



VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

School Board Services

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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

School Board Regular Meeting MINUTES

Tuesday, August 25, 2020

School Administration Building #6, Municipal Center

2512 George Mason Drive

Virginia Beach, VA 23456

INFORMAL MEETING

- 1. Convene School Board Workshop:** Chairwoman Rye convened the School Board workshop at 4:03 p.m. on the 25th day of August 2020 and announced pursuant to the State of Emergency related to the COVID-19 pandemic, the Governor’s Executive Orders, the Virginia Freedom of Information Act as amended by the Virginia General Assembly and the School Board’s April 7, 2020 Emergency Resolution, the School Board and selected staff members will meet in person at the School Administration Building however, at this time it is impractical and unsafe to allow other persons to attend the School Board Meeting due to physical distancing and safety precautions related to the pandemic. Members of the public will be able to observe the School Board Meeting through livestreaming on www.vbschools.com, broadcast on VBTV Channel 47, and on Zoom. The following School Board members were present in the School Board chambers: Chairwoman Rye, Ms. Melnyk, Ms. Anderson, Mr. Edwards, Ms. Felton, Ms. Holtz, Ms. Hughes, Ms. Manning, and Ms. Riggs. The following School Board member was attending the workshop via Zoom: Ms. Owens. Note: Ms. Weems was not present on Zoom at the start of the workshop. Ms. Weems joined the workshop at 4:57 p.m. via Zoom.

- A. School Board Administrative Matters and Reports:** Chairwoman Rye mentioned the new teacher orientation in which 350 teachers were in attendance via Zoom. Chairwoman Rye and Superintendent Spence had the opportunity to address the new teachers. With no other updates, Chairwoman Rye introduced the first workshop presentation.

Update on the Reopening of Schools: The presenters were Marc A. Bergin, Ed.D., Chief of Staff; Donald E. Robertson, Ph.D., Chief Schools Officer; Kipp Rogers, Ph.D., Chief Academic Officer; Jack Freeman, Chief Operations Officer; David Din, Chief Information Officer; and Sharon L. Shewbridge, Ph.D., Director, Office of Instructional Technology.

Dr. Bergin began the presentation with an overview of presenters and presentation outline; reviewed current health metrics (percent positivity and new cases) from Virginia Department of Health (VDH); summary of final results from student registration verification – 53% Option 1: Face-to-Face, 39% Option 2: Virtual Learning Center, 8% Unverified; which were defaulted into Option 1 for a total of 61% Face-to-Face; Dr. Bergin introduced Dr. Robertson.

Dr. Robertson continued the presentation with an update on student scheduling status – released virtual and in-person learning daily schedules, nearing completion of student and staff scheduling/assignment process, scheduling challenges: matching family choice and teacher preference, course selections at the secondary level; timeline for sharing schedules – August 27 teacher assignments, August 28 elementary

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schools mail student schedules, August 31 secondary schools make student schedules viewable in ParentVue and StudentVue; plans to create online tutoring center. Dr. Robertson introduced Mr. Freeman.

Mr. Freeman provided an operational/facilities update regarding signage at schools; plexiglass shield at office counter and security desk; floor and wall signs; classroom spacing of desks; sanitization products: hand sanitizer and disinfectant spray for classrooms and office; custodial sanitizing equipment. Mr. Freeman introduced Dr. Rogers.

Dr. Rogers continued the presentation and discussed in-person return of designated groups of students with disabilities; reviewed the three phases of professional learning plan for teaching remotely; phase one included: development of PreK-12 Continuity of Learning website, instructional technology specialist (ITS) trained on best platforms, weekly tip sheet; phase two included: insights from 400+ teachers who taught during Virtual Summer Learning Camp, creation of course for all instructional staff – Strategic Moves for Virtual Learning, participation of educators in the Digital Learning Summer Summit; continued Professional Learning is planned for phase three; Dr. Rogers introduced Dr. Sharon Shewbridge.

Dr. Shewbridge reviewed instructional technology resources and training; explained Schoology as the Learning Management System used; Schoology courses will have consistent structures; discussed the Seesaw platform and Family App; Securly Classroom for classroom monitoring and student communication; single sign-on platform ClassLink; Dr. Shewbridge introduced Mr. Din.

The presentation continued with Mr. Din reviewing technology enhancements for virtual instruction; 295 interactive panels to be installed – useful for virtual, hybrid, and face-to-face instruction; outdoor Wi-Fi; division-wide Zoom license which removes the 40 minute restriction, increases number of users, and allows teachers for record classes for later viewing; student access to specialized software; supply of laptops and iPads – note on backorder due to supply issues; expanded support and services with hours Monday-Thursday, 7:30 a.m. to 6:30 p.m. and Friday, 7:30 a.m. to 4:30 p.m.

Dr. Bergin continued the presentation with a summary of Safe Learning Centers; Safe Learning Center program is to ensure student safety for children, provide adult supervision, virtual learning support, and opportunities for healthy growth and development; no cost except at Parks and Recreation sites (\$80/week); hours of operation – 8:00 a.m. to 3:00 p.m. at non-Parks and Recreation sites and 6:30 a.m. to 6:00 p.m. at Parks and Recreation sites; interactive Child Care Locator map; reminder of upcoming #VBSafeTogether series; opened up for questions.

The discussion continued regarding Schoology and availability for parents; differences between Schoology and Seesaw; kudos for technology piece; technology infrastructure to support platforms; Zoom difficulties; various platforms that are being used (Zoom, Google Meet, Schoology Big Blue Button); parent resources for technology, benefit of ClassLink for messages; staffing compared to last year; Safe Learning Centers; staff at Safe Learning Centers – will not be teaching but make sure students are engaged in the virtual learning, completing assignments, following schedule, provide basic technology support; substitute teachers – 1881 active, no specific communication with substitutes but there is an FAQ and substitutes are copied on communication sent to all employees; job vacancies; recruitment of substitutes; technology differences from the Spring; class schedule; SATs offerings and College Board; IB program and 4x4 schedule; mask waivers – form, offer accommodations; bus drivers and assignments; elementary school paper/pencil tasks – balance of virtual and non-virtual, working on getting materials to families – contact school; writing skills.

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Chairwoman Rye concluded the workshop at 5:40 p.m.

FORMAL MEETING

2. ***Call to Order and Verbal Roll Call:*** Chairwoman Rye called the formal meeting to order at 6:02 p.m. on the 25th day of August 2020 and announced pursuant to the State of Emergency related to the COVID-19 pandemic, the Governor's Executive Orders, the Virginia Freedom of Information Act as amended by the Virginia General Assembly and the School Board's April 7, 2020 Emergency Resolution, the School Board and selected staff members will meet in person at the School Administration Building, however, at this time it is impractical and unsafe to allow other persons to attend the School Board Meeting due to physical distancing and safety precautions related to the pandemic. Members of the public will be able to observe the School Board Meeting through livestreaming on www.vbschools.com, broadcast on VBT Channel 47, and on Zoom.

The following School Board members were present in the School Board chambers: Chairwoman Rye, Ms. Melnyk, Ms. Anderson, Mr. Edwards, Ms. Felton, Ms. Holtz, Ms. Hughes, Ms. Manning, and Ms. Riggs. The following School Board member were attending the meeting via Zoom: Ms. Owens, and Ms. Weems.
3. ***Moment of Silence followed by the Pledge of Allegiance***
4. ***Superintendent's Report:*** Superintendent Spence shared the following information 1) VBSchools' Teacher Orientation 2020 has been underway since July and continues throughout the week. Almost 350 teachers have joined the division; 2) #VBSafeTogether five-part series is in progress with an upcoming session on safety mitigations in our schools and classrooms; and 3) workers with Sun Tribe Solar are installing of solar arrays on the rooftops of Renaissance Academy, Ocean Lakes Elementary, Thoroughgood Elementary and the new Princess Anne Middle School
5. ***Hearing of Citizens and Delegations on Agenda Items:*** Chairwoman Rye asked if there were any speakers for Agenda items and the School Board Clerk responded there were speakers both in-person and online. There were 11 in-person speakers and nine on-line speakers discussing the reopening of schools (4x4 scheduling and IB program, safety mandates, return to school metrics, school calendar, Fall 2020 Plan.)
6. ***Approval of Minutes:*** August 11, 2020 Regular School Board Meeting: Chairwoman Rye called for any modifications to the August 11, 2020 minutes. There was one modification noted by Ms. Manning, her name was listed twice in the Call to Order and Roll Call. This modification was noted by the School Board Clerk. Mr. Edwards made a motion, seconded by Ms. Melnyk. Chairwoman Rye announced to do a raised hand vote for those members in the chamber and on Zoom. The School Board Clerk announced the motion passed unanimously.
7. ***Adoption of the Agenda:*** Chairwoman Rye called for any modifications to the agenda. There being none, Ms. Riggs made a motion, seconded by Ms. Holtz. Chairwoman Rye called for a vote. The School Board Clerk announced the motion passed unanimously.
8. ***Consent Agenda:*** After Chairwoman Rye read item presented for approval as part of the consent agenda, there being no modifications, she called for a motion. Ms. Anderson made a motion, seconded by Ms. Felton. Without discussion, the motion passed unanimously, and the following items were approved as part of the Consent Agenda:
 - A. John B. Dey Elementary/Great Neck Middle School HRSD Easement: The School Board authorize the Chairman to execute agreements with Hampton Road Sanitation District to provide an easement over an existing sanitary sewer force main. HRSD has an existing sanitary sewer force main along Great Neck Road. During the modernization of John B. Dey Elementary School HRSD determined that they did not have an easement over their existing facilities.
 - B. Gifted 5-Year Plan 2020-2025: The School Board approve the proposed 2020-2025 Local Plan for the Education of the Gifted. The Local Plan for the Education of the Gifted is required by the Virginia

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Department of Education (VDOE) every five years and includes planning for gifted services in 6 areas: Identification, Delivery of Services, Curriculum and Instruction, Professional Development, Parent and Community Involvement, and Equitable Representation of Students.

- C. Policy Review Committee Recommendations: The School Board review Policy Review Committee recommendations regarding review, amendment, and repeal of certain policies as reviewed by the committee at their June 11th and July 1st 2020 meetings and presented for Consent.
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 Decisions: 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.
- D. School Calendar for 2020-2021 Revision: The School Board approve the revised 2020-2021 school calendar. The calendar has been revised based upon information regarding COVID-19 and our school re-opening plan.
- E. Religious Exemptions: That the School Board approve Religious Exemption Case Nos. RE-20-05, RE-20-06, RE-20-07, RE-20-08, RE-20-09, RE-20-10, RE-20-11 and RE-20-12.

9. Action

- A. Personnel Report / Administrative Appointment(s): Ms. Riggs 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 August 25, 2020 Personnel Report along with administrative appointments as recommended by the Superintendent. Without discussion the School Board Clerk announced the motion passed unanimously. Superintendent Spence noted there were no administrative appointments.

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10. Information:

- A. Program Evaluation Schedule 2020-2021: Heidi L. Janicki, Ph.D., Director of Research and Evaluation, presented the proposed Program Evaluation Schedule for 2020-2021, provided an overview of the evaluation reports from 2019-2020: digital learning one-to-one initiative, English as a Second Language (ESL) Program (K-12), Schoology; some evaluations postponed due to school closures: Positive Behavioral Interventions and Supports (PBIS), Student Response Team (SRT), Entrepreneurship and Business Academy (EBA), School Counseling Program (K-12); 2020-2021 Program Evaluation Schedule: School Counseling Program (K-12), Environmental Studies Program, English as a Second Language (ESL) Program (K-12), Positive Behavioral Interventions and Supports (PBIS), Student Response Team (SRT), Entrepreneurship and Business Academy (EBA). There were no comments or questions.
- B. Policy Review Committee Recommendations: School Board Legal Counsel, Kamala H. Lannetti, Deputy City Attorney, presented an overview of the following Policy Review Committee (PRC) recommendations regarding review, amendment and repeal of certain policies reviewed by the committee at their August 13, 2020 meeting and presented for Information as follows:
1. PRC Equity Policy: The PRC recommends that the School Board adopt an Educational Equity Policy that reflects the School Board's commitment to developing a capacity for cultural competence and a commitment to equity and inclusion to enable the fulfillment of its core values and life-long learning competencies. This Policy comes at the request of School Board Members Felton and Owens and was developed with the Equity Council.
 2. Bylaw Appendix B / School Board Standing Rules: The PRC is recommending changes to the School Board Standing Rules regarding Regular School Board Meetings. Many of the recommendations come from the School Board Governance Committee's review of School Board Bylaws as it develops a School Board Protocol Manual. Recommendations include reordering some aspects of the Agenda, removing certain language concerning awards and the annual organizational meeting, and amending the time allotted to hear Agenda Item speakers, and amending the time such speakers have to address the School Board.
 3. Bylaw 1-18/ Officers: Elections and Terms of Office: The PRC recommends that the Bylaw be amended to include the procedures for electing the School Board Chair at the annual organizational meeting. This language is being recommended to be removed from Appendix B.
 4. Bylaw 1-39/ Agenda Preparations: The PRC is recommending the addition of Section E School Board Awards and Recognition Criteria for Students, Employees and the Public. This language is being recommended to be removed from Appendix B.
 5. Bylaw 1-47/ Public Comments at School Board Meetings: The PRC recommends that the Bylaw be amended to establish one deadline for speakers to sign up to speak at a School Board Meeting, to provide three minutes for speakers to make their remarks, remove Section D regarding documents, and authorize the School Board Chair or the Superintendent to create procedures to address the orderly presentation of speakers.
 6. Policy 3-32/ Emergency/Small/Sole Source Purchases: The PRC recommends that the Policy be amended to exempt certain types of contracts from competitive negotiation requirements based upon recommendation of the Director of Purchasing that competitive negotiation is not cost effective for such contracts.
 7. Policy 3-89/ General Contract Execution: The PRC recommends that dollar amounts for certain contracts requiring certain authorizations be raised to reflect current law and other amended policies.

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A discussion followed regarding components of the Equity Policy; speakers, speaking time, sign-up process; agenda notification; and public comment.

- C. Updates on the Reopening of Schools: Marc A. Bergin, Ed.D., Chief of Staff presented a brief presentation regarding Updates on the Reopening of Schools. This was an abridged presentation from the in-depth presentation to the School Board during the Workshop; revisited metrics, student registration results, student scheduling status, timeline for sharing schedules, operational/facilities update, professional learning for teaching remotely, various platforms, technology enhancements, Safe Learning Centers, and upcoming #VBSafeTogether session.

Discussion followed regarding breakdown of Option 1 and Option 2; classroom set-up and using other areas of school building; working on schedules and teacher assignments; first day of school; note: Chairwoman Rye made a comment concerning the agenda and there was no indication on the agenda regarding a vote tonight on the plan; distribution of class schedules; bus schedule in relation to the daily schedule; Safe Learning Centers; health metrics and trends; continue to work on scheduling, staffing, budgeting; number of students in classrooms (cap); working with staff in regards to the Safe Learning Centers; thank you to administration for commitment, hard work, Safe Learning Centers, and sharing information and answering questions.

- 11. *Standing Committee Reports:*** Mr. Edwards mentioned the Audit Committee meeting on Thursday afternoon will meet in the School Board Chambers.
- 12. *Conclusion of Formal Meeting:*** Chairwoman Rye announced the formal meeting concluded and Hearing of Citizens and Delegations on Non-Agenda Items was next. The formal meeting concluded at 9:34 p.m.
- 13. *Hearing of Citizens and Delegations on Non-Agenda Items:*** Chairwoman Rye announced the School Board will hear comments from citizens and delegations on Non-Agenda Items who signed up with our Clerk prior to the meeting and mentioned the School Board invites the public to also submit comments through our group email account on the website. The School Board Clerk announced there was 1 in-person speaker regarding civil air patrol and aerospace education.
- 14. *Closed Meeting: Personnel Matters:*** Ms. Melnyk made a motion, seconded by Ms. Holtz, that the School Board recess into a closed session pursuant to the exemptions from open meetings allowed by Section 2.2-3711, Part A, Paragraph 1 of the Code of Virginia, 1950, as amended, for the following reasons:
- PERSONNEL MATTERS:** Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees pursuant to Section 2.2-3711 (A) (1); namely to: discuss and consider the Superintendent's annual goals and performance expectations.

With a brief comment about preparedness for the close session, the motion passed with 9 votes: Chairwoman Rye, Ms. Melnyk, Ms. Anderson, Mr. Edwards, Ms. Felton, Ms. Holtz, Ms. Hughes, Ms. Manning, and Ms. Riggs. The following School Board members were not present during the closed session due to participation via Zoom: Ms. Owens and Ms. Weems.

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

- Personnel Matters: School Board members: Chairwoman Rye, Ms. Melnyk, Ms. Anderson, Mr. Edwards, Ms. Felton, Ms. Holtz, Ms. Hughes, Ms. Manning, and Ms. Riggs; Superintendent Spence; Dr. Marc Bergin, Chief of Staff, School Board Legal Counsel Kamala H. Lannetti, Deputy City Attorney; Regina M. Toneatto, Clerk of the School Board.

The School Board reconvened at 9:56 p.m.

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Certification of Closed Meeting: Ms. Melnyk read the Certificate of Closed Meeting. Ms. Manning made a motion, seconded by Ms. Anderson that the School Board certifies to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies, and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered. Without discussion, the motion passed with 9 votes: Chairwoman Rye, Ms. Melnyk, Ms. Anderson, Mr. Edwards, Ms. Felton, Ms. Holtz, Ms. Hughes, Ms. Manning, and Ms. Riggs. The following School Board members were not present during the closed session due to participation via Zoom: Ms. Owens and Ms. Weems.

Vote on Remaining Action Items: None.

- 15. *Adjournment:*** There being no further business before the School Board, Chairwoman Rye adjourned the meeting at 9:56 p.m.

Respectfully submitted:

Regina M. Toneatto, Clerk of the School Board

Approved:

Carolyn T. Rye, School Board Chair