



# 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

<b>Beverly M. Anderson</b> At-Large	<b>Daniel D. Edwards</b> District 2 – Kempsville	<b>Sharon R. Felton</b> District 6 – Beach
<b>Dorothy M. Holtz</b> At-Large	<b>Laura K. Hughes</b> At-Large	<b>Victoria C. Manning</b> At-Large
<b>Jessica L. Owens</b> District 3 – Rose Hall	<b>Trenace B. Riggs</b> District 1 – Centerville	<b>Carolyn D. Weems</b> District 4 - Bayside

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

### **School Board Electronic Meeting Tuesday, June 23, 2020 (4:00 p.m.) MINUTES**

#### **INFORMAL MEETING**

1. **Convene School Board Workshop:** Chairwoman Rye convened the School Board workshop at 4:00 p.m. and announced that 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 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, the School Board is meeting electronically through Zoom with notice of the meeting posted in the School Administration Building and on the division’s website. She noted that the School Administration Building remains closed; however, the Workshop was being streamed live on vbschools.com as well as on VBTv Channel 47 and recorded for archival purposes. After confirming electronic participation by the raised hand feature on the Zoom platform, the School Board Clerk affirmed a quorum was present with all School Board members participating remotely along with Superintendent Spence with the exception of Ms. Holtz who joined the meeting shortly after attendance was taken.
  - A. **School Board Administrative Matters and Reports:** Chairwoman Rye reported workshops were being reordered with the School Reopening Plan presented first and the remaining items to follow possibly continuing after the formal meeting. She then announced the Governance Committee’s decision for the July 7-8, 2020 retreat and abridged meeting will take place in person in the School Board Chambers at the School Administration Building with social distancing measures in place. It was the least expensive option to be able to stream and broadcast the Retreat and abridged meeting for the first time and to ensure ADA compliance with closed captioning. School Board members then engaged in discussion regarding scheduling an opportunity for the public to comment on the Reopening Plan to include during the July 7-8 gathering, July 28, or by arranging a special meeting. After much consideration, and upon Superintendent Spence’s suggestion, the School Board agreed to proceed with the workshop before making a decision. Discussion concluded at 4:28 p.m.



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- B. Food Services Update: Moved to Item 15.
  - C. Forecast of Regular School Board Meeting Agenda Topics FY21, 1<sup>st</sup> Quarter: July, August, September 2020: Moved to Item 15.
  - D. An Update of the Proposed School Reopening Plan: Superintendent Spence prefaced the report with an update on guidance provided by the Virginia Department of Education and Governor's directives. Marc A. Bergin, Ed.D., Chief of Staff; Jack Freeman, Chief Operations Officer; Kipp Rogers, Ph.D., Chief Academic Officer; and Lisa A. Banicky, Ph.D., Executive Director of Planning, Innovation and Accountability presented a review of the Governor's Phase Guidance for schools and how the division's planning aligns with recommendations provided by the Virginia Department of Education. The presentation included an overview of planning principles, planning context and key tasks, focus group findings, overview of Virginia Department of Education (VDOE) guidance, staff and family survey findings, operational considerations, instructional components and next steps. The presentation and discussion concluded at 5:35 p.m. and was to be continued after the formal meeting under Item 15.

2. **Closed Meeting: Real Property and Legal Matters:** Vice Chair Melnyk made a motion, seconded by Mr. Edwards, that the School Board recess into a closed session pursuant to the exemptions from open meetings allowed by Section 2.2-3711, Part A, Paragraphs 3 & 8 of the Code of Virginia, 1950, as amended, for

**REAL PROPERTY:** Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body pursuant to Section 2.2-3711(A) (3); and

**LEGAL MATTERS:** Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter pursuant to Section 2.2-3711(A) (8); namely to discuss:

- A. Law Enforcement Training Academy Updated Lease Agreement with the City;
- B. LYNNHAVEN RIVER BASIN ECOSYSTEM RESTORATION PROJECT - Army Corps of Engineers work at Princess Anne High School; and
- C. Consultation with Legal Counsel regarding real property matters.

The School Board used the raised hand feature on the Zoom platform to register an affirmative vote, and the School Board Clerk announced the motion passed (ayes 10, nays 0; Holtz was absent for the vote).

The closed session commenced at 5:38 p.m.

Individuals accessing the closed session via Zoom: School Board members; Superintendent Spence; Marc A. Bergin, Ed.D., Chief of Staff; John "Jack" Freeman, Chief Operations Officer;



Anthony L. Arnold, P.E., Executive Director of Facilities Services; Rebecca D. Kubin, Deputy City Attorney; Debra M. Bryan, Associate City Attorney; School Board Legal Counsel Kamala H. Lannetti, Deputy City Attorney; and Dianne P. Alexander, Clerk of the School Board.

The School Board reconnected to the open session at 5:59 p.m.

Certification of Closed Meeting: Vice Chair Melnyk made a motion, seconded by Mr. Edwards, that the School Board certifies that 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 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.

**FORMAL MEETING**

3. ***Call to Order and Attendance***: Chairwoman Rye called the School Board meeting to order at 6:00 p.m. and announced that 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 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, the School Board is meeting electronically through Zoom with notice of the meeting posted in the School Administration Building and on the division's website. She noted that the School Administration Building remains closed; however, the meeting was being streamed live on vbschools.com as well as on VBTv Channel 47 and recorded for archival purposes. After confirming electronic participation by the raised hand feature on the Zoom platform, the School Board Clerk affirmed a quorum was present with all School Board members participating remotely along with Superintendent Spence.
4. ***Moment of Silence followed by the Pledge of Allegiance***
5. ***Student, Employee and Public Awards and Recognition***: Virginia Future Teacher Awards: The School Board recognized fifty outstanding students who were awarded Virginia Beach City Public Schools Future Teacher Contract Awards from the Virginia Teachers for Tomorrow classes. Each earned college credit while in high school to start on a journey that will end with a degree, a Virginia teaching license and provisional contract to return home to teach at the Beach after a successful college experience.

The School Board then presented the School Board Clerk, Dianne P. Alexander, with the following resolution recognizing her service upon her retirement:

Presented to  
Dianne P. Alexander  
Secretary and Clerk of the Board, Virginia Beach City Public Schools  
July 1, 1996 – June 30, 2020

**WHEREAS**, Dianne P. Alexander, Secretary and Clerk of the Board, completed a thirty-year term of service with Virginia Beach City Public Schools; and



**WHEREAS**, this record of service on behalf of the members of the School Board of the City of Virginia Beach and the Superintendent of Schools demonstrates her commitment to the highest qualities of public service, marked by a vigorous and unequalled support of the values of this Division; and

**WHEREAS**, Dianne P. Alexander has earned the respect and admiration of all who have worked alongside her to preserve and enhance the quality of Virginia Beach City Public Schools, thereby setting an example of leadership that will remain of vital importance throughout the Division.

**NOW, THEREFORE** be it resolved, the School Board of the City of Virginia Beach expresses heartfelt appreciation to Dianne P Alexander for her years of leadership, friendship and advice as the Secretary and Clerk of the School Board of the City of Virginia Beach.

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

Additionally, she was presented a Mayor's proclamation designating June 30, 2020 as Dianne P. Alexander Day recognizing her accomplishments and encouraging all employees to extend their gratitude and congratulations upon her retirement.

Superintendent Spence added acknowledgements commending Ms. Alexander's service.

6. **Superintendent's Report:** Five things shared by Superintendent Spence in his report were related to 1) events related to the Month of the VBCPS Graduate to include a Class of 2020 "Pass the Diploma" video, a virtual ceremony tribute, and "Light Up the Night" event; 2) efforts towards making the division one of inclusivity, diversity and education excellence to provide students an engaging, safe environment that meets their social and emotional needs; 3) accolades to Food Services staff for the feeding programs and upcoming summer offerings; 4) VB Home Now efforts to help food-insecure students by donating through a matching gift campaign to Virginia Beach Education Foundation's Beach Bags program; and 5) a brand new Yamaha grand piano acquired through a grant from the E.K. Sloan Fund of the Hampton Roads Community Foundation for the Plaza Middle School International Baccalaureate Middle Years Program where young learners participate in a fine or performing art every year.
7. **Hearing of Citizens and Delegations on Agenda Items:** None
8. **Approval of Minutes:** June 8, 2020 Electronic School Board Meeting: There being no proposed modifications to the June 8, 2020 electronic meeting minutes, Ms. Anderson made a motion, seconded by Mr. Edwards, that the School Board approve the minutes of their June 8, 2020 electronic School Board meeting as presented. 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.
9. **Adoption of the Agenda:** After Chairwoman Rye noted the change in order of workshop topics with Items 1B & 1C to be moved under Item 15 along with the continuation of Item 1D, Ms. Riggs made a motion, seconded by Ms. Anderson, that the School Board adopt the agenda as modified. 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.
10. **Consent Agenda:** After Chairwoman Rye's review of items presented for approval as part of the Consent Agenda, Ms. Holtz made a motion, seconded by Ms. Anderson, that the School



Board approve the Consent Agenda as presented. 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, and the following items were approved as part of the Consent Agenda:

- A. Religious Exemption Case No. RE-19-16.
- B. Legal Services Cooperative Agreement for FY21 as proposed for the City and Schools to share legal resources provided by the City Attorney's Office for the 2020-21 fiscal year which allows for the City Attorney's Office to provide 3.5 attorneys, one paralegal, and one office assistant for an annual estimated cost of \$644,777.40 which represents the annual cost of salaries, benefits, supplies and professional dues.
- C. Policy Review Committee recommendations regarding review, amendment, and repeal of certain policies as reviewed by the committee at their March 12 and May 14, 2020 meetings as follows:
  1. Policy 2-6/Superintendent/Recruitment and Selection: Legal reference updated.
  2. Policy 2-8/Superintendent/Powers/Duties and Responsibilities: Legal reference updated, and section updated to specify where the Superintendent's responsibilities were to be enumerated.
  3. Policy 2-9/Superintendent/Evaluation: Updated to specify that the School Board Governance Committee shall have responsibility for the Superintendent's evaluation procedures.
  4. Policy 3-84/School Lunch and Breakfast Program/Generally: Amended to reflect new legislation concerning school lunch and breakfast programs effective July 1, 2020.
  5. Policy 4-3/Grievances and Grievance Procedures/Teachers: Amended to remove outdated editor's note and addition of legal reference.
  6. Policy 4-4/Equal Employment Opportunity, Non-Discrimination and Anti-Harassment and Compliance Officers: Scrivener's changes made to legal reference.
  7. Policy 5-49/Interscholastic Competition: Amended to address SY2020-21 athletic eligibility requirements potentially affected by the school closings.
  8. Policy 5-62/Student Athletes-Sudden Cardiac Arrest and Prevention Awareness: Amended to reflect new legislation regarding sudden cardiac arrest effective July 1, 2020
  9. Policy 7-48/Community Use of Facilities/Generally: Policy amended to reflect nondiscrimination language that is consistent with current policy.
- D. School Board Organizational Matters for FY21 effective July 1, 2020
  1. The School Board approved the Superintendent's recommendation to appoint Marc A. Bergin, Ed.D., Chief of Staff, and Farrell E. Hanzaker, Chief Financial Officer, as designees of the division superintendent to attend meetings of the School Board in the absence or inability to attend of the superintendent for the 2020-21 fiscal year pursuant to *Code of Virginia* § 22.1-76, ...approval of division superintendent's designee.



2. The School Board authorized the Superintendent's recommendation to extend the term of signature authority for Marc A. Bergin, Ed.D., Chief of Staff; and/or Farrell E. Hanzaker, Chief Financial Officer, through June 30, 2021 to sign all Virginia Department of Education (VDOE) correspondence, reports, documents, requisitions and other official correspondence in the absence of the division superintendent.
3. The School Board authorized payroll deductions for the 2020-21 fiscal year pursuant to School Board Policy 4-36 – Payroll Deductions/Tax Sheltered Annuities/Deferred Compensation Plan; and its corresponding Division Regulation 5-36.1 – Payroll Deductions as follows:
  1. Health Plans
  2. Dental Plans
  3. Tax Sheltered Annuities
  4. Flexible Benefit Plans
  5. Long Term Disability Plan
  6. Association Dues
  7. United Way
  8. Deferred Compensation
  9. Garnishments
  10. Federal Tax Liens
  11. State Tax Liens
  12. Local Tax Liens
  13. State Education (Student Loans)
  14. Child Support
  15. Court Orders/Bankruptcies
  16. Legal Resources
  17. Direct Deposit
  18. VRS Optional Life Insurance
  19. Salary/Leave Adjustments
  20. Employee Authorized Payment(s) owed to the School Division
  21. VRS Service Buy Back
  22. Workers' Compensation Salary/Leave Adjustments
  23. Travel Advance and Other Purchase Repayments
  24. Voluntary Benefits
  25. Administrative Processing Fees, where applicable
  26. VRS Retirement – Member Contribution Rate
  27. Virginia Beach Education Foundation



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

### **11. Action:**

- A. Personnel Report / Administrative Appointment(s): Mr. Edwards made a motion, seconded by Ms. Riggs, that the School Board approve the appointments and accept the resignations, retirements and other employment actions as presented on the June 23, 2020 Personnel Report along with four administrative appointment 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 announced the following approved Administrative appointments to be recognized at a later date:
- Sarah L. Allard, current teacher at Old Donation School, as the new Assistant Principal at Kingston Elementary School effective July 1, 2020;
  - Karen A. Kagel, current Pre-K Family Engagement Specialist in the Department of Teaching and Learning, as the new Assistant Principal at New Castle Elementary School effective August 1, 2020;
  - Brandon Lugo, current Assistant Principal at Diamond Springs Elementary School, as the new Principal of Diamond Springs Elementary School effective August 1, 2020; and
  - Sarah R. Payne, current Administrative Assistant at Thoroughgood Elementary School, as the new Assistant Principal at Rosemont Forest Elementary School effective July 1, 2020.
- B. Princess Anne High School Lynnhaven Ecosystem Easement: Mr. Edwards made a motion, seconded by Vice Chair Melnyk, that the School Board adopt a Resolution to authorize the Chair to execute the documents necessary to convey an easement located adjacent to Thalia Creek at Princess Anne High School to the City of Virginia Beach (City) intended for water quality and wetlands restoration efforts of the Lynnhaven River Basin Ecosystem Restoration Project, which will be developed in conjunction with the City and US Army Corps of Engineers (USACE). 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, and the resolution approved as outlined below:



**RESOLUTION REGARDING THE GRANT OF EASEMENTS ON A PORTION OF PRINCESS ANNE HIGH SCHOOL PROPERTY TO THE CITY OF VIRGINIA BEACH FOR U.S. ARMY CORPS OF ENGINEERS LYNNHAVEN RIVER BASIN ECOSYSTEM RESTORATION PROJECT**

**WHEREAS**, the City of Virginia Beach (the "City") and the United States Army Corps of Engineers ("USACE") have identified the need to use certain School Board real property identified as a portion of parcel GPIN 1477-76-9448 ("School Board Property"), for the Habitat Restoration Project at Princess Anne High School CIP #7-059 (the "Project");

**WHEREAS**, the City's acquisition of a habitat restoration easement and a temporary construction easement (together, the "Easements") on the School Board Property will enable USACE to restore the natural ecosystem of the area for fish, wildlife and vegetation and will further enable the City to maintain the area in perpetuity, which will enhance the School Board Property, provide educational opportunities for the students of Virginia Beach City Public Schools, and provide an overall benefit to the citizens of Virginia Beach;

**WHEREAS**, Virginia Code §22.1-129.B allows the School Board to grant easements on real property in such a manner and upon such terms as it deems proper;

**WHEREAS**, due to the determination that the School Board Property will be enhanced and preserved through the granting of the Easements and the Project, and the expected benefits that will be derived from this Project for the citizens of Virginia Beach, the School Board is of the opinion that granting of Easements on the School Board Property to the City would be a benefit to all parties.

**NOW THEREFORE BE IT RESOLVED that:**

- A. In accordance with Virginia Code §22.1-129.B, the School Board finds that the granting of the Easements to the City of Virginia Beach to use a portion of the School Board Property located at Princess Anne High School, GPIN 1477-76-9448 is proper and determines that the easements sought by the City should be granted.
- B. The total amount of compensation to be paid to School Board by the City for this acquisition is \$1,448.
- C. Additionally, the School Board authorizes the Chair or her designee to execute any and all documents desired and necessary to complete the above-referenced transaction.

- C. **School Board Member Committee Assignments:** Ms. Riggs made a motion, seconded by Ms. Anderson, that the School Board approve the School Board Chair's recommendation for School Board members to be assigned to School Board Committees, Organizations and Boards for FY21 as proposed to be in effect until January 30, 2021 or until the School Board approves other committee assignments after January 1, 2021. Prior to a vote, several School Board members stated their opposition to the proposal suggesting assignments were not equitable. The School Board Clerk then called for the vote and School Board members who did not use the raised hand feature on the Zoom platform to indicate an affirmative vote were called upon individually before the School Board Clerk announced the motion passed with 8 ayes, and 3 nays – Ms. Hughes, Ms. Manning, and Ms. Weems, and assignments were approved as follows:





BYLAW 1-28 Committees, Organizations and Board – School Board Member Assignments		FY2021 Assignments
C. SCHOOL BOARD STANDING COMMITTEES		
C1.	<b>Internal Audit:</b> The Internal Audit Committee consists of a minimum of three Members, including at least two Members of the School Board and a third Member from the business community. The Internal Audit Committee assists the full School Board in considering internal and external audit matters, including the timely reporting to the School Board of material actions or inactions of school employees that could lead to charges of malfeasance in office by School Board Members or School Division employees or agents. The Internal Audit Committee has established the Office of Internal Audit, which reports directly to the Internal Audit Committee, and through the Internal Audit Committee, to the full School Board, as more particularly set forth in <a href="#">Policy 3-96</a> and the Internal Audit Charter.	Dan Edwards* Kim Melnyk Jessica Owens Larry Davenport (citizen member)
C2.	<b>Policy Review (PRC):</b> The School Board Policy Review Committee will consist of three School Board Members. The School Board, at its discretion, may appoint a citizen to serve as a voting member. School Board Legal Counsel and the Chief of Staff or designee will serve as liaisons to the Committee but will not be voting members. The Chief of Staff may assign other staff members to serve on the Policy Review Committee for designated periods of time for the purpose of assisting the Policy Review Committee. The Policy Review Committee will be responsible for advising the School Board and the Superintendent concerning the need to amend, adopt, repeal, and/or merge by-laws, policies and applicable regulations.	Bev Anderson Dan Edwards Trenace Riggs*
C3.	<b>Planning and Performance Monitoring Committee (PPM):</b> Consists of three School Board members. The Supt. and other staff members assigned by the Supt. will serve as liaisons to the committee but will not be voting members. The purpose of the committee is to provide transparent oversight of school division resources and processes to ensure effective and efficient operations in support of the division's vision, mission and strategic goals as well as coordinate School Board member engagement in strategic and operational planning including budget development. Responsibilities are outlined in Bylaw 1-28, C3	Sharon Felton Dorothy Holtz Carolyn Weems*
C4.	<b>Governance:</b> Consists of the School Board Chair and the Chairs of the Internal Audit Committee, the Policy Review Committee, and the Planning and Performance Monitoring Committee. Additionally, one other School Board Member will be appointed by the School Board Chair and approved by the School Board to also serve on the Committee. The Superintendent will serve as a liaison to the Committee but will not be a voting member. Responsibilities are outlined in Bylaw 1-28, C4	School Board Chair* Audit Chair PPM Chair PRC Chair Beverly Anderson
C5.	<b>Legislative:</b> The Legislative Committee will consist of three School Board Members, School Board Legal Counsel, the School Board's Legislative Consultant and those staff members appointed by the Superintendent. The Legislative Committee is responsible for the development of the School Board's proposed annual legislative package. The legislative package, priorities and positions shall be based upon input from the School Board and the Superintendent. The Legislative Committee is also responsible for developing the School Board's regional legislative position and for acting as the School Board's liaison to the Virginia General Assembly as well as other publicly elected bodies.	Sharon Felton Kim Melnyk* Trenace Riggs
C6.	<b>Building Utilization:</b> The Building Utilization Committee (BUC) annually reviews enrollment projections and impact on optimal building utilization. Three School Board Members shall be assigned to the BUC. The Superintendent may assign appropriate staff members to assist the BUC in its review. At its discretion, the BUC may invite input from PTAs or other community groups directly impacted by any recommendation from the BUC. (ref. SB Pol 5-14, Sec C)	Laura Hughes* Jessica Owens Carolyn Weems
C7.	<b>Student Discipline:</b> The Chairman shall appoint three Committees of the School Board to hear student discipline cases as needed. Each Committee shall consist of three (3) voting School Board Members and one (1) nonvoting school counselor. Each Member of a Committee, excluding the school counselor, has authority to make motions and vote on that Committee. Each Committee shall meet to determine cases dealing with expulsions and long-term suspensions as set forth in School Board policy or regulation. A unanimous decision of a Committee consisting of three School Board Members regarding long-term suspensions and expulsions is final. If a Committee's decision is not unanimous, or if the decision is made by a Committee of less than three (3) School Board Members, the decision of the Committee may be appealed to the full School Board.	Committee I (2 <sup>nd</sup> & 4 <sup>th</sup> Mon) 3:00 PM Sharon Felton* Laura Hughes Jessica Owens
		Committee II (2 <sup>nd</sup> & 4 <sup>th</sup> Tues) 8:30 AM Dan Edwards Vicki Manning Carolyn Weems*
		Committee III (1 <sup>st</sup> & 3 <sup>rd</sup> Wed) 3:00 PM Bev Anderson Dottie Holtz Trenace Riggs*



BYLAW 1-28 Committees, Organizations and Board – School Board Member Assignments		FY2020 Assignments
<b>D. JOINT STANDING SCHOOL BOARD AND CITY COUNCIL COMMITTEES/BOARDS</b>		
D1.	<b>CIP/Modernization Review Committee:</b> Joint City Council/School Board Committee which meets annually to review status of ongoing school modernization program. VB Mngmnt Svcs typically sets up the meeting held on the 3rd flr of the City Hall bldg. The School Board Chair will appoint and the School Board will approve two School Board members and one alternate to serve on the Committee. The School Board Chair will appoint the Committee Chair. *=Designated chair	Dan Edwards* Vicki Manning Dottie Holtz (alt.)
	<b>In-House Pharmacy Exploratory Committee:</b> Created by City Council Resolution of January 7, 2020 to consist of two members of City Council and two members of the School Board, with assistance from appropriate staff members as needed, to study the potential benefits, costs, and cost savings of implementing an in-house pharmacy program for City and VBCPS employees and serve in an advisory capacity to provide City Council with their findings and recommendations.	Kim Melnyk Trenace Riggs CC mbrs: Moss & Wilson
<b>E. OTHER SCHOOL BOARD AD HOC COMMITTEES AS NEEDED</b>		
E1.	<b>School Site Selection:</b> The School Site Selection Committee is an Ad Hoc School Board Committee that is appointed as needed to assist the School Board in considering proposals for new school sites.	As needed
	<b>Student Discipline:</b> Established September 10, 2019 to study discipline and school climate data to identify issues and concerns, review current practices, set appropriate goals and make further recommendations to the School Board. The Committee will function until no later than June 15, 2020 and report findings periodically to the School Board throughout the school year. At its June 8, 2020 regular meeting, the School Board authorized the committee to function beyond the original set date of June 15, 2020 to allow the committee to continue to meet until June 30, 2020.	Laura Hughes Vicki Manning Kim Melnyk* Jessica Owens
<b>F. SCHOOL DIVISION STANDING COMMITTEES WITH SCHOOL BOARD MEMBER LIAISONS</b>		
F1a	<b>Equity Council:</b> The Equity Council addresses issues related to diverse populations and how the organizational climate contributes to fostering: greater student achievement; effective communication across all levels and with the greater community; honoring and listening to all voices; providing focused opportunities discussion, feedback, input and support to the implementation of Compass to 2020 and future School Board goals; reporting on all aspects of diversity and equity with a special focus on students of color; resources and support to further the work educational equity within the School Division. The Superintendent will designate a staff member to serve as the Chair of the Equity Council. No more than two (2) School Board Members will be assigned as liaisons to the Equity Council.	Sharon Felton Jessica Owens Kim Melnyk (alt.)
	<b>403b Plan Oversight Committee:</b> Established by Charter approved by the School Board February 25, 2020 to delegate to a 403(b) Plan Oversight Committee (consisting of at least 3 but no more than 9 voting members to include one School Board member with the CFO serving as the Chair of the committee), general responsibility and discretionary authority for the administration, interpretation and operation, and investment of plan assets of the School Board of the City of Virginia Beach Section 403(b) Retirement Savings Plan.	Dan Edwards



<b>G. OUTSIDE COMMITTEES</b>		
G1.	<b>ACCESS College Foundation:</b> Privately funded academic scholarship counseling for high school students. School Board Chairman or designee serves as ex officio member.	Change in ACCESS bylaws abolished role of School Board representatives in 2019 thereby eliminating need for appointment
G2.	<b>Governor’s School for the Arts:</b> Programs in dance, vocal and instrumental music, performing arts, theatre, and visual arts for talented and motivated students who want to develop their potential in the arts to a high degree [Same mbr assignment as SECEP since committees meet back to back at same location]	Kim Melnyk Bev Anderson (alt.)
G3.	<b>Mayor’s Committee for Persons with Disabilities:</b> On behalf of all people with disabilities, and in an advisory capacity to the Mayor, our mission is to raise the awareness of the Mayor, City Council, City Administration and the community at-large of the needs of persons with disabilities. We assist in formulating solutions to meet those needs, and provide advice on issues involving compliance with state and national legislation addressing their needs.	Dottie Holtz Trenace Riggs (alt.)
G4.	<b>Southeastern Cooperative Educational Programs (SECEP):</b> Provides a formal structure through which eight local school systems can plan and operate programs for alternative education and children with special needs [Same mbr assignment as GSA since committees meet back to back at same location]	Kim Melnyk Bev Anderson (alt.)
G5.	<b>Virginia School Boards Association (VSBA) Voting Delegate at Annual Convention held in November in Williamsburg, VA:</b> NOTE: Any Board member who serves on the VSBA Board of Directors cannot be a voting delegate.	Sharon Felton Dottie Holtz (alt.)
G6.	<b>Hampton Roads Educational Telecommunications Association (HRETA) WHRO Educational Advisory Committee (EAC):</b> The EAC is the decision-making body on matters related to the policy, planning and operation of WHRO public education related activities	Dottie Holtz Trenace Riggs (alt.)
G7.	<b>Sister Cities Association of Virginia Beach:</b> The mission of the Virginia Beach City Association (VBSCA) is to foster international understanding, friendship, and cooperation by promoting people-to-people exchanges and continuing relationships between our city and citizens	Trenace Riggs Bev Anderson (alt.)
G8.	<b>Deferred Compensation Board:</b> The deferred compensation board shall administer the investment policy in accordance with the terms of the investment policy and prudent fiduciary standards. The deferred compensation board shall have the authority to add and delete funds from the investment policy in accordance with the investment policy adopted by city council.	Dan Edwards
G9.	<b>Virginia Beach Human Rights Commission:</b> Assignment initiated Feb. 2016 by invitation from the VB Human Rights Commission for a School Board liaison to serve on the committee	Dottie Holtz Jessica Owens (alt.)



POLICY 7-21 Citizens' Advisory Committees		FY2020 Assignments
<b>SCHOOL BOARD LIAISONS TO CITIZENS' ADVISORY COMMITTEES</b>		
<p>With the exception of the Strategic Plan Committee, the School Board may designate one School Board Member and one School Board Member alternate to serve as the School Board Liaison to a Citizens' Advisory Committee. Such liaison will not have voting rights on the committee and will not have the authority to bind the School Board regarding any matter related to the committee. The School Board Chair will appoint and the School Board will approve two (2) School Board Members to serve on the Strategic Plan Committee. As required by law, all the Citizens' Advisory Committees will report to the School Board through the Superintendent</p>		
B1.	<b>Special Education Advisory Committee</b>	Carolyn Weems Jessica Owens (alt.)
B2.	<b>General Advisory Council for Technical and Career Education</b>	Sharon Felton Carolyn Weems (alt.)
B3.	<b>Community Advisory Committee for Gifted Education</b>	Jessica Owens Laura Hughes (alt.)
B4.	<b>Interagency Adult Basic Education Advisory Committee</b>	Vicki Manning Laura Hughes (alt.)
B5.	<b>School Health Advisory Committee</b>	Carolyn Weems Vicki Manning (alt.)
B6.	<b>Strategic Plan Committee</b> (as recommended by the Superintendent pursuant to Policy 7-21, B6) <i>[Committee work complete July 2019]</i>	

<b>TASK FORCES</b>		
<p>At the request of the Superintendent, Board members were assigned to serve as liaisons to current administrative working groups upon Board approval on September 1, 2015. The role is to serve as a non-voting member commissioned as a go-between between the group and the full Board, and to answer any questions Board members may have during the process for which the task force was established</p>		
	<b>Fiber Networking Task Force</b>	Sunset status
	<b>Green Run Charter Board Task Force</b>	Jessica Owens Kim Melnyk (alt.)

\*Currently serving as Committee Chair

- D. Policy Review Committee Recommendations: Ms. Riggs made a motion, seconded by Mr. Edwards, that the School Board approve the Policy Review Committee recommendations for Bylaw 1-26 and Bylaw 1-28. Ms. Manning made a substitute motion, seconded by Ms. Holtz, that the Bylaws be voted on separately. Without discussion on Bylaw 1-26, 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. A motion was made by Ms. Holtz, seconded by Ms. Anderson, to approve Bylaw 1-28. Without discussion, the School Board members who did not use the raised hand feature on



the Zoom platform to indicate an affirmative vote were called upon individually before announcing the motion passed with 8 ayes, and 3 nays – Ms. Hughes, Ms. Manning, and Ms. Weems.

1. Bylaw 1-26/School Visitations: Bylaw was updated to include language related to school visitations by a School Board member and the purposes of that visit. Additional language also recommended in Section B Number 1 regarding disciplinary action of personnel as a result of the school visit.
2. Bylaw 1-28/Committees, Organizations and Boards - School Board Member Assignments: Section 4 subsection K was added to include the reviewing and responding to complaints or concerns regarding School Board Members and developing procedures for handling such complaints.

**12. Information:**

Interim Financial Statements: Crystal M. Pate, Director of Business Services, presented the division's financial position as of May 31, 2020 reporting overall revenue trend remains acceptable. As of March 31, 2020, ADM (Average Daily Membership) came in higher than the budgeted ADM. We received approximately \$500,000 more than budgeted resulting in a reduction of projected state revenue shortfall of approximately \$553,000 down to approximately \$31,000. Federal revenues were reported on a favorable trend receiving approximately \$3 million or 124.5% more than the original budget year-to-date, mainly due to Impact Aid receipts and Medicaid reimbursements coming in over budget. Also noted was the receipt of Medicaid Cost Report Settlement in June of approximately \$1.4 million to be reflected in year-end financial statements. Other sources of revenue also show a favorable trend with year-to-date receipts coming in over budget by approximately \$300,000. Sales tax receipts were reported on an acceptable trend at approximately \$4.3 million higher than last year with May seeing a small increase of approximately \$141,000 when compared to May last year. She explained that we are expecting to see a decrease in sales tax receipts in June due to COVID-19, a decrease of approximately \$686,000 lower than June of last year. As of June to date, we have received \$73.6 million with a budget of approximately \$79 million, equating to a \$5.4 million shortfall. It was noted that additional receipts will be posted in July to close some of the shortfall. The expenditures/encumbrances trend was reported as continuing to remain acceptable at this point in the fiscal year.

- 13. Standing Committee Reports:** School Board designated representatives reported activities on behalf of the Audit Committee (Edwards); Student Discipline Ad Hoc Committee (Melnik); Governor's Committee (Rye); and Mayor's Committee for Persons with Disabilities (Holtz); and Sister Cities (Riggs).

- 14. Conclusion of the Formal Meeting:** The formal meeting concluded at 6:55 p.m.

**15. Workshop (continuation)**

Update on School Reopening Plan (cont.): School Board members continued discussing the reopening plan. Discussion concluded at 7:46 p.m.

Food Services Update: John E. Smith, Director of Food Services, presented an update on summer feeding programs during the COVID shutdown as well as an update on the Community



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Eligibility Program, Scratch Cooking initiative, and Food Services' role in the fall reopening. Discussion concluded at 8:13 p.m.

Forecast of Regular School Board Meeting Agenda Topics FY21, 1<sup>st</sup> Quarter: July, August, September 2020: Superintendent Spence presented Administration's forecast of School Board meeting agenda topics to be presented in the FY21 first quarter – July, August, September 2020. Discussion concluded at 8:28 p.m.

- 16. **Closed Meeting:** None at this time. See Item 2.
- 17. **Vote on Remaining Action Items:** None
- 18. **Adjournment:** There being no further business before the School Board, Chairwoman Rye adjourned the meeting at 8:29 p.m.

Respectfully submitted by:

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Susan Keipe, Deputy Clerk of the School Board

Approved:

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Carolyn T. Rye, School Board Chair