



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 Meeting

Tuesday, May 12, 2020 (6:00 p.m.)

MINUTES

- 1. Call to Order and Verbal Roll Call:** Chairwoman Rye called the School Board meeting to order at 6:00 p.m. and announced that due to Governor Northam’s Stay at Home Executive Order Fifty-Five related to the COVID-19 coronavirus pandemic, it is determined that holding a School Board Meeting in person would pose a real and substantial threat to public health and safety. Accordingly, pursuant to and in compliance with the provisions outlined in School Board Resolution of April 7, 2020, the School Board Meeting was being conducted electronically with School Board members participating remotely on the Zoom meeting platform. The School Administration Building remained closed; however, the meeting was being streamed live on vbschools.com as well as on VBTv Channel 47 and recorded for archival purposes. After conducting a verbal roll call, the School Board Clerk affirmed a quorum was present with all School Board members participating remotely along with Superintendent Spence. Ms. Holtz joined the platform shortly after the verbal roll call.
- 2. Moment of Silence followed by the Pledge of Allegiance**
- 3. Superintendent’s Report:** Five things shared by Superintendent Spence in his report were related to 1) recognition of Teacher Appreciation Week ending with the announcement of Daniel Ramos, Jr., Heating, Ventilation, and Air Conditioning teacher at the Virginia Beach Technical and Career Education Center being designated as the 2021 Virginia Beach City Public Schools Citywide Teacher of the Year; 2) celebration of National School Nurses Day and notice of Trantwood Elementary School’s Pam Belote being selected as the Virginia Beach 2020 School Nurse of the Year; 3) the deployment of equipment to extend wi-fi capability for school-issued devices to assist students with access to resources and lessons; 4) the addition of dinner being added to the bagged breakfast and lunch already offered at some food distribution sites; and 5) notice of the May 14 Parent Connection virtual workshop.
- 4. Hearing of Citizens and Delegations on Agenda Items:** None
- 5. Approval of Minutes:** April 28, 2020 Electronic School Board Meeting: There being no proposed modifications for the draft minutes, Ms. Riggs made a motion, seconded by Ms. Holtz, that the School Board approve the minutes of their April 28, 2020 electronic School Board



meeting as presented. Without discussion, the School Board Clerk called for a verbal vote from each School Board member, and then announced the motion passed unanimously.

6. **Adoption of the Agenda:** Prior to a motion, Chairwoman Rye proposed two modifications to the published agenda to 1) add Superintendent's Summative Performance Evaluation Process FY20 as Action Item 7D, and 2) the addition of Standing Committee Reports as Item 9 renumbering the remainder of the agenda accordingly. Prior to a motion being made, some School Board members expressed concerns with the lateness in the delivery of the documentation not providing them adequate time to review, and questioned the need to abstain from normal protocol so that immediate action could be taken. Subsequent to discussion regarding the Evaluation Process timeline, Vice Chair Melnyk made a motion, seconded by Ms. Anderson, that the School Board adopt the agenda with the additions as proposed by the School Board Chair. Ms. Hughes made a substitute motion, seconded by Ms. Weems, that the agenda be adopted with the Evaluation Process added as Information Item 8B and Standing Committee Reports added as originally proposed. Following further discussion, the School Board Clerk called for a verbal vote on the substitute motion from each School Board member, and then announced the motion passed (ayes 6, nays 5 – Anderson, Holtz, Melnyk, Riggs, and Rye).

7. **Action:**

- A. Personnel Report / Administrative Appointment(s): Ms. Manning made a motion, seconded by Ms. Anderson, that the School Board approve the Personnel Report dated May 12, 2020 along with one administrative appointment as recommended by the Superintendent. Absent discussion, the School Board Clerk called for a verbal vote and announced the motion passed unanimously. Superintendent Spence then acknowledged the administrative appointment of Mary R. Norton, current Executive Office Associate in the Department of Communications and Community Engagement, as the new Coordinator of Public Relations in the Department of Communications and Community Engagement.
- B. Policy Review Committee (PRC) Recommendations: Vice Chair Melnyk made a motion, seconded by Ms. Holtz, that the School Board approve revisions to the policies and regulation as recommended by the Policy Review Committee (PRC) after review at their February Committee meeting and presented for Information March 10, 2020. Absent discussion, the School Board Clerk called for a verbal vote and announced the motion passed unanimously approving recommended modifications to the following policies and regulation as presented:
1. Policy 3-68 Employee Lactation Support: PRC reviewed and determined no amendments were needed at this time
 2. Policy 5-7 Non-Discrimination and Non-Harassment of Students: In addition to formatting changes, improvements were made to clarify certain procedures and when the school division will assume jurisdiction over discrimination complaints
 3. Regulation 5-21.3 Discipline of Students with Disabilities: Significant formatting changes made to bring the regulation in compliance with current policy and



regulation formatting, and updates made to reflect current practices and certain regulatory citations

4. Policy 5-76 Homeless Children and Youth: Modifications made that reflect statutory and regulatory changes to procedures related to the McKinney-Vento Act requirements as well as formatting changes
 5. Policy 7-37 Gifts to Staff Members: Amended to add reference to the Virginia State and Local Governments Conflict Interests Act
- C. Appointment of a Hearing Officer: School Board Legal Counsel, Kamala H. Lannetti, Deputy City Attorney, presented the recommendation to authorize the Superintendent or designee to appoint and make all necessary arrangements for a hearing officer to handle the appeal of a student discrimination investigation and to authorize the extension of policy timelines during the state of emergency. She explained the appeal timelines associated with a discrimination complaint and process to conduct an appeal hearing in order to accommodate current limitations on social distancing and meetings. Vice Chair Melnyk made the motion, seconded by Ms. Anderson, that the School Board authorize the Superintendent or designee to appoint and make all necessary arrangements for a hearing officer to handle the appeal of a student discrimination investigation and to authorize the extension of policy timelines during the state of emergency. The School Board Clerk called for a verbal vote and announced the motion passed unanimously.

8. Information:

- A. Virginia School Boards Association (VSBA) Legislative Position Proposal: As Chair of the School Board's Legislative Committee, Vice Chair Melnyk introduced the School Board's Legislative Liaison Joel Andrus from Kemper Consulting to present an overview of a proposed amendment to Virginia School Boards Association (VSBA) legislative position 5.3 – Twenty-first Century Communication for School Boards. He explained the recommendation suggests VSBA support changes to Virginia's open records to allow local school boards to conduct public electronic meetings without the quorum of the public body or any member of the governing board physically assembled at one location when the Governor has declared a state of emergency and the nature of the declared emergency makes it impractical or unsafe for the board to assemble in person. Vice Chair Melnyk noted regardless of the outcome from the VSBA's Board of Directors' review in making recommendations for the 2020 VSBA Delegate Assembly to consider; the topic would also be considered a priority in the development of the School Board's legislative agenda.
- B. Superintendent's Summative Performance Evaluation Process FY20: Chairwoman Rye presented the Governance Committee's proposal that outlines timelines, expectations and the process for the Superintendent's summative performance evaluation for fiscal year 2019-20. She explained the proposal documents a formal process already in place; validates current practices; establishes timelines; outlines reasonable expectations; reiterates expectations of the Superintendent's self-evaluation; and aligns with



Department of Education guidelines, the Superintendent's Employment Contract, and School Board appendices. Noting the evaluation instrument already provided to the School Board had little to no change, she advised the Governance Committee agreed to defer any deeper discussion on the weighting of the seven standards and indicators until the fall with plans to discuss further during the School Board's July Retreat. The most notable difference described was the establishment of a single summative evaluation that represents consensus of the School Board to be presented to the Superintendent by the School Board Chair and Vice Chair. The School Board discussed components and methods of reaching consensus on the scores for each standard. A further review by the Governance Committee was noted for a final document to be presented for the School Board to act on at their May 26 meeting.

9. **Standing Committee Reports:** Ms. Weems reported on topics discussed at the Special Education Advisory Committee (SEAC) virtual meeting. Chairwoman Rye announced the next meeting of the Governance Committee scheduled for May 20; and Ms. Riggs announced the next meeting of the Policy Review Committee (PRC) on May 14. Finally, status of Citizen Advisory Committees was reported as a work in progress.

School Board members were reminded of an opportunity to view an upcoming Virginia School Boards' Association (VSBA) webinar.

10. **Conclusion of the Formal Meeting**
11. **Closed Meeting:** None
12. **Vote on Remaining Action Items:** None
13. **Adjournment:** There being no further business before the School Board, Chairwoman Rye adjourned the meeting at 8:05 p.m.

Respectfully submitted:

Dianne P. Alexander, Clerk of the School Board

Approved:

Carolyn T. Rye, School Board Chair