



VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

School Board Services

Carolyn T. Rye, Chair
District 5 - Lynnhaven

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

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

Aaron C. Spence, Ed.D., Superintendent

School Board Organizational/Regular Meeting MINUTES

Tuesday, January 14, 2020

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

FORMAL MEETING

- 1. *Call to Order and Electronic Roll Call:*** Acting as School Board Chair pro-tem for the election of the School Board Chair, Superintendent Spence called the formal meeting to order at 6:00 p.m. All School Board members were present.
- 2. *Moment of Silence followed by the Pledge of Allegiance***
- 3. *School Board Organizational Matters:*** After describing the nomination and voting procedures to be used for the election for School Board Chair and Vice Chair as outlined in School Board Bylaws, and there being no objection, Superintendent Spence called for nominations in the election of School Board Chair.
 - A. Election of School Board Chair:** Mr. Edwards nominated Ms. Rye; and Ms. Owens nominated Ms. Felton to serve as School Board Chair for the 2020 calendar year. After a period of School Board members speaking to the nominations, and there being no further comment or additional nominations, votes were cast with Ms. Felton receiving 3 votes – Felton, Owens and Weems; while Ms. Rye obtained the majority vote of 8 and therefore declared School Board Chair for the 2020 calendar year. Superintendent Spence then turned the meeting over for Chairwoman Rye to proceed at which time she thanked Ms. Anderson for her three-year service as Chair commending her time and efforts, and then spoke to the ideas and focus she will pursue in serving as the new Chair of the School Board.
 - B. Election of School Board Vice Chair:** Ms. Anderson nominated Ms. Melnyk; and Ms. Manning nominated Ms. Felton to serve as School Board Vice Chair for the 2020 calendar year. At the conclusion of School Board members speaking to the nominations, Ms. Felton received 4 votes – Hughes, Manning, Owens and Weems; while Ms. Melnyk obtained the



majority vote of 7 and therefore declared School Board Vice Chair for the 2020 calendar year.

- C. Appointment of Clerk and Deputy Clerk: Ms. Riggs made a motion, seconded by Vice Chair Melnyk, that the School Board approve the Superintendent's recommendation to re-appoint Dianne P. Alexander as Clerk of the School Board, and Susan L. Keipe as Deputy Clerk for the 2020 calendar year. Several School Board members spoke in support of the recommendation prior to the motion being unanimously approved.
- D. School Board Committee Assignment Review for Term Ending June 30, 2020: In noting present committee assignments would be honored through the term ending June 30, 2020, Chairwoman Rye advised she would be forwarding to the School Board a list of her current committee assignments seeking input on interest in serving on those committees, and to invite other requests for modifications as needed.
- E. School Board Bylaws Appendix B – Standing Rules Review: Chairwoman Rye explained the Schedule of Meetings through June 30, 2020 is affirmed, and suggested the School Board discuss future meeting schedules at a workshop on January 28 with meeting scenarios provided by Administration. There was no objection.

4. *Student, Employee and Public Awards and Recognition*: None

5. *Superintendent's Report*: Five things shared by Superintendent Spence in his report were related to 1) upcoming African American Male Summit on January 25; 2) application due date for the Advanced Technology Center; 3) application due date for the Environmental Studies Program; 4) closure on January 20 in observance of the Martin Luther King, Jr. holiday; and 5) recognition of January 19-25 as Virginia School Principals' Appreciation Week as designated by the Governor.

6. *Hearing of Citizens and Delegations on Agenda Items*: None

7. *Approval of Minutes*: December 10, 2019 School Board Regular Meeting: Mr. Edwards made a motion, seconded by Vice Chair Melnyk, that the School Board approve the minutes of their December 10, 2019 regular School Board meeting as presented. Without discussion, the motion passed (ayes 10, nays 0; 1 abstention – Manning who stated she was not present for the workshop on December 10).

8. *Adoption of the Agenda*: Ms. Hughes made a motion, seconded by Ms. Riggs, that the School Board adopt the meeting agenda as published. Prior to a vote, Ms. Owens proposed an amendment to move Consent Item 9A to Action Item 10B. The makers of the original motion accepted the modification, and the amended motion was unanimously approved.

9. *Consent Agenda*: After Chairwoman Rye's overview of remaining items presented for approval as part of the Consent Agenda, Ms. Anderson made a motion, seconded by Ms. Holtz, that the School Board approve the Consent Agenda. Without discussion, the motion passed unanimously, and the following items were approved as part of the Consent Agenda:

- A. *[moved during Adoption of the Agenda to Action Item 10B]*



- B. Textbook Adoption: Advanced Placement (AP) Government as recommended for the high school AP United States Government and Politics course proposed by the designated Textbook Adoption Committee for implementation in the fall of 2020 as follows:

Textbook	Publisher	Copyright
<i>American Government, Stories of a Nation</i>	Bedford, Freeman, and Worth	2019

- C. Policy Review Committee (PRC) recommendations regarding review, amendment and repeal of certain policies reviewed by the committee at their November 14, 2019 meeting as follows:
1. Policy 3-20 Fines and Fees/Generally: Amended with scrivener’s changes and to incorporate the contents of Policy 3-21
 2. Policy 3-21 Collection of Past Due Accounts: Language moved to Policy 3-20 and therefore rescinded
 3. Policy 3-24 Gifts/Grants/Bequests of Property: Amended to reserve the School Board’s right to not accept gifts, grants or bequests and to reorganize the acceptable conditions for gifts, grants, and bequests into bullet form for ease of reading
 4. Policy 3-26 Investments: Revised to remove statutory language in the legal reference and combine the language of the policy into one paragraph
 5. Policy 3-27 Borrowing: Amended to remove statutory language in the legal reference and make scrivener’s changes

10. Action:

- A. Personnel Report: 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 listed on the Personnel Report dated January 14, 2020. Without discussion, the motion passed unanimously. There were no administrative appointments recommended.
- B. School Counseling Program (K-12): Comprehensive Evaluation – Personal and Social Development Component Recommendations: Ms. Riggs made a motion, seconded by Ms. Anderson, that the School Board approve recommendations as proposed in response to the 2018-19 comprehensive evaluation of the personal and social development component of the School Counseling Program (K-12). Prior to a vote, Ms. Owens inquired about the availability of age appropriate safety curriculum that addresses social and emotional aspects. Noting the inquiry is outside the context of the evaluation, Superintendent Spence agreed to get back to the School Board on the topic at another time. The motion passed unanimously, and recommendations were approved as follows:
- Recommendation #1: Continue the school counseling program with modifications noted in recommendations 2 through 5. (*Responsible Group: Department of Teaching and Learning*)
 - Recommendation #2: Modify the personal and social development component of the school counseling program for high school students by assessing students’ needs in this area and using the information to revisit the expectations and responsibilities of school counselors, along with related professional development opportunities to



support school counselors' work. (*Responsible Group: Department of Teaching and Learning*)

- Recommendation #3: Continue to ensure secondary students are supported through the academic and career planning process to develop their academic and career goals and plans. (*Responsible Group: Department of Teaching and Learning*)
- Recommendation #4: Continue to implement new strategies for school counselors to involve, engage, and communicate with parents. (*Responsible Group: Department of Teaching and Learning*)
- Recommendation #5: Conduct an evaluation update during 2019-2020 focused on the extent to which additional staffing allocations and programmatic efforts enable the school counseling program to meet students' needs as well as progress related to the year-three evaluation recommendations. (*Responsible Group: Office of Planning, Innovation, and Accountability – Office of Research and Evaluation*)

11. Information:

- A. Building Utilization Committee (BUC) Annual Report: Melisa A. Ingram, Demographer / GIS Manager, summarized the Building Utilization Committee's (BUC's) annual assessment of school attendance zones, student membership, housing trends, student membership projections, and building utilization as prescribed in School Board Policy 5-14. She then presented two recommendations proposed by the committee along with the timeline to adjust four elementary school attendance zones for the 2020-21 school year at Point O'View, Pembroke, Princess Anne, and Strawbridge to alleviate a potential impact to the capacity at Point O'View and Princess Anne related to future planned housing developments. It was noted the adjustment will not impact any students.
- B. Policy Review Committee (PRC) 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 December 12, 2019 meeting:
1. Bylaw 1-25/Complaints Regarding Students or Employees: Amendment recommended to have the School Board Governance Committee review and make recommendations regarding complaints about School Board members. Ms. Manning suggested the Policy Review Committee (PRC) consider further revisions related to the limited authority of the School Board over individual School Board members. Ms. Lannetti offered specific scenarios as rationale for the amendment and the PRC reaffirmed their recommendation. Following further discussion, Ms. Manning agreed to bring forth an alternative in the form of a substitute motion when the Bylaw is returned for Action.
 2. Bylaw 1-28/Committees, Organizations and Boards – School Board member Assignments: Amendment recommended to delegate the School Board Chair to serve as the Chair of the Governance Committee and add School Board Legal Counsel to serve with the Superintendent as liaisons to the Committee
 3. Policy 3-14/Appointment/Income/Generally: Revision recommended to change the word "governing" to "appropriating" body to reflect that the School Board is an



elected governing body and no longer an appointed body, and to note that donations and other sources of income are set aside for school purposes

4. Policy 3-23/Sale/Exchange/Lease/Disposal of Property: Only scrivener's changes recommended
5. Policy 3-25/Trust Funds: Scrivener's and formatting changes recommended and the removal of statutory language in the legal reference
6. Policy 3-30/Purchasing and Procurement of Goods and Services: Amendment recommended for the Director of Purchasing to serve as the agent for the Division for everything except the Capital Improvement Program (CIP)
7. Policy 3-31/Competitive /Sealed Bidding/Awards: Only scrivener's changes recommended
8. Policy 3-35/Cooperative Procurement: Scrivener's and formatting changes recommended and amended to name the Director of Purchasing as the agent for the Division
9. Policy 4-15/Personnel Records: Scrivener's and formatting changes recommended along with the addition of Section E2 prohibiting the recommendation for employment of any employee, contractor who has been convicted of the sexual molestation of a child or for whom there is probable cause to believe that such employee or contractor has sexually molested a child pursuant to changes in state law that require such policies
10. Policy 4-66/Tutoring for Pay: Scrivener's changes recommended along with clarifications regarding when a teacher can tutor a student. Following School Board discussion related to coaching aspects, the PRC agreed to conduct a further review.
11. Policy 5-18/Attendance Records: Only scrivener's and formatting changes recommended
12. **Standing Committee Reports**: Respective School Board member representatives reported on meetings, activities and focus of the Sister Cities Association (Riggs), the Governance Committee (Anderson), Student Discipline Ad Hoc Committee (Melnyk), Planning and Performance Monitoring Committee (Weems), Special Education Advisory Committee (SEAC) (Weems), Community Advisory Committee for Gifted Education (Rye), and Policy Review Committee (Rye).
13. **Conclusion of Formal Meeting**: The formal meeting concluded at 7:29 p.m.
14. **Hearing of Citizens and Delegations on Non-Agenda Items**: The School Board heard comments from thirteen speakers on topics in the area of school safety, social media posts related to the Superintendent, Lacrosse, and suggested budget priorities.

The School Board recessed at 8:14 p.m. and reconvened in workshop format in School Board Chambers at 8:29 p.m.

15. **Workshop**:



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- A. School Board Administrative Matters and Reports: The School Board discussed planning their annual retreat with all members indicating their availability to attend July 7-8, 2020. Possible locations being entertained by the Governance Committee included a school and the Tidewater Community College Student Center. School Board members were asked to submit suggested topics for the retreat to the School Board Clerk for discussion by the Governance Committee at their February 5 scheduled meeting.

Chairwoman Rye restated plans for the School Board to discuss meeting dates beyond June 30 at the January 28 workshop to include potentially reverting back to a schedule of meeting on the 1st and 3rd Tuesday of each month. Following School Board member discussion, the School Board Clerk was asked to provide comparative scenarios for review at the January 28 workshop. This portion of the workshop concluded at 8:40 p.m.

- B. Lacrosse: Donald E. Robertson, Jr., Ph.D., Chief Schools Officer, introduced Daniel F. Keever, Senior Executive Director of High Schools, who presented information and specific context regarding the concept of adding Lacrosse to the interscholastic sports program offered by the division. He noted while the most recent vote of principals taken during the December 10, 2019 Beach District Meeting was 10-1 with majority opposing a move forward with bringing Lacrosse on as an interscholastic activity at this time, there is a path forward to inclusion of the sport as one offered and sponsored in each high school. He reported division and Virginia High School League (VHSL) interscholastic competition information including an overview of the specific activity addition process developed by Beach District principals and financial impact estimates for adding the sport. Challenges of adding Lacrosse were explained, and a pathway forward was summarized. Mr. Keever was joined by Student Activity Coordinators and the Ocean Lakes High School Principal in responding to School Board member questions. Noting there are several budget issues, Superintendent Spence affirmed the topic will be taken up with the Planning and Performance Monitoring Committee in order to obtain direction prior to presentation of the Superintendent's Estimate of Needs.

The workshop concluded at 9:39 p.m.

- 16. Closed Meeting**: Vice Chair Melnyk made a motion, seconded by Ms. Owens, 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 the performance of a specific administrator and the School Board's response; and
- 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 or consultation with legal counsel employed or retained by the Board



regarding specific legal matters requiring the provision of legal advice by such counsel pursuant to Section 2.2-3711(A) (7); namely to discuss School Board options for addressing a personnel matter of a specific administrator.

Without discussion, the motion passed unanimously, and the School Board recessed at 9:42 p.m. and reconvened in the Room 113 in closed session at 9:47 p.m.

Individuals present for discussion (all items): School Board members; School Board Legal Counsel Kamala H. Lannetti, Deputy City Attorney; and Dianne P. Alexander, Clerk of the School Board. Superintendent Spence attended briefly to respond to questions as needed, and departed at 9:51 p.m.

The School Board reconvened in an open meeting at 10:07 p.m.

Certification of Closed Meeting: Vice Chair Melnyk made a motion, seconded by Ms. Hughes, 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 motion passed unanimously.

17. ***Vote on Remaining Action Items:*** None
18. ***Adjournment:*** There being no further business before the School Board, Chairwoman Rye adjourned the meeting at 10:08 p.m.

Respectfully submitted:

Dianne P. Alexander, Clerk of the School Board

Approved:

Carolyn T. Rye, School Board Chair