



# 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 Agenda***

**Tuesday, October 8, 2019**

School Administration Building #6, Municipal Center  
2512 George Mason Dr.  
P.O. Box 6038  
Virginia Beach, VA 23456  
(757) 263-1000

*In accordance with School Board Bylaw 1-48 §G, "No person attending a meeting of the School Board, in any capacity, shall use or allow to sound any device in a manner that disrupts the conduct of business within the room in which the School Board is meeting"*

***Joint City Council/School Board Review of the Revenue Sharing Formula (Bldg. 19)..... 2:00 p.m.***

### **INFORMAL MEETING**

**1. Convene School Board Workshop (einstein.lab)..... approx. 4:00 p.m. following preceding presentation**

If there is insufficient time for completion of workshop topics at this time, remaining items may be carried forward under Item 17

- A. School Board Administrative Matters and Reports
- B. School Start Times Follow-Up
- C. Human Resources Staffing Update
- D. School Board Discussion on FOIA Dispute

**2. Closed Meeting (as needed)**

**3. School Board Recess..... 5:30 p.m.**

### **FORMAL MEETING**

**4. Call to Order and Electronic Roll Call (School Board Chambers)..... 6:00 p.m.**

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

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

- A. Virginia Association for the Gifted
  - 1. Parent of the Year
  - 2. Teacher of the Year - Region II
  - 3. Leader of the Year

**7. Superintendent's Report**



# VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

## ***School Board Regular Meeting Agenda (continued)***

**Tuesday, October 8, 2019**

School Administration Building #6, Municipal Center

2512 George Mason Dr.

P.O. Box 6038

Virginia Beach, VA 23456

(757) 263-1000

*In accordance with School Board Bylaw 1-48 §G, "No person attending a meeting of the School Board, in any capacity, shall use or allow to sound any device in a manner that disrupts the conduct of business within the room in which the School Board is meeting"*

### **8. *Hearing of Citizens and Delegations on Agenda Items***

The School Board will hear public comment on items germane to the School Board Agenda for the meeting from citizens who have signed up to speak with the Clerk of the School Board. Citizens are encouraged to sign up by noon the day of the meeting by contacting the Clerk at 263-1016 and shall be allocated 4 minutes each until 7:30 p.m., if time is available. If time does not permit all members of the public to speak before 7:30 p.m., an additional opportunity for public comment on Agenda items may be given after the Information section of the Agenda. All public comments shall meet the [Board Bylaw 1-48](#) requirements for Decorum and Order.

### **9. *Approval of Minutes:* September 24, 2019 School Board Regular Meeting**

### **10. *Adoption of the Agenda***

### **11. *Consent Agenda***

All items under the Consent Agenda are enacted on by one motion. During Item 10 – Adoption of the Agenda – School Board members may request any item on the Consent Agenda be moved to the Action portion of the regular agenda.

#### **A. Resolutions:**

1. Disability Awareness
2. Filipino American Heritage
3. Bullying Prevention

#### **B. LEAD Aspiring Administrators Program Comprehensive Evaluation Report**

### **12. *Action***

Personnel Report / Administrative Appointment(s) **UPDATED 10/9/2019**

### **13. *Information***

#### **A. Compass to 2025 Preliminary Strategic Framework**

#### **B. Policy Review Committee Recommendations**

1. Bylaw 1-19 Duties of Chair/Vice Chair
2. Policy 3-5 Budget/Generally
3. Policy 3-6 Budget: Preparation and Approval
4. Policy 3-7 Budget: Capital Expenditures
5. Policy 3-8 Small, Women-Owned, Service-Disabled Veterans and Minority-Owned Business Participation in School Division Procurements
6. Policy 3-9 Budget Administration

#### **C. Virginia School Boards Association (VSBA) Tidewater Region Vice-Chair Nomination**

### **14. *Standing Committee Reports***

### **15. *Conclusion of Formal Meeting***



## VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

### ***School Board Regular Meeting Agenda (continued)***

**Tuesday, October 8, 2019**

School Administration Building #6, Municipal Center

2512 George Mason Dr.

P.O. Box 6038

Virginia Beach, VA 23456

(757) 263-1000

*In accordance with School Board Bylaw 1-48 §G, "No person attending a meeting of the School Board, in any capacity, shall use or allow to sound any device in a manner that disrupts the conduct of business within the room in which the School Board is meeting"*

---

**16. *Hearing of Citizens and Delegations on Non-Agenda Items***

At this time, the School Board will hear public comment on items germane to the business of the School Board that are not on the School Board's Agenda for the meeting from citizens who sign up to speak with the Clerk of the School Board by 3:00 p.m. the day of the meeting and shall be allocated 4 minutes each. All public comments shall meet the [School Board Bylaw 1-48](#) requirements for Decorum and Order.

**17. *Workshop* (as needed)**

**18. *Closed Meeting* (as needed)**

**19. *Vote on Remaining Action Items* (as needed)**

**20. *Adjournment***



**Subject:** School Start Times

**Item Number:** 1B

**Section:** Workshop

**Date:** October 8, 2019

**Senior Staff:** Daniel F. Keeever, Senior Executive Director for High Schools

**Prepared by:** Daniel F. Keeever

**Presenter(s):** Daniel F. Keeever

**Recommendation:**

That the School Board receive a presentation offering follow-up information from the July Retreat with regard to shifting School Start Times per the November 2018 School Board Resolution.

**Background Summary:**

Based on unanimous support from the School Board on the November 2018 resolution on school start times, Administration conducted a community survey to gather feedback on the four start time shift options under consideration. Survey data was presented in May of 2019, administration offered a recommendation of start time tiering during the July 2019 Retreat, and pledged to return with specifics in October 2019.

**Source:**

July 2019 School Board Retreat



**Subject:** Staffing Update **Item Number:** 1C

**Section:** Workshop **Date:** October 8, 2019

**Senior Staff:** Mr. John A. Mirra, Chief Human Resources Officer, Department of Human Resources

**Prepared by:** Department of Human Resources

**Presenter(s):** Bernard Platt, Director, Office of Employment Services

**Recommendation:**

That the School Board receives information regarding teacher shortages, current recruitment strategies, and those under consideration.

**Background Summary:**

Because the teacher shortage is becoming more acute, we are considering several initiatives that will have budgetary implications. Note: This preliminary presentation is in anticipation of the *Annual Recruitment/Staffing/Retention/Compensation Update* to be presented on 11/26/2019.

**Source:**

N/A

**Budget Impact:** May vary



**Subject:** School Board Discussion on FOIA Dispute **Item Number:** 1D

**Section:** Workshop **Date:** October 8, 2019

**Senior Staff:** N/A

**Prepared by:** School Board Chair Beverly M. Anderson

**Presenter(s):** School Board Chair Beverly M. Anderson

**Recommendation:**

That the School Board discuss a path to resolving a dispute filed by the attorney retained by three School Board members regarding alleged violations of the Virginia Freedom of Information Act (FOIA) as it relates to the August 13, 2019 closed session for Personnel Matters.

**Background Summary:**

The dispute dated September 25, 2019 submitted by the members' attorney to School Board Legal Counsel was provided via electronic mail to Members of the School Board of the City of Virginia Beach.

**Source:**

**Budget Impact:**



**Subject:** Virginia Association for the Gifted

**Item Number:** 6A

**Section:** Student, Employee and Public Awards and Recognitions

**Date:** October 8, 2019

**Senior Staff:** Ms. Natalie Allen, Chief Communications and Community Engagement Officer, Department of Communications and Community Engagement

**Prepared by:** Ms. Rosemary Gladden, Public Relations Coordinator

**Presenter(s):** Mrs. Beverly Anderson, Chairwoman, and Dr. Aaron C. Spence, Superintendent

**Recommendation:**

That the School Board recognize a parent, teacher and division staff member who were selected by the Virginia Association for the Gifted as their Parent of the Year, Region II Teacher of the Year and Leader of the Year.

**Background Summary:**

The Virginia Association for the Gifted was founded in 1977 to empower parents, students and educators to be active and innovative advocates for gifted education. Annually, the association presents scholarships and awards to recognize excellence. This year, a parent, teacher and a division staff member from Virginia Beach City Public Schools were selected as honorees:

- Sandy Beale-Berry, Parent of the Year, who is a parent at Old Donation School and Kempsville High School;
- Vivian Barber, Region II Teacher of the Year, who is a sixth grade teacher at Old Donation School; and
- Robin Schumaker, Leader of the Year, gifted education coordinator.

**Source:**

Virginia Association for the Gifted

**Budget Impact:**

None



**Subject:** Approval of Minutes **Item Number:** 9

**Section:** Approval of Minutes **Date:** October 8, 2019

**Senior Staff:** N/A

**Prepared by:** Dianne P. Alexander, School Board Clerk

**Presenter(s):** Dianne P. Alexander, School Board Clerk

**Recommendation:**

That the School Board adopt minutes from their September 24, 2019 regular meeting as presented.

**Background Summary:**

**Source:**

Bylaw 1-40

**Budget Impact:**

N/A





# 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

<b>Daniel D. Edwards</b> District 2 – Kempsville	<b>Sharon R. Felton</b> District 6 – Beach	<b>Dorothy M. Holtz</b> At-Large
<b>Laura K. Hughes</b> At-Large	<b>Victoria C. Manning</b> At-Large	<b>Jessica L. Owens</b> District 3 – Rose Hall
<b>Trenace B. Riggs</b> District 1 – Centerville	<b>Carolyn T. Rye</b> District 5 - Lynnhaven	<b>Carolyn D. Weems</b> District 4 - Bayside

**Aaron C. Spence, Ed.D., Superintendent**

## **School Board Regular Meeting MINUTES**

**Tuesday, September 24, 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 Mr. Edwards who was absent from the meeting.
  - A. School Board Administrative Matters and Reports: Chairwoman Anderson advised of a School Board member's request to move Consent Item 11E – Positive Behavioral Interventions and Supports (PBIS) Evaluation Readiness Recommendations to Action during Adoption of the Agenda. In response to an inquiry as to the reason for the request, the rationale was explained to allow any School Board member who may not support an item on the Consent Agenda to request it be moved to be voted on separately. Chairwoman Anderson then announced the scheduled closed session would be taken up next to accommodate City staff and guests in attendance potentially resulting in remaining workshop items being taken up after the formal meeting. There was no objection. In the absence of additional administrative matters or reports, this portion of the workshop concluded at 4:05 p.m.
  - B. Policy Review Committee (PRC) Proposal: Bylaw 1-28 Committees, Organizations and Boards – School Board Member Assignments: Taken up under Item 17
  - C. Compass to 2025 Strategic Framework: Taken up under Item 17
  - D. School Calendar Development for SY2020-21 and SY2021-22: Taken up under Item 17
  - E. Forecast of Regular School Board Meeting Agenda Topics FY20, 2<sup>nd</sup> Quarter: October, November and December 2019: Taken up after Item 2
2. ***Closed Meeting: Public Contract 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, Paragraph 29 of the *Code of Virginia*, 1950, as



amended, for Public Contract Matters: Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body pursuant to Section 2.2-3711(A) (29); namely to discuss benefit plans contract negotiation.

There being no discussion, the motion passed (ayes 10, nays 0), and the School Board recessed into a closed session at 4:08 p.m.

Individuals present for discussion: School Board members with the exception of Mr. Edwards who was absent from the meeting; Superintendent Spence; Chief of Staff Marc A. Bergin; Chief Financial Officer Farrell E. Hanzaker; Linda C. Matkins, Director of Consolidated Benefits; representative from Mercer Investment Consulting; School Board Legal Counsel Kamala H. Lannetti, Deputy City Attorney; and Dianne P. Alexander, Clerk of the School Board.

The School Board reconvened in an open meeting at 5:15 p.m.

Certification of Closed Meeting: Vice Chair Melnyk made a motion, seconded by Ms. Riggs, 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. The motion passed (ayes 10, nays 0).

**1. Reconvene School Board Workshop:**

E. Forecast of Regular School Board Meeting Agenda Topics FY20, 2<sup>nd</sup> Quarter: October, November and December 2019: Superintendent Spence presented Administration's forecast of School Board meeting agenda topics to be presented in the FY20 second quarter – October, November, December 2019. Other topics suggested by School Board members were in the area of foreign language, cell phone policies, Future Teachers for Tomorrow program, and timeline for the overview of gifted services in association with the next enrollment period. Discussion concluded at 5:27 p.m.

**3. School Board Recess**: The School Board recessed at 5:27 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 Mr. Edwards who Chairwoman Anderson announced was out of town on business associated with serving as treasurer of Virginia Beach Crime Solvers.

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

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

A. 2019 Sphero Robotics Challenge Second Place Winners: The School Board recognized the Salem Middle School team as second place winners in the 2019 Sphero Robotics Challenge competition. Additionally, they won the competition's Precision Coding Award.



- B. JROTC Academic Bowl National Champions: Princess Anne High School cadets were recognized for having won the Junior Reserve Officer Training Corps (JROTC) Junior Leadership Academic Bowl from 64 teams competing in events that test cadets' knowledge about the JROTC curriculum as well as English, math, science and current events.
7. **Superintendent's Report**: In his tradition of recognizing the newest member(s) of the *Compass Keepers Club*<sup>1</sup>, Superintendent Spence's report featured Pembroke Elementary School's newly renovated life skills classroom where First Atlantic Restoration's Give First Foundation, and Home Depot donated time and resources to remake a classroom for students to master independent daily living skills.
8. **Hearing of Citizens and Delegations on Agenda Items**: None
9. **Approval of Minutes**: September 10, 2019 School Board Regular Meeting: Ms. Felton made a motion, seconded by Ms. Rye, that the School Board approve the minutes of their September 10, 2019 Regular Meeting as presented. The motion was approved (ayes 10, nays 0).
10. **Adoption of the Agenda**: Prior to a motion, Chairwoman Anderson announced revisions to the published agenda to move Consent Item 11E – Positive Behavioral Interventions and Supports (PBIS) Evaluation Readiness Recommendations to Action as Item 12B, and remaining Workshop Items 1B, 1C and 1D be taken up under Item 17. Ms. Riggs then made a motion, seconded by Ms. Holtz, that the School Board adopt the meeting agenda as amended. The motion passed (ayes 10, nays 0).
11. **Consent Agenda**: After Chairwoman Anderson's overview of remaining items presented for approval as part of the Consent Agenda, Ms. Riggs made a motion, seconded by Ms. Rye, that the School Board approve remaining items as presented on the Consent Agenda. The motion passed (ayes 9, nays 0; 1 abstention – Melnyk). Vice Chair Melnyk explained she was specifically abstaining from the Procurement of Architectural/Engineering Services Annual Contract because her husband is a subcontractor and while they do not participate with design build with architects, they are subcontractors on some jobs by HBA Architecture and Interior Design. The following items were approved as part of the Consent Agenda:
- A. Resolution: Dyslexia Awareness Month

**Resolution for Dyslexia Awareness Month**

October 2019

**WHEREAS**, dyslexia is a language-based learning disability that causes difficulties with reading, writing, spelling, and word pronunciation; and

**WHEREAS**, the onset and severity of dyslexia varies for each individual; and

**WHEREAS**, it takes individuals with dyslexia longer to process phonemic information, thus affecting academic growth, achievement, and self-esteem; and

<sup>1</sup> 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



**WHEREAS**, it is important to provide effective teaching approaches and educational intervention strategies for individuals with dyslexia; and

**WHEREAS**, Dyslexia Awareness Month is an opportunity to acknowledge educators utilizing effective teaching strategies, and to celebrate the many achievements of adolescents, students and adults with dyslexia; and

**WHEREAS**, the School Board of the City of Virginia Beach is committed to a continued focus on educating students, parents, and school staff about effective teaching strategies to address the needs of students with learning disabilities.

**NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board of the City of Virginia Beach designates the month of October to be Dyslexia Awareness Month; and be it

**FURTHER RESOLVED:** That strategies and interventions to address the needs of students with learning disabilities be ongoing in 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. Religious Exemption Case Nos. RE-19-08, 09 and 10
- C. Budget Calendar: School Operating Budget FY2020/21 and Capital Improvement Program (CIP) 2020/21 through 2025/26 as follows:

**2019**

September .....The Budget Calendar is developed  
September 10 .....The Budget Calendar is presented to the School Board for information  
September 24 .....The Budget Calendar is presented to the School Board for action  
October 9 .....A budget kickoff meeting is conducted to provide senior staff and budget managers with an economic update, revenue outlook and general directions for budget development  
October 9 - December 11 .....Budget requests are submitted by senior staff and budget managers to the Office of Budget Development  
November 19 .....A Five-Year Forecast is presented to the School Board and the City Council  
December 6 .....Recommended part-time hourly rates for FY 2020/21 are submitted by the Department of Human Resources to the Office of Budget Development  
December 9 .....A draft of the Capital Improvement Program is prepared for the superintendent's review  
December 10 .....A public hearing is held to solicit stakeholder input and offer the community an opportunity to be involved in the budget development process  
December (3<sup>rd</sup> week) .....State revenue estimates are released by the Virginia Department of Education

**2020**

January 2 - 17 .....Budget requests are reviewed, refined and summarized by the Office of Budget Development  
January 13 .....The recommended Capital Improvement Program budget is presented to the superintendent and senior staff  
January 13 .....The unbalanced School Operating budget is presented to the superintendent and senior staff  
February 4 .....The Superintendent's Estimate of Needs for FY 2020/21 is presented to the School Board (Special School Board meeting required)  
February 4 .....The Superintendent's Proposed FY 2020/21 - FY 2025/26 Capital Improvement Program budget is presented to the School Board (Special School Board meeting required)  
February 11 .....School Board Budget Workshop #1 is held - Time TBD.  
February 18 .....School Board Budget Workshop #2 is held - Time TBD.





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

Tuesday, September 24, 2019  
School Board Regular Meeting  
Page 5 of 10

February 25 .....	A public hearing is held to solicit stakeholder input and offer the community an opportunity to be involved in the budget development process
February 25 .....	School Board Budget Workshop #3 - Time TBD (if needed)
March 3 .....	School Board Budget Workshop #4 - Time TBD (if needed)
March 3 .....	The FY 2020/21 School Board Proposed Operating budget and FY 2020/21 - FY 2025/26 Capital Improvement Program budget are adopted by the School Board (Special School Board meeting required)
March 10 .....	The FY 2020/21 School Board Proposed Operating budget is provided to city staff
April .....	The FY 2020/21 School Board Proposed Operating budget and FY 2020/21 - FY 2025/26 Capital Improvement Program budget are presented to the City Council (Sec. 15.1-163)
No Later Than May 15 .....	The FY 2020/21 School Board Proposed Operating budget and FY 2020/21 - FY 2025/26 Capital Improvement Program budget are approved by the City Council (Sec. 22.1-93; 22.1-94; 22.1-115)

- D. The School Board authorized the Superintendent to execute a lease of land with Verizon Wireless for adding equipment to the existing cell tower at Landstown High School originally approved to provide space for the City's VBTB department to provide an antenna, but has since indicated they have no plans to utilize the tower space freeing up space for the lease with Verizon Wireless
- E. (moved to Action Item 12B during Adoption of the Agenda)
- F. Policy Review Committee Recommendations
  - 1. Policy 2-42 School Improvement Process: Title update in conjunction with scrivener edits made to reflect a change in the division's school support process.
  - 2. Policy 3-90 Contract Execution Policy for Capital Improvement Program (CIP) Projects: Policy updated to include proposals from cooperative agreements and energy performance contracts to the existing list of architectural/engineering proposals and construction bids of items that need to be approved by the School Board if over \$100,000, and to impose additional levels of approval to construction change orders.
  - 3. Policy 5-3 Formulation of Student Rules and Regulations: Policy reviewed to ensure a public role for suggesting changes to student rights and responsibilities and that up-to-date School Board policy and regulations shall be maintained and made available on the School Division's websites or made available to the public upon request. Policy includes language related to requests for policy updates.
  - 4. Policy 6-26 Evaluation of New and Existing Programs: Policy reviewed for legal sufficiency and minor scrivener changes were made.
  - 5. Policy 7-66 Membership in Educational Associations: Southern Association of Colleges and Schools (SAC): Repeal proposed because the Commonwealth (through the Standards of Learning -SOL) is the accreditor and monitor that evaluates and accredits education institutions in the state, thereby eliminating the need for the division to use the services of the SAC.
- G. The School Board authorized the Superintendent to execute multidiscipline annual contracts with the following architectural/engineering firms: HBA Architecture and



Interior Design; Waller, Todd and Sadler Architects, Inc.; and Dills Architects Procurement renewable up to five years with an annual limit of \$2.5 million

- H. The School Board authorized the Superintendent to execute multidiscipline annual contracts with the following geotechnical engineering and materials testing firms: GeoEnvironmental Resources, Inc. (GER); and Geotechnical Environmental Testing Solutions, Inc. (GET) renewable up to five years with an annual limit of \$750,000

**12. Action:**

- A. Personnel Report/Administrative Appointments: Ms. Owens made a motion, seconded by Vice Chair Melnyk, that the School Board approve the appointments and accept the resignations, retirements and other employment actions as listed on the Personnel Report dated September 24, 2019 along with three administrative appointments as recommended by the Superintendent. The motion passed (ayes 10, nays 0). Superintendent Spence then introduced the following approved administrative appointments:

- Admon Alexander, Ed.D., current Executive Director of Hot Spots Extended Care Programs, Inc., as the new Director of Family and Community Engagement in the Department of Communications and Community Engagement effective November 4, 2019;
- Chad D. Gangwer, current Instructional Specialist in the Department of Teaching and Learning, as the new Coordinator of Elementary Social Studies in the Department of Teaching and Learning effective September 25, 2019; and
- Paige D. Scherr, current Assistant Principal at Bayside Middle School, as the new Principal of Virginia Beach Middle School effective October 1, 2019.

Additionally, Superintendent Spence recognized Tonia R. Waters, current Instructional Specialist at Green Run Collegiate, as the new Coordinator of International Baccalaureate at Green Run Collegiate as approved by the Green Run Collegiate Charter Board with an effective date of September 24, 2019

- B. Positive Behavioral Interventions and Supports (PBIS) Evaluation Readiness Recommendations: Vice Chair Melnyk made a motion, seconded by Ms. Holtz, that the School Board approve the Positive Behavioral Interventions and Supports (PBIS) goals, objectives, evaluation questions, and recommended three-year evaluation plan development during the evaluation readiness process as presented. The motion was approved (ayes 7, nays 3 – Hughes, Manning, Weems) to include the recommendation to begin a three-year evaluation of PBIS with a focus on Tier 1 PBIS implementation in 2019-2020 and 2020-2021 and focus on implementation of PBIS Advanced Tiers in 2021-2022 (*Responsible Group: Planning, Innovation, and Accountability – Office of Research and Evaluation*).

**13. Information:**

- A. LEAD Aspiring Administrators Program Comprehensive Evaluation Report: Robert A. Veigel, Research Specialist in the Office of Planning, Innovation, and Accountability, presented results of the comprehensive evaluation of the LEAD Aspiring Administrators



Program conducted during 2018-2019 focused on the operation of the program as it relates to preparing aspiring administrators to be appointed to an assistant principal position or into other leadership roles within the division; participant characteristics; progress toward meeting program goals and objectives including examination of participants' professional activities and roles following their exit from the program; participant and supervisory perceptions; and cost. Based on the results, it was recommended that the program be continued because participants report overall high satisfaction with the program components and outcomes with limited cost to the division. A second recommendation was to review and adjust course content and program components as needed based on survey results to meet the needs of participants and the division. Specifically, survey results suggested that course content in the areas of handling student discipline, assisting with the development of learning plans, and budget development and management, as well as the portfolio/action research project, could be adjusted to better meet participants' needs. Paulette C. France, Ed.D., Coordinator in the Office of Professional Growth and Innovation, shared the administration's response to the recommendations.

- B. Interim Financial Statements: June (unaudited), July and August 2019: Crystal M. Pate, Director of Business Services, presented the division's financial position as of June 30, 2019 reporting the overall revenue trend as favorable with an actual over budget amount of approximately \$8 million. She explained the Commonwealth of Virginia revenue source was favorable with an actual over budget of approximately \$2 million or 100.74% collected. March 31<sup>st</sup> Average Daily Membership (ADM) came in lower than originally budgeted by 295 students but, was offset by the surplus related to the increase in the Supplemental Lottery Per Pupil Allocation passed by the General Assembly subsequent to the budget adoption. The Federal Government revenue source was also reported as favorable with an actual over budget of approximately \$3.8 million realizing surpluses in all federal revenue streams with Impact Aid and Medicaid reimbursements being the largest at \$1.1 million and \$1.8 million, respectively. The state sales tax revenue source was reported as favorable with an actual over budget of approximately \$976,000 and approximately \$2 million higher than the prior year. Other revenue sources were also reported as favorable with an actual over budget of approximately \$1.2 million due mostly to an actual over budget in the sale of school vehicles, the Stop Arm Enforcement Program, receipt of SECEP Capital Improvement Program (CIP) funds, Indirect Cost revenue from grants, and other smaller surpluses in various areas such as lost and damaged technology, calculators and heart rate monitors. An overview of major revenue sources in FY2019 was provided, and the final expenditure trend for FY2019 was reported as favorable in all categories with an overall remaining unspent and unencumbered balance of \$19.1 million. A summary of the narrative surrounding the FY2018/19 reversion was explained to take in consideration the Athletic Fund 119 reversion and Green Run Collegiate Fund 104 reversion reduced by the revenue sharing formula reconciliation of revenues under budget; \$8 million in non-appropriated revenue over budget; and \$11.0 million reversion funds assigned for specific purposes to include \$5.8



million to cover possible revenue shortfalls in FY2019/20, \$4.9 million to complete implementation of full-day kindergarten, and \$673,247 of SECEP Capital Improvement Program (CIP) funds requested and received for items such as interactive white board replacements, playground equipment upgrades, and fencing. She noted a resolution outlining future use of reversion funds will be forthcoming for the School Board's consideration in October. She advised June 2019 financial statements are unaudited and subject to change.

Finally, she reported July and August interim financial statements are presented as required by *Virginia Code*, but are abbreviated due to salaries and benefits for ten-month employees not being included, as well as encumbrances and other adjustments not yet brought forward from the prior year and therefore not as meaningful or comparable as the financial statements to be presented for September 2019.

- 14. Standing Committee Reports:** As chair of the Policy Review Committee, Ms. Rye announced the next meeting scheduled for October 11.

In Mr. Edwards' absence, Ms. Riggs reported on behalf of the Audit Committee inviting School Board members to review audit materials available on their SharePoint site to include an annual report, and upcoming audit work plan.

As the School Board-appointed liaison to the Special Education Advisory Committee, Ms. Weems reported on the upcoming Resource Fair on October 1.

As the School Board-appointed liaison to Sister Cities, Ms. Riggs reported on status of the youth ambassador selection and advised of the forthcoming scholarship application process.

- 15. Conclusion of Formal Meeting:** The formal meeting concluded at 6:54 p.m.
- 16. Hearing of Citizens and Delegations on Non-Agenda Items:** The School Board heard comments from Torase Williams regarding Old Donation School demographics; Phillip Dukes regarding concerns with the special education process as it relates to his son; and Latasha Tinsley advocating for prayer in schools.

The School Board recessed at 7:00 p.m. and reconvened in the einstein.lab in workshop format at 7:11 p.m.

**17. Workshop:**

- 1B. Policy Review Committee (PRC) Proposal: Bylaw 1-28 Committees, Organizations and Boards – School Board Member Assignments:** As chair of the Policy Review Committee, Ms. Rye presented the committee's first draft of proposed modifications to Bylaw 1-28 Committees, Organizations and Boards – School Board Member Assignments to establish a committee structure designed by Doug Eadie in his 2007 publication - Meeting the Governing Challenge and described at the School Board's July Retreat with majority School Board reaching consensus for a new structure to be designed in a School Board Bylaw and vetted through the Policy Review Committee (PRC). She reviewed adjustments to the Standing Committees to include adjustments in the Internal Audit Committee made to be consistent with the Audit Charter; and change in the order of Standing Committees with uniformity in each defining the membership and responsibilities. Finally, she described





- 
- the rationale and role of the added Performance Monitoring Committee, the Planning Committee, and the Governance Committee. Discussion concluded at 7:44 p.m.
- 1C. Compass to 2025 Strategic Framework: Marc A. Bergin, Ed.D., Chief of Staff; and Lisa A. Banicky, Ph.D., Executive Director of Planning, Innovation and Accountability, presented an update on progress on the development of the school division's next strategic framework, *Compass to 2025*. A review of the work-to-date initiated in July 2018 was presented to include engaging the community, convening a strategic plan committee, sharing drafted goals and gathering feedback in strategy development sessions. The draft strategic framework was presented for feedback from the School Board on the 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 the equity emphasis, strategies, and potential indicators outlined for each. Next steps called for the framework to be presented as an Information item at the October 8 School Board meeting in order to gather public comment at the Navigating the Journey K-12 Resource Fair on October 17 before returning the framework to the School Board in November for action prior to the development of a communication plan for roll out and to collaboratively finalize indicators. Discussion concluded at 8:11 p.m.
- 1D. School Calendar Development for SY2020-21 and SY2021-22: Natalie N. Allen, Chief Communications and Community Engagement Officer; and Donald E. Robertson, Jr., Ph.D., Chief Schools Officer, shared plans to begin work on the development of the biennial school calendar for the 2020-21 school year and 2021-22 school year. They reviewed routine items considered in the development of the calendar to include 181 instructional days, 10 staff days (6 that occur before students return, 3 during the school year, and 1 after the last day of school), 2 professional learning days embedded during the school year, various holidays and breaks, and, new legislation that provides for a pre-Labor Day start. Attributes related to starting school before Labor Day were presented to include calendar alignment to Tidewater Community College (TCC) for dual enrollment classes; more preparation time for Standards of Learning (SOL), Advanced Placement, and International Baccalaureate testing; the potential for a two-week winter break; and more flexibility with inclement weather occurrences. Other considerations were described in the area of the Convention Center availability for graduation ceremonies; preference of the Virginia Beach Hotel Association and Virginia Beach Restaurant Association to maintain status quo; and regional alignment in programming across Hampton Roads related to the Governor's School, sports, and SouthEastern Cooperative Educational Programs (SECEP). They explained Administration's recommendation to release a community survey asking stakeholders if they are open to the idea of a pre-Labor Day start, and include an information section that outlines the pros and cons of doing so. Also noted were plans to speak to teachers at Teacher Assembly and Teacher Forum as well as administrators during league meetings to garner additional feedback. The potential to phase-in a pre-Labor Day start meaning in 2020 school could start a week before Labor Day, and then in 2021 school could start two weeks before Labor Day as well as the option to wait until



2021 to make the switch to a pre-Labor Day start to give families time to adjust were ideas that could be discussed by the calendar workgroup in order to bring options to the School Board for consideration in November. There was no objection to moving forward with the community survey and subsequent timeline.

The workshop concluded at 8:31 p.m.

18. **Closed Meeting:** None at this time. See Item 2
19. **Vote on Remaining Action Items:** None
20. **Adjournment:** There being no further business before the School Board, Chairwoman Anderson adjourned the meeting at 8:31 p.m.

Respectfully submitted:

\_\_\_\_\_  
Dianne P. Alexander, Clerk of the School Board

Approved:

\_\_\_\_\_  
Beverly M. Anderson, School Board Chair



**Subject:** Resolution: Disability History and Awareness Month **Item Number:** 11A1

**Section:** Consent **Date:** October 8, 2019

**Senior Staff:** Kipp D. Rogers, Ph.D., Chief Academic Officer, Department of Teaching and Learning

**Prepared by:** Roni S. Myers-Daub, Ed.D., Executive Director of Programs for Exceptional Children

**Presenter(s):** Roni S. Myers-Daub, Ed.D., Executive Director of Programs for Exceptional Children

**Recommendation:**

That the School Board approve a resolution recognizing October as Disability History and Awareness Month.

**Background Summary:**

The Virginia General Assembly Proclamation in October 2009 recognized October as Disability History and Awareness Month. October was declared to be the month in which efforts were to be made to increase awareness and respect for persons with disabilities and to inform the public concerning their many contributions to society and emphasize the abilities and rights of persons with disabilities rather than their exceptionalities. In VBCPS, school administrators have been informed of activities to consider as part of morning announcements, language arts activities, and other projects to develop an awareness of this proclamation for October.

**Source:**

*The Virginia General Assembly Proclamation in 2009 for October  
Senate Joint Resolution 321*

**Budget Impact:**

N/A

## **Disability History and Awareness Month, October 2019**

**WHEREAS**, Americans with Disability Act of 1990 was founded on four principles: inclusion, full participation, economic self-sufficiency and equality of opportunity for all people with disabilities; and

**WHEREAS**, the Virginia General Assembly has designated the month of October as Disability History and Awareness Month to increase public awareness and respect for persons with disabilities; to inform the public concerning their many contributions to society; and to emphasize the abilities and rights of persons with disabilities rather than their exceptionalities; and

**WHEREAS**, public schools, institutions of higher education, the business community, civic organizations and other interested entities are encouraged to promote Disability History and Awareness Month in the Commonwealth of Virginia; and

**WHEREAS**, the Virginia Department of Education's 2018-2019 Virginia State Quality Profile reported the Virginia public school divisions served 170,750 students with disabilities under the Individuals with Disabilities Education Act and Virginia Beach City Public Schools reported the division served 8,114 students with disabilities under the Individuals with Disabilities Education Act; and

**WHEREAS**, Virginia Beach City Public Schools believes in having the highest expectations for students with disabilities and believes that students with disabilities make significant academic and social progress when educated, as appropriate, in general education environments; and

**WHEREAS**, it is necessary to increase public awareness, knowledge, and understanding of disabilities, the rights of persons with disabilities, and to foster a culture of mutual respect and equal opportunities for all in our schools, businesses, and communities.

### **NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board of the City of Virginia Beach officially recognizes the month of October 2019 as Disability History and Awareness 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 Disability History and Awareness Month; and be it

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

Board. Adopted by the School Board of the City of Virginia Beach this 8<sup>th</sup> day of October 2019

S E A L

---

Beverly M. Anderson, School Board Chair

---

Aaron C. Spence, Superintendent

Attest:

---

Dianne P. Alexander, Clerk of the Board



**Subject:** Resolution: Filipino American History Month **Item Number:** 11A2

**Section:** Consent **Date:** October 8, 2019

**Senior Staff:** Kipp D. Rogers, Ph.D., Chief Academic Officer, Department of Teaching and Learning

**Prepared by:** LaQuiche R. Parrott, Ed.D., Director of Opportunity and Achievement

**Presenter(s):** LaQuiche R. Parrott, Ed.D., Director of Opportunity and Achievement

**Recommendation:**

That the School Board approve a resolution recognizing Filipino American History Month.

**Background Summary:**

In November 2009, the United States House of Representatives and the United States Senate passed laws, House Resolution 780 and Senate Resolution 298, respectively, officially recognizing the month of October as Filipino American History Month.

To honor Filipino Americans, Fred Cordova and his wife Dorothy founded the Filipino American National Historical society in 1982 to document and promote Filipino American history through its archives, conferences, books, programs, films and art. In 1991 the Filipino American National History Society (FANHS) introduced October as Filipino American History Month. Today there are more than 30 chapters in the United States.

The society found it fitting that the month of October be chosen for the celebration. October 18, 1587 is the date of the first recorded presence of Filipinos in the Continental United States. According to historical documents, some "Luzones Indios" came ashore from a Spanish galleon at what is now Morro Bay, California.

The recognition of diversity promotes unity in our school division as well as supports the School Board's strategic plan. In our desire to encourage unity in the Virginia Beach City Public Schools, we hereby recognize this important event which will take place the month of October 2019.

**Source:**

Public Law 10-343; About Filipino American History website

**Budget Impact:**

N/A

## **RESOLUTION FOR FILIPINO AMERICAN HISTORY MONTH**

October 2019

**WHEREAS**, one of our nation's greatest strengths is its vast diversity which enables Americans to see the world from many viewpoints; and

**WHEREAS**, Filipino Americans are an integral part of that diversity; and

**WHEREAS**, it is imperative for the good of our nation that schools continue to build awareness and understanding of the contributions made by Filipino Americans; and

**WHEREAS**, through the study of these contributions, all students may find role models whose participation, commitment and achievement embodies the American spirit and ideals; and

**WHEREAS**, the School Board of the City of Virginia Beach recognizes 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 October 2019, as Filipino American History Month, whose theme is "Pinay Visionaries: Celebrating Filipina American Women"; and be it

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

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

Adopted by the School Board of the City of Virginia Beach this 8<sup>th</sup> day of October 2019.

SEAL

Attest

---

Beverly M. Anderson, School Board Chair

---

Aaron C. Spence, Superintendent

---

Dianne P. Alexander, Clerk of the Board



**Subject:** Resolution: Bullying Prevention Month, October 2019 **Item Number:** 11A3

**Section:** Consent Agenda **Date:** October 8, 2019

**Senior Staff:** Dr. Kipp Rogers, Chief Academic Officer, Department of Teaching and Learning

**Prepared by:** Dr. Alveta Green, Executive Director, Office of Student Support Services

**Presenter(s):** Dr. Alveta Green, Executive Director, Office of Student Support Services

**Recommendation:**

That the School Board of the City of Virginia Beach proclaim October 2019 as Bullying Prevention Month.

**Background Summary:**

In an effort to promote awareness of school bullying, the Virginia School Board Association (VSBA) Board of Directors has designated the month of October as the VSBA Bullying Prevention Month.

The consequences of bullying are far reaching, ranging from lower attendance and student achievement to increased incidents of violence and juvenile crime. Children who are bullied are more likely to become violent adults, while victims of bullying often suffer from anxiety, low self-esteem, and depression, well into adulthood.

Clearly, understanding—and taking seriously—the dynamics of bullying behavior among school-aged children is essential to building safe and effective schools. School Board members, superintendents, school counselors, teachers, and parents can play a critical role in creating a climate where bullying is not tolerated. It has been proven when adults and children stand together, bullying ends.

**Source:**

Virginia School Board Association

**Budget Impact:**

N/A

## **Resolution for Bullying Prevention Month October 2019**

**WHEREAS**, school bullying has become an increasingly significant problem in the United States and Virginia; and

**WHEREAS**, bullying can take many forms, including verbal, physical, and most recently in cyberspace, and can happen in many places on and off school grounds; and

**WHEREAS**, it is important for Virginia Beach parents, students, school counselors, teachers, and school administrators to be aware of bullying and to encourage discussion of the problem as a school community; and

**WHEREAS**, the School Board of the City of Virginia Beach has developed a policy on anti-bullying to encourage positive behaviors and to eliminate bullying behaviors; and

**WHEREAS**, Virginia Beach City Public Schools, through sustained and dedicated efforts, has implemented programs for all employees and students that recognizes a deep commitment at all levels to raise awareness of bullying and its prevention.

### **NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board of the City of Virginia Beach designates the month October 2019, as Bullying Prevention Month in the Virginia Beach City Public Schools, and be it

**FURTHER RESOLVED:** That the issue of bullying and its prevention be discussed in Virginia Beach City Public Schools classrooms during this time, and be it

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

Adopted by the School Board of the City of Virginia Beach this 8<sup>th</sup> day of October 2019

S E A L

---

Beverly M. Anderson, Chair

---

Aaron C. Spence, Superintendent

Attest:

---

Dianne P. Alexander, Clerk of the Board





**LEAD Aspiring Administrators Program:**

**Subject:** Comprehensive Evaluation Recommendations **Item Number:** 11B

**Section:** Consent **Date:** October 8, 2019

**Senior Staff:** Marc A. Bergin, Ed.D., Chief of Staff

**Prepared by:** Robert A. Veigel, M.S., Research Specialist  
Heidi L. Janicki, Ph.D., Director of Research Evaluation  
Lisa A. Banicky, Ph.D., Executive Director  
Office of Planning, Innovation, and Accountability

**Presenter(s):** Robert A. Veigel, Research Specialist  
Office of Planning, Innovation, and Accountability

**Recommendation:**

That the School Board approve the administration's recommendations that were proposed in response to the LEAD Aspiring Administrators Program Comprehensive Evaluation. The Aspiring Administrators Program is designed to prepare talented teachers and other instructional personnel to become effective assistant principals. The comprehensive evaluation during 2018-2019 focused on the operation of the program as it relates to preparing the aspiring administrators to be appointed to an assistant principal position or into other leadership roles within VBCPS; participant characteristics; progress toward meeting program goals and objectives, including examination of participants' professional activities and roles following their exit from the program; participant and supervisor perceptions; and cost.

**Background Summary:**

According to School Board Policy 6-26, "Existing programs will be evaluated based on an annual Program Evaluation Schedule which will be developed by the Program Evaluation Committee and approved by the School Board annually." On September 11, 2018, the School Board approved the 2018-2019 Program Evaluation Schedule, in which the LEAD Aspiring Administrators Program was recommended for a comprehensive evaluation.

**Source:**

School Board Policy 6-26

School Board Minutes September 11, 2018

**Budget Impact:**



## VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

### PLANNING, INNOVATION, AND ACCOUNTABILITY Office of Research and Evaluation

#### LEAD Aspiring Administrators Program: Comprehensive Evaluation

The table below indicates the proposed recommendations resulting from the **LEAD Aspiring Administrators Program: Comprehensive Evaluation**. It is requested that the School Board review and approve the administration's recommendations as proposed.

School Board Meeting Date	Evaluation	Recommendations From the Fall 2019 Program Evaluation	Administration's Recommendations
<u>Information</u> September 24, 2019  <u>Consent</u> October 8, 2019	LEAD Aspiring Administrators Program: Comprehensive Evaluation Report	<ol style="list-style-type: none"><li>1. Recommendation #1: Continue the Aspiring Administrators Program with the following recommendation. (<i>Responsible Group: Department of School Leadership and Office of Professional Growth and Innovation</i>)</li><li>2. Recommendation #2: Review and adjust course content and program components as needed based on survey results to meet participants' and the division's needs. (<i>Responsible Group: Department of School Leadership and Office of Professional Growth and Innovation</i>)</li></ol>	The administration concurs with the recommendations from the program evaluation.



**Subject:** Personnel Report **Item Number:** 12

**Section:** Action **Date:** October 8, 2019

**Senior Staff:** Mr. John A. Mirra, Chief Human Resources Officer

**Prepared by:** John A. Mirra

**Presenter(s):** Aaron C. Spence, Ed.D., Superintendent

**Recommendation:**

That the Superintendent recommends the approval of the appointments and the acceptance of the resignations, retirements and other employment actions as listed on the October 8, 2019, personnel report.

**Background Summary:**

List of appointments, resignations and retirements for all personnel

**Source:**

School Board Policy #4-11, Appointment

**Budget Impact:**

Appropriate funding and allocations

Personnel Report  
Virginia Beach City Public Schools  
October 8, 2019  
2019-2020

<u>Scale</u>	<u>Class</u>	<u>Location</u>	<u>Effective</u>	<u>Employee Name</u>	<u>Position/Reason</u>	<u>College</u>	<u>Previous Employer</u>
Assigned to Unified Salary Scale	Appointments - Elementary School	Bayside	9/25/2019	Jonah M Heim	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Bettie F. Williams	9/25/2019	Toan V Pham	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Birdneck	9/19/2019	Marcelle N Thomas	School Office Associate II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Brookwood	9/19/2019	Latrice Phelps	Physical Education Assistant, .500	High Point University, NC	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Cooke	9/19/2019	Bridget Dowd	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Corporate Landing	9/19/2019	Merejida Todd	General Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Creeds	9/25/2019	Toya M Brantley	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Hermitage	9/25/2019	Jacqueline J Cooper	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Holland	10/8/2019	Roderick E Patrick	Security Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	King's Grant	9/26/2019	Shanna D Newton	School Office Associate II	Virginia Wesleyan University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Landstown	9/19/2019	Kelly F Juenger	Kindergarten Assistant	Immaculate College, PA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Luxford	9/25/2019	Cheryl R Jansen	Kindergarten Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Princess Anne	9/30/2019	Kelli M Droz	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Princess Anne	9/30/2019	Pilliani T Gobel	General Assistant	Chaminade University, HI	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Shelton Park	9/19/2019	Melissa C Musselman	Cafeteria Assistant, 4.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Tallwood	9/17/2019	Tongie Rodriguez	Custodian II Head Night	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Tallwood	9/25/2019	Lisa M Bandy	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Trantwood	9/16/2019	Michele O Spraggins	Custodian II Head Night	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Bayside	9/25/2019	William E Owen	Custodian I	Not Applicable	Bartlesville PS, OK
Assigned to Unified Salary Scale	Appointments - Middle School	Bayside Sixth Grade Campus	9/19/2019	Eric B Watson	Security Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Brandon	9/25/2019	John C Naginey	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Corporate Landing	9/26/2019	Meri E Quinn	Cafeteria Assistant, 5.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Lynnhaven	9/25/2019	Kameron S Conner	Custodian III Head Night	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Princess Anne	9/25/2019	Gwendolyn Z Harris	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Bayside	9/18/2019	Derrick W White	Security Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Bayside	9/19/2019	Patrick T Stafford	Distance Learning Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Cox	9/18/2019	Tonja L Hubbard	School Office Associate II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Cox	9/19/2019	Linda M Downey	Security Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Cox	9/20/2019	Jennifer J Higa	Cafeteria Manager III	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	First Colonial	9/25/2019	Marivic Cate	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	First Colonial	9/26/2019	Richard E Vincelette	Custodian II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Green Run	10/1/2019	Shani M Twyman	Student Activities Coordinator	Old Dominion University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Kempsville	9/18/2019	Darell O Smith	Security Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Salem	9/26/2019	Jessica L Kirksey	Special Education Assistant	James Madison University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Salem	9/30/2019	Patricia J Marrero	Security Assistant	Holy Family College, PA	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Tallwood	9/18/2019	William A Gordon	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Department of Technology	9/19/2019	Giada E Robinson	Customer Support Technician I	Tidewater Community College, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Custodial Services	10/1/2019	Sherwin M Dozier Jr	General Maintenance Craftsman II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Food Services	9/19/2019	Joanne Erica T Aquino	Cook, 7.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Maintenance Services	9/23/2019	Dennis F Meehan	Building Manager	Not Applicable	Tidewater Commercial Building, VA
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Maintenance Services	9/26/2019	Thomas R Voytilla	Carpentry Craftsman II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Purchasing Services	9/23/2019	Alicia M Demmer	Procurement Specialist I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Purchasing Services	9/23/2019	Michael Patterson	Procurement Specialist I	Norfolk State University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Purchasing Services	9/30/2019	Carey A Underwood	Procurement Systems Specialist	Virginia Wesleyan University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Student Support Services	9/23/2019	Marquita C Sykes	Behavior Intervention Specialist	Elizabeth City State Univ, NC	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	8/28/2019	Mary Bouchard	Bus Driver - Special Ed, 5.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	9/18/2019	Cheryl A Acker	Bus Driver, 5.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	9/18/2019	Gerardo J Barreto	Bus Driver, 6.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	9/18/2019	Mariah K Bouchard	Bus Driver, 5.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	9/18/2019	Crystal K Campbell	Bus Driver, 6.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	9/18/2019	Lori D Edwards	Bus Driver, 6.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	9/18/2019	Stephen L Holliday	Bus Driver, 5.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	9/25/2019	Marvin R Larson	Bus Driver, 6.0 Hours	Not Applicable	Not Applicable
Resignations - Elementary School	Resignations - Elementary School	Centerville	9/20/2019	Mary D Jesmin	Cafeteria Assistant, 5.0 Hours (family)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Luxford	9/12/2019	Bailey R Alvarez	Physical Education Assistant, .500 (continuing education)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Parkway	9/18/2019	Christopher D Stover	General Assistant (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Old Donation School	12/20/2019	Natalie M Hart	Clinic Assistant (continuing education)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Salem	9/16/2019	Linda Baum	Special Education Assistant (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Green Run	9/17/2019	Harrison D Dixon	Security Assistant (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Green Run	9/24/2019	Shannon Drury	Student Activities Coordinator (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Ocean Lakes	10/2/2019	Kelli L Smith	School Office Associate II (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Princess Anne	9/13/2019	James E Beechey	Custodian I (health)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Tallwood	10/7/2019	Shirley A Ihrig	Special Education Assistant (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Department of Budget & Finance	9/27/2019	Sharon K Callahan	School Business Assistant (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Student Support Services	10/4/2019	Heather H Eure	General Assistant (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	6/30/2019	Rosta J Brown	Bus Driver, 5.0 Hours (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	9/19/2019	Aaron C Biliouris	Bus Assistant, 5.5 Hours (job abandonment)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	9/20/2019	Emily N Wilkins	Bus Assistant, 5.5 Hours (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	9/30/2019	Jeffrey Deems	Bus Driver, 5.0 Hours (death)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	10/2/2019	David A Myers	Bus Driver, 7.0 Hours (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	10/4/2019	Tanika B Carter	Bus Assistant, 5.5 Hours (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Arrowhead	12/31/2019	George Delbridge Jr	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Brookwood	12/31/2019	Deborah L Mitchell	Physical Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Christopher Farms	10/31/2019	Maryanne F Garland	Library/Media Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - High School	Princess Anne	12/31/2019	Jimmy J Green	Custodian IV Head Day	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - High School	Princess Anne	12/31/2019	Flora A Spruill	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Office of Transportation and Fleet Management Services	6/30/2019	Tracey Dinwiddie	Bus Driver - Special Ed, 6.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Office of Transportation and Fleet Management Services	6/30/2019	Peter S Kundrat Jr	Bus Driver - Special Ed, 6.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Office of Transportation and Fleet Management Services	9/30/2019	Mary E Reigel	Fourth Grade Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Bayside	9/19/2019	Emma G Byler	Fourth Grade Teacher	Christopher Newport University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Centerville	9/27/2019	Harriet Cimeli	Fifth Grade Teacher	Walden University, MN	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Kempsville Meadows	9/30/2019	Christine B Jankowski	Kindergarten Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Landstown	9/19/2019	Susan A Escobar	Kindergarten Teacher	George Washington University, DC	Chesapeake Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Elementary School	Luxford	9/26/2019	Mary C Perkins	Fifth Grade Teacher	Old Dominion University, VA	VBCPS
Assigned to Instructional Salary Scale	Appointments - Elementary School	Luxford	9/26/2019	Kelly D Richards	Fourth Grade Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Seatack	9/9/2019	Erika L Holloway	First Grade Teacher	Norfolk State University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Great Neck	9/26/2019	Alec F Pfeckl	Health & Physical Education Teacher, .800	Virginia Commonwealth Univ, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Larkspur	9/26/2019	Valerie M Loschiavo	Health & Physical Education Teacher	The Sage Colleges, NY	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Green Run	9/19/2019	Stuart H Nations	Health & Physical Education Teacher, .600	Radford University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Green Run Collegiate	9/26/2019	Odalis J Rivera	Spanish Teacher, .400	Pontifical Catholic University of Puerto Rico, PR	Not Applicable

Personnel Report  
Virginia Beach City Public Schools  
October 8, 2019  
2019-2020

<u>Scale</u>	<u>Class</u>	<u>Location</u>	<u>Effective</u>	<u>Employee Name</u>	<u>Position/Reason</u>	<u>College</u>	<u>Previous Employer</u>
Assigned to Instructional Salary Scale	Appointments - High School	Landstown	10/1/2019	James T Wilkes	Latin Teacher, ,200	Wake Forest University, NC	VBCPS
Assigned to Instructional Salary Scale	Appointments - High School	Ocean Lakes	9/30/2019	Kyle J Acre	Social Studies Teacher	University of Pittsburgh, PA	Sto-Rox Junior-Senior HS, PA
Assigned to Instructional Salary Scale	Resignations - Elementary School	Centerville	9/24/2019	Priscilla F Gibbs	Reading Specialist, ,200 (health)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Centerville	9/30/2019	Jazmine N Jones	Fifth Grade Teacher (moved to public school system)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Seatack	9/6/2019	Sertese A Fontanilla-Purnell	Kindergarten Teacher (health)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Virginia Beach	10/11/2019	Brian Eberwein	Special Education Teacher (health)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Green Run	9/18/2019	Susan G White	Spanish Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Ocean Lakes	9/30/2019	Renee L Jackson	Science Teacher (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Middle School	Bayside	9/30/2019	Sharon C Mosley	Literacy Teacher	Not Applicable	Not Applicable
Administrative	Appointments - High School	Adult Learning Center	TBD	Joey H Phillips	Director Adult Learning Center	Virginia Tech, VA	Not Applicable
Administrative	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	10/9/2019	Michael Mungin	Coordinator Transportation	University of Phoenix, AZ	VBCPS



**Subject:** Compass to 2025 Preliminary Strategic Framework **Item Number:** 13A

**Section:** Information **Date:** October 8, 2019

**Senior Staff:** Marc A. Bergin, Ed.D., Chief of Staff

**Prepared by:** Lisa A. Banicky, Ph.D., Executive Director  
Office of Planning, Innovation, and Accountability

**Presenter(s):** Lisa A. Banicky, Ph.D., Executive Director  
Office of Planning, Innovation, and Accountability

**Recommendation:**

That the School Board receive the draft strategic framework that is intended to guide the work of the school division through 2025. This presentation will recap the strategic planning process to date and will serve as the official launch for the public comment period. Information sessions about the new strategic framework will be held October 17, 2019 as part of the *Navigating the Journey Fair* at the Virginia Beach Convention Center. The information sessions will include opportunity for public comment.

**Background Summary:**

Standard 6 Planning and Public Involvement of the Virginia *Standards of Quality* § 22.1-253.13:6 states “Each local school board shall adopt a divisionwide comprehensive, unified, long-range plan . . .” At the local level, School Board Regulation 7-21.7 provides additional direction for developing the division’s strategic framework. The strategic planning cycle officially began on October 9, 2018 when the School Board was provided with a proposal for the strategic planning process. Over the course of the year public input was gathered, a community committee was convened to develop the goals for the framework, and strategy development sessions were held with school and division personnel. On September 24, 2019, the School Board received a workshop on the draft strategic framework.

**Source:**

Code of Virginia § 22.1-253.13:6, as amended. Standard 6. Planning and public involvement  
School Board Regulation 7-21.7

**Budget Impact:**

**DRAFT**

# COMPASS TO 2025 STRATEGIC FRAMEWORK

STUDENT-CENTERED FOR STUDENT SUCCESS

## GOAL 1

### EDUCATIONAL EXCELLENCE

Challenge and support all students to excel academically by demonstrating the foundational literacies, core knowledge, and transferrable life skills outlined in the VBCPS Graduate Profile.

#### EQUITY EMPHASIS

Identify and address inequities in achievement outcomes by investigating and implementing best practices and seeking innovative solutions.

#### STRATEGIES

1. Pursue opportunities to expand early childhood education offerings.
2. Further integrate reading and writing across the curriculum and implement a plan for monitoring and improving achievement in these areas.
3. Develop, implement, and monitor a K-12 plan for improving mathematics achievement.
4. Increase student access and opportunities for advanced level coursework.
5. Implement and share teaching practices that foster deeper learning and engagement and are adaptable to diverse student needs (with an emphasis on African American males and students with disabilities).
6. Ensure there are explicit connections within the curriculum to the 5Cs and the attributes in the division's Graduate Profile and use the curriculum in all areas of study to support students' acquisition of these skills and attributes.
7. Maintain a balanced assessment system with an emphasis on standards-based, performance-based, and student-led assessments to meet internal and external accountability requirements.
8. Strengthen the use of Student Response Teams (SRTs) to provide academic intervention and acceleration for learners at all school levels.

#### POTENTIAL INDICATORS INCLUDE:

reading on grade level; SOL performance; enrollment and performance in advanced courses, etc.

## GOAL 2

### STUDENT WELL-BEING

Create an inclusive learning environment that supports the physical and mental health of all students and strengthens the social-emotional skills they need to become balanced, resilient learners who are personally and socially responsible.

#### EQUITY EMPHASIS

Engage in culturally responsive practices divisionwide. Identify and address inequities in discipline practices by investigating and implementing best practices and seeking innovative solutions.

#### STRATEGIES

1. Provide a safe, welcoming, and inclusive learning environment that is conducive to student learning.
2. More deeply integrate social-emotional learning (SEL) into the PreK-12 curriculum.
3. Engage in culturally responsive practices at the classroom, school, and division level.
4. Increase student participation in school and community activities.
5. Use responsive practices such as morning meetings and student advisories to support SEL.
6. Implement procedures to systematically evaluate mental health needs and provide programs and services to meet identified needs.
7. Address physical health through nutrition and fitness programs.
8. Develop students' digital wellness by helping students learn to make responsible decisions in their use of technology.
9. Continue to use Student Response Teams (SRTs) and the positive behavioral interventions and supports (PBIS) framework to provide social, emotional, and behavioral support to students.

#### POTENTIAL INDICATORS INCLUDE:

student reported SEL skills; attendance; participation in extracurricular activities and community service, etc.

## GOAL 3

### STUDENT OWNERSHIP OF LEARNING

Engage all students in rigorous, authentic, and student-centered learning to help them identify their passions, take ownership of their learning, and create a plan for pursuing their postsecondary goals.

#### EQUITY EMPHASIS

Identify and address inequities in learning opportunities for students by investigating and implementing best practices and seeking innovative solutions.

#### STRATEGIES

1. Partner with students to create inquiry-based and experiential learning opportunities with an emphasis on global, cross-curricular and real-world connections.
2. Enable student ownership of learning through goal-setting and reflection with opportunities to make decisions in the learning process.
3. Refine capacity for transformational learning by focusing on the dispositions necessary for providing students with authentic, student-centered learning opportunities.
4. Expand upon the effective and efficient use of technology to meet students' individual needs and provide them with the tools for accessing, creating, and sharing knowledge.
5. Create and use online portfolios as a place for students to curate artifacts connected to the Graduate Profile to demonstrate their learning and inform the development of their postsecondary goals and signature projects.
6. Engage all stakeholders in ensuring that all students have an actionable plan for pursuing their postsecondary goals by effectively implementing the Academic and Career Planning (ACP) process K-12.
7. Provide increased opportunities for student leadership development and input into school-level decisions.
8. Further promote and expand equitable access to services and programs that support students' future aspirations, including real-world learning opportunities inside and outside of the classroom facilitated through mutually supportive partnerships.

#### POTENTIAL INDICATORS INCLUDE:

student and parent perceptions of the ACP process; students participating in work-based experiences; meeting college entry benchmarks, etc.



**DRAFT**

# COMPASS TO 2025 STRATEGIC FRAMEWORK

STUDENT-CENTERED FOR STUDENT SUCCESS

## GOAL 4

### AN EXEMPLARY, DIVERSIFIED WORKFORCE

Foster a positive working climate that values and invests in a high-quality, diversified workforce who exemplify the division's core values.

#### EQUITY EMPHASIS

Place a priority on recruiting, retaining, and promoting a workforce representative of our diverse student population.

#### STRATEGIES

1. Remain focused on providing a competitive compensation and benefit plan that includes differentiated compensation for hard to staff positions and schools.
2. Revisit the employee evaluation process to ensure it is aligned with the new strategic framework and that it focuses on self-reflection, growth, effective feedback, and coaching.
3. Support intentional, focused, and innovative recruitment efforts to increase the diversity and quality of various applicant pools.
4. Promote and expand resources to support the health and well-being of all staff.
5. Provide comprehensive onboarding and induction for all staff focused on the division's vision, mission, and core values.
6. Provide a variety of personalized professional learning opportunities to all staff to support their professional growth and implementation of the strategies in Compass to 2025.
7. Expand "Grow Your Own" programs to include more staff groups and increase opportunities for tuition reimbursement.

#### POTENTIAL INDICATORS INCLUDE:

staff demographics relative to student demographics; rank of the VBCPS compensation package compared to surrounding divisions; staff demographics; job satisfaction; perceptions of professional learning, etc.

## GOAL 5

### MUTUALLY SUPPORTIVE PARTNERSHIPS

Cultivate mutually supportive partnerships — among families, schools, the division, businesses, military, faith-based, civic and city agencies — to support student well-being, enhance real-world learning, and broaden opportunities for career exploration and experience.

#### EQUITY EMPHASIS

Strengthen connections and communication with families and students in most need of additional support.

#### STRATEGIES

1. Provide a comprehensive structure for defining mutually supportive partnerships, setting expectations, monitoring performance, and measuring equity.
2. Broaden resources and networking opportunities to strengthen the role of the community engagement liaison to further attract, cultivate, and retain partnerships to support student achievement, future aspirations, and well-being.
3. Build partnerships with diverse groups of businesses and organizations to support a variety of learning experiences during and outside of the school day.
4. Partner with local agencies to provide wraparound services for students including healthcare, nutrition, academic and social-emotional supports.
5. Foster authentic communication outlets to engage the community.
6. Provide training and resources to staff and families to promote strong partnerships between home and school.

#### POTENTIAL INDICATORS INCLUDE:

number of partnerships, partners, and volunteers; satisfaction with events, programs, and resources provided to families to support students; partner perceptions and satisfaction, etc.

## GOAL 6

### ORGANIZATIONAL EFFECTIVENESS & EFFICIENCY

Pursue the effective and efficient use of division resources, operations, and processes to support the division's vision, mission, and strategic goals.

#### EQUITY EMPHASIS

Ensure equitable distribution of human, fiscal, and capital resources across the division.

#### STRATEGIES

1. Manage and distribute all resources (human, fiscal, capital) proactively, equitably, and responsibly based on needs.
2. With a continued focus on student-centered decision making, collaboratively develop, measure, and formally review key operating metrics that promote transparency, organizational effectiveness, and efficiency.
3. Use data from a variety of reporting mechanisms (e.g., equity audits, program evaluations, fiscal audits, after action reports) to engage in data-informed decision making.
4. Create opportunities for cross-departmental planning and communication to strengthen and align operations.
5. Keep informed of trends and best practices and implement as appropriate to support the division's vision, mission, and strategic goals.
6. Clearly communicate central office functions and points of contact to strengthen the support and services provided to schools, offices, and other departments.
7. Review division processes, policies, and regulations and revise as necessary to increase organizational effectiveness and efficiency.

#### POTENTIAL INDICATORS INCLUDE:

percentage of schools accredited; perceptions of central office support, etc.





Subject: Policy Review Committee Recommendations Item Number: 13B1-6

Section: Information Date: October 8, 2019

Senior Staff: Marc A. Bergin, Ed.D., Chief of Staff

Prepared by: Kamala Lannetti, Deputy City Attorney; John Sutton, III, Coordinator, Policy and Constituent Services

Presenter(s): School Board Legal Counsel, Kamala Lannetti, Deputy City Attorney

**Recommendation:**

That the School Board review Policy Review Committee recommendations regarding review, amendment, and repeal of certain policies as reviewed by the Committee at its September 12, 2019 meeting and presented for Information to the School Board October 8, 2019.

**Background Summary:**

Bylaw 1-19/ Duties of Chair/Vice Chair

*Update to bylaw to include new language outlining the School Board Chair's responsibilities regarding the receipt and acknowledgment of communications from the general public on behalf of the entire board.*

Policy 3-5 Budget/Generally

*The PRC determined that several short policies concerning the budget should be combined into one policy. Policy 3-5 was updated to include language merged from Policy 3-7/Budget: Capital Expenditures and Policy 3-9/Budget Administration.*

Policy 3-6 Budget: Preparation and Approval

*Added statutory language concerning required public hearings, clarified the School Board approval process and removed statutory language in the Legal Reference section.*

Policy 3-7/ Budget: Capital Expenditures

*Repeal of Policy proposed due to capital expenditures language being merged into Policy 3-5 Policy Budget: Generally, Under Section D*

Policy 3-8/ Small, Women-Owned, Service-Disabled Veterans and Minority-Owned Business Participation in School Division Procurements

*Policy reviewed for legal sufficiency and minor scrivener changes made.*

Policy 3-9/Budget Administration

*Repeal of Policy proposed due to budget administration language being merged into Policy 3-5 Policy Budget: Generally, under Section C.*

**Source:**

Code of Virginia, 1950, as amended, §22.1-253.12:7 School Board Policies.  
Policy Review Committee Meeting of September 12, 2019

**Budget Impact:** None.

# Duties of Chair/Vice-Chair 1-19

School Board of the City of Virginia Beach  
Bylaw 1-19

## SCHOOL BOARD BYLAWS

### Duties of Chair/Vice Chair

#### A. Chair

The duties of the Chair shall be:

1. To preside at all meetings of the School Board;
2. To oversee all School Board Members' appointments to committees and outside organizations and bring such appointments to the School Board for approval;
3. To serve as an ex-officio member of all committees, and to sign the records of the School Board;
4. To preserve order at all times and to endeavor to conduct all business before the School Board with propriety and dispatch;
5. To meet with another School Board Member on a rotating basis and the Superintendent or designee to plan the School Board Meeting Agenda. All requests for Agenda items shall be made through the Chair or the School Board Member assigned to Agenda planning;
6. To sign or approve required documents, use of funds or provisions of services on behalf of the Superintendent or designate another School Board Member to do so;  
~~and~~
7. To respond on behalf of the School Board to communications to the entire School Board. When responding on behalf of the entire School Board, the Chair will limit responses to acknowledgement of receipt of the communication, reference to other persons or entities who will respond to the communication, reference to where data can be found or when matters will be addressed by the School Board or the Superintendent, and other pertinent factual information. When responding on behalf of the entire School Board, the Chair will not include personal opinions or personal comments.
- ~~7.8.~~ To perform such other duties as may be prescribed by law or by action of the School Board.

#### B. Vice Chair

The Vice Chair shall preside or act in the absence, unavailability or inability to act of the Chair.

The Vice Chair shall act as Chair upon the death, resignation, or other vacancy in the office of Chair. Upon the death, resignation, or other vacancy in the office of Chair, the Vice Chair shall call an election for the office of Vice Chair to be held within fifteen (15) calendar days after such vacancy in office occurs.

The Vice Chair shall also perform such other duties prescribed by law or by action of the School Board.

**Legal Reference**

Charter of the City of Virginia Beach, Virginia § 16.07, as amended\_ Selection, responsibilities, and duties of the chairman and vice-chairman.

Code of Virginia § 22.1-76, as amended. Chairman; clerk; Vice Chairman; deputy clerk; terms; compensation and bonds of clerk and deputy clerk; officers ineligible to serve as clerk and deputy clerk; approval of division superintendent's designee.

Adopted by School Board: July 21, 1992

Amended by School Board: August 17, 1999

Amended by School Board: February 20, 2001

Amended by School Board: December 2, 2008

Reviewed by School Board: August 2, 2016

Amended by School Board: March 12, 2019

## Budget/Generally 3-5

School Board of the City of Virginia Beach  
Policy 3-5

### BUSINESS AND NONINSTRUCTIONAL OPERATIONS

#### Budget/Generally

##### A. Budget Defined

The Code of Virginia requires each superintendent to prepare a budget reflective of the needs of the school division.

The school budget is a communications ~~written~~ document that provides information required for making policy and budgetary decisions, which presents the board's plan for the allocation of the available financial resources into an explicit expenditure plan to sustain and improve the educational function of this school division.

It is the responsibility of the School Board to balance the needs of the School Division against the available resources. The budget will be based upon the educational needs and financial ability of the division, as cooperatively identified by the Superintendent and staff, the community, and the School Board, and the community.

The budget shall be a guide for discretionary spending aligned with the strategic plan to achieve the objectives adopted by the School Board.

##### B. Contents

The budget ~~shall presents~~ a complete financial and organizational picture of the School Division, which details projected revenue and expenditures and outlines proposed changes compared to budgets from prior fiscal years. In addition, the budget document provides a wealth of information about the School Division in the appendix-section, such as salary scales, staffing standards and guidelines, key operating measures, and revenue sharing agreement, plan for each fiscal year. It shall be organized in accordance with state statutes and guidelines set up by the Virginia Board of Education.

##### C. Budget Administration

The budget shall be considered a controlled spending plan for the fiscal year. The Superintendent is authorized to make commitments in accordance with the policies of the School Board and the laws of the Commonwealth of Virginia.

##### D. Budget: Capital Expenditures

Except in emergencies or for reasons of economy, the purchase of major pieces of equipment such as school buses should be scheduled to reflect the replacement cycle of such equipment.

Legal References:

Code of Virginia §22.1-89, as amended. Management of funds.

Code of Virginia §22.1-92, as amended. Estimate of moneys needed for public schools; notice of costs to be distributed.

Code of Virginia §15.2-2503, as amended. Time for preparation and approval of budgets; content.

Adopted by School Board: February 16, 1993

Amended by School Board: 2019

# Preparation and Approval 3-6

School Board of the City of Virginia Beach  
Policy 3-6

## BUSINESS AND NONINSTRUCTIONAL OPERATIONS

### **Budget: Preparation and Approval**

#### **A. Preparation**

On or before March ~~first-1~~ of each year the ~~S~~superintendent shall present to the ~~School B~~board an operating budget (Superintendent's Estimate of Needs) which contains a complete financial plan for the operation of the public schools for the ensuing fiscal year. The budget ~~is~~ ~~hall be~~ organized in accordance with state law and guidelines set forth by the Virginia Board of Education and ~~shall~~ contains both a line-item and ~~program-categorical~~ expenditure format.

#### **B. Public Hearings**

~~Before final approval of the budget for submission to the City Council, the School Board shall hold at least one public hearing to receive the views of citizens within the School Division. Public notice will be given at least ten days prior to any hearing by publication in a newspaper of general circulation within the School Division. The passage of the budget by the City Council shall be conclusive evidence of compliance with the requirements for a public hearing. Opportunity shall be provided for the public to be heard regarding their educational priorities both before and after the formulation of the superintendent's budget.~~

#### ~~C.~~ **C. School Board Approval**

~~-The School Board is required to present submit its annual proposed operating budget -to the City Council on, or before, April 1. On or before April 1 the board shall act to approve (with or without revision) the superintendent's budget and shall forward it to the governing body, together with a request resolution requesting for approval of the budget and the required appropriations. Included with the budget shall be a budget message summary from the school School board Board containing a description of the important features of the budget plan, an explanation of all salient changes significant variances in estimated receipts revenues and recommended expenditures, as compared with the current and preceding fiscal year and a summary of the proposed budget showing these comparisons.~~

#### **D. Final School Board Action**

~~If the appropriating body provides either less funds or more funds than the School Board requested, the School Board Following action by the governing body on the total budget, the school School board Board shall give gives final approval to the budget within the framework of the funds available.~~

### **Legal Reference**

Code of Virginia, § 15.21-159.92502, as amended. Notification by state officials and agencies.

Code of Virginia, § 15.21-1602503, as amended. Time for preparation and approval of budget; contents.

Code of Virginia, § 22.1-92, as amended. Estimate of moneys needed for public schools; notice of costs to be distributed.

~~A.— It shall be the duty of each division superintendent to prepare, with the approval of the school board, and submit to the governing body or bodies appropriating funds for the school division, by the date specified in § 15.1-160, the estimate of the amount of money deemed to be needed during the next fiscal year for the support of the public schools of the school division. The estimate shall set up the amount of money deemed to be needed for each major classification prescribed by the Board of Education and such other headings or items as may be necessary.~~

~~Upon preparing the estimate of the amount of money deemed to be needed during the next fiscal year for the support of the public schools of the school division, each division superintendent shall also prepare and distribute, within a reasonable time as prescribed by the Board of Education, notification of the estimated average per pupil cost for public education in the school division for the coming school year to each parent, guardian, or other person having control or charge of a child enrolled in the relevant school division, in accordance with the budget estimates provided to the local governing body or bodies. Such notification shall also include actual per pupil state and local education expenditures for the previous school year. The notice may also include federal funds expended for public education in the school division.~~

~~The notice shall be printed on a form prescribed by the Board of Education and shall be distributed separately or with any other materials being currently transmitted to the parents, guardians or other persons having control or charge of students. To promote uniformity and allow for comparisons, the Board of Education shall develop a one page form for this notice and distribute such form to the school superintendents for duplication and distribution.~~

~~B.— Before any school board gives final approval to its budget for submission to the governing body, the school board shall hold at least one public hearing to receive the views of citizens within the school division. A school board shall cause public notice to be given at least ten days prior to any hearing by publication in a newspaper having a general circulation within the school division. The passage of the budget by the local government shall be conclusive evidence of compliance with the requirements of this section. (1994)~~

Code of Virginia, § 22.1-93, as amended. Approval of annual budget for school purposes.

Code of Virginia, § 22.1-94, as amended. Appropriations by county, city or town governing body for public schools.

Code of Virginia, § 22.1-95, as amended. Duty to levy school tax.

Code of Virginia, § 22.1-97, as amended. Calculation and reporting of required local expenditures; ~~P~~procedure if locality~~county, city or town~~ fails to appropriate sufficient educational funds.

8VAC20-210-10, as amended. Virginia State Board of Education Regulations, "Classification of ~~e~~Expensures." (1993)

Adopted by School Board: October 21, 1969  
Amended by School Board: November 21, 1978  
Amended by School Board: August 21, 1990  
Amended by School Board: July 16, 1991  
Amended by School Board: February 16, 1993

Amended by School Board: 2019





## **~~Capital Expenditures 3-7~~**

~~School Board of the City of Virginia Beach  
Policy 3-7~~

### **~~BUSINESS AND NONINSTRUCTIONAL OPERATIONS~~**

#### **Budget: Capital Expenditures**

~~Except in emergencies or for reasons of economy, the purchase of major pieces of equipment such as school buses shall be scheduled so that annual budgetary appropriations for capital purposes either will be of similar size or will show a continuous trend without severe fluctuations.~~

#### **Editor's Note**

*For capital improvement program see School Board Policy 3-12.*

#### **Related Links**

School Board **Policy 3-12**

Adopted by School Board: February 16, 1993

Repealed by School Board: 2019

# Small, Women-Owned, Service Disabled Veterans and Minority-Owned Business Participation in School Division Procurements 3-8

School Board of the City of Virginia Beach  
Policy 3-8

## BUSINESS AND NONINSTRUCTIONAL OPERATIONS

### Small, Women-Owned, Service Disabled Veterans and Minority-Owned Business Participation in School Division Procurements

#### A. Generally

The School Board is committed to the participation of small, women-owned, service disabled veterans and minority-owned businesses in its procurement activities. All schools and departments are responsible and accountable for ensuring open and equal opportunity for all interested vendors and individuals when conducting School Board business.

#### B. Purpose

The intent of this policy is to enhance awareness of small, women-owned, service disabled veterans and minority-owned businesses in School Division procurements and to provide maximum practicable opportunities to such businesses.

#### C. Definitions

1. *Small Business*: means a business, independently owned or operated by one or more individuals who are U.S. citizens or legal resident aliens, and together with affiliates, has 250 or fewer employees, or average annual gross receipts of \$10 million or less averaged over the previous three years. One or more of the individual owners shall control both the management and daily business operations of the small business.
2. *Women-owned Business*: means a business that is at least fifty-one (51) percent owned by one or more women who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least fifty-one (51) percent of the equity ownership interest is owned by one or more women who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more women.
3. *Service disabled veteran*: means a veteran who (i) served on active duty in the United States military ground, naval, or air service, (ii) was discharged or released under conditions other than dishonorable, and (iii) has a service-connected disability rating fixed by the United States Department of Veterans Affairs.
4. *Service disabled veteran business*: means a business that is at least fifty-one (51) percent owned by one or more service disabled veterans or, in the case of a corporation, partnership, or limited liability company or other entity, at least fifty-one (51) percent of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more individuals

who are service disabled veterans and both the management and daily business operations are controlled by one or more individuals who are service disabled veterans.

5. *Minority-owned Business*: means a business concern that is at least fifty-one (51) percent owned by one or more minority individuals who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least fifty-one (51) percent of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more minority individuals who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more minority individuals.

#### **D. Responsibility and Authority**

1. The Department of Budget and Finance: Office of Purchasing will:
  - a. Be responsible for reporting on the amount of business done with small, women-owned, service disabled veterans and minority-owned businesses through central purchasing on an annual basis.
  - b. Create an awareness of the benefits of working with small, women-owned, service disabled veterans and minority-owned businesses through outreach, marketing, education and training.
  - c. Promulgate procedures for inclusion of small, women-owned, service disabled veterans and minority-owned businesses in the School Division's purchasing activities that are consistent with competitive practices and departmental delegated authority.
  - d. Focus on continued identification of potential small, women-owned, service disabled veterans and minority-owned businesses.
2. The Department of School Division Services: Office of Facilities Services, Planning, and Construction, will:
  - a. Be responsible for reporting on the amount of business done with small, women-owned, service disabled veterans and minority-owned businesses through the Capital Improvement Program.
  - b. Create an awareness of the benefits of working with small, women-owned, service disabled veterans and minority-owned businesses through outreach, marketing, education and training.
  - c. Promulgate procedures for inclusion of small, women-owned, service disabled veterans and minority-owned businesses in the School Division's purchasing activities that are consistent with competitive practices and departmental delegated authority.
  - d. Focus on continued identification of potential small, women-owned, service disabled veterans and minority-owned businesses.

**Legal Reference**

Code of Virginia, § 2.2-4300, et seq., as amended. Virginia Public Procurement Act.

Adopted by School Board: February 9, 2010

Scrivener's Amendments: August 12, 2013

## **~~Budget Administration 3-9~~**

~~School Board of the City of Virginia Beach  
Policy 3-9~~

### **~~BUSINESS AND NONINSTRUCTIONAL OPERATIONS~~**

#### **~~Budget Administration~~**

~~The budget shall be considered as a controlled spending plan for the fiscal year. The superintendent is authorized to make commitments in accordance with the policies of the board and the laws of the State of Virginia. The same procedure shall be followed with respect to expenditures provided for by special board action.~~

#### **~~Legal Reference~~**

~~Code of Va., § 22.1-89. Management of funds.~~

~~Code of Va., § 22.1-90. Annual report of expenditures.~~

~~Code of Va., § 22.1-91. Limitation on expenditures; penalty.~~

Adopted by School Board: February 16, 1993

Repealed by School Board: 2019



**Subject:** VSBA Tidewater Region Vice-Chair Nomination **Item Number:** 13C

**Section:** Information **Date:** October 8, 2019

**Senior Staff:** N/A

**Prepared by:** Dianne P. Alexander, Secretary/Clerk of the School Board

**Presenter(s):** Beverly M. Anderson, School Board Chair

**Recommendation:**

That the School Board receive for information a proposal to nominate their colleague, Sharon R. Felton, to the Virginia School Boards Association (VSBA) Tidewater Region Nominating Committee for consideration in the selection of a Vice- Chair for the VSBA Tidewater Region.

**Background Summary:**

Virginia School Boards Association (VSBA) Bylaw Article XII explains regions are geographic divisions of the Association designated by the VSBA Board of Directors for convenience in administering the work of the Association and will be governed by the Bylaws of the Association. Regional officers are elected by the members in the Regions biennially at the fall regional meetings of the Association. No regional officer shall be elected to serve more than one two-year term in the same office.

Nominations require approval by the majority of the School Board at a duly scheduled public School Board meeting and requires the candidate's signature signifying a willingness to serve with the understanding of the duties as outlined below.

- A. Represents all school boards in her/his respective region.
- B. The Vice-Chair shall perform such other duties as from time to time may be assigned by the Chair.
- C. Promotes activities and services of the Association to the regional membership.
- D. Encourages VSBA membership on the part of all regional school boards.
- E. Assists the Chair in handling all arrangements for hosting the VSBA Regional Spring Network Forum including location, social hour, menu, student art displays, registration and collection of funds.
- F. Appoints a 3-5 member jury to judge the student art.
- G. In the absence of the Chair, presides at the regional meetings.
- H. Official spokesperson as needed for the region.
- I. Participates in hosting a regional networking session during the VSBA Legislative Conference and Conference on Education.
- J. Participates in hosting a regional webinar meeting quarterly.

**Source:**

VSBA Communication of May 3, 2019 from the VSBA President regarding the process for the nomination and election of VSBA Regional Officers

**Budget Impact:**