



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 Regular Meeting MINUTES

Tuesday, February 11, 2020

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. All School Board members were present with Farrell E. Hanzaker, Chief Financial Officer, attending on behalf of Superintendent Spence who was absent from the meeting. Ms. Owens and Ms. Manning arrived late at 4:03 p.m. and 4:22 p.m., respectively.
 - A. **School Board Administrative Matters and Reports:** Chairwoman Rye distributed a minor adjustment to page 2 of the February 4 special meeting minutes being presented for approval during the formal meeting. Also provided was a list of retreat topics collected by the Governance Committee with a request for School Board members to submit additional topics to the Committee by February 21. Chairwoman Rye announced plans to post committee meetings on the division’s website, and advised of School Board members registered to attend the National School Boards Association (NSBA) Annual Conference.

School Board members then reported on recent events and activities they attended.

This portion of the workshop concluded at 4:09 p.m.
 - B. **403b Plan – Next Steps:** Farrell E. Hanzaker, Chief Financial Officer, reported on next steps regarding the 403(b) Retirement Savings Plan to include establishing an oversight committee. He explained part of the establishment is for the School Board to adopt a Charter of the 403(b) Plan Oversight Committee and described the function of the fiduciary committee, ongoing activities and responsibilities, best practices and draft implementation plan. Also provided was the proposed composition of the committee. This portion of the workshop concluded at 4:29 p.m.
 - C. **School Operating Budget FY2020-21 and Capital Improvement Program (CIP) FY2020-21 through FY2025-26 Workshop #1:** Farrell E. Hanzaker, Chief Financial Officer, provided a quick overview of components of the budget document, summarized the response to questions submitted in advance by only one School Board member, and then responded to School Board



member questions. It was noted that the next workshop will focus on the Capital Improvement Program (CIP).

The workshop concluded at 5:04 p.m.

2. **Closed Meeting:** None
3. **School Board Recess:** The School Board recessed at 5:04 p.m. to reconvene in School Board Chambers in formal meeting format at 6:00 p.m.

FORMAL MEETING

4. **Call to Order and Electronic Roll Call:** Chairwoman Rye called the formal meeting to order at 6:00 p.m. All School Board members were present with Farrell E. Hanzaker, Chief Financial Officer, attending on behalf of Superintendent Spence who was absent from the meeting.
5. **Moment of Silence followed by the Pledge of Allegiance**
6. **Student, Employee and Public Awards and Recognition:** National Elementary and Secondary Education Act (ESEA) Distinguished School: The School Board recognized Rosemont Elementary School for being named a National Elementary and Secondary Education Act (ESEA) Distinguished School.
7. **Superintendent's Report:** Acting on Superintendent Spence's behalf, Farrell E. Hanzaker, Chief Financial Officer, announced February as School Board Appreciation Month as proclaimed by Governor Northam, and thanked School Board members for their service.
8. **Hearing of Citizens and Delegations on Agenda Items:** None
9. **Approval of Minutes:**
 - A. January 28, 2020 School Board Regular Meeting: Ms. Manning made a motion, seconded by Ms. Hughes, that the School Board approve the minutes of their January 28, 2020 regular meeting as presented. Without discussion the motion passed unanimously.
 - B. February 4, 2020 Special Meeting: Vice Chair Melnyk made a motion, seconded by Ms. Anderson, that the School Board approve the minutes of their February 4, 2020 special meeting inclusive of the amendment to page two noted in the afternoon workshop. Without discussion the motion passed unanimously.
10. **Adoption of the Agenda:** Mr. Edwards made a motion, seconded by Ms. Riggs, that the School Board adopt the meeting agenda as published. Without discussion the motion passed unanimously.
11. **Consent Agenda:** After Chairwoman Rye's review of items presented for approval as part of the Consent Agenda, Ms. Riggs made a motion, seconded by Ms. Anderson, that the School Board approve the Consent Agenda as presented. Without discussion the motion passed unanimously, and the following items were approved as part of the Consent Agenda:



- A. Religious Exemption Case No. RE-19-15
- B. Adoption of the textbook recommended for the Advanced Placement (AP) Comparative Government and Politics course as proposed by the designated Textbook Adoption Committee for implementation in the fall of 2020 as follows:

Textbook	Publisher	Copyright
Essentials of Comparative Politics with Cases	W.W. Norton & Company	2018

12. Action:

- A. Personnel Report: Ms. Holtz 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 February 11, 2020 inclusive of two additional entries provided in advance of the meeting, along with one administrative appointment as recommended by the Superintendent. Without discussion the motion passed (ayes 9, nays 0; 2 abstentions – Manning and Owens who stated they had not seen the two additional entries and therefore did not feel comfortable voting on the motion). It was noted the approved administrative appointment of Grant L. Baker, current Assistant Principal at Kingston Elementary School, as the new principal of Kingston Elementary School effective February 12, 2020 will be introduced at the School Board’s next regular meeting.
- B. Recommendations of General Contractor:
 - 1. Kempsville High School HVAC/Reroofing Replacement: Mr. Edwards made a motion, seconded by Ms. Owens, to authorize the Superintendent to execute a contract with Virtexco in the amount of \$6,028,000 for the HVAC and roof replacement at Kempsville High School. After a brief overview of the project by Anthony L. Arnold, P.E., Executive Director of Facilities Services, the motion passed unanimously.
 - 2. Elementary School Playground Equipment: Ms. Manning made a motion, seconded by Ms. Anderson, to authorize the Superintendent to execute a contract with Play & Park Structures in the amount of \$333,658.34 for the replacement of elementary school playground equipment at Lynnhaven, Red Mill, and Windsor Woods elementary schools. After a brief overview of the project by Anthony L. Arnold, P.E., Executive Director of Facilities Services, the motion passed unanimously.
- C. Schedule of School Board Meetings FY21: July 2020 through June 2021: Ms. Hughes made a motion, seconded by Ms. Riggs, that the School Board approve the schedule of regular School Board meetings for the 2020-21 fiscal year ending June 30, 2021. After a brief explanation of variations from the structure outlined in Bylaw 1-38 based on the School Board’s discussion January 28, 2020, the motion passed unanimously; and the schedule was approved as follows for meetings to be held at the School Administration Building, 2512 George Mason Dr., Virginia Beach, generally on the second and fourth Tuesday of each month with some variations as needed due to scheduled holidays and other significant events:
 - Informal meetings generally convene at 4 p.m. subject to the volume of business to be transacted
 - School Board Recess at 5:30 p.m.
 - Formal Meeting Called to Order at 6:00 p.m.

SY2020-21 Schedule of Meetings		
July	7 & 8* School Board Retreat/Abridged Regular Meeting 28	2020 *takes place of 2 nd Tues. mtg.



August	11 & 25	
September	9* (Wed) & 22	*to avoid first day of school
October	13 & 27	
November	10	
December	1* & 15**	*takes place of 4 th Tues. mtg. in Nov. to avoid Thanksgiving week **to avoid week of winter break
January	12 & 26	2021
February	<p>2 - Special Meeting for presentation of Superintendent's Estimate of Needs FY2021/22 and Capital Improvement Program (CIP) FY2021/22 through FY2026/27</p> <p>9 16 - Budget/CIP Workshop 23</p>	
March	<p>2 - Budget/CIP Workshop (as needed) 9 & 23</p>	
April	13 & 27	
May	11 & 25	
June	8 & 22	

13. Information:

- A. English as a Second Language Program (K-12) 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 English as a Second Language (ESL) Program (K-12) implementation evaluation focused on the operational components of the program, characteristics of the students who participated in the program, progress made toward meeting established goals and objectives, stakeholder perceptions, and the additional cost of the program to the division. As a result, the continuation of the ESL program was recommended with modifications outlined in five recommendations. Nicole M. DeVries, Ph.D., Director of K-12 and Gifted Programs in the Department of Teaching and Learning, shared Administration's response to the following five recommendations:
- Develop a plan to provide translation and interpretation services when needed to communicate with parents and families of English learning (EL) students
 - Implement new strategies to improve communication and collaboration between ESL and classroom teachers
 - Enhance professional learning related to ESL instruction by providing expanded professional learning opportunities for ESL teachers and encouraging classroom teachers to participate in ESL-related professional learning
 - Expand the availability of ESL instructional materials and resources
 - Encourage EL students to participate in a variety of curricular options to help them reach their goals
- 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 January 9, 2020 meeting:
1. Policy 3-12 Capital Improvement Program: Scrivener and formatting changes recommended, and the addition of references to the Long-Range School Facility Master Plan and the Five-Year Forecast



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2. Policy 3-16 Local Funds/Virginia Beach Education Foundation, Inc.: Recommended amendments to incorporate the Foundation's mission statement and make minor additions regarding scholarships
 3. Policy 3-17 State Funds: Recommended language be added to acknowledge that state funds are provided to the division through the Direct Aid to Public Education budget in the Appropriation Act noting the Virginia General Assembly appropriates the funds and the Virginia Department of Education administers the funding. Funding is appropriated into four major categories (SOQ - Standards of Quality programs, incentive programs, categorical programs, and lottery programs)
 4. Policy 3-18 Federal Funds: Only scrivener changes recommended
 5. Policy 4-75 Conditions of Employment: Scrivener changes recommended along with the removal of language referring to the School Board approving annual contracts for non-licensed employees, and, instead, referring to the annual notification of employment process
14. **Standing Committee Reports**: School Board members reported on recent experiences, committee activities, and upcoming events.
 15. **Conclusion of the Formal Meeting**: The formal meeting concluded at 7:23 p.m.
 16. **Hearing of Citizens and Delegations on Non-Agenda Items**: None
 17. **Workshop**: None at this time. See Item #1
 18. **Closed Meeting**: None
 19. **Vote on Remaining Action Items**: None
 20. **Adjournment**: There being no further business before the School Board, Chairwoman Rye adjourned the special meeting at 7:23 p.m.

Respectfully submitted:

Dianne P. Alexander, Clerk of the School Board

Approved:

Carolyn T. Rye, School Board Chair