pamela S Kirkman	Literacy Teacher	Old Dominion University, VA	Currtuck County Schools, NC
Assigned to Instructional Salary Scale	Appointments - Middle School	Bayside	8/27/2020	Devin K O'Meara	Seventh Grade Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Bayside	8/27/2020	Hannah M Schmeck	Business Education Teacher	Bloomsburg University, PA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Bayside Sixth Grade Campus	8/27/2020	Bianca P Harmon	Special Education Teacher	Virginia State University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Bayside Sixth Grade Campus	8/27/2020	Nicole M Johnson	Sixth Grade Teacher	Virginia Wesleyan University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Bayside Sixth Grade Campus	8/27/2020	Mario M Tipton	Sixth Grade Teacher	Middle Tennessee State Univ, TN	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Brandon	8/27/2020	Carrie L Moore	Health & Physical Education Teacher	Wingate University, NC	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Brandon	8/27/2020	Sierra M Trudeau	Eighth Grade Teacher, 500	Westminster College, PA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Corporate Landing	8/27/2020	Genavieve Berger	Seventh Grade Teacher	Principia College, IL	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Great Neck	8/27/2020	Lisa S Porter	Special Education Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Independence	8/27/2020	Lindsey Grain	Special Education Teacher	Longwood University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Independence	8/27/2020	Ashley M Smith	Eighth Grade Teacher	University of Virginia, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Landtown	8/27/2020	Roy Brewer III	Seventh Grade Teacher	Tennessee State University, TN	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Landtown	8/27/2020	Audrey G Colonese	Eighth Grade Teacher	Salem College, NC	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Landtown	8/27/2020	Michelle L Erxleben	Eighth Grade Teacher	Nova Southeastern Univ, FL	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Landtown	8/27/2020	Marissa C Sabetta	Special Education Teacher	Keystone College, PA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Larkspur	8/27/2020	James A Clark	Sixth Grade Teacher	Radford University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Larkspur	8/27/2020	Molly A Koch	Eighth Grade Teacher, 500	Kent State University, OH	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Lynnhaven	8/27/2020	McKenzie Dowdy	Special Education Teacher	University of Mary Washington, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Lynnhaven	8/27/2020	Grace C Yuskat	Special Education Teacher	North Carolina State Univ, NC	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Plaza	8/27/2020	Selena Giddeon	Seventh Grade Teacher	South Carolina State Univ, SC	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Plaza	8/27/2020	John Z Moyer	Sixth Grade Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Plaza	8/27/2020	Glenna R Straus	Health & Physical Education Teacher, .600	James Madison University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Salem	8/27/2020	Ashlyn R Kemp	Eighth Grade Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Salem	8/27/2020	Grace K Meier	Seventh Grade Teacher	Univ of Maryland College Park, MD	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Salem	8/27/2020	Carlin E Wetzell	Sixth Grade Teacher	University of Virginia, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Virginia Beach	8/27/2020	Chloe Crist	Art Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Bayside	8/27/2020	Colt A Resnick	Health & Physical Education Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Bayside	8/27/2020	Angela M Stanford	Science Teacher	Johns Hopkins University, MD	Baltimore County PS, MD
Assigned to Instructional Salary Scale	Appointments - High School	First Colonial	8/27/2020	Brendan J Beatty	Social Studies Teacher	Boston College, MA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Green Run	8/27/2020	LaQuisha Banks	English Teacher	University of Virginia, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Kempville	8/27/2020	Sylvie L Green	English Teacher	George Mason University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Kempville	8/27/2020	Andrew Holt	Social Studies Teacher	James Madison University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Landtown	8/27/2020	Sean H Stowe	Health & Physical Education Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Princess Anne	8/27/2020	Charlene M Williams	Family & Consumer Science Teacher	Youngstown State University, OH	Chesapeake Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - High School	Remembrance Academy	8/27/2020	Emmesa Backus	Science Teacher	Mercer University/Macon, GA	Norfolk Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - High School	Salem	8/10/2020	Bryan C Lynch	School Counselor	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Salem	8/27/2020	Dustin R Maghan	Health & Physical Education Teacher	Old Dominion University, VA	Stafford County Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - High School	Tailwood	8/27/2020	Carey A Henry	Mathematics Teacher	East Carolina University, NC	Onslow County Schools, NC
Assigned to Instructional Salary Scale	Appointments - High School	Technical And Career Education Center	7/9/2020	Crystal M O'Neill	Nursing Instructor	South College, GA	United States Navy
Assigned to Instructional Salary Scale	Appointments - Miscellaneous	Not Applicable	8/27/2020	Danielle S Toney	Summer School	Fontbonne University, MO	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Miscellaneous	Office of Programs for Exceptional Children	8/27/2020	Cheyenne L Berens	Speech/Language Pathologist	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Miscellaneous	Office of Programs for Exceptional Children	8/27/2020	Jennifer M McGee	Speech/Language Pathologist	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Miscellaneous	Office of Programs for Exceptional Children	8/27/2020	Patricia L Ruby	Speech/Language Pathologist, .800	Penn State University, PA	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Alantone	6/30/2020	Ashley E Smith	Gifted Resource Teacher (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Birdneck	6/30/2020	Aubrie Wagaman	Special Education Assistant (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Centerville	6/30/2020	Jordan M Pacitti	Fourth Grade Teacher (family)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	John B. Dey	6/30/2020	Julie A Paine	Second Grade Teacher (family)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Linkhorn Park	6/30/2020	Amy A Wight	Special Education Teacher (moved to public school system)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Malibu	6/30/2020	James A Marken	Second Grade Teacher (moved to public school system)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Newtown	6/30/2020	Dhanush P Shah	Third Grade Teacher (moved to public school system)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Office of Programs for Exceptional Children	6/30/2020	Queenie V Mohan	Program Compliance Support Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Rosemont Forest	6/30/2020	Emilia L Frano	First Grade Teacher (family)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Strawbridge	6/30/2020	Lindsey A Noel	Special Education Teacher (moved to public school system)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Windsor Woods	8/27/2020	Sharon K Russell	First Grade Teacher (declined position)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Bayside	6/30/2020	Michael McCann	Literacy Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Independence	6/30/2020	Kimberly O Smith	Literacy Teacher (career enhancement opportunity)	Not Applicable	Not Applicable

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Assigned to Instructional Salary Scale	Resignations - Middle School	Landstown	6/30/2020	Adam L Dibert	Eighth Grade Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Lynnhaven	6/30/2020	Alexia G Williams	Special Education Teacher (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Princess Anne	6/30/2020	Jessica R Price	Special Education Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Green Run	6/30/2020	David M Harrison	Mathematics Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Kellam	6/30/2020	Stephanie J Iaquinto	English Teacher (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Landstown	6/30/2020	Esther W Coulter	English Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Princess Anne	6/30/2020	Alyssa S Denney	Mathematics Teacher (transfer of spouse)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Renaissance Academy	6/30/2020	Iman Nanoua	Eighth Grade Teacher (moved to public school system)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Salem	6/30/2020	Billie S Wofford	English Teacher (family)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Elementary School	Birdneck	6/30/2020	Nancy J Bishop	First Grade Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Elementary School	Birdneck	6/30/2020	Cynthia A Clark	Second Grade Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Elementary School	King's Grant	5/31/2020	Tammy T Girard	Fifth Grade Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Elementary School	Windsor Woods	6/30/2020	Steven C Anderson	Special Education Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Middle School	Larkspur	6/30/2020	Celestia D Penn	Music/Vocal Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - High School	Salem	6/30/2020	Tracey V Moore	Business Education Teacher	Not Applicable	Not Applicable
Administrative	Appointments - Elementary School	Bettie F. Williams	TBD	Trenice S Durio	Assistant Principal	Old Dominion University, VA	Not Applicable
Administrative	Appointments - Elementary School	Corporate Landing	TBD	Jennifer E Haws	Principal	Old Dominion University, VA	Not Applicable
Administrative	Appointments - Elementary School	Indian Lakes	TBD	Dexter R Warren	Principal	Old Dominion University, VA	Not Applicable
Administrative	Appointments - Elementary School	Kempsville Meadows	TBD	Lisa Suter	Assistant Principal	Indiana University - Southbend, IN	Not Applicable
Administrative	Appointments - Elementary School	North Landing	TBD	Michala D Cardwell	Assistant Principal	Regent University, VA	SECEP, VA
Administrative	Appointments - Elementary School	Strawbridge	TBD	Joi N Boone	Assistant Principal	George Washington University, DC	Not Applicable
Administrative	Appointments - Middle School	Green Run Collegiate	7/1/2020	Nathaniel C Staples	Academic Dean MS	University of Phoenix, AZ	Not Applicable



**Subject:** Policy Review Committee Recommendations **Item Number:** 11B

**Section:** Action **Date:** June 28, 2020

**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 review Policy Review Committee recommendations regarding review, amendment, and repeal of certain policies as reviewed by the committee at its June 11 and July 1, 2020 meetings and presented for Action.

1. Bylaw 1-36 Open and Closed Meetings- the PRC amended the Bylaw to clarify closed meeting procedures and expectations concerning confidentiality of closed meetings and related materials. Procedures for remote participation by School Board Members were amended to reflect current law and to differentiate the reasons and process for School Board Members to participate remotely.

**Background Summary:**

**Source:**

Code of Virginia, 1950, as amended, §22.1-253.12:7 School Board Policies.

**Budget Impact:** None.

## 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 is was a departure from the requirements for closed session set forth in Virginia Code § 2.2-3712, as amended, should state so during the closed session so as to allow the Chair to correct any departure. Any School Board Member who believes that there is 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.

## 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 the purpose of the meeting is to address the emergency; ~~;~~
2. Other conditions exist as allowed by the Governor or the Virginia General Assembly and adopted by the School Board; ~~;~~
3. 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; ~~;~~
4. 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; ~~;~~

5. Arrangements must be made for the public to access the meeting;
6. 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.
7. Votes taken during any such meeting shall be recorded by the name in the roll-call fashion and included in the minutes;
8. School Board Committees may follow the same procedures for electronic meetings; and
9. 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 the 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 to serve on. 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 The Chair or designee will determine the appropriate method, if reasonably available, for the School Board Member to remotely participate in meeting.

5. School Board Members may not participate from a remote location in any closed session meeting. The School Board may make exceptions to this restriction regarding closed session participation by a majority vote of the School Board or the Committee Members prior to the beginning of any closed session meeting.

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

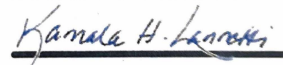
Amended by School Board: December 2, 2008

Amended by School Board: September 1, 2015

Amended by School Board: August 2, 2016

Amended by School Board: 2020

APPROVED AS TO  
LEGAL SUFFICIENCY

  
\_\_\_\_\_



**Subject:** VBCPS Fall 2020 Reopening Plan **Item Number:** 11C

**Section:** Action **Date:** July 28, 2020

**Senior Staff:** Marc Bergin, Ed.D., Chief of Staff

**Prepared by:** Marc Bergin, Ed.D., Chief of Staff

**Presenter(s):** Marc Bergin, Ed.D., Chief of Staff

**Recommendations:**

That the School Board take action to affirm the Superintendent's plan for the reopening of schools for the 2020-21 school year, as described in the "VBCPS Fall 2020 Reopening Plan."

**Background Summary:**

As shared in the "Letter from the Superintendent" within the document, the "VBCPS Fall 2020 Reopening Plan" represents countless hours of research, deliberation and planning by division leadership and staff, a review of lessons learned during the extended closure last school year, and feedback from thousands of parents, staff, medical professionals and community members through focus groups, surveys and questionnaires.

The priority throughout the development of the plan has been the health and safety of students, staff and families. The plan is based on a specific set of health metrics around COVID-19 in the Eastern Virginia area. The plan outlines options for families and identifies strategies and measures for health mitigation, curriculum, social/emotional learning, grading, technology, transportation, and equitable access. Instruction will shift between face-to-face and virtual learning depending on local health data and potential state mandates.

As shared in the plan, although we are recommending beginning the school year virtually for all students, a phased approach back to face-to face instruction would occur. Families will be asked to choose between two options for their children:

- Option 1 will be face-to-face instruction with appropriate mitigation strategies in place when health indicators tell us this is safe, with temporary virtual learning when health indicators do not allow for face to face instruction. Students participating in virtual instruction temporarily will remain enrolled in their assigned school and instruction will be provided by the teacher of record from the home school.
- Option 2 will be a fully virtual option, the Virginia Beach Virtual Learning Center. Families that select option 2 will have the opportunity for students to receive 100% of their instruction virtually for at least one full semester in the VLC. In the VLC, students will interact with their teachers synchronously (with live interaction) and asynchronously (independent, self-paced, without live interaction). Students will remain enrolled in their assigned school while being concurrently enrolled in the VLC. Students will participate in virtual courses from Schoology.

**Source:**

**Budget Impact:**

TBD





**Subject:** Policy Review Committee Recommendations **Item Number:** 12A 1-8

**Section:** Information **Date:** July 28, 2020

**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 review Policy Review Committee recommendations regarding review, amendment, and repeal of certain policies as reviewed by the committee at their June 11<sup>th</sup> and July 1<sup>st</sup> 2020 meetings and presented for Information.

**Background Summary**

1. Policy 3-33/ Requisitions/Purchase Orders - the PRC recommends amending the Policy to require requisitions over \$10,000 to use the requisition form and made scrivener's changes.
2. Policy 3-38/ Competitive Negotiations/Awards/Small Professional Service Contracts - the PRC recommends amending the Policy to note legal changes allowing for notices to be published on certain websites in lieu of publishing them in newspapers of general circulation and made scrivener's changes.
3. Policy 3-42/ Financial Record Keeping of Individual School Funds - the PRC recommends amending the title to this Policy to be Financial Record Keeping of Individual School Funds and made scrivener's changes.
4. Policy 7-59/ Relations with Governmental Agencies: Virginia Employment Commission - the PRC recommends amending the Policy title to Relations with Employment/Career Agencies: Employment Counseling and placement services and amended the Policy to address the variety of employment counseling and placement services for secondary students.
5. Policy 6-26/ Evaluation of New and Existing Programs - the PRC recommends amending the Policy to reflect the name change of the Office of Program and Evaluation and including the roles of the Program Evaluation Committee and the Planning and Performance Monitoring Committee.
6. Policy 7-13/ Appeals of Board Decision - the PRC recommends amending the Policy to add the standard of review when appealing School Board decisions to court.
7. Policy 7-51/ Use of School Board Equipment- the PRC recommends amending the Policy to expand the reasons School Board equipment may be loaned or rented by non- School Board organizations.
8. Policy 7-58/ Relations with Governmental Agencies - the PRC recommends amending the Policy to make minor changes to the categories and scrivener's changes.

**Source:**

Code of Virginia, 1950, as amended, § 22.1-253.12:7 School Board Policies.  
Policy Review Committee Meetings of June 11<sup>th</sup> and July 1<sup>st</sup> 2020

**Budget Impact:** None.

## **BUSINESS AND NONINSTRUCTIONAL OPERATIONS**

### **Requisitions/Purchase Orders**

#### **A. Requisitions**

1. In order to facilitate the process of securing required materials and services all requests (requisitions) over \$10,000 must be submitted on the appropriate requisition form.
2. It is the responsibility of the originator of a request to see that each item on a requisition is complete as to specifications.
3. All requisitions within schools must be approved by the building principal. The signature of the principal denotes review of and recommendation to purchase the items listed. All purchases may be subject to approval by the central office. This includes allotment funds made to schools.

#### **B. Purchase Orders**

1. Purchase orders are to be signed by the appropriate administrator.
2. When a purchase order which has been issued is later canceled, such cancellation shall be in accordance with law and the vendor shall be promptly notified of the cancellation.

#### **C. Purchase Orders issued for goods or services to be used the following fiscal year**

The Superintendent or designee may issue a purchase order in one fiscal year for goods or services to be paid for with funds appropriated for the ensuing fiscal year, providing the following conditions are met:

1. Issuance of the purchase order is necessary for the goods or services to be received in a timely manner for the proper operation of the School Division;
2. The goods and services are not to be delivered and paid for until on or after July 1;
3. The purchase order must clearly state that the vendor is not to deliver and invoice such goods until on or after July 1; and

#### **Editor's Note**

*~~For allotment funds see School Board Policy 3-34.~~*

*~~For receiving/paying for goods or services see School Board Policy 3-36.~~*

## **Legal Reference**

Code of Virginia § 22.1-9~~12~~, as amended. ~~Limitation on expenditures; penalty~~~~Estimate of~~  
~~moneys needed for public schools; notice of costs to be distributed.~~

Code of Virginia § 15.2-2506, as amended. Publication and notice; public hearing; adjournment;  
moneys not to be paid out until appropriated.

## **Related Links**

School Board [Policy 3-34](#)

School Board [Policy 3-36](#)

Adopted by School Board: February 16, 1993

Amended by School Board: August 3, 1999

Amended by School Board: September 16, 2014

[Amended by School Board: 2020](#)

## BUSINESS AND NONINSTRUCTIONAL OPERATIONS

### Competitive Negotiations/Awards/Small Professional Service Contracts

#### A. Generally

##### 1. Definition of Competitive Negotiations

Competitive negotiation is a method of source selection which involves individual discussions between the ~~S~~school ~~d~~Division and the offeror on the basis of responses to the ~~s~~School ~~d~~Division's request for proposals. The source selection method of competitive negotiation incorporates the applicable provisions of the Virginia Public Procurement Act, ~~Virginia Code of Virginia~~ § 2.2-4300, *et seq.*, as amended, in addition to the provisions outlined in this Policy, related policies and regulations and the ~~S~~school ~~d~~Division's Business Services Purchasing Manual.

##### 2. Requests for Proposals

Requests for proposals (RFP) shall be in writing and indicate in general terms that which is sought to be procured, specifying the factors which will be used in evaluating the proposal and containing or incorporating by reference the other applicable contractual terms and conditions, including any unique capabilities or qualifications which will be required of the contractor. If a numerical scoring system will be used in evaluating the proposal, the point system used for such evaluation shall be made part of the RFP or provided through public notice no later than the final date for submission of the response to the RFP.

##### 3. Public Notice

At least ten (10) days prior to the date set for receipt of proposals, public notice shall be given by posting in a public area normally used for posting of public notices and by publication in a newspaper of general circulation in the area in which the contract is to be performed, or both. In lieu of public notice in a newspaper of general circulation, the School Division may post the public notice to the Virginia Department of General Services central electronic procurement website. The ~~S~~school ~~s~~Division may, but is not required to, post public notices on applicable websites or other forms of social media. In addition, proposals may be solicited directly from potential contractors.

##### 4. Evaluation Factors and Award

Selection shall be made of two or more offerors deemed to be fully qualified and best suited among those submitting proposals, on the basis of the factors involved in the

request for proposals, including price, if so stated in the request for proposal. Negotiations shall then be conducted with each of the offerors so selected. Price shall be ~~considered, but~~ considered but need not be the sole determining factor. After negotiations have been conducted with each offeror, the ~~s~~School ~~d~~Division shall award the contract to the offeror which, in the ~~s~~School ~~d~~Division's opinion, has made the best proposal. Should the ~~s~~School ~~d~~Division determine in writing and in its sole discretion that only one offeror is clearly more highly qualified than the others under consideration, a contract may be negotiated and awarded to that offeror.

## **B. Contracting for Professional Services by Competitive Negotiation**

### **1. Generally**

Professional services (accounting, actuarial services, architecture, land surveying, landscape architecture, law, medicine, dentistry, optometry, pharmacy or professional engineering) shall be procured by competitive negotiation in accordance with applicable law~~the Virginia Public Procurement Act, Virginia Code § 2.2-4300, et seq.~~ in addition to the provisions outlined in this Policy, related policies and regulations and the ~~s~~School ~~d~~Division's Business Services Manual.

### **2. Discussion and Award**

- a.** The purchasing authority shall engage in individual discussions with all offerors deemed fully qualified, responsible and suitable on the basis of initial responses and with emphasis on professional competence to provide the required services. Repetitive informal interviews shall be permissible. Such offerors shall be encouraged to elaborate on their qualifications and performance data or staff expertise pertinent to the proposed project as well as alternative concepts. These discussions may encompass nonbinding estimates of total project costs, including where appropriate, design and construction and life cycle costs. Methods to be utilized in arriving at price for services may also be discussed.
- b.** In accordance with law, proprietary information from competing offerors shall not be disclosed to the public or to competitors. At the conclusion of discussion, outlined herein, on the basis of evaluation factors published in the request for proposal and all information developed in the selection process to this point, the purchasing authority shall select in the order of preference two or more offerors whose professional qualifications and proposed services are deemed most meritorious. Negotiations shall then be conducted beginning with the offeror ranked first. If a contract satisfactory and advantageous to the ~~S~~school ~~B~~board can be negotiated at a price considered fair and reasonable, the award shall be made to that offeror. Otherwise, negotiations with the offeror ranked first shall be formally terminated and negotiations conducted with the offeror ranked second, and so on until such a contract can be negotiated at a fair and reasonable price. Should the purchasing authority determine in writing and in its sole discretion that only one offeror is fully qualified, or that one offeror is clearly more highly qualified and suitable than the others under consideration, a contract may be negotiated and awarded to that offeror.

### 3. Exemptions

Single or term contracts for professional services shall not be subject to the requirement of competitive negotiation where the aggregate or the sum of all phases is not expected to exceed \$ 30,000; however, the purchasing authority shall provide for competition wherever practicable.

#### **Editor's Note**

*~~For competitive sealed bidding/awards see School Board Policy 3-35.~~*

*~~For emergency/small/small professional service contracts/sole source purchases see School Board Policy 3-32.~~*

*~~For competitive negotiations and awards for the procurement of professional architectural awards and engineering services see School Board Policy 3-39.~~*

### **Legal Reference**

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

Code of Virginia § 2.2-4300, et seq., as amended. Virginia Public Procurement Act., ~~Virginia Code § 2.2-4300, et seq., as amended.~~

Code of Virginia § 2.2-4302.2, as amended. Process for competitive negotiation.

Code of Virginia § 2.2-4342.2, as amended. Public inspections of certain records.

Code of Virginia § 11-9.8, as amended. Construction of certain terms of offer to contract; used of experience modification factor prohibited.

### **Related Links**

School Board [Policy 3-32](#)

School Board [Policy 3-35](#)

School Board [Policy 3-39](#)

Adopted by School Board: February 16, 1993

Amended by School Board: August 2, 2000

Amended by School Board: September 3, 2002

Amended by School Board: August 13, 2019

Amended by School Board: 2020

## BUSINESS AND NONINSTRUCTIONAL OPERATIONS

### **Financial Record Keeping of Individual School Funds**~~Record Keeping~~

#### **A. Generally**

The ~~s~~Superintendent or designee shall establish and maintain an active and continuing program for a safe, economic and efficient management of financial records.

#### **B. Responsibility**

The ~~s~~Superintendent or designee shall ensure that an accurate record of all receipts and disbursements of school funds is kept.

#### **C. Individual Schools**

All school funds, including student activity accounts and athletic funds handled by school employees or students, shall be properly maintained and recorded. The ~~s~~Superintendent or designee shall ensure that each school maintains an accurate account of all funds and that these funds be audited at least once each year.

#### **Editor's Note**

*~~For school activity funds see School Board Policy 3-51 and any implementing regulations.~~*

### **Legal Reference**

Code of Virginia § 22.1-68, as amended. Records.

### **Related Links**

School Board [Policy 3-51](#)

Adopted by School Board: February 16, 1993

Amended by School Board: September 16, 2014

Amended by School Board: 2020



## COMMUNITY RELATIONS

### ~~Relations with Employment/Career Governmental Agencies: Virginia Employment Counseling and placement services Commission~~

~~The School Board encourages the exploration of new and developing employment trends as well as the focus on relationships that address the employment needs of the city and region. For the purposes of making available to secondary students employment counseling and placement services, the Superintendent or designee shall establish relationships with governmental and non-governmental organizations/agencies (including the Virginia Employment Commission and the Virginia Department of Labor and Industry), businesses, the military, career education programs/schools, college programs, labor organizations, and other related entities. Such relationships will be for the purposes of providing secondary students with information regarding employment opportunities, apprenticeships, internships, educational and career training and readiness, military service, teaching profession opportunities, and local and national employment needs. The School Board encourages the exploration of new and developing employment trends as well as the focus on relationships that address the employment needs of the city and region. The Superintendent shall designate a staff member as the School Division's liaison person with the Virginia Employment Commission, the Department of Labor and Industry, and local businesses and labor organizations for the purpose of establishing and maintaining employment counseling and placement services for secondary school students.~~

#### ~~Editor's Note~~

~~For requirement that counseling and placement services be made available to secondary students, see School Board Policy 5-70.~~

### Legal Reference

Code of Virginia § 22.1-209, as amended. Employment counseling and placement services.

### Related Links

School Board **Policy 5-70**

Adopted by School Board: October 20, 1992

Amended by School Board: June 20, 2000

Amended by School Board: August 19, 2014

Amended by School Board: 2020

## INSTRUCTION

### **Evaluation of New and Existing Programs**

#### **A. Purpose**

The School Division will employ a systematic approach to program evaluation for the purpose of maintaining relevant, high quality programs. It is expected that results from program evaluations will be used for continuous improvement. For the purposes of this Policy, programs are defined as all educational programs and initiatives that impact students or staff that are currently in operation or being planned for implementation that operate with local resources. This Policy does not apply to programs and initiatives that are funded solely through external grant funds with evaluations completed by external evaluators or funded solely through school-based funds and managed by the school.

#### **B. Evaluation of New Programs**

All new programs will be evaluated for a minimum of two years. The year-one evaluation will focus on the implementation of the program, while the year-two evaluation will focus on program outcomes, progress made toward meeting the program's goals and objectives, and program effectiveness. Programs that have been designed to take more than two years to fully implement will also be evaluated during the year in which the program reaches full implementation. This full-implementation evaluation will focus on the accomplishment of the program's goals and objectives and program effectiveness.

In accordance with School Board Regulation 6-24.2, as amended, a formal written report will be reviewed by the Planning and Performance Monitoring Committee (PPMC) and provided to the School Board. Each evaluation will include a recommendation to continue the program without modifications, continue the program with modifications, expand the program, or discontinue/phase out the program. If a new program is recommended for continuation without modifications following its final evaluation, the program will not be eligible again for evaluation until after one annual evaluation cycle has passed. After that period, the program will be classified as an existing program and will be evaluated in accordance with section C of this Policy. All new program proposals shall include a sunset provision in accordance with School Board Regulation 6-24.2. Program evaluations for these programs shall adhere to established timelines.

#### **C. Evaluation of Existing Programs**

Existing programs will be evaluated based on an annual Program Evaluation Schedule which will be developed by the Program Evaluation Committee and approved by the School Board annually. The composition of this committee will be determined by the Superintendent and may include representatives from the Office of Planning, Innovation, and Accountability Research and Evaluation, the Department of Teaching and Learning, the Department of School Leadership, the Office of Professional Growth and Innovation, appropriate school-based personnel, and/or community members.

~~On a yearly basis, the Program Evaluation Committee will present a list of programs recommended for evaluation to the Superintendent and the School Board. This listing will include the rationale for each recommendation based on an approved set of criteria. All Existing~~ programs will be prioritized by the Program Evaluation Committee for evaluation based on the following factors:

1. Alignment with the School Division's strategic plan and School Board goals;
2. Program cost;
3. Program scale;
4. Cross-departmental interest;
5. Community/stakeholder interest in the program;
6. Availability of information on the program's effectiveness; and
7. Date of most recent evaluation.

#### **D. Program Status Assessment**

Once the existing programs are recommended by the Program Evaluation Committee and approved by the Superintendent, the Office of ~~Planning, Innovation, and Accountability Research and Evaluation~~ will conduct an assessment of each program to determine the recommended course of action for the program prior to reviewing the Program Evaluation Schedule with the PPMC and seeking approval of the School Board. This assessment will investigate the extent to which the program's goals, objectives, activities, and outcomes are connected, plausible, well defined, and measurable. Based on the outcome of this assessment, the program will be scheduled for an Evaluation Readiness Report or a Comprehensive Evaluation as described below:

1. Evaluation Readiness Report

For those programs scheduled for an Evaluation Readiness Report, the Office of ~~Planning, Innovation, and Accountability Research and Evaluation~~ will assist program staff in defining measurable goals and objectives, as well as linkages with activities and outcomes. An Evaluation Readiness Report focusing on the outcomes of this process and baseline data (if available) will be presented to the Superintendent, PPMC, and School Board with a recommendation regarding future evaluation plans for the program. If appropriate based on the evaluation readiness process, the program will be scheduled for a Comprehensive Evaluation.

2. Comprehensive Evaluation

For those programs scheduled for a Comprehensive Evaluation, the Office of ~~Planning, Innovation, and Accountability Research and Evaluation~~ will complete an evaluation focused on the implementation of the program, outcomes of the program, and program

effectiveness. Upon completion of the evaluation, a formal report with findings and recommendations will be provided to the Superintendent, PPMC, and School Board and will include a recommendation to: a) continue the program without modifications; b) continue the program with modifications; c) expand the program; or d) discontinue/phase out the program. Programs that are continued with modifications may require additional program evaluations to monitor the implementation of any School Board approved modifications. If a program is continued without modifications, the program will not be eligible again for evaluation until after one annual evaluation cycle has passed. ~~After that period, the Program Evaluation Committee may include the program in the list of possible programs to be evaluated that will be approved by the Superintendent and School Board.~~

- E. In addition, all existing programs that receive a comprehensive evaluation may be subject to the inclusion of a sunset provision at the discretion of the Superintendent and/or the School Board. If a sunset provision is applied to an existing program, future program evaluations shall adhere to established timelines.

### **Related Links**

#### **School Board Regulation 6-24.2**

Adopted by School Board: September 5, 2007

Amended by School Board: February 5, 2008

Amended by School Board: June 2, 2009

Scrivener's Amendments: September 28, 2011

Scrivener's Amendments: January 8, 2014

Amended by School Board: September 16, 2014

Amended by School Board: September 24, 2019

Amended by School Board: 2020

## COMMUNITY RELATIONS

### **Appeals of School Board Decisions**

Parents/legal guardians of minor students or adult students may appeal decisions of the School Board taken at a meeting of the School Board to the Circuit Court as set forth in the law. ~~Code of Virginia~~. The action of the School Board shall be sustained unless the School Board exceeded its authority, acted arbitrarily or capriciously, or abused its discretion.

### **Legal Reference**

Code of Virginia, § 22.1-87, as amended. Judicial review.

Adopted by School Board: October 20, 1992

Amended by School Board: August 19, 2014

Amended by School Board: 2020

## COMMUNITY RELATIONS

### Use of School Board Equipment

Equipment owned or under the care, custody, or control of the School Board shall not be loaned or rented to any individual or outside organization without the consent of the Superintendent or ~~his/her~~ designee.

The ~~Superintendent or designee~~~~school administration~~ may approve the loan or rental of ~~S~~school Board equipment only when: such actions will not interfere with the instructional program or the operations of the School Division; the requestor/user does not have reasonable access to other similar equipment; the equipment will not be used for commercial purposes; ~~or necessary to address an~~~~in cases of~~ emergency, disaster or similar event; or when otherwise determined appropriate by the Superintendent or designee. All equipment to be loaned or rented shall be covered by an agreement whereby the requestor/user guarantees to return such equipment in the same or reasonably similar condition as when it was loaned or rented, and under such other terms and conditions~~regulations~~ as, in the judgment of the Superintendent or designee, are necessary to protect the School Board's interest and/or are required by law.

#### *Editor's Note*

*~~For use of school buses see School Board Policy 7-52 and any implementing regulations.~~*

### Related Links

School Board **Policy 7-52**

Adopted by School Board: October 20, 1992

Scrivener's Amendments: May 23, 2014

Amended by School Board: 2020

## COMMUNITY RELATIONS

### **Relations with Governmental Agencies**

The School Division is encouraged to cooperate with governmental agencies in promoting the general public interest and educational welfare of the pupils including, but not limited to: social service<sub>;</sub> recreation<sub>;</sub> health<sub>;</sub> safety<sub>;</sub> fire<sub>;</sub> civil defense<sub>;</sub> and law enforcement.

### **Legal Reference**

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

Adopted by School Board: October 20, 1992

Amended by School Board: August 19, 2014

Amended by School Board: 2020