



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 26, 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 3:00 p.m. In addition to Superintendent Spence, all School Board members were present with the exception of Ms. Rye who Chairwoman Anderson noted had provided notice on November 7, 2019 of her intended absence and plans to participate remotely. In registering attendance and in accordance with Bylaw 1-36, Para. D, Ms. Rye proclaimed her remote participation location as Denver, Colorado where she was with family for Thanksgiving and wedding planning with future in-laws. Ms. Holtz arrived late at 3:19 p.m.

Chairwoman Anderson suggested the Update on Water Testing workshop be taken up before School Board Administrative Matters and Reports. There was not objection by the School Board.
- B. **Update on Water Testing:** John “Jack” Freeman, Chief Operations Officer in the Department of School Division Services, provided history of the water testing program and timeline for dissemination of testing results, presented planned lead drinking water testing sites and dates in testing priority, and reported the public health perspective. Also presented was an after-action review as outlined below:
 - Analyze the division’s recent water testing to identify areas for improvement and provide recommendations
 - Prevention procedures
 - Education for staff, students and families
 - Testing procedures and corrective actions
 - Improving integrated communications process
 - Timing and actions taken when initial results were received: what occurred and when – and what should have occurred
 - Legislative improvements
 - Support the development of a model water testing and education program



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- After responding to School Board members' questions, this portion of the workshop concluded at 3:30 p.m.
- A. School Board Administrative Matters and Reports: School Board members were provided with a copy of the invitation prepared for their annual holiday reception along with a copy of the guest list. A minor modification to the Policy 4-12 amendment being presented as part of the Consent Agenda was distributed and School Board Legal Counsel, Kamala H. Lannetti, Deputy City Attorney, briefly explained the adjustment requested by Ms. Manning. Chairwoman Anderson affirmed there were no items to be discussed in a closed session; and reported several School Board members attended the Virginia School Boards Association (VSBA) annual conference where one session focused on the nationwide teacher shortage. Ms. Manning proposed the revised Policy 4-12 amendment be moved to Action during Adoption of the Agenda. Finally, Vice Chair Melnyk explained her attire related to a Cooke Elementary School program inviting other School Board members to get involved. This portion of the workshop concluded at 3:35 p.m.
- C. School Start Times: Daniel F. Keever, Senior Executive Director of High Schools in the Department of School Leadership, provided a review of previous survey demographic results from the spring 2017 and spring 2019 surveys before presenting results of the fall 2019 survey conducted on whether to maintain the current schedule or move forward with shifting start times as presented in Administration's recommendation. Overall results signified 76 percent or 18,649 of the respondents comprised of parents, students, staff and the community preferred to maintain the current schedule. After responding to School Board members' questions, this portion of the workshop concluded at 3:51 p.m.
- D. Annual Recruitment, Staffing, Retention and Compensation Update: John A. Mirra, Chief Human Resources Officer; Anne C. Glenn-Zeljeznjak, Coordinator of Recruitment and Retention, and Judith R. Wood, Human Resources Specialist in the Department of Human Resources; presented the annual update on recruitment, staffing, retention and compensation to include an overview of market conditions, enrollment in teacher preparation programs, supply and demand challenges, factors contributing to additional classified and instructional vacancies, challenges and results in filling vacancies, diversity of newly hired teachers, success in minority recruitment, seasonal recruitment strategies, early commitment/signing incentives, career switcher program, new staff with provisional licenses, and digital outreach. Additionally, they reported on the retiree opportunity program and shared information regarding categorization of employees with 30 years of eligible service along with an overview of retention strategies. The compensation update included regional comparisons for compensation, allowances, advanced degrees, licenses and certifications with a proposed solution for educational allowance disparities. Also presented were regional comparisons in additional duty supplements and report on the oversight committee's recommendations for modifications and/or increases for consideration in the budget development process, 2019/2020 short term results and how funds were used, 2020/2021 short term goals, and long-range goals. Regional comparisons were also reported for non-instructional positions to include bus drivers, teacher assistants and substitute teacher rates, and employee health benefit costs



including an overview of the Virginia Retirement System Health Insurance Credit Plan. Finally, an outline of unmet needs estimated at \$14.9 million was presented for consideration in the 2020/21 fiscal year, concluding with a summary of benefits and values promoted in recruitment and retention strategies. This portion of the workshop concluded at 5:24 p.m.

2. **Closed Meeting:** None
3. **School Board Recess:** The School Board recessed at 5:24 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 Ms. Rye proclaiming her remote participation location as Denver, Colorado where she was with family for Thanksgiving and wedding planning with future in-laws.
5. **Moment of Silence followed by the Pledge of Allegiance**
6. **Student, Employee and Public Awards and Recognition:**
 - A. **Safe Online Surfing Challenge:** The School Board recognized Salem Middle School students who won the nationwide Safe Online Surfing Challenge hosted by the FBI to promote web literacy and safety, and teaches young people about web terminology and how to recognize trustworthy sites as well as lessons on protecting personal details online, creating strong passwords, avoiding viruses and scams, being wary of strangers and being a good virtual citizen. The students in the digital applications and desktop publishing classes took the test and correctly answered 93.14 percent of questions, performing better than more than 2,000 schools nationwide.
 - B. **Perfect ACT Scores:** The School Board recognized five Ocean Lakes High School students who achieved perfect scores on the ACT – a leading college readiness assessment accepted by four-year colleges and universities in the nation. It was noted that only less than half of one percent of test takers earn a perfect score.
7. **Superintendent's Report:** In his tradition of recognizing the newest member(s) of the *Compass Keepers Club*¹, Superintendent Spence's report featured a mentorship between Cooke Elementary School and the Virginia Beach Sheriff's Office which expanded to match Spanish-speaking students with Spanish-speaking officers who serve as mentors, coming to school during lunch to talk to students about their studies, visiting the school's language library together, and helping bridge the communication gap. Additionally, non-Spanish speaking officers wanted to join in and are now engaged in a P.E. buddy program as well as being lunch buddies.
8. **Hearing of Citizens and Delegations on Agenda Items:** None

¹ Members of the Compass Keepers Club are students, staff or community supporters who truly represent Virginia Beach City Public Schools with dedication, determination, passion and drive



9. **Approval of Minutes:** November 12, 2019 School Board Regular Meeting: Ms. Riggs made a motion, seconded by Ms. Hughes, that the School Board approve the minutes of their November 12, 2019 regular School Board meeting as presented. Without discussion, the motion passed (ayes 10, nays 0; 1 abstention – Weems who was absent from the November 12 meeting due to illness).
10. **Adoption of the Agenda:** Absent objection, Chairwoman Anderson noted at the request of a School Board member, Consent Agenda Item 11D4 – Policy 4-12 Assignment and Transfer – Teachers with Continuing Resolution is hereby moved to Action Item 12C. Ms. Holtz then made a motion, seconded by Ms. Manning, that the School Board adopt the meeting agenda as amended. Without discussion, the motion passed unanimously.
11. **Consent Agenda:** After Chairwoman Anderson’s overview of remaining items presented for approval as part of the Consent Agenda, Ms. Hughes made a motion, seconded by Vice Chair Melnyk, 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. Religious Exemption Case Number RE-19-14
- B. A Plan for Continuous Improvement (PCI) review process is required for schools that have at least one school quality indicator with a final performance level of Level Two: Near Standard (yellow). The process, as documented by the updated Standards of Quality (SOQ), requires schools that are accredited with a final performance level of Level Two to have a multi-year PCI approved by the local School Board. The School Board approved the PCI – Plan for Continuous Improvement for the following select schools:

Elementary Schools	Middle Schools	High Schools
College Park	Bayside Sixth Grade Campus	Bayside
Diamond Springs	Brandon	First Colonial
Indian Lakes	Corporate Landing	Green Run
King’s Grant	Landstown	Kempsville
Lynnhaven	Princess Anne	
Newtown	Salem	
Parkway		
White Oaks		
Woodstock		

- C. Textbooks 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
1.	Introduction to Food, Nutrition and Health	<i>de Wit’s Fundamental Concepts and Skills for Nursing, 5th Edition</i>	Elsevier	2018
2.	Nursing Fundamentals	<i>de Wit’s Fundamental Concepts and Skills for Nursing, 5th Edition</i>	Elsevier	2018

- D. Policy Review Committee (RPC) recommendations as follows:
- 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. *[moved during Adoption of the Agenda to Action Item 12C]*
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.

12. Action:

- A. Personnel Report/Administrative Appointments: Vice Chair Melnyk made a motion, seconded by Ms. Holtz, that the School Board approve the appointments and accept the resignations, retirements and other employment actions as listed on the Personnel Report dated November 26, 2019, along with one administrative appointment as recommended by the Superintendent. Without discussion, the motion passed unanimously; and Superintendent Spence announced Darnita L. Trotman, current Assistant Principal at Brandon Middle School, as the new Human Resources Specialist in the Department of Human Resources with an effective date to be determined.

Additionally, Superintendent Spence recognized 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 as approved by the School Board November 12, 2019.

- B. Compass to 2025 Strategic Framework: Vice Chair Melnyk made a motion, seconded by Ms. Riggs, that the School Board approve the proposed strategic framework, *Compass to 2025*, comprised of six student-centered for student success goals of 1) educational excellence; 2) student well-being; 3) student ownership of learning; 4) an exemplary, diversified workforce; 5) mutually supportive partnerships; and 6) organizational effectiveness and efficiency, with equity emphasis, strategies and potential indicators outlined for each. Without discussion, the motion passed (ayes 10, nays 1-Manning).
- C. (formerly Consent Item 11D4) Policy 4-12 Assignment and Transfer – Teachers with Continuing Resolution: Mr. Edwards made a motion, seconded by Ms. Felton, that the School Board approve the Policy Review Committee (PRC) recommended amendment to authorize the Superintendent to assign and reassign personnel to positions within the School Division along with an accompanying resolution authorizing the Superintendent to take such action and revoke a prior resolution that authorized the Superintendent to do so, inclusive of the minor modification introduced in the afternoon workshop. School Board Legal Counsel, Kamala H. Lannetti, Deputy City Attorney, explained the modification as it relates to assignments; and John A. Mirra, Chief Human Resources



Officer, explained the continuing resolution as it relates to reassignments. Superintendent Spence clarified the School Board will continue to approve new hires as presented on Personnel Reports. The motion passed unanimously, and the amended policy was approved along with the following continuing resolution:

Continuing Resolution Authorizing the Division Superintendent to Reassign Teachers, Assistant Principals, and Principals

WHEREAS, *Virginia Code §22.1-297* provides that a School Board may adopt a resolution authorizing the Division Superintendent to reassign teachers, assistant principals, and principals each school year to any school within the School Division, provided no change or reassignment during a school year shall affect the salary of such teacher, assistant principal, supervisor or principal for that school year;

WHEREAS, on June 15, 1999, the School Board adopted a Continuing Resolution authorizing the Superintendent to reassign principals, assistant principals and teachers following the submission and approval of a list of assignments to individual schools each year; and

WHEREAS, the Superintendent has requested that the School Board adopt a new Continuing Resolution providing the Superintendent with the authority to reassign teachers, assistant principals, and principals each year.

NOW, THEREFORE, BE IT

RESOLVED: That the School Board hereby authorizes the Superintendent to reassign teachers, assistant principals, and principals each year to any school within the School Division pursuant to the requirements of School Board Policy 4-12, as amended, are met, and that no change or reassignment during a school year shall affect the salary of such teacher, assistant principal, supervisor or principal for that school year; and be it

FURTHER RESOLVED: That the June 15, 1999 Continuing Resolution is hereby revoked and replaced with this Resolution; and be it

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

13. Information:

- A. Biennial School Calendar for 2020/21 and 2021/22: Donald E. Robertson, Jr., Ph.D., Chief Schools Officer in the Department of School Leadership, presented the proposed biennial school year calendars, 2020-21 and 2021-22, created based upon School Board direction to maintain a post-Labor Day start, and information received from the calendar workgroup comprised of a variety of stakeholders, community input surveys, and feedback received at School Board meetings. He reviewed each school year containing 181 instructional days, professional learning days, winter and spring breaks, and observed holidays.
- B. School Start Times: Daniel F. Kever, Senior Executive Director of High Schools in the Department of School Leadership, repeated the afternoon workshop review of previous survey demographic results from the spring 2017 and spring 2019 surveys before presenting results of the fall 2019 survey conducted on whether to maintain the current



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- schedule or move forward with shifting start times as presented in Administration's recommendation. Overall results signified 76 percent, or 18,649 of the respondents comprised of parents, students, staff and the community, preferred to maintain the current schedule.
- C. Schoology Implementation Evaluation: Allison M. Bock, Ph.D., Program Evaluation Specialist in the Office of Planning, Innovation, and Accountability, presented an overview of the key findings from the 2018-19 implementation evaluation of the Learning Management System (LMS) – Schoology – adopted in December 2016 to deliver educational content to students online. The implementation evaluation focused on the operational components of the initiative, staff and student use of Schoology, progress toward meeting established goals and objectives, stakeholder perceptions, and the cost of Schoology to the school division. Kipp D. Rogers, Ph.D., Chief Academic Officer in the Department of Teaching and Learning, provided Administration's response to the following five recommendations presented as a result of the evaluation:
- Recommendation #1: Continue Schoology implementation with modifications noted in Recommendations 2 through 5
 - Recommendation #2: Continue to provide schools with the necessary knowledge, support, and reporting capabilities to administer assessments through Schoology in 2019-2020
 - Recommendation #3: Ensure schools access resources through Schoology, especially the division-created curriculum resources at the secondary level
 - Recommendation #4: Encourage schools to utilize Schoology as a means for communication and collaboration
 - Recommendation #5: Continue to work towards providing parents access to Schoology in 2019-2020
- D. ACT/SAT Reports for 2019 Graduates: Robert A. Veigel, M.S., Research Specialist in the Office of Planning, Innovation, and Accountability, presented a report summarizing the ACT and SAT results for seniors in the Class of 2019. In summary, he reported fewer division graduates taking the SAT and ACT tests with slight decreases in the performance of division graduates, however greater than national test takers, but less than state public school graduates. Larger percentages of division graduates met the college benchmark in English on both tests while slightly more than half of graduates met the benchmarks in the other areas assessed, and the average SAT scores were higher in the division than all but one other Hampton Roads school division, the exception being Chesapeake with similar performance. Kipp D. Rogers, Ph.D., Chief Academic Officer in the Department of Teaching and Learning, provided additional information regarding initiatives connected to SAT and ACT participation and performance.
- E. Interim Financial Statements – October 2019: Crystal M. Pate, Director of Business Services, presented highlights of the division's financial position as of October 31, 2019 reporting the overall revenue trend as acceptable noting a projected small shortfall in state revenue of approximately \$18,000 due to preliminary Average Daily Membership



(ADM) being a few students lower than the budgeted ADM. Federal tax receipts were reported as acceptable with no additional payments received during the month noting the U.S. Department of Education's implementation of a new Impact Aid system with first payments expected by the end of December. Sales tax receipts were reported as remaining in line with the prior year noting a lag will continue into the future related to the June accelerated taxes no longer received earlier in the year as they have in the past. However, November's financial position will reflect a payment received during the month at \$1.6 million higher than prior years. Finally, expenditures were reported as acceptable at this point in the fiscal year.

- F. School Board Legislative Agenda for 2020 General Assembly Session: School Board Legislative Liaison, Joel Andrus from Kemper Consulting, presented the Legislative Committee's proposed legislative agenda for the 2020 General Assembly Session as introduced in workshop on November 12. Budget and funding priorities were identified 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 included eliminating or funding unfunded mandates, dual enrollment, continued reform of the assessment system, and Charter schools. It was noted unfunded mandates are approximately \$45 million.

- 14. Standing Committee Reports:** Vice Chair Melnyk, who serves as chair of the Legislative Committee, reported the Committee met earlier in the day and discussed the upcoming Legislative Breakfast.

Ms. Owens provided a brief summary of the November 21 Equity Council meeting reporting on events to include Beach Girls Rock and the African American Male Summit.

Acknowledging not a standing committee report, Ms. Felton thanked her colleagues for the nomination resulting in her being selected as the vice-chair of the Virginia School Boards Association (VSBA) Tidewater Region.

Ms. Hughes reported on the Building Utilization Committee meeting where two new developments were discussed, and advised of adjustments to be proposed for elementary attendance zones in both areas, noting no changes were needed in middle or high school attendance zones.

- 15. Conclusion of Formal Meeting:** The formal meeting concluded at 7:35 p.m.
- 16. Hearing of Citizens and Delegations on Non-Agenda Items:** The School Board heard comments from nine speakers on topics related to the actions of specific School Board members, and advocates for budget priorities to include an increase in employee compensation.
- 17. Workshop:** None
- 18. Closed Meeting:** None
- 19. Vote on Remaining Action Items:** None



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- 20. *Adjournment:*** There being no further business before the School Board, Chairwoman Anderson adjourned the meeting at 8:08 p.m.

Respectfully submitted:

Dianne P. Alexander, Clerk of the School Board

Approved:

Beverly M. Anderson, School Board Chair