



VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

School Board Services

Beverly M. Anderson, Chair
At-Large

Kimberly A. Melnyk, Vice Chair
District 7 – Princess Anne

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 T. Rye District 5 - Lynnhaven	Carolyn D. Weems District 4 - Bayside

Aaron C. Spence, Ed.D., Superintendent

School Board Regular Meeting MINUTES

Tuesday, November 12, 2019

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

INFORMAL MEETING

- 1. Convene School Board Workshop:** The School Board convened in the einstein.lab in workshop format at 4:00 p.m. In addition to Superintendent Spence, all School Board members were present with the exception of Ms. Weems who was absent from the meeting due to illness. Ms. Rye and Ms. Manning arrived at 4:04 p.m. and 4:13 p.m., respectively.
 - A. School Board Administrative Matters and Reports:** In a brief overview of the meeting agenda, timing for the closed session was noted; and Chairwoman Anderson suggested further action be taken to assign School Board members to an anticipated newly created committee to be established upon approval of revisions to Bylaw 1-28 being presented for Action. There was no stated objection. Chairwoman Anderson congratulated School Board member Jessica Owens for being elected to the seat she had been appointed to by the School Board to fill a vacancy in the Rose Hall District 3. School Board members were advised of the location for their 5:30 p.m. recess after the workshop, and reminded of the Virginia School Boards Association (VSBA) conference in Williamsburg and November 19 joint City Council / School Board Five Year Forecast presentation. School Board members then reported on events and activities they attended. Finally, in response to a request for an update on water testing prior to the next meeting, the most recent communication sent to the School Board just prior to the meeting was noted. This portion of the workshop concluded at 4:09 p.m.
 - B. Virginia Beach Education Foundation Update:** Amber Rach, Ph.D., Director of Strategic Communications, introduced Robert Broermann, president of the Virginia Beach Education Foundation, who presented an overview of past and current accomplishments of the Foundation in raising private sector funds for innovative learning programs and initiatives aligned with the division’s strategic framework that supports student achievement and rewards educational excellence in the division. Highlights included an



overview of \$1.93 million in Adopt A+ Grants awarded since 2000 (\$200,000 in 2019-20) with representatives from Bayside High School and Cooke Elementary School reporting on their grant-funded projects, The House Students Built (THSB) where 60-80 students per year have built 11 homes, and \$24,000 in 2019 scholarships awarded. Other programs and events reported included the Beach Bags Program, VA Star, Pearls of Wisdom Party, Teacher of the Year Dinner, golf tournament, and TGIF (Teacher Grants Improve Futures) Celebration. This portion of the workshop concluded at 4:57 p.m.

- C. School Board Legislative Agenda for the 2020 General Assembly Session: School Board Legislative Liaison, Joel Andrus from Kemper Consulting, presented an overview of the outcome from the recent election, and introduced the Legislative Committee's proposed legislative agenda for the 2020 General Assembly Session. He explained budget and funding priorities in the areas of a teacher salary increase, reversing the support cap, increasing supports for behavior and mental health staff, delivering quality special education services, Lottery Fund usage, and dedicated state funding for capital improvements. Other legislative priorities were reported in the areas of eliminating or funding unfunded mandates, dual enrollment, continued reform of the assessment system, and Charter schools. This portion of the workshop concluded at 5:19 p.m.
- D. Oracle Cloud Update: Crystal M. Pate, Director of Business Services, presented information regarding the School's required involvement in the City's implementation of the new Oracle Cloud based system and some of the required changes to the division's financial systems, primarily the general ledger and budget system. Background on the current Oracle Enterprise Business Solutions in use was presented along with a review of the project timeline; and overview of what is changing in the area of the Chart of Accounts (COA), processes, workflows, and dashboard with an illustration of the complexity of the integration and interface provided. This portion of the workshop concluded at 5:38 p.m.

2. **Closed Meeting**: None at this time. See Item 19.

3. **School Board Recess**: The School Board recessed at 5:38 p.m. to reconvene in School Board Chambers for the formal meeting at 6:00 p.m.

FORMAL MEETING

4. **Call to Order and Roll Call**: Chairwoman Anderson called the formal meeting to order in School Board Chambers at 6:00 p.m. In addition to Superintendent Spence, all School Board members were present with the exception of Ms. Weems who was absent due to illness.

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

6. **Student, Employee and Public Awards and Recognition**:

- A. Presidential Awards for Excellence in Mathematics and Science Teaching: The School Board recognized Old Donation School (ODS) teachers Melissa Follin and Dianna McDowell who were named recipients of the Presidential Awards for Excellence in Mathematics and Science Teaching (PAEMST), the nation's highest honor for kindergarten-12th grade teachers of science, technology, engineering, mathematics



(STEM) or computer science, recognized for contributions to the teaching profession and their ability to motivate and enable students to be successful in those areas.

- B. Virginia Purple Star 2019 Honorees: The School Board recognized 50 of the division's schools that were named 2019 Virginia Purple Star honorees for having demonstrated a major commitment to students and families connected to the nation's military. It was noted as the most awards presented to any school division in Virginia and comprises nearly half of the state's 104 honorees for 2019.

7. **Superintendent's Report**: Five things shared by Superintendent Spence in his report were related to 1) a survey made available to provide the community another opportunity to weigh in on school start times; 2) information nights for academies at various high schools; 3) notice to check the division's performing arts calendar for holiday concerts, programs, and musicals; 4) adjusted dismissal and closure during the Thanksgiving holiday; and 5) a record \$200,000 in grants to be awarded to teachers by the Virginia Beach Education Foundation's Adopt-A+ Grants.
8. **Public Hearing: Proposed City and Schools Revised Revenue Sharing Policy**: None
9. **Hearing of Citizens and Delegations on Agenda Items**: None
10. **Approval of Minutes: October 22, 2019 School Board Regular Meeting**: Vice Chair Melnyk made a motion, seconded by Ms. Holtz, that the School Board approve the minutes of their October 22, 2019 regular meeting as presented. The motion passed (ayes 10, nays 0).
11. **Adoption of the Agenda**: Mr. Edwards made a motion, seconded by Ms. Hughes, that the School Board adopt the meeting agenda as published. The motion passed (ayes 10, nays 0).
12. **Consent Agenda**: After Chairwoman Anderson's overview of items presented for approval as part of the Consent Agenda, Ms. Rye made a motion, seconded by Vice Chair Melnyk, that the School Board approve the Consent Agenda. The motion passed (ayes 10, nays 0), and the following items were approved as part of the Consent Agenda:
- A. Resolutions:
1. Native American Heritage Month as follows:

**Resolution for Native American Heritage Month
November 2019**

WHEREAS, as the first people to inhabit North America, American Indians and Alaskan Natives have profoundly shaped our country's character and cultural heritage; and

WHEREAS, Native Americans were the first people to domesticate crops, build cities and communities, and establish great civilizations in America; and

WHEREAS, the history, culture and traditions of the United States have been greatly influenced by those individuals; and

WHEREAS, through the study of the contributions of Native Americans, students will encounter role models whose commitments and achievements embody the American spirit and ideals; and

WHEREAS, the School Board of the City of Virginia Beach, through its core values, emphasizes the importance of multicultural diversity education within our school division.

NOW, THEREFORE, BE IT



RESOLVED: That the School Board of the City of Virginia Beach officially recognizes the month of November 2019 as National Native American Heritage Month; and be it

FURTHER RESOLVED: That the School Board of the City of Virginia Beach encourages all citizens to support and participate in the various school activities during National Native American Heritage Month; and be it

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

2. National Military Family Month as follows:

National Military Family Appreciation Month, November 2019

WHEREAS, our country owes the daily freedoms to the members of the Armed Forces, their family members and loved ones who share in their service and sacrifice; and

WHEREAS, we celebrate the exceptional service, strength and character of the approximately-16,000 military-connected youth and families of Virginia Beach City Public Schools; and

WHEREAS, we acknowledge that military families face unique challenges due to deployment, reintegration, service in combat zones and frequent relocations based on duty assignments; and

WHEREAS, the School Board of the City of Virginia Beach reaffirms their commitment to providing the resources and programs to support military-connected students academically, socially and emotionally; and

WHEREAS, Virginia Beach City Public School Board's *Compass to 2020* strategic plan calls for the continued creation of opportunities for military families and community members to purposely partner with schools in supporting student achievement, aspirations and social-emotional development; and

WHEREAS, November is recognized as National Military Family Appreciation Month.

NOW, THEREFORE, BE IT

RESOLVED: That the School Board of the City of Virginia Beach officially recognizes the month of November 2019, as National Military Family Appreciation Month; and be it

FURTHER RESOLVED: That the School Board of the City of Virginia Beach encourages all school staff and community members to initiate, support and participate in appreciation activities designed to recognize the exceptional role and unique sacrifices our military-connected youth make in our nation's best interest; and be it

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

3. American Education Week as follows:

**Resolution for American Education Week
November 18-22, 2019**

WHEREAS, November 18-22, 2019 is recognized as the 98th annual American Education Week by the National Education Association to celebrate public education and honor individuals who are making a difference in ensuring that every child receives a quality education; and

WHEREAS, the creation of this week has encouraged resolutions across the country to help encourage national support of public education; and

WHEREAS, American Education Week is a celebration of distinguished individuals, critical to the success of public education for the nation's nearly 50 million K-12 students; and



WHEREAS, the National Education Association calls for a week to be observed in all communities annually for the purpose of informing the public of the accomplishments and needs of the public schools to secure the cooperation and support of the public in meeting those needs; and

WHEREAS, the School Board of the City of Virginia Beach is focused on encouraging and recognizing the support for public education; and

WHEREAS, Virginia Beach City Public Schools, is committed to its relationships with the community and stakeholders through Compass to 2020, to increase public support and involvement in education.

NOW, THEREFORE, BE IT

RESOLVED: That the School Board of the City of Virginia Beach designates the week of November 18-22, 2019, as American Education Week in the Virginia Beach City Public Schools; and be it

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

B. Administration's recommendations that were proposed in response to the Student Response Teams (SRT) Implementation Evaluation as follows:

- Recommendation #1: Continue SRT with modifications noted in Recommendations 2 through 4 (*Responsible Group: Department of Teaching and Learning*)
- Recommendation #2: Review the current data log system and investigate the feasibility of alternative methods for collecting SRT data divisionwide to allow for more efficient and effective means of monitoring students' progress and determining the initiative's effectiveness (*Responsible Groups: Department of Teaching and Learning, Department of Technology*)
- Recommendation #3: Improve the consistency of SRT processes and practices at the high school level, including involvement of teachers, the process of referring students to SRF, and data monitoring (*Responsible Groups: Department of Teaching and Learning, Department of School Leadership*)
- Recommendation #4: Ensure professional learning opportunities related to interventions and data monitoring as part of the SRT process are provided and are effective, especially for high schools and non-instructional/professional staff who are involved with SRT (*Responsible Groups: Department of Teaching and Learning, Schools*)

13. Action:

- A. Personnel Report/Administrative Appointments: Vice Chair Melnyk made a motion, seconded by Ms. Felton, that the School Board approve the appointments and accept the resignations, retirements and other employment actions as listed on the Personnel Report dated November 12, 2019, along with one administrative appointment as recommended by the Superintendent. There being no discussion, the motion passed (ayes 10, nays 0); and Superintendent Spence announced Nicole K. Duplain, Dean of Students at Hillpoint Elementary School in Suffolk Public Schools, as the new Assistant Principal at Kempsville Meadows Elementary School effective November 20, 2019.

Additionally, Superintendent Spence recognized Admon Alexander, Ed.D. as the new Director of Family and Community Engagement in the Department of Communications



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- and Community Engagement effective November 4, 2019 approved by the School Board September 24, 2019.
- B. Proposed City and Schools Revised Revenue Sharing Policy: Ms. Riggs made a motion, seconded by Vice Chair Melnyk, that the School Board approve the joint City and Schools revised Revenue Sharing Policy as recommended by City and Schools staff at a joint briefing on October 8, 2019. There being no discussion, the motion passed (ayes 10, nays 0), and the revised formula approved to reflect the following:
- Use same General Fund revenues as current formula
 - Redirect all General Fund dedications back into the base with these three exceptions
 - 2.5 cent real estate tax that's in a lock box for Storm Water needs
 - EDIP – cigarette tax that is directed to Economic and Tourism Capital Improvement Program (CIP)
 - Outdoor Initiative- real estate taxes directed to Parks and Recreation CIP
 - Subtract dedications from General Fund revenue
 - Calculate percentage that Schools FY 2019-20 local funding amount is of General Fund revenue net of dedications
 - Schools receive 46.75% of General Fund Tax revenues going forward
- C. Energy Performance Contract: Ms. Riggs made a motion, seconded by Ms. Felton, that the School Board authorize the Superintendent to execute an energy performance contract with Noresco in the amount of \$7,852,937 authorizing the construction phase of the process. There being no discussion, the motion was approved (ayes 10, nays 0). Facilities in the project are Bayside Middle School, and Luxford and Providence elementary schools; and recommended work includes lighting replacements, building envelope improvements, energy management system upgrades and other HVAC improvements.
- D. Policy Review Committee (PRC) Recommendations:
1. Bylaw 1-5 Legal Counsel: Ms. Holtz made a motion, seconded by Ms. Rye, that the School Board approve revisions to Bylaw 1-5 as recommended by the PRC to add language that requires Legal Counsel to provide resolutions for all School Board members to consider when asked to provide informal legal advice. There being no discussion, the motion was approved (ayes 10, nays 0).
 2. Bylaw 1-28 Committees, Organizations and Boards – School Board Member Assignments: Vice Chair Melnyk made a motion, seconded by Ms. Riggs, that the School Board approve revisions to Bylaw 1-28 as recommended by the PRC to include reorganizing the bylaw, creating two new School Board committees and outlining their duties - Planning and Performance Monitoring Committee and Governance Committee – and amendments to clarify membership on existing School Board committees. There being no discussion, the motion was approved (ayes 10, nays 0). Chairwoman Anderson suggested the School Board take action under Item 20 – Vote on Remaining Action Items to assign membership to the Planning and Performance Monitoring Committee for their immediate



engagement in the launch of budget development process. There was no objection stated by School Board members.

3. Policy 2-7 Superintendent: Appointment/Term of Office/Compensation: Ms. Holtz made a motion, seconded by Ms. Riggs, that the School Board approve revisions to Policy 2-7 as recommended by the PRC to remove language regarding time periods of appointment of a superintendent and to refer to applicable law; amend the section regarding expenses of the Superintendent, and add a section that requires the Superintendent to file a disclosure form under the Virginia Conflict of Interest Act (COIA). There being no discussion, the motion was approved (ayes 10, nays 0).
4. Policy 2-10 Superintendent: Vacancy in Office/Fines/Suspension/Separation: Vice Chair Melnyk made a motion, seconded by Mr. Edwards, that the School Board approve revisions to Policy 2-10 as recommended by the PRC to add a section that defines a vacancy in the position of the Superintendent; add a section on how to fill such a vacancy; add a section regarding the appointment of an Acting Superintendent; add a section on fines, suspensions and removal for cause; and add a section on conditions of employment that authorizes the Governance Committee to initially address issues or concerns that the Superintendent has concerning conditions of employment that are not otherwise addressed by the Superintendent’s employment contract or applicable law or policy. There being no discussion, the motion was approved (ayes 10, nays 0).

14. Information:

- A. Textbook Adoption: Matthew D. Delaney, Executive Director of Secondary Teaching and Learning, presented an overview of the following textbooks recommended for the Practical Nursing program as proposed by the designated Textbook Adoption Committee for implementation in the fall of 2020 to replace current 2014 copyright textbooks that have been in use for four to five years.

Course Title	Textbook	Publisher	Copyright	Initial Implementation Costs
Nursing Fundamentals	<i>de Wit’s Fundamental Concepts and Skills for Nursing, 5th Edition</i>	Elsevier	2018	\$2,974.40
Introduction to Food, Nutrition and Health	<i>de Wit’s Fundamental Concepts and Skills for Nursing, 5th Edition</i>	Elsevier	2018	\$0

- B. Compass to 2025 Strategic Framework: Report on Public Feedback: Lisa A. Banicky, Ph.D., Executive Director of the Office of Planning, Innovation, and Accountability, reported on feedback received in response to the draft strategic framework, *Compass to 2025*, describing the means of gathering public comment, and advising very few comments were received overall with several comments reflecting sentiments heard through other



communication channels. She explained four revisions proposed for the strategic framework as a result, shared next steps, and responded to School Board comments.

- C. Select School(s) PCI – Plan for Continuous Improvement: The School Board received for review the Plan for Continuous Improvement (PCI) for 19 select schools to be presented for approval by the School Board at their November 26 regular meeting. Donald E. Robertson, Jr., Ph.D., Chief Schools Officer, noted all division schools are fully accredited, and reviewed the process and changes in reporting state accreditation as well as explaining performance levels and accreditation ratings.
- D. 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 October 11, 2019 meeting:
1. Policy 2-5 Superintendent Qualifications: Amended to reflect that the School Board will appoint a superintendent who meets the qualifications and is eligible and certified by the Virginia Department of Education (VDOE) to serve as a division superintendent, removing specific criteria and citing VDOE requirements.
 2. Policy 2-50 Appointment/Reappointment and Reclassification: Amended to authorize the Superintendent to appoint, reappoint and reclassify administrators and supervisory personnel to positions within the school division.
 3. Policy 2-51 Assignments and Transfer - Administrators: Language merged into Policy 4-12 and therefore recommended for repeal.
 4. Policy 4-12 Assignment and Transfer – Teachers and accompanying resolution: Amended to authorize the Superintendent to assign and reassign personnel to positions within the school division and to include language merged from Policy 2-51. It was noted the School Board must approve an accompanying resolution authorizing the Superintendent to take such action and revoke a prior resolution that authorized the Superintendent to do so.
 5. Policy 4-16 Resignation: Amended to clarify the procedures for accepting resignations from licensed and unlicensed personnel, to define job abandonment and the procedures to be used, and to amend certain language concerning disclosure of employment information.

15. **Standing Committee Reports**: Mr. Edwards reported on behalf of the Audit Committee regarding the healthcare claims audit conducted by an outside firm to identify claim errors resulting in incorrect payments, and finding a miniscule net effect. He invited School Board members to review the full report on their SharePoint site.

Ms. Rye announced the November 14 Policy Review Committee (PRC) meeting, and reported on the meeting of the Community Advisory Committee for Gifted Education which included an overview of the Governor's School, as well as a report on Green Run Collegiate.

Ms. Riggs reported on the Sister Cities' Youth Ambassador application timeline.



Absent objection, the School Board agreed to vote on the item identified earlier in the meeting ready for action to be taken prior to the conclusion of the formal meeting.

- 20. *Vote on Remaining Action Items*** (part 1 of 2): Chairwoman Anderson reported she and Vice Chair Melnyk discussed several requests for appointment to the newly created Planning and Performance Monitoring Committee, and proposed three School Board member assignments as presented in a motion by Vice Chair Melnyk, seconded by Ms. Riggs, that the School Board approve the assignment of School Board members Sharon Felton, Dorothy Holtz and Carolyn Weems to the Planning and Performance Monitoring Committee. The motion passed (ayes 8, nays 2 – Hughes and Manning with Ms. Manning noting disappointment in not being chosen after expressing interest).
- 16. *Conclusion of Formal Meeting***: The formal meeting concluded at 7:08 p.m.
- 17. *Hearing of Citizens and Delegations on Non-Agenda Items***: The School Board heard comments from Mike Maskel and Pat Cosgrove regarding the actions of specific School Board members; and Dawn Euman advocating for an increase in employee compensation.
- 18. *Workshop***: None
- 19. *Closed Meeting: Personnel Matters and Legal Matters***: Vice Chair Melnyk made a motion, seconded by Ms. Riggs, 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 1 and 7 of the *Code of Virginia*, 1950, as amended, for
- A. 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
 1. communication regarding conditions faced by employee at one school; and
 2. Superintendent's contract.
 - B. Legal Matters: Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in an open meeting would adversely affect the negotiating or litigating posture of the Board pursuant to Section 2.2-3711(A) (7); namely to
 1. obtain legal advice concerning complaint investigation procedures;
 2. obtain legal advice regarding the Superintendent's contract; and
 3. discuss status of pending legal matters before the School Board.

The motion passed (ayes 10, nays 0), and the School Board recessed at 7:25 p.m. and reconvened in the einstein.lab in closed session at 7:41 p.m.

Individuals present for discussion (all items): School Board members with the exception of Ms. Weems who was absent from the meeting; School Board Legal Counsel Kamala H. Lannetti, Deputy City Attorney; and Dianne P. Alexander, Clerk of the School Board. Superintendent Spence attended for a short period to answer questions pertaining to the personnel matter



related to the Superintendent's contract.

The School Board reconvened in an open meeting at 9:04 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. Prior to a vote, Ms. Manning advised she would be voting against the certification stating the School Board went off topic when a member made a personal attack on her. As a point of order, Mr. Edwards affirmed the requirement that if a School Board member takes exception to what is being brought up in the closed session, they should object immediately during the closed session. Ms. Manning advised she did object during the closed session, and Mr. Edwards countered that the discussion was terminated each time she stated an objection. The motion to certify the closed session then passed (ayes 8, nays 2 – Hughes and Manning).

- 20. *Vote on Remaining Action Items*** (part 2 of 2): Vice Chair Melnyk made a motion, seconded by Ms. Riggs, that the School Board finds that the Superintendent's outside employment prior to November 2018 was not substantial. Prior to a vote, Mr. Edwards objected to the wording stating it implies employment after November 2018 was substantial. Several School Board members objected to the need for a motion, but reluctantly agreed to approve instead of voting against or abstaining. The motion passed (ayes 7, nays 1 – Manning; 2 abstentions – Hughes and Owens who noted they were not on the School Board at the time).
- 21. *Adjournment***: There being no further business before the School Board, Chairwoman Anderson adjourned the meeting at 9:10 p.m.

Respectfully submitted:

Dianne P. Alexander, Clerk of the School Board

Approved:

Beverly M. Anderson, School Board Chair