



# 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, June 25, 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"*

## **INFORMAL MEETING**

- 1. Convene School Board Workshop (einstein.lab) ..... 4:00 p.m.**
  - A. School Board Administrative Matters and Reports
    1. Retreat Planning/Overview
  - B. Virginia Department of Education Survey Data Division Summary
  - C. Forecast of Regular School Board Meeting Agenda Topics FY20, 1<sup>st</sup> Quarter: July, August, September 2019
- 2. Closed Meeting #1 of 2: Personnel Matters**
- 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. State Theatre Festival Outstanding Actors
  - B. State Forensics Champions
  - C. Family, Career and Community Leaders of America First Place Winners
  - D. Future Business Leaders of America First Place Winners
  - E. RUSecure Capture the Flag Cyberhacking Competition Second Place Team
  - F. National Energy Education Development Project State Winner
  - G. Outdoor Track and Field State Champions
  - H. Virginia Index of Performance (VIP) Award Recipients



## VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

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

**Tuesday, June 25, 2019**

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#### **7. Superintendent's Report**

#### **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: June 10, 2019 Regular Meeting**

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

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

All items under the Consent Agenda are enacted on by one motion. During Item 11 – 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. School Board Organizational Matters for FY20
  - 1. Superintendent's Designee in the Absence of the Superintendent
  - 2. Superintendent's Signature Authority
  - 3. Payroll Deductions
  - 4. School Board Member Committee Assignments **UPDATED 7/1/2019**
- B. Schedule of School Board Meetings FY20: July 2019 Adjustment
- C. Legal Services Cooperative Agreement for FY20
- D. Policy Review Committee Recommendations
  - 1. Bylaw 1-5 Legal Counsel
  - 2. Policy 4-48 Leave of Absence for Employee and Professional Organization Presidents
  - 3. Policy 4-88 Holidays
  - 4. Policy 5-45 Use of Drugs, Alcohol, Tobacco Products and Nicotine Vapor or Alternative Nicotine Products
    - a. Regulation 5-45.1 Possession/Use/Sale of Alcohol, Drugs, Drug Paraphernalia, Tobacco, Tobacco Products or Nicotine Vapor or Alternative Nicotine Products
    - b. Regulation 5-45.2 Use of Tobacco, Tobacco Products and Nicotine Vapor or Alternative Nicotine Products
  - 5. Policy 6-62 Computer Systems
  - 6. Policy 6-64 Acceptable Use Policy
  - 7. Policy 7-18 Community Engagement/Volunteers
  - 8. Policy 7-19 Community Engagement/Volunteers: School/Community Partnerships
  - 9. Policy 7-20 Community Engagement/Volunteers: Mentorship Program



# **VIRGINIA BEACH CITY PUBLIC SCHOOLS**

## **CHARTING THE COURSE**

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

**Tuesday, June 25, 2019**

School Administration Building #6, Municipal Center

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#### **12. Action**

- A. Personnel Report / Administrative Appointment(s) **UPDATED 7/1/2019**
- B. Citizens' Advisory Committee Appointments

#### **13. Information**

- A. Citizens' Advisory Committee Reports
  - 1. Special Education Advisory Committee
  - 2. Gifted Advisory Committee
- B. Interim Financial Statements – May 2019
- C. Policy Review Committee Recommendations:
  - 1. Policy 3-38 Competitive Negotiations/Awards/Small Professional Service Contracts
  - 2. Policy 4-69 Research Involving Employees/Research Review Committee
  - 3. Policy 5-8 Census
  - 4. Policy 5-10 Admission Requirements
  - 5. Policy 5-58 Student Staff Wellness and Related Regulation
  - 6. Policy 5-67 Research Involving Students/Research Review Committee

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

#### **15. Conclusion of Formal 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 #2 of 2: Personnel Matters**

#### **19. Vote on Remaining Action Items**

#### **20. Adjournment**



**Subject:** Virginia Department of Education Survey Data Division Summary **Item Number:** 1B

**Section:** Workshop **Date:** June 25, 2019

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

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

**Presenter(s):** Heidi L. Janicki, Ph.D.

**Recommendation:**

That the School Board receive information about the division, regional, and state results from the 2018-2019 Virginia Department of Education and Virginia Department of Criminal Justice Services surveys.

**Background Summary:**

The presentation will provide the School Board with the division, regional, and state results from the Virginia Department of Education Working Conditions Survey for teachers and staff at all school levels and the Climate Survey for elementary and high school students. In addition, the presentation will provide the division, regional, and state results from the Virginia Department of Criminal Justice Services (DCJS) Secondary Climate Survey for middle school teachers, staff, and students.

**Source:**

Virginia Department of Education, Superintendent's Memo #290-18, 2019 Virginia School Climate and Working Conditions Surveys, October 12, 2018

Virginia Department of Education, Superintendent's Memo #323-18, 2019 Virginia Secondary School Climate Survey (DCJS/VCSCS), November 30, 2018

**Budget Impact:**



**Subject:** Forecast FY20, 1<sup>st</sup> Quarter – July, August, September 2019 **Item Number:** 1C

**Section:** Workshop **Date:** June 25, 2019

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

**Prepared by:** Marc A. Bergin, Chief of Staff

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

**Recommendation:**

That the School Board receive Administration's forecast of agenda topics to be presented on the School Board's regular meeting agenda in the FY20 first quarter – July, August, September 2019.

**Background Summary:**

**Source:**

**Budget Impact:**



Subject: Closed Session Item Number: 2 & 19

Section: Closed Meeting Date: June 25, 2019

Senior Staff: N/A

Prepared by: Ms. Kamala Hallgren Lannetti, Deputy City Attorney

Presenter(s): Kimberly A. Melnyk, School Board Vice Chair

**Recommendation:**

**MOTION:** That the School Board adopt a motion to recess into a closed meeting pursuant to the exemptions from open meetings allowed by Section 2.2-3711, Part A, Paragraph 1 of the *Code of Virginia*, 1950, as amended, for

- A. **PERSONNEL MATTERS:** Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees pursuant to Section 2.2-3711(A) (1); namely to discuss performance evaluation of a specific administrator

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**RECONVENE IN OPEN SESSION:**

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**CERTIFICATION:**

**WHEREAS**, the School Board of the City of Virginia Beach has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

**WHEREAS**, Section 2.2-3712 (D) of the *Code of Virginia* requires a certification by this School Board that such closed meeting was conducted in conformity with Virginia law.

**NOW, THEREFORE, BE IT RESOLVED** that the School Board of the City of Virginia Beach hereby certifies that, to the best of each member's knowledge, (i) 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 (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered.

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**ACTION AS NEEDED:**

**Background Summary:**

Appropriate requests have been made for a closed meeting.

**Source:**

Bylaw 1-37 and *Code of Virginia*, Section 2.2-3711

**Budget Impact:**

N/A



**Subject:** State Theatre Festival Outstanding Actors **Item Number:** 6A

**Section:** Student, Employee and Public Awards and Recognition **Date:** June 25, 2019

**Senior Staff:** Ms. Natalie Allen, Chief Media & Communications Officer, Department of Media and Communications

**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 two Salem High School students who were named Outstanding Actors in Class 5 at the Virginia High School League State Theatre Festival.

**Background Summary:**

One of the annual academic competitions hosted by the Virginia High School League is the State Theatre Festival where students perform one-act plays. Awards are presented to schools for ensembles and to individual students for outstanding actor performances in each of the VHSL's six classes. This year, two Salem High School students were recognized as Class 5 Outstanding Actors.

**Source:**

Virginia High School League

**Budget Impact:**

None





**Subject:** State Forensics Champions

**Item Number:** 6B

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

**Date:** June 25, 2019

**Senior Staff:** Ms. Natalie Allen, Chief Media & Communications Officer, Department of Media and Communications

**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 three Salem High School students who won first place at the 2018-2019 Virginia High School League State Forensics Championship Meet.

**Background Summary:**

State Forensics is one of the annual academic competitions hosted by the Virginia High School League. Students compete in various events ranging from extemporaneous speaking to humorous dramatic interpretation. This year, one Salem High School student took first place in prose interpretation in Class 5. In addition, a two-student team from Salem High School won first place in humorous duo interpretation for Class 5.

**Source:**

Virginia High School League

**Budget Impact:**

None





**Subject:** Family, Career and Community Leaders of America First Place  
Winners **Item Number:** 6C

**Section:** Student, Employee and Public Awards and Recognition **Date:** June 25, 2019

**Senior Staff:** Ms. Natalie Allen, Chief Media & Communications Officer, Department of Media and Communications

**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 two students from the Technical and Career Education Center who placed first in their respective categories at the recent Family, Career and Community Leaders of America State Competition.

**Background Summary:**

Family, Career and Community Leaders of America (FCCLA) is a national career and technical student organization that provides personal growth, leadership development and career preparation opportunities. At the state leadership conference, students compete in more than 30 competitive events.

**Source:**

FCCLA

**Budget Impact:**

None



**Subject:** Future Business Leaders of America First Place  
Winners **Item Number:** 6D

**Section:** Student, Employee and Public Awards and Recognition **Date:** June 25, 2019

**Senior Staff:** Ms. Natalie Allen, Chief Media & Communications Officer, Department of Media and Communications

**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 five students from the Advanced Technology Center who won first place in their respective events at the Future Business Leaders of America State Leadership Conference.

**Background Summary:**

Future Business Leaders of America is a nonprofit education association with more than a quarter million students preparing for careers in business fields. A statewide conference is held each spring where many competitive events are held ranging from computer applications to financial systems to entrepreneurship. Virginia Beach City Public Schools students from the Advanced Technology Center (ATC) took five first place awards in various events.

**Source:**

ATC

**Budget Impact:**

None



**Subject:** RUSecure Capture the Flag Cyberhacking Competition Second  
**Place Team** Item Number: 6E

**Section:** Student, Employee and Public Awards and Recognition **Date:** June 25, 2019

**Senior Staff:** Ms. Natalie Allen, Chief Media & Communications Officer, Department of Media and Communications

**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 five-student team from the Advanced Technology Center who placed second overall at the RUSecure Capture the Flag Cyberhacking Competition hosted by Radford University.

**Background Summary:**

This nationwide competition was hosted by Radford University for students interested in cybersecurity. Student teams complete cyber attack challenges as they advance through competition. The ATC's team finished second overall in the nation.

**Source:**

ATC

**Budget Impact:**

None



**Subject:** National Energy Education Development Project State Winner **Item Number:** 6F

**Section:** Student, Employee and Public Awards and Recognition **Date:** June 25, 2019

**Senior Staff:** Ms. Natalie Allen, Chief Media & Communications Officer, Department of Media and Communications

**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 five-student team from the Advanced Technology Center for earning first place in the annual Youth Awards Program sponsored by the National Energy Education Development (NEED) Project.

**Background Summary:**

Schools from across the country are invited to compete in the annual Youth Awards Program sponsored by the NEED Project. Entries must show an innovative use of energy efficiency or new energy technologies. The five-member ATC team won for a plan to recycle leftover filament from 3D printers across the division's schools.

**Source:**

ATC

**Budget Impact:**

None



**Subject:** Outdoor Track and Field State Champions **Item Number:** 6G

**Section:** Student, Employee and Public Awards and Recognition **Date:** June 25, 2019

**Senior Staff:** Ms. Natalie Allen, Chief Media & Communications Officer, Department of Media and Communications

**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 seven students from the division's various high schools who won first place at the Virginia High School League's Outdoor Track and Field State Championships.

**Background Summary:**

Each year, the Virginia High School League Outdoor Track and Field State Championships are held in June. This year, students Salem High School, Tallwood High School, Ocean Lakes High School and Landstown High School won first place in their respective events.

**Source:**

Virginia High School League

**Budget Impact:**

None



**Subject:** Virginia Index of Performance Awards **Item Number:** 6H

**Section:** Student, Employee and Public Awards and Recognition **Date:** June 25, 2019

**Senior Staff:** Ms. Natalie Allen, Chief Media & Communications Officer, Department of Media and Communications

**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 13 of the division's schools for being named Virginia Index of Performance (VIP) recipients.

**Background Summary:**

These awards are presented by Governor Ralph Northam and the state Board of Education for advanced student learning and achievement. The 13 schools recognized this year are Linkhorn Park Elementary School, Old Donation School, Princess Anne Elementary School, North Landing Elementary School, Tallwood Elementary School, Thoroughgood Elementary School, Trantwood Elementary School, Great Neck Middle School, Green Run Collegiate, John B. Dey Elementary School, Ocean Lakes High School, Princess Anne Middle School and Three Oaks Elementary School.

**Source:**

Governor's office

**Budget Impact:**

None



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

**Section:** Approval of Minutes **Date:** June 25, 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 June 10, 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***

**Monday, June 10, 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 4:02 p.m. In addition to Superintendent Spence, all School Board members were present upon the arrival of Ms. Owens at 4:22 p.m. Chairwoman Anderson welcomed Ms. Owens as the School Board's newest member after being appointed by the School Board to fill the vacancy in District 3 Rose Hall.<sup>1</sup>
  - A. **School Board Administrative Matters and Reports:** Chairwoman Anderson distributed a current list of School Board member assignments to boards and committees requesting preferences for 2019-20 assignments be forwarded to the School Board Clerk by June 17 for School Board leadership to present assignments for approval at the June 25 regular School Board meeting. A grid of School Board members' attendance at graduation ceremonies was provided along with parking passes for the events. Chairwoman Anderson reported a second regular meeting in July was included as a placeholder on the School Board's approved Schedule of Meetings FY20, and suggested the meeting be canceled unless deemed necessary. There being no objection, she advised an adjustment to the schedule to remove the July 23, 2019 regular meeting will be presented for approval as part of the Consent Agenda on June 25, 2019. Finally, an RSVP request was routed for the July 23 Virginia School Boards Association (VSBA) Conference on Education. School Board members commented on high school and academy award ceremonies they attended, the orientation programming conducted by the Chief of Staff, Marc A. Bergin,

<sup>1</sup> After being appointed by the School Board at their May 28, 2019 regular School Board meeting, Ms. Owens' term commenced upon the Circuit Court Clerk administering the required Oath of Office on May 30, 2019 in School Board Chambers at the School Administration Building, 2512 George Mason Dr., Virginia Beach



Ed.D., for the newly appointed School Board member, and the Solution 2 Ocean Pollution Summit at An Achievable Dream Academy at Seatack Elementary School. Finally, School Board members commended the division's support during a time of tragedy at the Municipal Center's Building 2, and the School Board's contribution was also recognized. This portion of the workshop concluded at 4:14 p.m.

- B. Special Education Five Year Plan Update: Roni Myers-Daub, Ed.D., Executive Director of Programs for Exceptional Children in the Department of Teaching and Learning, provided an update on the Special Education Five-Year Plan by reviewing the process that took place during 2016-17 to develop the five-year plan for the education of students with disabilities with six areas related to identification, delivery of services, instructional opportunities, professional learning, discipline disproportionality, and parental and community involvement. She reported on 2019-20 amended plan features to include alignment to the division's strategic framework, feedback from the Special Education Advisory Committee, alignment to 2018-19 Office of Programs for Exceptional Children (OPEC) priorities and areas identified in the Letter of Findings, continued alignment to Virginia Department of Education indicators for special education performance and feedback from a special education expert. An overview of objectives was presented for the following three 2019-20 action plan goals: 1) Increase focus on the development of and adherence to standards-based Individualized Education Programs (IEPs) through the evaluation and re-evaluation process; 2) Close academic gaps and improve social/emotional/ behavioral and functional student outcomes; and 3) Build the capacity of all staff to support students with disabilities. Next steps included developing and implementing a communication plan and focus OPEC work at the division and school level to address objectives of each goal.

This portion of the workshop concluded at 4:31 p.m.

- C. Blue Ribbon Panel Update: John "Jack" Freeman, Chief Operations Officer in the Department of School Division Services, presented information on progress of implementing the Blue Ribbon Panel's eleven recommendations split across three areas categorized as safety protocols, emergency preparedness, and response; safety infrastructure and personnel; and behavior and mental health. Thomas A. DeMartini, Director of Safe Schools, reported on the use of funding sources to address recommendations around safety protocols, emergency preparedness and response as well as safety infrastructure and personnel. Kipp D. Rogers, Ph.D., Chief Academic Officer in the Department of Teaching and Learning, reported on initiatives related to recommendations in the behavior and mental health category.

This workshop concluded at 5:11 p.m.

2. **Closed Meeting:** None
3. **School Board Recess:** The School Board recessed at 5:12 p.m. to reconvene in School Board Chambers for the formal meeting at 6:00 p.m.

### **FORMAL MEETING**



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4. ***Call to Order and Electronic 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. Ms. Holtz was recognized as having returned from a period of absence, and Ms. Owens was welcomed as a newly appointed School Board member.
  5. ***Moment of Silence followed by the Pledge of Allegiance:*** Chairwoman Anderson asked that victims of the May 31 tragedy at Municipal Building #2 be remembered during a moment of silence followed by the Pledge of Allegiance.
  6. ***Student, Employee and Public Awards and Recognition:***
    - A. **Presidential Innovation Award:** Old Donation School teacher Jared Fritzinger was recognized by the School Board as a recipient of the nation's 2019 Presidential Innovation Award for Environmental Educators recognizing outstanding teachers who employ innovative approaches to environmental education.
    - B. **Veterans of Foreign Wars Teacher of the Year for Virginia:** The School Board recognized Janice Ricci of Ocean Lakes Elementary School who was selected as the Veterans of Foreign Wars Teacher of the Year for Virginia for exceptional commitment to teaching students Americanism and patriotism.
    - C. **AVID National Demonstration Schools:** Great Neck and Salem middle schools were recognized by the School Board for earning the distinction of Advancement Via Individual Determination (AVID) National Demonstration Schools awarded to only approximately 190 of 5,600 AVID schools in 44 states, the District of Columbia and 16 countries or U.S. territories who exhibit a college and career-readiness culture through rigor and high expectations for all students throughout the school.
    - D. **VSBA Honor Roll:** The Adventure Park, Kellam Mechanical, and the Virginia Beach Schools Federal Credit Union were recognized by the School Board for being named Virginia School Boards Association (VSBA) Business Honor Roll recipients honoring businesses for their vital contributions to help local schools and divisions.
    - E. **GFOA Certificate of Achievement and ASBO Certificate of Excellence Award:** The School Board recognized the Office of Business Services for being honored with the Certificate of Achievement and Certificate of Excellence awards from the Government Finance Officers Association (GFOA) and the Association of School Business Officials (ASBO) International which recognizes school divisions for preparing Comprehensive Annual Financial Reports (CAFRs) that meet best practices, provide transparency on how funds are generated and allocated, and are easy for the public to understand.
  7. ***Superintendent's Report:*** Superintendent Spence reported on the support, kindness and strength in the community in remembering the May 31 event at Municipal Center Building #2 and honoring those who lost their lives or were harmed. He then went on to report on upcoming events to include graduation ceremonies; the launch of VBCPS Gradwall where congratulatory notes for the Class of 2019 graduates can be shared; details about parking at graduation ceremonies affected by ongoing construction around the Virginia Beach Convention Center; and a



partnership with the Virginia Beach Public Library that allows for students to check out books using their student ID numbers as their library account without the need for a physical card.

8. **Hearing of Citizens and Delegations on Agenda Items:** None
9. **Approval of Minutes:** May 28, 2019 Regular School Board Meeting: Ms. Riggs made a motion, seconded by Ms. Hughes, that the School Board approve the minutes of their May 28, 2019 regular School Board meeting as presented. The motion passed (ayes 9, nays 0; 2 abstentions – Holtz who was not present at the May 28 meeting, and Owens whose term on the School Board had not yet commenced).
10. **Adoption of the Agenda:** Chairwoman Anderson advised of Ms. Manning's request to move Consent Item 11B – Re-Election List 2019-2020 to Action as Item 12B. Ms. Manning then made a motion, seconded by Ms. Riggs, that the School Board adopt the agenda with the proposed modification. The motion passed unanimously.
11. **Consent Agenda:** After Chairwoman Anderson's overview of remaining items presented for approval as part of the Consent Agenda, Ms. Felton made a motion, seconded by Ms. Rye, that the School Board approve remaining items as reviewed on the Consent Agenda as presented. The motion passed unanimously, and the following items were approved as part of the Consent Agenda:
- A. The School Board authorized the Superintendent to execute a contract in the amount of \$437,165.30 with Play and Park Structures for the replacement of elementary school playground equipment at Centerville, Corporate Landing, Princess Anne, and Shelton Park elementary schools
- B. *[moved during Item 10 to Action Item 12B]*
- C. Notification of Intent to Apply for Federal Grants for SY2019/20 as follows:

Name	Description	Anticipated Funding Level
Title I, Part A	Improving the Academic Achievement of the Disadvantaged: Improving Basic Programs Operated by Local Educational Agencies (LEA)	\$11,914,697
Title I, Part D	Improving the Academic Achievement of the Disadvantaged: Prevention and Intervention Programs for Children and Youth Who are Neglected, Delinquent or At-Risk	\$225,905
Title II, Part A	Preparing, Training, and Recruiting High Quality Teachers and Principals: Teacher and Principal Training and Recruiting Fund	\$1,583,202
Title III, Part A	Language Instruction for English Learners and Immigrant Students	\$118,489
Title IV, Part A	Student Support and Academic Enrichment Grant	\$857,952
	Total	\$14,700,245



## 12. Action

- A. Personnel Report / Administrative Appointments: Vice Chair Melnyk made a motion, seconded by Ms. Manning, that the School Board approve the appointments and accept the resignations, retirements and other employment actions as listed on the Personnel Report dated June 10, 2019 along with seven administrative appointments as recommended by the Superintendent. The motion passed unanimously, and Superintendent Spence introduced the following approved administrative appointments with an effective date of July 1, 2019:

Name	Current Position	Approved Appointment
Lori A. Gross	Assistant Principal Tallwood Elementary School	Principal Fairfield Elementary School
Allison H. Jordan	Assistant Principal Birdneck Elementary School	Principal Luxford Elementary School
Meishe K. Thirus	Assistant Principal Rosemont Elementary School	Principal College Park Elementary School
Mark G. Makovec, Ed.D.	Principal Blair Middle School Norfolk Public Schools	Principal Landstown Middle School
Temple Crutchfield	Director of Student Services / Assistant Principal Connections Academy	Coordinator, Special Education Office of Programs for Exceptional Children Department of Teaching and Learning
Mark "Ryan" Foster	Teacher Bettie F. Williams Elementary School	Coordinator, Elementary Science Department of Teaching and Learning
Sterling A. White, Jr., Ed.D.	Principal College Park Elementary School	Director of Elementary Schools Department of School Leadership

- B. [formerly Consent Item 11B] Re-Election List 2019-20: Mr. Edwards made a motion, seconded by Ms. Felton, that the School Board approve the rehire of all employees for the 2019-2020 school year as listed on the Re-Election List. The motion passed (ayes 10, nays 0; 1 abstention – Manning who explained her abstention was to avoid any appearance of impropriety due to a business client being included on the list).

## 13. Information

- A. Citizens' Advisory Committee Appointment Recommendations: Chairwoman Anderson reported fifty-five applications were received after the division's "Call to Action" to fill vacancies on Citizens' Advisory Committees. As a result of the School Board's review and discussion during a closed session held on May 28 for personnel matters, the following recommended appointments were presented to serve a three-year term commencing July 1, 2019 and ending June 30, 2022:





**Citizen Advisory Committee for Gifted Education:**

Sarah Plunk (Green Run)                      Katie Kilborn (Salem)  
Shamika Rucker (Princess Anne)              Kerwin Kolheffer (At-Large)

**Special Education Advisory Committee**

(\*indicates individual currently serving on this committee)

<b>Parents</b>		<b>Agency, Teacher, Community Representatives</b>
Tonya Bennett*	Laura Livingston*	Dawn Candia (agency rep – Parks and Recreation)
Megan Graves*	Dorothy McGuire*	Leanna Landry* (teacher rep)
Shawn Greene*	Christina Morrow*	Margo Savage (community rep – Special Olympics)
Sandy Hermann*	Megan Rathbone	Janice Keener (agency rep – CHKD psychology)
Jane Jones*	Donna Robel*	Monica Parker (agency rep – mental health
Peter Lee*	Tina Santee*	counseling)

**General Advisory Council for Technical and Career Education**

Michael Corso                      Stephen Nelson  
Janine Garcia-Sutton              Jason Rawls  
Mark Klett                      Jessica Vanhoy  
Rupal Master

- B. **Legal Services Cooperative Agreement for FY20:** School Board Legal Counsel, Kamala H. Lannetti, Deputy City Attorney, provided an overview of the cooperative agreement proposed for the City and Schools to share legal resources provided by the City Attorney's Office for the 2019-20 fiscal year. She explained the total cost of the agreement is \$633,026.53 for the City Attorney's Office to provide approximately 5775 hours of legal services, or the equivalent of 3.5 full-time attorneys at an average cost per legal services hour of \$110 if only 5775 hours are provided. She noted for the past 3 years, the hours of legal services provided exceeded 6,000 hours reducing the cost to approximately \$100-\$105 per legal services hour. For FY20, she reported staffing will remain the same at three attorneys, and one paralegal, with additional costs being directly related to a request for one additional office assistant and equipment to support that position, the promotion of the Assistant City Attorney to Associate City Attorney, and salary increases authorized by City Council for all staff members.
- C. **Policy Review Committee Recommendations:** School Board Legal Counsel, Kamala H. Lannetti, Deputy City Attorney, presented an overview of the following Policy Review Committee (PRC) recommendations regarding review, amendment and repeal of certain policies reviewed by the committee at their May 16, 2019 meeting:
1. Bylaw 1-5/Legal Counsel updated to include language that ensures all requests for informal legal opinions are made in writing and shared with all School Board members, as well as language that ensures the informal legal opinion is provided to all School Board members
  2. Policy 4-48/Leave of Absence for Employee and Professional Organization Presidents reviewed, and language added to reflect compliance with the Virginia



Retirement System (VRS) regulations; and matters related to a leave of absence, life insurance benefits, and return to work status

3. Policy 4-88/Holidays reviewed and updated to align employee work calendars with competing school divisions in the Commonwealth
4. Policy 5-45/Use of Drugs, Alcohol, Tobacco Products and Nicotine Vapor or Alternative Nicotine Products reviewed to ensure language reflects updates made to Division Regulations 5-45.1 and 5-45.2
  - a. Regulation 5-45.1/ Possession/Use/Sale of Alcohol, Drugs, Drug Paraphernalia, Tobacco, Tobacco Products or Nicotine Vapor or Alternative Nicotine Products updated with new language added to address possession/use/sale of alternative tobacco products with language from Regulation 5-45.2 combined to include vapor and/or alternative nicotine products and their use on school property, and related discipline outcomes
  - b. Regulation 5-45.2/ Use of Tobacco, Tobacco Products and Nicotine Vapor or Alternative Nicotine Products recommended for repeal as language was added to Regulation 5-45.1
5. Policy 6-62/Computer Systems reviewed and updated to include software, apps, application systems and web resources in the division's outline procedures and process for computer systems
6. Policy 6-64/Acceptable Use Policy reviewed and updated to define computer systems as: all computers, electronic tablets, electronic readers, servers, network devices, telecommunication devices, multifunction devices, printers, scanners, peripheral equipment, local and wide area networks, Internet access, software, apps, application systems, web resources, data and digital content
7. Policy 7-18/Community Volunteers updated to reflect changes made to the community volunteers' section and their respective designations; along with language merged from Policy 7-19 and 7-20
8. Policy 7-19/Community Engagement/Volunteers/School Partnerships recommended for repeal as language was merged into Policy 7-18
9. Policy 7-20 Community Engagement/Volunteers/Mentorship Program recommended for repeal as language was merged into Policy 7-18

14. **Standing Committee Reports:** Vice Chair Melnyk reported on behalf of the School Board's Legislative Committee advising the committee met earlier in the day to begin building their legislative agenda for 2020, and invited School Board members to submit suggestions. She noted the working agenda is minimal with a concentrated list of five or six items at the most, and advised of efforts to piggyback on the Virginia School Boards Association (VSBA) legislative positions.





As chair of the Audit Committee, Mr. Edwards reported the committee met the week prior and received a formal report on the planned audit of the expenditure of residual funds on capital projects available for the School Board and public to review.

Ms. Felton reported on the work of the Equity Council in support of the division's strategic framework and graduate profile. She also commented on mentorship programs and commended the work of a specific scholarship recipient.

Ms. Rye reported on the final meeting of the School Health Advisory Board held the prior week where topics included an update on work related to the new local wellness policy – an outgrowth of the Healthy, Hunger-Free Kids Act of 2010, launch of a pilot program for the Division of Motor Vehicles' (DMV) learner's permit test to be offered on-site at Ocean Lakes High School, the role of the school nurses relative to the recent event at the Municipal Center, revisions related to the Tdap immunization involving the sixth grade, and budget sources for physical education recess equipment.

Vice Chair Melnyk reported she attended the Governor's School for the Arts regional meeting and SouthEastern Cooperative Education Program (SECEP) meeting the prior week where highlights of the year were presented. She advised of plans to meet again in October where the schedule of performances by students of the Governor's School will be made available.

15. **Conclusion of Formal Meeting:** The formal meeting concluded at 6:51 p.m.
16. **Hearing of Citizens and Delegations on Non-Agenda Items:** None
17. **Convene School Board Workshop:** None at this time. See Item 1.
18. **Closed Meeting:** None
19. **Vote on Remaining Action Items:** None
20. **Adjournment:** There being no further business before the School Board, Chairwoman Anderson adjourned the meeting at 6:51 p.m.

Respectfully submitted:

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

Approved:

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



**Subject:** School Board Organizational Matters

**Item Number:** 11A1-3

**Section:** Consent

**Date:** June 25, 2019

**Senior Staff:** N/A

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

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

**Recommendation:**

That the School Board

1. **Superintendent's Designee in the Absence of the Superintendent:** Approve the Superintendent's recommendation to appoint Marc A. Bergin, Ed.D., Chief of Staff, and Farrell E. Hanzaker, Chief Financial Officer, as designees of the division superintendent to attend meetings of the School Board in the absence or inability to attend of the superintendent for the 2019-20 fiscal year pursuant to *Code of Virginia* § 22.1-76, ... approval of division superintendent's designee
2. **Signature Authority in the Absence of the Superintendent:** Authorize the Superintendent's recommendation to extend the term of signature authority for Marc A. Bergin, Ed.D., Chief of Staff; and/or Farrell E. Hanzaker, Chief Financial Officer, through June 30, 2020 to sign all Virginia Department of Education correspondence (VDOE), reports, documents, requisitions and other official correspondence in the absence of the division superintendent.
3. **Payroll Deductions:** Authorize the following list of payroll deductions for the 2019-20 fiscal year pursuant to Board Policy 4-36 – Payroll Deductions/Tax Sheltered Annuities/Deferred Compensation Plan; and its corresponding Regulation 4-36.1 – Payroll Deductions:
  1. Health Plans
  2. Dental Plans
  3. Tax Sheltered Annuities
  4. Flexible Benefit Plans
  5. Association Dues
  6. United Way
  7. Deferred Compensation
  8. Garnishments
  9. Federal Tax Liens
  10. State Tax Liens
  11. Local Tax Liens
  12. State Education (Student Loans)
  13. Child Support
  14. Court Orders/Bankruptcies
  15. Legal Resources
  16. Direct Deposit
  17. VRS Optional Life Insurance
  18. Salary/Leave Adjustments
  19. Employee Authorized Payment(s) owed to the School Division
  20. VRS Service Buy Back
  21. Workers' Compensation Salary/Leave Adjustments
  22. Travel Advance and Other Purchase Repayments
  23. Voluntary Benefits
  24. State Licensure Fees
  25. Administrative Processing Fees, where applicable
  26. Long Term Disability
  27. Long Term Care
  28. VRS – Member Contribution Rate
  29. Virginia Beach Education Foundation

**Background Summary:**

**Source:**

Bylaw 1-40

**Budget Impact:**

N/A



**Subject:** School Board Organizational Matters FY20: Committee Assignments **Item Number:** 11A4

**Section:** Consent **Date:** June 26, 2018

**Senior Staff:** N/A

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

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

**Recommendation:**

That the School Board approve committee assignments based on School Board members relaying their preference(s) to School Board leadership for consideration in assignments being proposed for the 2019-20 school year in accordance with Bylaw 1-28: Committees, Organizations and Board – School Board Member Assignments.

Supporting documentation will be provided to the School Board under separate cover prior to the meeting.

**Background Summary:**

The School Board utilizes committees, boards, and other organizations (hereinafter “Committee”) to accomplish both internal and external goals. School Board Members may be assigned to represent the School Board’s interest on any such Committee. School Board Members have no individual authority when serving in these assignments and may only exercise the authority specifically authorized by the School Board. The School Board recognizes the following types of Committees: a) Standing School Board Committees; b) Joint School Board/City Council Committees; c) Ad Hoc School Board Committees; d) School Division Standing Committees with School Board Liaisons; and e) Outside Committees.

In accordance with Bylaw 1-28, unless otherwise specified, School Board members will be assigned/appointed to Committees or Boards by the School Board Chair in consultation with the Vice Chair and with the approval of the School Board. School Board members will be assigned to Committees or Boards no later than July 1<sup>st</sup> of each year, and may be reviewed in January of each year or when otherwise necessary. Each School Board member should be assigned to at least one committee. Assignments may be reviewed in January of each year or when otherwise necessary. Assignments to a Committee are effective until June 30th of each year.

The Committee Chair will be chosen by the members of the Committee unless otherwise specified. For the purposes of electing a Committee Chairman, the most senior School Board Member attending the first meeting of the year (or the most senior assigned staff member attending the meeting if a School Board Member is not present at the first meeting) shall conduct the election of the Committee Chair.

**Source:**

Bylaw 1-28: Committees, Organizations and Boards – School Board Member assignments

**Budget Impact:**

N/A

BYLAW 1-28 Committees, Organizations and Board – School Board Member Assignments			FY2020 Assignments
C. SCHOOL BOARD STANDING COMMITTEES			
C1.	<b>Internal Audit:</b> The Internal Audit Committee consists of a minimum of three Members, including at least two Members of the School Board and a third Member from the business community. The Internal Audit Committee assists the full School Board in considering internal and external audit matters, including the timely reporting to the School Board of material actions or inactions of school employees that could lead to charges of malfeasance in office by School Board Members or School Division employees or agents. The Internal Audit Committee has established the Office of Internal Audit, which reports directly to the Internal Audit Committee, and through the Internal Audit Committee, to the full School Board, as more particularly set forth in <a href="#">Policy 3-96</a> and the Internal Audit Charter.		Dan Edwards Kim Melnyk Carolyn Rye Larry Davenport (citizen member)
C2.	<b>Legislative:</b> The Legislative Committee will consist of three School Board Members, School Board Legal Counsel, the School Board’s Legislative Consultant and those staff members appointed by the Superintendent. The Legislative Committee is responsible for the development of the School Board’s proposed annual legislative package. The legislative package, priorities and positions shall be based upon input from the School Board and the Superintendent. The Legislative Committee is also responsible for developing the School Board’s regional legislative position and for acting as the School Board’s liaison to the Virginia General Assembly as well as other publicly elected bodies.		Sharon Felton Kim Melnyk Trenace Riggs
C3.	<b>Policy Review:</b> The School Board Policy Review Committee will consist of three School Board Members. The School Board, at its discretion, may appoint a citizen to serve as a voting member. School Board Legal Counsel and the Chief of Staff or designee will serve as liaisons to the Committee but will not be voting members. The Chief of Staff may assign other staff members to serve on the Policy Review Committee for designated periods of time for the purpose of assisting the Policy Review Committee. The Policy Review Committee will be responsible for advising the School Board and the Superintendent concerning the need to amend, adopt, repeal, and/or merge by-laws, policies and applicable regulations.		Dan Edwards Trenace Riggs Carolyn Rye
C4.	<b>Building Utilization:</b> The Building Utilization Committee (BUC) annually reviews enrollment projections and impact on optimal building utilization. Three School Board Members shall be assigned to the BUC. The Superintendent may assign appropriate staff members to assist the BUC in its review. At its discretion, the BUC may invite input from PTAs or other community groups directly impacted by any recommendation from the BUC.		Laura Hughes Carolyn Rye Carolyn Weems
C5.	<b>Student Discipline:</b> The Chairman shall appoint three Committees of the School Board to hear student discipline cases as needed. Each Committee shall consist of three (3) voting School Board Members and one (1) nonvoting school counselor. Each Member of a Committee, excluding the school counselor, has authority to make motions and vote on that Committee. Each Committee shall meet to determine cases dealing with expulsions and long-term suspensions as set forth in School Board policy or regulation. A unanimous decision of a Committee consisting of three School Board Members regarding long-term suspensions and expulsions is final. If a Committee’s decision is not unanimous, or if the decision is made by a Committee of less than three (3) School Board Members, the decision of the Committee may be appealed to the full School Board.	<b>Committee I</b> (2 <sup>nd</sup> & 4 <sup>th</sup> Mon) 3:00 PM	Sharon Felton Laura Hughes Jessica Owens
		<b>Committee II</b> (2 <sup>nd</sup> & 4 <sup>th</sup> Tues) 8:30 AM	Dan Edwards Vicki Manning Carolyn Weems
		<b>Committee III</b> (1 <sup>st</sup> & 3 <sup>rd</sup> Wed) 3:00 PM	Dottie Holtz Trenace Riggs Carolyn Rye
D. JOINT STANDING SCHOOL BOARD AND CITY COUNCIL COMMITTEES/BOARDS			
D1.	<b>CIP/Modernization Review Committee:</b> The School Board Chair will appoint and the School Board will approve two School Board members and one alternate to serve on the Committee. The School Board Chair will appoint the Committee Chair. *=Designated chair		Dan Edwards* Vicki Manning Dottie Holtz (alt.)

<b>BYLAW 1-28 Committees, Organizations and Board – School Board Member Assignments</b>		<b>FY2020 Assignments</b>
<b>E. OTHER SCHOOL BOARD AD HOC COMMITTEES AS NEEDED</b>		
E1.	<b>School Site Selection:</b> The School Site Selection Committee is an Ad Hoc School Board Committee that is appointed as needed to assist the School Board in considering proposals for new school sites.	As needed
E2.	<b>An Achievable Dream Academy:</b> Established May 22, 2018 to determine the future of An Achievable Dream Academy to include four School Board members; with the School Board Chair serving in an ex-officio capacity; along with Administrators and Community members as deemed appropriate; with the committee chaired by a School Board member to be determined by the committee; and the committee's findings and recommendations to be presented to the School Board in December 2018.	Dan Edwards Sharon Felton Carolyn Rye <del>Carolyn Weems</del> (resigned) Bev Anderson (replacement)
<b>F. SCHOOL DIVISION STANDING COMMITTEES WITH SCHOOL BOARD MEMBER LIAISONS</b>		
F1a	<b>Equity Council:</b> The Equity Council addresses issues related to diverse populations and how the organizational climate contributes to fostering: greater student achievement; effective communication across all levels and with the greater community; honoring and listening to all voices; providing focused opportunities discussion, feedback, input and support to the implementation of Compass to 2020 and future School Board goals; reporting on all aspects of diversity and equity with a special focus on students of color; resources and support to further the work educational equity within the School Division. The Superintendent will designate a staff member to serve as the Chair of the Equity Council. No more than two (2) School Board Members will be assigned as liaisons to the Equity Council.	Sharon Felton Jessica Owens Kim Melnyk (alt.)
<b>G. OUTSIDE COMMITTEES</b>		
G1.	<b>ACCESS College Foundation:</b> Privately funded academic scholarship counseling for high school students. School Board Chairman or designee serves as ex officio member.	Change in ACCESS bylaws abolished role of School Board representatives thereby eliminating need for appointment
G2.	<b>Governor's School for the Arts:</b> Programs in dance, vocal and instrumental music, performing arts, theatre, and visual arts for talented and motivated students who want to develop their potential in the arts to a high degree	Kim Melnyk Bev Anderson (alt.)
G3.	<b>Mayor's Committee for Persons with Disabilities:</b> On behalf of all people with disabilities, and in an advisory capacity to the Mayor, our mission is to raise the awareness of the Mayor, City Council, City Administration and the community at-large of the needs of persons with disabilities. We assist in formulating solutions to meet those needs, and provide advice on issues involving compliance with state and national legislation addressing their needs.	Dottie Holtz Trenace Riggs (alt.)
G4.	<b>Southeastern Cooperative Educational Programs (SECEP):</b> Provides a formal structure through which eight local school systems can plan and operate programs for alternative education and children with special needs	Kim Melnyk Bev Anderson (alt.)
G5.	<b>Virginia School Boards Association (VSBA) Voting Delegate at Annual Convention held in November in Williamsburg, VA:</b> NOTE: Any Board member who serves on the VSBA Board of Directors cannot be a voting delegate.	Sharon Felton Dottie Holtz (alt.)
G6.	<b>Hampton Roads Educational Telecommunications Association (HRETA) WHRO Educational Advisory Committee</b>	Dottie Holtz Trenace Riggs (alt.)
G7.	<b>Sister Cities Association of Virginia Beach</b>	Trenace Riggs Bev Anderson (alt.)
G8.	<b>Deferred Compensation Board</b>	Dan Edwards
G9.	<b>Virginia Beach Human Rights Commission</b>	Dottie Holtz Jessica Owens (alt.)



POLICY 7-21 Citizens' Advisory Committees		FY2020 Assignments
<p align="center"><b>SCHOOL BOARD LIAISONS TO CITIZENS' ADVISORY COMMITTEES</b></p> <p>With the exception of the Strategic Plan Committee, the School Board may designate one School Board Member and one School Board Member alternate to serve as the School Board Liaison to a Citizens' Advisory Committee. Such liaison will not have voting rights on the committee and will not have the authority to bind the School Board regarding any matter related to the committee. The School Board Chair will appoint and the School Board will approve two (2) School Board Members to serve on the Strategic Plan Committee. As required by law, all the Citizens' Advisory Committees will report to the School Board through the Superintendent.</p>		
B1.	<b>Special Education Advisory Committee</b>	Carolyn Weems Jessica Owens (alt.)
B2.	<b>General Advisory Council for Technical and Career Education</b>	Sharon Felton Carolyn Weems (alt.)
B3.	<b>Community Advisory Committee for Gifted Education</b>	Carolyn Rye Laura Hughes (alt.)
B4.	<b>Interagency Adult Basic Education Advisory Committee</b>	Vicki Manning Laura Hughes (alt.)
B5.	<b>School Health Advisory Committee</b>	Carolyn Weems Vicki Manning (alt.)
B6.	<b>Strategic Plan Committee</b> (as recommended by the Superintendent pursuant to Policy 7-21, B6) <i>[Committee work complete July 2019]</i>	

TASK FORCES		
<p>At the request of the Superintendent, Board members were assigned to serve as liaisons to current administrative working groups upon Board approval on September 1, 2015. The role is to serve as a non-voting member commissioned as a go-between between the group and the full Board, and to answer any questions Board members may have during the process for which the task force was established</p>		
	<b>Fiber Networking Task Force</b>	Sunset status
	<b>Green Run Charter Board Task Force</b>	Jessica Owens Kim Melnyk (alt.)



Subject: Schedule of School Board Meetings FY20: July 2019 Adjustment Item Number: 11B

Section: Consent Date: June 25, 2019

Senior Staff: N/A

Prepared by: Dianne P. Alexander, School Board Clerk

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

**Recommendation:**

That the School Board approve the removal of July 23, 2019 from their previously approved Schedule of Meetings for the period ending June 30, 2020.

- Informal meetings generally convene at 4 p.m. subject to the volume of business to be transacted
- School Board Recess at 5:30 p.m.
- Formal Meeting Called to Order at 6:00 p.m.

Balance of SY2018-19 Schedule of Meetings as amended January 23, 2018	SY2019-20 Schedule of Meetings
January 8 & 22 <span style="float: right;">2019</span> January 22 Retreat	July 8/9 Retreat & Abridged Regular Meeting <del>8-23</del> <span style="float: right;">2019</span>
<b>February 5 Special Meeting</b> for presentation of the Superintendent's Estimate of Needs FY2019/20 and Proposed Capital Improvement Program (CIP) FY2019/20 through FY2024/25 February 12 & 26 <span style="float: right;">February 19*</span>	August 13 & 27
<b>March 5* Special Meeting</b> for adoption of the School Operating Budget FY2019/20 and Capital Improvement Program (CIP) FY2019/20 through FY2024/25 March 12 & 26	September 10 & 24
April 9 & 30 (5 <sup>th</sup> Tues) <span style="float: right;">4/22-26 = Spring Break</span>	October 8 & 22
May 14 & 28	November 12 & 26
June 10 (Mon) & 25 <span style="float: right;">[Graduations June 11-15]</span>	December 10
	January 14 & 28 <span style="float: right;">2020</span>
	<b>February 4 Special Meeting</b> for presentation of the Superintendent's Estimate of Needs FY2020/21 and Proposed Capital Improvement Program (CIP) FY2020/21 through FY2025/26 February 11 & 25 <span style="float: right;">February 18*</span>
	<b>March 3* Special Meeting</b> for adoption of the School Operating Budget FY2020/21 and Capital Improvement Program (CIP) FY2020/21 through FY2025/26 March 10 & 24
	April 7 & 28 <span style="float: right;">4/13-17 = Spring Break</span>
	May 12 & 26
	June 8 (Mon) & 23 <span style="float: right;">[Graduations June 9-13]</span>
* Budget/CIP Workshop	* Budget/CIP Workshop

**Background Summary:**

**Source:**

Bylaw 1-38 Regular Meetings, Time and Place, Order of Business, Recessed Meetings, and Work Session/Public Hearing

**Budget Impact:**

N/A





**Subject:** Legal Services Cooperative Agreement for FY20 **Item Number:** 11C

**Section:** Consent **Date:** June 25, 2019

**Senior Staff:** Kamala H. Lannetti, Deputy City Attorney

**Prepared by:** Kamala H. Lannetti, Deputy City Attorney

**Presenter(s):** Kamala H. Lannetti, Deputy City Attorney

**Recommendation:**

That the School Board approves the Cooperative Agreement for Legal Services for FY20.

**Background Summary:**

The School Board and the City Council have had a Cooperative Agreement for Legal Services since FY96. This agreement is not a contract but a working agreement between the two elected bodies to share in legal resources provided by the City Attorney's Office. For FY20, the City Attorney will provide three attorneys, one paralegal, and one office assistant to serve full time providing legal services in house and will draw off the remaining attorneys and staff members to provide additional in house legal services to the School Board as needed. The cost for providing services under the Cooperative Agreement is \$633,026.53 which includes salaries, benefits, professional organizations dues, office supplies, and office equipment for a new office assistant to be hired after July 1, 2019. The average cost per legal service hour under the FY20 Cooperative Agreement will be \$110.

**Source:**

Virginia Code §22.1-82, as amended and School Board Bylaw 1-5, as amended.

**Budget Impact:**

\$633,026.53

**COOPERATIVE AGREEMENT BETWEEN THE CITY COUNCIL  
AND THE SCHOOL BOARD OF THE CITY OF VIRGINIA BEACH  
PERTAINING TO LEGAL SERVICES TO BE PROVIDED TO THE  
SCHOOL BOARD AND SCHOOL ADMINISTRATION BY THE  
OFFICE OF THE CITY ATTORNEY IN FISCAL YEAR 2020**

**Factual Background:**

1.     **City Charter Authority.** Chapter 9 of the Charter of the City of Virginia Beach, Virginia (“City Charter”) provides that the City Attorney shall be the chief legal advisor of the City Council, the City Manager, and all departments, boards, commissions and agencies of the City in all matters affecting the interests of the City, and that he shall have such powers and duties as may be assigned by the City Council.

2.     **Appointment of City Attorney.** The City Charter also provides that the City Attorney is appointed by the City Council and serves at its pleasure.

3.     **School Board Authority.** The School Board is established by the Virginia Constitution, the City Charter, and provisions of general law, and is a body corporate vested with all of the powers and duties of local school boards conferred by law, including the right to contract and be contracted with, to sue and be sued, and to purchase, take, hold, lease, and convey school property both real and personal.

4.     **School Board Authority to Hire Legal Counsel.** The School Board is authorized by Section 22.1-82 of the Code of Virginia (1950), as amended, to employ counsel to advise it, and to pay for such advice out of funds appropriated to the School Board.

5.     **Recognized Reasons to Share Legal Services.** Both the City Council and the School Board have recognized that the reasons for sharing services of the City Attorney’s Office include potential savings to taxpayers, expertise of the City Attorney’s Office in City Council and School Board matters, institutional memory, and the ability of the City Attorney’s Office to

provide a wide range of legal services to the School Board based on the expertise of the attorneys in numerous specialized areas of the law.

6. **Professional Judgment of City Attorney.** The Virginia Rules of Professional Conduct for the Legal Profession require the independent professional judgment of the Office of the City Attorney on behalf of its clients.

7. **Potential Ethical Conflicts.** The City Council and the School Board recognize that the potential for conflicting interests between the City Council and School Board may arise and that, in such cases, the City Attorney must refrain from representation of interests which may conflict.

8. **Identification of Conflicts.** The City Council and the School Board also recognize that they must work together and with the City Attorney to identify any real or perceived potential for conflict at the earliest possible time, advise each other and the City Attorney of any such conflict as soon as it arises so as not to compromise the interests of the City Council or the School Board, and assist the City Attorney in avoiding any violation or appearance of violation of the Code of Professional Responsibility.

9. **Continuation of Services.** The City Council and the School Board further recognize that it remains in the best interest of the taxpayers of the City for the School Board to continue to use the legal services of the Office of the City Attorney to the extent that no real or perceived conflict is present, and to the extent the City Attorney is budgeted and staffed to handle assigned legal business of the School Board.

**Objectives:**

The objective of this Cooperative Agreement is to define the scope and nature of the relationship between the City Attorney's Office and the School Board, to provide for the delivery

of designated legal services to the School Board, and to avoid any real or perceived conflict in the delivery of those services.

**Agreement:**

NOW, THEREFORE, the City Council and the School Board hereby agree as follows:

1. **Legal Staffing.** The Office of the City Attorney will provide the following staffing during FY 2020 to serve as in house counsel under this Agreement. The services to be provided as follows:

A. The City Attorney will assign three attorneys on-site at the School Administration Building for provision of legal services to the School Board and the School Administration. As determined by the City Attorney, the attorneys will devote substantially all of their time to the provision of legal services to the School Board and School Administration. For the term of this Agreement, those attorneys will be Kamala H. Lannetti, Deputy City Attorney, and Dannielle Hall-McIvor, Associate City Attorney, and Matthew R. Simmons, Associate City Attorney. The City Attorney reserves the right to reassign attorneys to meet the legal needs of the School Board and School Administration in accordance paragraph 1D.

B. The City Attorney will dedicate one paralegal, Anna Cleveland, and one office assistant, to be hired after July 1, 2019, on-site at the School Administration Building who will devote substantially all of his/her time to the support of legal services to the School Board and School Administration.

C. The City Attorney will be provide legal assistance from the other attorneys and staff members in the Office based upon their various areas of expertise with school-related legal issues, student services, real estate matters, human resources

and employee benefits matters, contracts, general administrative and procedural issues, litigation, and other legal matters. Attorneys assigned to handle School Board matters will remain on-call to handle legal matters throughout the week. The City Attorney's Office will endeavor to handle as many legal matters in-house as it is capable of handling subject to the provisions of this Agreement.

**D. During the term of this Agreement, and subject to reassignment in the judgment of the City Attorney, the selection of the assigned attorneys shall be mutually agreed upon by the City Attorney and the School Board. Additionally, if a majority of the Members of the School Board expresses dissatisfaction with the legal services provided by the assigned attorney, or by any other attorney providing services to the School Board, the City Attorney will meet with the School Board to discuss and evaluate its concerns. Furthermore, if the School Board and the City Attorney agree that the most reasonable way to address the School Board's concerns is to assign another attorney or other attorneys to represent the School Board, the City Attorney will use his best efforts to make such an assignment(s) as soon as possible.**

2. **Communication and Reports.** Throughout the term of this Agreement, the Office of the City Attorney will maintain an open line of communication with the School Board and the Division Superintendent, and will keep each apprised, on a regular basis, of the status of all legal matters being handled on behalf of the School Board and School Administration; provided, however, that the Office of the City Attorney shall not communicate with the Superintendent concerning those matters being handled on a confidential basis for the School Board or for individual School Board Members in accordance with applicable School Board policies and applicable provisions of the Superintendent's contract. Additionally, the Office of the City Attorney will provide the Superintendent and the School Board an annual report of the legal services and attorney hours provided pursuant to this Agreement and, upon request of the School Board, the School Board Chairman, or the Superintendent, will identify the amount of attorney hours expended in response to inquiries from individual School Board Members.

3. **Management of Legal Affairs.** The City Council and the School Board recognize

and understand that the School Board shall be responsible for the management of its legal matters; that, to the extent contemplated by this Agreement, the City Attorney shall be designated as the chief legal advisor of the School Board and the School Administration, and shall assist the School Board and School Administration in the management of the School Board's legal matters; and that the City Attorney or his designee shall report to the School Board concerning those matters he has been assigned by the School Board to manage and/or handle on its behalf.

4. **Ethical Conflicts Concerning Representation of Parties.** The City Council and the School Board recognize the potential for real or perceived conflicts in the provision of legal services by the City Attorney, and agree to be vigilant in advising the City Attorney of such issues as they arise. Additionally, the City Council and the School Board understand that in such cases, the City Attorney will refrain from participation on behalf of the School Board but, to the extent ethically permissible in accordance with the Rules and Procedures of the Virginia State Bar, will continue representation of the City Council.

5. **Ability to Provide Legal Services.** The City Council and the School Board further recognize that the ability of the City Attorney's Office to provide legal services to the School Board is limited by the attorney hours allocated pursuant to this Agreement, the other provisions of this Agreement, and ethical constraints as they may arise.

6. **Nature of Agreement.** The parties agree that this Cooperative Agreement is not a contract to be enforced by either party but is rather an agreement setting forth the understanding of the parties regarding the parameters within which the Office of the City Attorney will provide legal services to the School Board and School Administration.

7. **Payment for Services.** The City shall forward to the School Board IDT requests in the amount of \$633,026.53 from its FY 2020 Operating Budget to the FY 2020 Operating

Budget of the Office of the City Attorney to fund the annual salaries, benefits, organizational dues, and certain administrative costs of attorneys and staff members assigned to handle matters under this Agreement. IDT requests of 50% of the total shall be made by the City and funds transferred by the School Board on or about September first and February first.

8. **Term and Termination of Agreement.** This Cooperative Agreement shall commence with the fiscal year of the parties which begins July 1, 2019 and ends June 30, 2020, and may be revised, as necessary, and renewed each fiscal year thereafter; provided, however, that each party shall give the other party notice of any intention to revise or not to renew the Agreement within one hundred twenty (120) days of the date of expiration of this Agreement, or any renewal hereof, in order that the other party will have the opportunity to make appropriate budget and staffing adjustments.



The parties hereby agree to the terms set forth above.

**SCHOOL BOARD OF THE CITY OF  
VIRGINIA BEACH**

By: \_\_\_\_\_  
Beverly M. Anderson, Chairwoman

School Board of the City of Virginia Beach:

This Cooperative Agreement was approved by majority vote of the School Board of the City of Virginia Beach, Virginia on \_\_\_\_\_, 2019.

By: \_\_\_\_\_  
School Board Clerk

**CITY COUNCIL OF THE CITY OF  
VIRGINIA BEACH**

By: \_\_\_\_\_  
Robert Dyer, Mayor

City Council of the City of Virginia Beach:

This Cooperative Agreement was approved by majority vote of the City Council of the City of Virginia Beach, Virginia on \_\_\_\_\_, 2019.

By: \_\_\_\_\_  
City Clerk



Subject: Policy Review Committee Recommendations Item Number: 11D1-9

Section: Consent Date: June 25, 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 receive for Consent Policy Review Committee (PRC) recommendations regarding review, amendment and/ repeal of certain policies as reviewed by the committee at their May 16, 2019 meeting.

**Background Summary:**

1. Bylaw 1-5/Legal Counsel

*Bylaw updated to include language that ensures that all requests for informal legal opinions will be made in writing and shared with all School Board Members. Language also ensures that all legal advice regarding the informal legal opinion will be provided to all School Board members*

2. Policy 4-48/Leave of Absence for Employee and professional Organization Presidents

*Policy reviewed and language added to reflect compliance with the Virginia retirement Systems regulations. Additional language added that concerns leave of absence, life insurance benefits and return to work status.*

3. Policy 4-88/Holidays

*Policy reviewed and updated to align employee work calendars with competing school Divisions in the Commonwealth*

4. Policy 5-45/Use of Drugs, Alcohol, Tobacco Products and Nicotine Vapor or Alternative Nicotine Products

*Policy reviewed to ensure language reflected updates made to Regulations 5-45.1 and 5-45.2*

a. Regulation 5-45.1/ Possession/Use/Sale of Alcohol, Drugs, Drug Paraphernalia, Tobacco, Tobacco Products or Nicotine Vapor or Alternative Nicotine Products

*New language added to address possession/use/sale of alternative tobacco products. Regulation was returned to ensure legal sufficiency.*

b. Regulation 5-45.2/ Use of Tobacco, Tobacco Products and Nicotine Vapor or Alternative Nicotine Products

*Language added to include vapor and/or alternative nicotine products and their use on school property. This language includes related discipline outcomes. Regulation was returned to ensure legal sufficiency.*

5. Policy 6-62/Computer Systems

*Policy reviewed and updated to include software, apps, application systems and web resources in the Divisions outline procedures and process for computer systems.*

6. Policy 6-64/Acceptable Use Policy

*Policy reviewed and updated to define computer systems as: all computers, electronic tablets, electronic readers, servers, network devices, telecommunication devices, multifunction devices, printers, scanners, peripheral equipment, local and wide area networks, Internet access, software, apps, application systems, web resources, data and digital content.*

7. Policy 7-18/Community Volunteers

*Policy updated to reflect changes made to community volunteers' section and their respective designations. Policy returned to department for possible merging with Policy 7-19 and 7-20 Policies. 7-19 and 7-20 sent to School Board for repeal.*

8. Policy 7-19/Community Engagement/Volunteers/School Partnerships

*Policy repealed to reflect changes made to community volunteers' section. Policy returned to department for possible merging with Policy 7-19 and 7-20 Policies. 7-19 recommended for repeal.*

9. Policy 7-20Community Engagement/Volunteers/Mentorship Program

*Policy updated to reflect changes made to community members section and their respective designations. Policy returned to department for possible merging with 7-19 and 7-20 Policies. 7-20 recommended for repeal.*

**Source:**

Code of Virginia, 1950, as amended, §22.1-253.12:7 School Board Policies.  
Policy Review Committee Meeting of May 16, 2019

**Budget Impact:**

None

## **SCHOOL BOARD BYLAWS**

### **Legal Counsel**

The School Board will secure legal advice and counsel in accordance with the Code of Virginia as quoted in the legal reference to this Bylaw.

A School Board Member may consult with School Board Legal Counsel at any time. Requests for informal legal opinions will be made in writing and shared with all School Board Members. Legal advice regarding an informal legal opinion will be provided to all School Board Members.

School Board Members may request formal written legal opinions regarding matters related to the School Board and the School Division by providing School Board Legal Counsel and all School Board Members with a written copy of such request. The School Board may discuss the request in closed session and may amend the request. The legal opinion will be provided to all School Board Members and, if not prohibited by the School Board, will be provided to the Superintendent. Waiver of attorney client privilege for legal advice provided to the School Board may only be done after a majority vote of the School Board authorizes such waiver.

A request by a School Board Member for a written personal conflict of interest opinion shall be made directly by the School Board Member to School Board Legal Counsel or the Commonwealth's Attorney in accordance with Bylaw 1-24. Conflict of Interests opinions requested by a School Board Member shall not be shared with the School Board Chairman or any other School Board Member except upon consent of the School Board Member making the request.

School Board Legal Counsel is authorized to act as the School Board's designee in all legal matters and may accept service of process on behalf of the School Board and the Superintendent. After providing information to the School Board regarding probable or pending legal matters and obtaining authorization from the School Board as to how to proceed, School Board Legal Counsel may authorize settlement or other resolution of legal matters.

### **Editor's Notes**

*The School Board has an annual Cooperative Agreement with the City Council for provision of legal services by the City Attorney's Office.*

*For policy regarding employment of outside legal counsel, see Policy 2-59.*

*For service of process, see Bylaw 1-27.*

*For conflict of interest advisory legal opinion, see Bylaw 1-24.*

*For employment of outside counsel and reimbursement of employee legal expenses, see Policy 2-59.*

### **Legal Reference:**

Code of Virginia § 2.2-4301, as amended. Definitions.

Code of Virginia § 2.2-4303, as amended. Methods of procurement.

Code of Virginia § 2.2-4344 (2), as amended, Exemptions from competition for certain transactions.

Code of Virginia § 22.1-82, as amended. Employment of counsel to advise or defend school boards and officials; payment of costs, expenses and liabilities; consent of governing bodies required prior to institution of proceedings.

Code of Virginia § 22.1-83, as amended. Payment of employee's legal fees and expenses, as amended.

Code of Virginia § 22.1-128, as amended. Title to school board real estate.

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

Amended by School Board: August 2, 2016

Amended by School Board: April 24, 2018

Amended by School Board: February 12, 2019

Amended by the School Board: June 25, 2019

APPROVED AS TO  
LEGAL SUFFICIENCY

*Kamala H. Lannetti*

## PERSONNEL

### Leave of Absence for Employee and Professional Organization Presidents

#### A. Duration

Upon written application to the Superintendent, an employee may be granted an unpaid leave of absence to serve as the president of an employee or professional organization. ~~A~~Leave(s) of absence granted pursuant to this Policy shall be limited to a maximum of eight years during an employee's career with the School Division.

- ~~1. One period of leave during an employee's career for service on the local level. Such leave may not exceed four years; and~~
- ~~2. One period of leave during an employee's career for service on the state level or national level or the combination thereof. Such leave may not exceed four years.~~

#### B. Salary and Benefits

1. The professional organization will be responsible for paying the employee directly while the employee is on an unpaid leave of absence from VBCPS. During such leave, an employee will accrue no seniority; however, an employee will receive those salary advancements and benefits afforded to his/her respective employee category during the period of leave provided said salary, group health insurance coverage, retirement and group life insurance is reimbursed by the employee or the organization. Upon request, the School Division will report pertinent salary information to the appropriate professional organization.
2. The employee may not use sick or personal leave already earned, nor will the employee he/she accrue sick, or personal reasons, or annual leave during the period of his/her absence.
3. The employee may be eligible to continue certain benefits in effect for the duration of the leave, pursuant to regulations governing the benefits. Eligible coverage will continue unless the employee elects to cancel coverage while in an unpaid leave status. The employee or professional organization will be responsible for making entire premium payments (both employee and employer portions) for health coverage and continuation of other eligible benefits. This should be done by direct payment to the Consolidated Benefits Office (CBO) in advance of each month. If cancellation of coverage is not elected within 30 days of the start of unpaid leave and subsequent premiums are not submitted, coverage will terminate at the end of the month for which the last premium was paid.
4. The employee may only retain life insurance benefits for a maximum of twenty-four (24) months.
5. Pursuant to Virginia Retirement System (VRS) regulations, employees will not accrue serviceable retirement time during their leave of absence. If the employee returns to a VRS covered position, he/she will be subject to VRS regulations regarding the purchasing of prior

service credit due to his/her leave of absence. The purchase may be paid to VRS by the employee or the professional organization on behalf of the employee.

~~The employee may not access any benefit offered by the School Division not listed herein without specific authorization by the School Board.~~

**C. Return to Work and/or Separation**

1. Prior to the conclusion of the leave of absence, the employee shall notify the Department of Human Resources of his/her intent to return to work as soon as possible.
2. If the employee chooses to return to work, the employee will be assigned to the first available position for which the employee is qualified.
3. An employee who chooses not to return to work at the conclusion of the leave shall be separated from employment. In such cases, any remaining leave balances will be processed in accordance with applicable policies and regulations.

Adopted by School Board: June 16, 1998

Amended by School Board: April 19, 2005

Amended by School Board: October 4, 2016

Amended by School Board: June 25, 2019

APPROVED AS TO  
LEGAL SUFFICIENCY

*Kamala H. Lannetti*

## **PERSONNEL**

### **Holidays**

#### **A. Designated holidays**

Unless otherwise designated in the school calendar as instructional days or used as inclement weather make up days, the following days shall be observed as holidays for all twelve-month employees:

- Independence Day
- Labor Day
- Veterans Day
- Thanksgiving Day
- Day following Thanksgiving Day
- Christmas Eve Day
- Christmas Day
- New Year's Day
- Martin Luther King Day
- Presidents' Day
- Spring Holidays (two days)
- Memorial Day

#### **B. Holidays on weekends or makeup days for holidays**

1. When a paid holiday falls on a Saturday or Sunday, the observed federal and/or state holiday may be observed.
2. The Superintendent shall have the authority to designate a holiday, within the same calendar year, for twelve-month employees when a holiday (listed above) is lost due to make up days because of inclement weather.

#### **C. Office hours on other workdays**

On all other workdays not listed above, the individual schools and the School Board office will be open during published office hours.

#### **D. Eligibility for holiday pay**

In order to be eligible for holiday pay, employees must work and/or be on approved paid leave on the scheduled workday before and after the holiday.



**E. Non-workdays for certain employees**

1. On ~~Non~~non-workdays, ~~for~~ certain employees (bus drivers/assistants, food service employees, interpreters, teacher assistants, clinic assistants and any others designated by the Superintendent or designee) will not report to work on teacher in-service days unless otherwise set forth in the employee's work calendar or if designated as a make-up day for a missed workday.
2. In an effort to continue to attract and retain employees, the School Board authorizes the Superintendent to align employee work calendars with competing school divisions in the Commonwealth.

**Legal Reference:**

Code of Virginia, § 2.2-3300, as amended. Legal holidays.

Adopted by School Board: July 13, 1993 (Effective August 14, 1993)

Amended by School Board: May 17, 1994

Amended by School Board: May 16, 2000

Amended by School Board: June 25, 2019

APPROVED AS TO  
LEGAL SUFFICIENCY

*Kamela H. Lannetti*

## STUDENTS

### Use of Drugs, Alcohol, Tobacco Products and Nicotine Vapor or Alternative Nicotine Products

#### A. Drug-Free Schools

The Superintendent shall establish regulations to promote a drug-free environment in the schools, on school property and vehicles, and at school sponsored events.

#### B. Tobacco Products and Nicotine Vapor or Alternative Nicotine Products

Students are prohibited from smoking, distributing, selling, using or ~~and~~ possessing tobacco products, ~~and~~ nicotine vapor or alternative nicotine products ~~(sometimes referred to as electronic cigarettes)~~ at all times while on School Board owned or leased property, in School Board owned or leased vehicles, in any vehicle parked on School Board owned or leased property, at school-sponsored or school-related activities, and when going to or coming from school. Students in violation of this Regulation will be disciplined in accordance with ~~School Board Regulation 5-45.2 and~~ the School Division's Code of Student Conduct.

#### C. Alcohol and Imitation alcohol products

Students ~~No persons~~ shall not possess, distribute, sell, serve or consume any alcoholic beverages or imitation alcoholic beverage in or upon the grounds of any school, school vehicles, or at school sponsored events ~~or school bus~~ except for religious congregations that have rented school facilities and are using wine for sacramental purposes only.

#### D. Discipline

Students in violation of this Policy, applicable law or regulation or the Code of Student Conduct will be disciplined in accordance with applicable policy or regulation and the Code of Student Conduct. School administrators may refer violations to law enforcement or the court system.

#### Legal Reference:

Code of Virginia § 4.1-309, as amended. Drinking or possession of alcoholic beverages in or on public school grounds; penalty.

Code of Virginia § 16.1-278.9, as amended. Delinquent children; loss of driving privileges for alcohol, firearm and drug offenses; truancy.

Code of Virginia § 18.2-247, as amended. Use of terms "controlled substances," "marijuana," "Schedules I, II, III, IV, V and VI," "imitation controlled substance" and "counterfeit controlled substance" in Title 18.2.

Code of Virginia § 18.2-255, as amended. Distribution of certain drugs to persons under 18 prohibited; penalty.

Code of Virginia § 18.2-255.2, as amended. Prohibiting the sale of drugs on or near certain properties; penalty.

Code of Virginia § 18.2-371.2, as amended. Prohibiting purchase or possession of tobacco products by minors or sale of tobacco products, nicotine vapor products, and alternative nicotine products to minors.

Virginia Board of Education 8 VAC 20-310-10, as amended. Health education program. Code of Virginia § 22.1-206, as amended. Instruction concerning drugs, alcohol and substance abuse.

Code of Virginia § 4-1.309.1, as amended. Possessing or consuming alcoholic beverage while operating a school bus; penalty.

Adopted by School Board: May 18, 1979

Amended by School Board: March 15, 1988

Amended by School Board: April 18, 1989

Amended by School Board: August 21, 1990

Amended by School Board: July 16, 1991

Amended by School Board: June 15, 1993 (Effective August 14, 1993)

Amended by School Board: June 6, 2000

Amended by School Board: August 19, 2014

Amended by School Board: ~~May~~ June 25, 2019

APPROVED AS TO  
LEGAL SUFFICIENCY

*Kamela H. Lannetti*

## STUDENTS

### **Possession/Use/Sale of Alcohol, Drugs, Drug Paraphernalia, Tobacco, Tobacco Products or Nicotine Vapor or Alternative Nicotine Products**

#### **A. Offenses**

##### **1. Possession / Use of Alcohol, Drugs, or Drug Paraphernalia**

Students shall not use, have in their possession, or be under the influence of alcohol, marijuana, drug paraphernalia (defined in § 18.2-265.1 of the Code of Virginia), controlled substances (defined in § 54-1-3400 *et seq.*, of the Code of Virginia), or imitation controlled substances (defined in § 18.2-247(B) of the Code of Virginia), on School Board owned or leased property, at on or offsite school-sponsored or school-related activities, or while going to or coming from school. In accordance with School Board Policy 5-21 and School Board Regulation 5-21.1, students violating this subsection will be recommended for expulsion and will be suspended pending action on the recommendation. A student accused of a first offense under this subsection may, in the principal's discretion, be offered the opportunity to participate in the Substance Abuse Intervention Program.

##### **2. Sale of Alcohol, Drugs, or Drug Paraphernalia**

Students shall not sell, offer to sell, bring, give, distribute, or pass to another individual or possess with intent to sell, give or distribute alcohol, marijuana, drug paraphernalia (defined in § 18.2-265.1 of the Code of Virginia), controlled substances (defined in § 54.1-3400 *et seq.*, of the Code of Virginia), or imitation controlled substances (defined in § 18.2-247(B) and (C) of the Code of Virginia), on School Board owned or leased property, at on or offsite school-sponsored or school-related activities, or while going to or coming from school. Students violating this subsection will be recommended for expulsion and will be suspended pending action on the recommendation, in accordance with School Board Policy 5-21 and School Board Regulation 5-21.1.

##### **3. Possession/Use/Distribution of Medication and Prescription or Non-Prescription Drugs**

So that school authorities will know what medicine a student is taking in case of an emergency, and in order to prevent trafficking in drugs, students shall not possess any non-prescription medication or prescription drugs, even if recommended or prescribed for the student's use. All such items shall be taken to the clinic by the parent(s), legal guardian(s), eligible student or other responsible adult, or to an office designated by the

principal, at the start of the school day for safekeeping. Extenuating circumstances may require special consideration which will be determined by the principal on an individual basis. Non-prescription medication will mean any drug or other substances used in treating diseases, healing, or relieving pain, including, but not limited to, all over-the-counter drugs such as aspirin, acetaminophen, naproxen, ibuprofen, cough syrups, gargles, caffeine pills, homeopathic treatments and the like. Students who violate this subsection will be disciplined, including suspension and expulsion in appropriate situations. When a principal recommends a suspension or expulsion, the student will be suspended pending action on the recommendation. Students authorized to have prescribed medications, prescribed or non-prescribed drugs or homeopathic treatments and who follow procedures for having and using such medications while on School Board owned or leased property, vehicles or attending on or offsite school-sponsored events will not be in violation of this Regulation.

4. Possession/Use/Distribution of Tobacco, Tobacco Products, or Nicotine Vapor or Alternative Nicotine Products ~~-discipline~~Third-Offense

a. Students are prohibited from possessing, ~~selling, trading, or offering to do so.~~ Selling, trading, distributing smoking, and/or using tobacco products, or nicotine vapor or alternative nicotine products ~~(sometimes referred to as electronic cigarettes)~~ at all times while on School Board owned or leased property, in School Board vehicles, in any vehicle parked on School Board property, at on or off site school-sponsored or school-related activities, and when going to or coming from school.

b. The Superintendent or designee will notify the Virginia Beach Police Department when a student under the age of 18 years old ~~(effective July 1, 2019 this age restriction will increase to students under age 21 years old)~~ is disciplined for a tobacco or nicotine related infraction.

c. Discipline for tobacco and nicotine related violations for purposes of determining whether the infraction is a first, second or third offense, infractions related to tobacco, tobacco related products, nicotine vapor or alternative nicotine products will be considered on a school year basis not on a cumulative basis.

d. **First offense-** the student will receive a Level 5 Discipline Action (1-5 days OSS or CHOICES) and a referral to school nurse for ~~health~~ health-related health-related concerns. Student will meet with principal or designee to discuss the infraction and consequences of future infractions. Parents/legal guardians of minor students will be contacted to explain the tobacco and nicotine related prohibitions and consequences for subsequent infractions.

e. **Second offense-** the student will be assigned to the Substance Abuse Intervention Program (SAIP). The student may only attend SAIP once while enrolled in the School Division. Nothing herein shall prevent a student or parent/legal guardian from presenting evidence of alternative

treatment to the Director of Student Leadership, a Hearing Officer or the School Board Discipline Committee for consideration.

f. **Third or more offense** – the student will be referred to the Office of Student Leadership for long-term suspension of up to one year. Students will remain on suspension pending final outcome of the disciplinary recommendation. At the Hearing Officer’s or School Board Disciplinary Committee’s discretion, the student may be allowed to attend an alternative educational placement during the suspension.

~~Students violating this Regulation for the third time will be recommended for long term suspension and, in accordance with School Board Policy 5-21 and School Board Regulation 5-21.1, will be suspended pending action on the recommendation. A student accused of an offense under this subsection may, in the principal’s discretion, be offered the opportunity to participate in the Substance Abuse Intervention Program.~~

## **B. Substance Abuse Intervention Program**

### **1. Eligibility for Program**

Any student accused of violating Section A(1) of this Regulation while enrolled in the School Division shall be recommended for expulsion and a student accused of violating Section A(4) of this Regulation for the ~~third~~ second time shall be recommended for long-term suspension of up to one year. At the principal’s discretion, ~~A principal may offer~~ a student in violation of Section A(1) for the first time ~~or Section A(4) for the third time~~ may be offered the opportunity to participate in the School Division’s Substance Abuse Intervention Program in lieu of expulsion or long-term suspension, in which case the recommendation for expulsion/long-term suspension will be held in abeyance for one (1) calendar year (the “Probation Period”), provided the student does not engage in other infractions of school disciplinary rules or criminal activity, and maintains satisfactory attendance and academic performance.

In order to be eligible for the School Division’s Substance Abuse Intervention Program, the minor student and his/her parent(s) or legal guardian(s) or the eligible student must sign a contract (“Contract”) with the School Division and fulfill the terms of the Contract.

Prior to offering the Contract, the principal will meet with the student. At the meeting, the minor student and his/her parent(s) or legal guardian(s) or the eligible student will be given written notice of the charges against the student. If the student denies the charges, the principal will give an explanation of the evidence and the student will have an opportunity to present his/her side of the incident.

If the minor student and parent(s) or legal guardian(s) or the eligible student do not agree to the Contract at the initial meeting with the principal, the principal shall suspend the student and continue with the recommendation for expulsion or long-term suspension, depending upon the offense. Nothing herein shall prevent parents and students from presenting an alternative treatment program to the Hearing Officer or School Board Discipline Committee.

In determining whether to refer a student to the Substance Abuse Intervention Program, the principal shall consider a student's past disciplinary record, attendance record, academic performance and the severity of the infraction.

A principal shall suspend a student and recommend his/her expulsion for a second offense under Section A (1) of this Regulation or for a first offense under Section A (2) of this Regulation.

## 2. Requirements of SAIP Program

In order to attend the School Division's Substance Abuse Intervention Program, the minor students and his/her parent~~(s)~~<sup>(s)</sup>/or/legal guardian~~(s)~~<sup>(s)</sup> or the eligible student must sign a Contract which shall contain, but is not limited to, the following terms and requirements:

- a. The minor student and his/her parent~~(s)~~<sup>(s)</sup>/or/legal guardian~~(s)~~<sup>(s)</sup> or the eligible student acknowledge they have reviewed the charges and the evidence of the principal and following that review desire that the student enter the Substance Abuse Intervention Program.
- b. The minor student and his/her parent~~(s)~~<sup>(s)</sup>/or/legal guardian~~(s)~~<sup>(s)</sup> or the eligible student understand that if they do not participate in this program they have the right to a review by the Superintendent, or his designee, a hearing before a Hearing Officer or a School Board Discipline Committee, and an appeal to the School Board on the recommendation for expulsion, as provided under § 22.1-277 of the Code of Virginia (1950), as amended, and School Board Policy 5-21.
- c. The minor student and parent(s) or legal guardian(s) or the eligible student agree that the student will complete the substance abuse assessment. All costs for the substance abuse assessment are solely the responsibility of the eligible student, parent~~(s)~~<sup>(s)</sup> and/or legal guardian~~(s)~~<sup>(s)</sup> of the minor student.
- d. The parent~~(s)~~<sup>(s)</sup>/or/legal guardian~~(s)~~<sup>(s)</sup> of a minor student will attend and participate in the parent portion of the program.



- e. The student agrees to participate in the aftercare support group meetings and activities as recommended by the assessment.
- f. The minor student's parent(s) or legal guardian(s) or eligible student agrees to meet with the Substance Abuse Intervention Program staff to discuss counseling/aftercare support as recommended in the assessment.
- ~~g. The recommendation for expulsion or long term suspension will be held in abeyance for a period of one (1) calendar year (the Probationary Period) with the student on strict probation as defined in the Contract, which shall be violated if the student commits any other significant disciplinary infraction or criminal offense.~~
- ~~h.g.~~ The minor student's parent(s) or legal guardian(s) or the eligible student agree that the student will be subject to random drug or alcohol tests during the one (1) calendar year Probationary Period as required by the assessment. Such tests will be done at private facilities by the eligible student or the parent/legal guardian of the minor student. All costs of this testing are solely the responsibility of the eligible adult student, parent/(s)-and/or legal guardian(s) of the minor student.
- ~~i.h.~~ After the successful completion of the Substance Abuse Intervention Program and the passage of one (1) calendar year, in accordance with the terms of the Contract, the recommendation for expulsion or long term suspension will expire. A record of successful completion of the program shall be made a part of the student's record.
- ~~j.i.~~ The minor student and his/her parent/~~(s)~~ or ~~legal guardian(s)~~ or the eligible student agree that upon the failure to complete the requirements of this Contract, the student will be suspended and recommended for expulsion or long-term suspension from the School Division in accordance with this Regulation. At that time the student will be given a review of the principals' recommendation by the Superintendent or ~~his~~ designee, a hearing before a Hearing Officer, a School Board Discipline Committee and the right to an appeal to the School Board under § 22.1-277 of the Code of Virginia and School Board Policy 5-21.
- ~~k.j.~~ In the event the student fails to complete the Substance Abuse Intervention Program, evidence of the student's participation and failure to complete the Substance Abuse Intervention Program may be presented during review by the Superintendent or his designee, at a hearing before a Hearing Officer or the School Board Discipline Committee and at

any subsequent appeal before the School Board under § 22.1-277 of the Code of Virginia and School Board Policy 5-21.

### **C. Voluntary Disclosure of a Substance Abuse Problem**

Any student who voluntarily admits, in the absence of reasonable suspicion or other conduct which alone would subject the student to discipline, that he/she has a substance abuse problem shall not be disciplined in accordance with this Regulation. Such student shall be permitted to remain in school as long as the student demonstrates a continuing effort to remain drug/alcohol-free and participates in an approved substance abuse or counseling program and by complying with School Board Policies and Regulations, and may participate in the School Division's Substance Abuse Intervention Program (if the student has not already participated) on a voluntary basis.

Costs associated with a substance abuse counseling program, including assessment, follow-up treatment, and alcohol and drug testing, under this section, are solely the responsibility of the eligible student, or parent(s) and/or legal guardian(s) of the minor student.

### **D. Readmission to School Division Following Expulsion**

A student who has been expelled from the School Division under this Regulation may seek readmission after one (1) calendar year from the date of expulsion. A student seeking readmission must provide documentation from an approved substance abuse counselor that the student has successfully completed a substance abuse counseling program or is actively enrolled in a substance abuse counseling program. Further, the student must present evidence of a negative drug/alcohol screening conducted no more than fifteen (15) days prior to the hearing for readmission.

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

*For student medication guidelines see the School Division's Health Services Manual.  
For discipline of students with disabilities see School Board Policy 5-21, paragraph I and School Board Regulation 5-21.3.*

### **Legal Reference:**

Code of Virginia § 4.1-309, as amended. Drinking or possessing alcoholic beverages in or on public school grounds; penalty.

Code of Virginia § 16.1-278.9, as amended. Delinquent children; loss of driving privileges for alcohol, firearm and drug offenses; truancy.

Code of Virginia § 18.2-247, as amended. Use of terms "controlled substances," "marijuana," "Schedules I, II, III, IV, V and VI," "imitation controlled substance" and "counterfeit controlled substance" in Title 18.2.

Code of Virginia § 18.2-255, as amended. Distribution of certain drugs to persons under 18 prohibited; penalty.

Code of Virginia § 18.2-255.2, as amended. Prohibiting the sale or manufacture of drugs on or near certain properties; penalty.

Code of Virginia § 18.2-265.1., as amended. Definition.

Code of Virginia § 18.2-371.2, as amended. Prohibiting purchase or possession of tobacco product, nicotine vapor products, and alternative nicotine products, by a person under 21 year of age ~~s-by minors~~ or sale of tobacco products, nicotine vapor products, and alternative nicotine products to a person under 21 years of age ~~minors~~.

Code of Virginia § 22.1-79.5, as amended. Policy regarding tobacco and nicotine vapor products.

Code of Virginia § 22.1-277, as amended. Suspensions and expulsions of pupils generally.

Code of Virginia § 22.1-277.08, as amended. Expulsion of students for certain drug offenses.

Code of Virginia § 54-1-3401, *et seq.*, as amended. Definitions.

Virginia Board of Education Regulation 8 VAC 20-310-10-, as amended. Health education program.

Code of Virginia § 22.1-206, as amended. Instruction concerning drugs, alcohol and substance abuse.

Code of Virginia § 22.1-277.08, as amended. Expulsion of students for certain drug offenses.

#### **Related Links:**

School Board Policy 5-21  
School Board Regulation 5-21.1  
School Board Regulation 5-21.3  
Substance Abuse Intervention Program Contract  
Tobacco Education Program Contract

Approved by Superintendent: July 16, 1991  
Revised by Superintendent: August 18, 1992  
Revised by Superintendent: September 21, 1993 (Effective August 14, 1993)  
Revised by Superintendent: January 21, 1997  
Approved by School Board: September 16, 1997  
Amended by School Board: December 1, 1998  
Amended by School Board: June 6, 2000  
Amended by School Board: April 4, 2006  
Revised by Superintendent: May 5, 2009  
Amended by School Board: August 19, 2014

Amended by School Board: June 25, 2019

APPROVED AS TO  
LEGAL SUFFICIENCY

*Kanaka H. Lannetti*

## STUDENTS

### Use of Tobacco, Tobacco Products and Nicotine Vapor or Alternative Nicotine Products

~~Students are prohibited from possessing, smoking and/or using tobacco products or nicotine vapor or alternative nicotine vapor products (sometimes referred to as electronic cigarettes) at all times while on School Board owned property, in School Board owned vehicles, in any vehicle parked on School Board property, at school sponsored or school related activities, or while going to or coming home from school. Students who are in violation of this Regulation will be disciplined as set forth below:~~

#### ~~A.—First Offense~~

~~The student will be given one day in school suspension and referral to school nurse for health related concerns. Student will meets with principal or designee to talk about what has happened and what will happen if there is a second offense. Parent/legal guardian of minor student will be contacted to explain the tobacco prohibitions and the consequences for subsequent offenses.~~

#### ~~B.—Second Offense~~

~~The student will be given five days out of school suspension.~~

#### ~~C.—Third Offense~~

~~The student will be referred to the Office of Student Leadership for long term suspension of up to one year in accordance with provisions of School Board Regulation 5-21.1 and will be suspended pending the outcome of the recommendation. The principal may refer the student to the Substance Abuse Intervention Program (SAIP) in lieu of the long term suspension as provided in School Board Regulation 5-45.1.~~

#### ~~D.—Fourth Offense~~

~~The student will be referred to the Office of Student Leadership for long term suspension of up to one year in accordance with the provisions of School Board Regulation 5.21.1 and will be suspended pending the outcome of the recommendation. The Superintendent or designee will notify the Virginia Beach Police Department when a student less than 18 years of age is suspended for a tobacco related offense.~~

### Related Links:

School Board [Regulation 5.21.1](#)

School Board [Regulation 5-45.1](#)

~~Approved by Superintendent: July 16, 1991~~

~~Revised by Superintendent: January 19, 1993 (Effective July 1, 1993)~~

~~Revised by Superintendent: September 21, 1993 (Effective August 14, 1993)~~

~~Amended by School Board: June 6, 2000~~

~~Amended by School Board: August 19, 2014~~

Repealed by School Board: June 25, 2019

APPROVED AS TO  
LEGAL SUFFICIENCY

*Kamala H. Lennetti*

## INSTRUCTION

### Computer Systems

#### A. General

This ~~P~~olicy is to outline processes and procedures for the use of the School Division computer systems. This ~~P~~olicy shall apply to all persons including Virginia Beach City Public Schools students, employees and non-employees who use these systems.

Computer systems include, but are not limited to, all computers, electronic tablets, electronic readers, servers, network devices, telecommunication devices, multifunction devices, printers, scanners, peripheral equipment ~~software~~, local and wide area networks, Internet access, software, apps, application systems, web resources, data and digital content.

#### B. Standards

The Department of Technology shall establish the standards and specifications for all computer equipment, software, and computing services. All persons using School Division computer systems shall adhere to these standards and specifications.

#### C. Maintenance

Maintenance of technology equipment and software requires compliance with the standards and specifications established by the Department of Technology.

#### D. Property of the School Board ~~Division~~

All computer systems are the property of the School Board and shall be reasonably protected against theft, damage, unauthorized access or use, tampering, and environmental hazards.

#### E. Data Security

Data security and integrity are the responsibility of individuals who have access to the information. The School Division will comply with applicable state and federal law.

#### F. License Requirements

Computer data, programs, and related information shall be in compliance with the applicable legal, licensing, and regulatory agency requirements. The School Board policies and regulations prohibit unauthorized copying or use of software.

#### **G. Supervisory Responsibility**

Each department head is responsible for monitoring compliance with acceptable use policies for all assigned personnel.

Each principal is responsible for monitoring compliance with acceptable use policies for all assigned personnel and students.

Each principal or department head is also responsible for planning employee training on the effective use of computer systems in the performance of work responsibilities.

#### **~~H. Acceptable Use Policy~~**

~~Use of the School Division computer systems is governed by School Board Policy 6-64(Acceptable Use Policy).~~

#### ***Editor's Notes***

*See School Board Policy 6-64: Acceptable Use Policy*

*See School Board Regulation 6-64.1: Acceptable Use of Computer Systems*

#### **Legal References:**

Code of Virginia §2.2-3700, *et seq.*, as amended. Virginia Freedom of Information Act.

Code of Virginia § 2.2-3800, *et seq.*, as amended. Government Data Collection and Dissemination Practices Act.

Family Educational Rights and Privacy Act, 20 U.S.C. §1232g, 34 C.F.R. Part 99, as amended.

Approved by School Board: January 4, 2000

Amended by School Board: August 5, 2003

Amended by School Board: June 6, 2006

Amended by School Board: June 18, 2013

Amended by School Board: June 25, 2019

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*Kamala H. Lannetti*



## INSTRUCTION

### Acceptable Use Policy

The School Board provides computer systems (as defined in School Board Policy 6-62) to promote educational excellence, resource sharing, innovative instruction and communication and to prepare students to live, collaborate and work in the 21st century. Computer systems include, but are not limited to, all computers, electronic tablets, electronic readers, servers, network devices, telecommunication devices, multifunction devices, printers, scanners, peripheral equipment, local and wide area networks, Internet access, software, apps, application systems, web resources, data and digital content. Misuse of computer systems may result in disciplinary and/or legal action. The computer systems shall not be used to conduct illegal activities, or to send, receive, view or download illegal materials.

Use of the School Division computer systems during school and professional hours must be:

1. in support of education and/or research; or
2. for school business; and
3. in support of the mission of the Virginia Beach City Public Schools; and
4. in accordance with all School Board policies and regulations.

Access to the School Division computer systems is granted as a privilege, not a right. The Superintendent shall establish regulations containing the appropriate uses of, ethics and protocol for computer systems. These regulations shall include some measure for preventing students from accessing information that the School Division determines to be harmful or inappropriate to students. All computer systems users, School Board employees, non-employees, and students must comply with the requirements defined in School Board Regulation 6-64.1 Acceptable Use of Computer Systems.

Any School Board employee, non-employee, or student who fails to comply with the terms of this Policy or the regulations developed by the Superintendent may lose computer systems privileges. Employees may also be disciplined by the Superintendent up to and including termination depending upon the nature of the violation of this Policy or the implementing regulations, and students may be disciplined in accordance with the Code of Student Conduct or other School Board policies and regulations governing student discipline. Employees, non-employees, and students may also be the subject of appropriate legal action for violation of this Policy or implementing regulations.

Use of the School Division computer systems must be in accordance with the parameters stated in this Policy and the implementing regulation. Therefore, school officials reserve the right to review computer systems use at any time to determine if such use meets the criteria set forth in School Board policies and regulations. Accordingly, employees, non-employees, and students have no right

of privacy and should have no expectation of privacy in materials sent, received or stored in School Division computers systems. The Superintendent or designee shall notify employees, non-employees, and students of the terms of this Ppolicy and any regulations promulgated hereunder.

The School Board shall not be responsible for any information that may be lost, damaged, or unavailable when using the School Division computer systems or for any information retrieved from the Internet. Further, the School Board is not responsible for any unauthorized charge or fee resulting from the use of the computer systems.

*Editor's Note*

See School Board Regulation 6-64.1 - Acceptable Use of Computer Systems.

**Legal References:**

Code of Virginia § 22.1-70.2, as amended. Acceptable Internet use policies for public and private schools.

Every Student Succeeds Act of 2015, as amended.

Adopted by School Board: July 18, 1995

Amended by School Board: November 16, 1999

Amended by School Board: August 5, 2003

Amended by School Board: June 6, 2006

Amended by School Board: June 18, 2013

Amended by School Board: March 21, 2017

Amended by School Board: June 25, 2019

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*Kamala H. Lannetti*

## Community Engagement/Volunteers and Partnerships

### **A. Generally**

1. The School Board recognizes that volunteers from families and community members as well as volunteers from and partnerships with community businesses, military or other public or private agencies or faith-based organizations make valuable contributions to the educational program and that their engagement increases the support of the schools by the community.
2. The Superintendent, or designee, in collaboration with family and community members, will review annually and revise as necessary the Guidelines for School Volunteers and Partners. The publication will contain a volunteer/partner code of ethics and guidelines for serving as a volunteer or partner in education.
  - Family/community members shall be encouraged to become involved as volunteers and partners in education for the purpose of assisting and enhancing the educational experience for all public school students.
  - The principal or designee will provide orientation, job descriptions and specific assignments for the volunteers/partners. For special events, volunteers and partners who are family members of students may be permitted to ride the school bus to and from school under School Board regulations of the Superintendent.
  - Prior to service as a school volunteer or partner, all candidates for these programs will be provided information/training to familiarize them with the procedures governing their service.
  - All volunteers and partners will be provided a copy of the Guidelines for School Volunteers and Partners, and the code of ethics requirements for volunteers and partners will be explained.

### **B. Responsibilities**

1. The administration of the schools and the instructional program are the responsibility of School Board employees and the responsibility cannot be delegated. Volunteers and partners work under the direction of the School Administration and School staff who retain the responsibility for the instruction and supervision of students in their charge.

2. All volunteers and partners will be required to comply with the code of ethics requirements and responsibilities listed in the Guidelines for School Volunteers and Partners.

3. The Office of Community Engagement will coordinate partnerships and carry out the following responsibilities:

- Establish program goals;
- Identify community partners;
- Match partners with schools to meet student needs;
- Orient appropriate personnel from partnering organizations;
- Support school-based Community Engagement Liaisons;
- Monitor the program; and
- Conduct an annual evaluation of the program.

### **C. Volunteers and Partners in Education Programs**

#### **1. Volunteer in Education**

Each school will maintain a Volunteers in Education program coordinated by the Parent Teacher Association (PTA) or Parent Teacher Student Association (PTSA) and overseen by the school principal or designee. Volunteer opportunities shall be identified by school principals and may include mentorship programs to provide students with social, emotional and additional academic support.

#### **2. Partners in Education**

A Partners in Education program designed to pair individual public schools with businesses, military or other public or private agencies or faith-based organizations will be coordinated by personnel in the Department of Media and Communications/Office of Community Engagement as designated by the Superintendent to support student success. The principal at each school shall designate a staff member as the school's community engagement liaison to support the Department of Media and Communications/Office of Community Engagement's initiatives.

#### ***Editor's Notes:***

For Community Engagement programs see School Division website: [www.vbschools.com/community](http://www.vbschools.com/community)

### **Legal Reference:**

Code of Virginia § 22.1-253.13:6, as amended. Standard 6. Planning and public involvement.

Code of Virginia § 22.1-253.13:1, as amended. Standard 1. Instructional programs supporting the Standards of Learning and other educational objectives.

~~The School Board recognizes that volunteers and businesses make a valuable contributions to the educational program and that their engagement increases the support of the schools by the community.~~

~~Businesses, through partnerships with the schools, enhance and support educational opportunities for students. Cooperative programs which meet the goals and objectives of the instructional program of the School Division are permitted.~~

~~Parents and community members shall be encouraged to become involved as volunteers in the educational program. The principal or designee will provide orientation, job descriptions and specific assignments for the volunteers. Parent volunteers may be permitted to ride the school bus to and from school under School Board regulations of the Superintendent.~~

Adopted by School Board: August 21, 1990

Amended by School Board: July 16, 1991

Amended by School Board: October 20, 1992

Amended by School Board: May 25, 2004

Amended by School Board: August 19, 2014

Amended by School Board: June 25, 2019

APPROVED AS TO  
LEGAL SUFFICIENCY

*Kamala H. Lantieri*

## COMMUNITY RELATIONS

### **Community Engagement/Volunteers: School/Community Partnerships**

#### **A. Partners in Education (PIE)**

~~A Partners in Education program designed to pair individual public schools with business, military or other public or private agencies will be established to support student success.~~

#### **B. Coordination**

~~The divisionwide coordination of community partnerships shall be assigned to personnel in the Department of Media and Communications/Office of Community Engagement as designated by the Superintendent. The principal at each school shall designate a staff member as the school's partnership coordinator.~~

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

~~For Community Engagement programs see School Division website: [www.vbschools.com/community](http://www.vbschools.com/community)~~

#### **Legal Reference:**

~~Virginia Board of Education Regulations Establishing Standards for Accrediting Schools in Virginia, 8 VAC 20-131, et seq., as amended.~~

~~Adopted by School Board: August 21, 1980~~

~~Amended by School Board: July 16, 1991~~

~~Amended by School Board: October 20, 1992~~

~~Amended by School Board: May 25, 2004~~

~~Scrivener's Amendments: July 30, 2013~~

~~Amended by School Board: August 19, 2014~~

Repealed by School Board: June 25, 2019

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*Kamela H. Lannetti*

## COMMUNITY RELATIONS

### **~~Community Engagement/Volunteers: Mentorship Program~~**

#### **~~A. Generally~~**

~~The Department of Media and Communications, through its Office of Community Engagement, will support the development and implementation of school-based mentorship programs for students.~~

#### **~~B. Objectives~~**

- ~~1. To provide students with social, emotional and additional academic support;~~
- ~~2. To provide enrichment opportunities for students with particular focus on career readiness, technical and life skills;~~
- ~~3. To connect students with positive role models and motivational programs; and~~
- ~~4. To improve student attendance and engagement.~~

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

~~Code of Virginia § 22.1-253.13:1, as amended. Standard 1. Instructional programs supporting the Standards of Learning and other educational objectives.~~

~~Adopted by School Board: October 20, 1992~~

~~Amended by School Board: May 25, 2004~~

~~Amended by School Board: May 9, 2006~~

~~Scrivener's Amendments: July 30, 2013~~

~~Amended by School Board: August 19, 2014~~

Repealed by School Board: June 2019

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LEGAL SUFFICIENCY

*Kamala H. Lannetti*





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

**Section:** Action **Date:** June 25, 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 June 25, 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 - June 25, 2019**  
**Virginia Beach City Public Schools**  
**2018-2019**

Effective	Employee Name	Position/Reason	College	Previous Employer
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**Assigned to Unified Salary Scale**

**Appointments - Elementary School**

<b><u>Bayside</u></b>				
06/12/2019	Heather A McGowan	School Administrative Associate I		Brewstere Medical

<b><u>Green Run</u></b>				
06/20/2019	Tiffany Estella-Quinones	School Office Associate II		

<b><u>Kingston</u></b>				
08/27/2019	Stephen Colacchio	Physical Education Assistant	University of New Haven, CT	

<b><u>Princess Anne</u></b>				
07/01/2019	McKayla E Sullivan	School Office Associate II	Carroll College, WI	

**Appointments - Middle School**

<b><u>Independence</u></b>				
08/22/2019	Bart Folta	Security Assistant	Old Dominion University, VA	

<b><u>Larkspur</u></b>				
07/01/2019	Michelle L Baker	School Office Associate II	Old Dominion University, VA	

<b><u>Lynnhaven</u></b>				
08/27/2019	Niya S Olds	Special Education Assistant		

**Appointments - High School**

<b><u>Technical And Career Education Center</u></b>				
08/22/2019	Francis D Mazzio	Security Assistant		City of Norfolk, VA

**Appointments - Miscellaneous**

<b><u>Department of Technology</u></b>				
06/17/2019	Keith B Bailey	Inventory Technician		

<b><u>Office of Maintenance Services</u></b>				
06/03/2019	James E Gordon	HVAC Craftsman III		Colonial Webb, VA
06/03/2019	Michael S Shugrue	Coordinator Mechanical Systems		

**Resignations - Elementary School**

<b><u>Alanton</u></b>				
06/30/2019	Jacquelin Portillo	Special Education Assistant (personal reasons)		

<b><u>Christopher Farms</u></b>				
06/14/2019	Tasha N Prosha	Custodian I (personal reasons)		

<b><u>Indian Lakes</u></b>				
06/30/2019	Adriana Vargas	Kindergarten Assistant (continuing education)		

<b><u>Newtown</u></b>				
06/30/2019	Pamela Bennett	Physical Education Assistant (relocation)		

<b><u>Rosemont Forest</u></b>				
07/31/2019	Patricia A Cree	Custodian II Head Night (relocation)		

<b><u>Shelton Park</u></b>				
06/14/2019	Bernard E Boone	Custodian II Head Night (personal reasons)		

**Resignations - Middle School**

<b><u>Independence</u></b>				
06/14/2019	Americo R Nieves	Custodian I (personal reasons)		

**Resignations - Middle School**

<b><u>Larkspur</u></b>				
06/18/2019	Jazmine C Clarke	Custodian I (job abandonment)		

<b><u>Lynnhaven</u></b>				
06/30/2019	Joanne G Bryant	Special Education Assistant (relocation)		

**Resignations - High School**

**Bayside**

06/30/2019 Romona M Daniel

Cafeteria Assistant, .857 (relocation)

**Green Run**

06/30/2019 Patrick M Scheno

Special Education Assistant (relocation)

**Renaissance Academy**

06/05/2019 David M Bauer

Security Assistant (personal reasons)

06/30/2019 Michelle L Haney

Custodian I (career enhancement opportunity)

**Resignations - Miscellaneous****Department of Teaching and Learning**

08/06/2019 Mark M Diacopoulos

Instructional Specialist (career enhancement opportunity)

**Department of Technology**

06/07/2019 Lindsay J Heath

Technology Support Technician (personal reasons)

**Office of Transportation and Fleet Management Services**

06/07/2019 Timothy A Welsh

Bus Driver, .875 (personal reasons)

06/30/2019 Keri A Anderson

Bus Driver, .750 (relocation)

06/30/2019 Nikol K Theis

Bus Driver, .750 (career enhancement opportunity)

06/30/2019 Carole E Tremble

Bus Driver, .813 (family)

06/30/2019 Jaleesa Young

Bus Assistant, .625 (career enhancement opportunity)

**Retirements - Elementary School****Seatack**

07/31/2019 Barbara W Gordon

School Administrative Associate I

**Retirements - Miscellaneous****Office of Transportation and Fleet Management Services**

06/30/2019 Gary M Fry

Bus Driver, .875

08/30/2019 Maynard E Massey

Coordinator Transportation

**Other Employment Actions - Elementary School****Thoroughgood**

05/28/2019 Chia M Kao

Cafeteria Assistant

Employee changed from resignation to retirement.

**Other Employment Actions - High School****Landstown**

06/17/2019 Andria Chambers

Assistant Principal

Change

**Assigned to Instructional Salary Scale****Appointments - Elementary School****Ocean Lakes**

08/22/2019 MacKenzie L Boudia

Fourth Grade Teacher

Washington State University,

Norfolk Public

**Point O'View**

08/22/2019 JeriAnne Remmers

First Grade Teacher

Moravian College, PA

Chesapeake Public

**Trantwood**

08/22/2019 Maria A Emede

Fourth Grade Teacher

Liberty University, VA

DoD-Japan

**Windsor Woods**

08/22/2019 Kelsie K Faha

Special Education Teacher

Old Dominion University, VA

Prince William County

**Appointments - Middle School****Bayside**

08/22/2019 Karla A Barron

Keyboarding Teacher, .400

Regent University, VA

VBCPS

08/22/2019 Margaret C Miller

Special Education Teacher

Incarnate Word College, TX

**Bayside Sixth Grade Campus**

08/22/2019 Britney K Hodge

Sixth Grade Teacher

SUNY Farmingdale State

Military US Navy

08/22/2019 Rene Martinez

Literacy Teacher

University of Hawaii Manoa, HI

**Landstown**

08/22/2019 Emily M Knuth

Special Education Teacher

Univ of Maryland Eastern

Somerset County

**Lynnhaven**

08/22/2019 Lawrence A Samuel

Seventh Grade Teacher

Old Dominion University, VA

Chesapeake Public

**Old Donation School**

08/22/2019	Allexis M Smith	Dance Teacher, .800	Norfolk State University, VA	Norfolk Public
<b><u>Plaza</u></b>				
08/22/2019	Jonathan B Knab	Sixth Grade Teacher	Waynesburg College, PA	
<b><u>Princess Anne</u></b>				
08/22/2019	Jessica Yarbrough	Sixth Grade Teacher	Arkansas State University, AR	Springdale Public
<b><u>Virginia Beach</u></b>				
08/22/2019	Bevin K Reinen	Literacy Teacher, .500	Regent University, VA	VBCPS

## **Appointments - High School**

<b><u>Bayside</u></b>				
08/22/2019	Katherine B Yancey	Science Teacher	University of Virginia, VA	
<b><u>Kellam</u></b>				
08/22/2019	Jessica Stauffer	Science Teacher	Penn State University, PA	Accomack County
<b><u>Kempsville</u></b>				
08/22/2019	Jennifer L Toxey	Science Teacher	Old Dominion University, VA	Norfolk Public
<b><u>Ocean Lakes</u></b>				
08/22/2019	Miranda L Blaser	Math Teacher	Old Dominion University, VA	
<b><u>Princess Anne</u></b>				
08/07/2019	Erich W Diehl	Naval Science Instructor	Naval Post Graduate School,	
08/22/2019	Megan Morsey	Library Media Specialist	University of Phoenix, AZ	Newport News Public
<b><u>Renaissance Academy</u></b>				
08/05/2019	Alexandra M Newcomb	School Counselor	Lindenwood College, MO	Manassas City Public
08/22/2019	Ronald L Freeze Jr	Social Studies Teacher	George Mason University, VA	

## **Appointments - Miscellaneous**

<b><u>Office of Programs for Exceptional Children</u></b>				
08/22/2019	Lisa A Iman	Speech/Language Pathologist	Old Dominion University, VA	Children's Hospital
<b><u>Office of Student Support Services</u></b>				
08/16/2019	Jasmine Terry	School Social Worker	Virginia Commonwealth Univ,	

## **Resignations - Elementary School**

<b><u>Birdneck</u></b>				
06/30/2019	Chad J Leuthauser	Third Grade Teacher (relocation)		
<b><u>Brookwood</u></b>				
06/30/2019	Amanda S Hobson	Second Grade Teacher (personal reasons)		
<b><u>Cooke</u></b>				
06/30/2019	Megan Bowers	Second Grade Teacher (relocation)		
<b><u>Corporate Landing</u></b>				
06/30/2019	Alicia S McCarthy	Special Education Teacher (moved to public school system)		
<b><u>Newtown</u></b>				
06/30/2019	Elizabeth C Barkley	Second Grade Teacher (personal reasons)		
<b><u>Woodstock</u></b>				
06/30/2019	Lisa D Bryan	Third Grade Teacher (relocation)		

## **Resignations - Middle School**

<b><u>Corporate Landing</u></b>				
06/30/2019	Mary A Letson	Music/Vocal Teacher (moved to public school system)		
<b><u>Lynnhaven</u></b>				
06/30/2019	Shannon M Plank	Sixth Grade Teacher (moved to public school system)		
<b><u>Princess Anne</u></b>				
06/07/2019	Dylan N Vamosi	Eighth Grade Teacher (personal reasons)		
<b><u>Salem</u></b>				
06/30/2019	Lindsay J Dunlo	Sixth Grade Teacher (family)		

## **Resignations - High School**

<b><u>Cox</u></b>				
06/30/2019	Madison N Sandway	Mathematics Teacher (personal reasons)		
<b><u>First Colonial</u></b>				
06/30/2019	Stephen J Roberts	Science Teacher (relocation)		
<b><u>Green Run</u></b>				
06/30/2019	Lauren F Bellamy	Mathematics Teacher (moved to public school system)		
06/30/2019	Mary Britten	English Teacher (relocation)		

**Kempsville**

06/30/2019 Sarah E Scott Family & Consumer Science Teacher (relocation)

**Landstown**

06/30/2019 Olivia R de Mik English Language Learner (career enhancement opportunity)

**Princess Anne**

06/30/2019 Nathan S Wingert Mathematics Teacher (moved to public school system)

**Retirements - Elementary School****Pembroke Meadows**

06/30/2019 Michael L Durig Music/Instrumental Teacher, .600

**Retirements - Middle School****Great Neck**

06/30/2019 Karen D Wagner Health & Physical Education Teacher

**Plaza**

06/30/2019 Vanessa L Maxwell-Brooks Literacy Teacher

**Salem**

06/30/2019 Jo Marie T Larkin Band Instructor

**Retirements - Miscellaneous****Office of Programs for Exceptional Children**

06/30/2019 Walter N Hodges Program Compliance Support Teacher

**Administrative****Appointments - Elementary School****Bayside**

07/01/2019 Troy A Walton Assistant Principal Old Dominion University, VA

**Birdneck**

07/01/2019 Laura Celentano Assistant Principal University of Phoenix, AZ

**Fairfield**

07/01/2019 Patrick M Geromin Assistant Principal Old Dominion University, VA

**Linkhorn Park**

07/01/2019 Kathleen N Scarborough Principal Virginia Tech, VA

**Lynnhaven**

07/01/2019 Matthew Fischi Assistant Principal Old Dominion University, VA

**Newtown**

07/01/2019 Courtney R Wilson Assistant Principal Old Dominion University, VA Hampton City Schools,

**Appointments - Middle School****Plaza**

07/01/2019 Reid F Baker Assistant Principal Old Dominion University, VA

07/01/2019 Sara L Mendez Assistant Principal Virginia Tech, VA

**Appointments - Miscellaneous****Office of Gifted Education & Academy Programs**

07/01/2019 Kelly N Arble Coordinator World Languages Old Dominion University, VA



Subject: Appointments to Citizens' Advisory Committees

Item Number: 12B

Section: Action

Date: June 25, 2019

Senior Staff: N/A

Prepared by: Dianne P. Alexander, School Board Clerk

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

**Recommendation:**

That the School Board approve appointments to Citizens' Advisory Committees for a three-year term beginning July 1, 2019 and ending June 30, 2022 reflecting the outcome of School Board discussion of applications as personnel matters during a closed meeting on May 28, and recommendations introduced June 10 as part of the Information Agenda to fill twenty-eight voting member vacancies as follows:

**CITIZEN ADVISORY COMMITTEE FOR GIFTED EDUCATION (4 vacancies):**

Sarah Plunk (Green Run)  
Shamika Rucker (Princess Anne)  
Katie Kilborn (Salem)  
Kerwin Kolheffer (At-Large)

**SPECIAL EDUCATION ADVISORY COMMITTEE (17 vacancies):**

(\*indicates individual currently serving on this committee)

Parents		Agency, Teacher, Community Representatives
Tonya Bennett*	Laura Livingston*	Dawn Candia (agency rep – Parks and Recreation)
Megan Graves*	Dorothy McGuire*	Leanna Landry* (teacher rep)
Shawn Greene*	Christina Morrow*	Margo Savage (community rep – Special Olympics)
Sandy Hermann*	Donna Robel*	Janice Keener (agency rep – CHKD psychology)
Jane Jones*	Tina Santee*	Monica Parker (agency rep – mental health counseling)
Peter Lee*		

**GENERAL ADVISORY COUNCIL FOR TECHNICAL AND CAREER (7 VACANCIES)**

Michael Corso	Stephen Nelson
Janine Garcia-Sutton	Jason Rawls
Mark Klett	Jessica Vanhoy
Rupal Master	

**Background Summary:**

The division issued a Call to Action on April 8, 2019 seeking applications to fill twenty-eight voting member vacancies across three advisory committees. Representatives from the three advisory committees were invited to review applications and provide input for consideration in the School Board's selection process. As a product of the School Board's discussion May 28, 2019 in a closed session allowable pursuant to Section 2.2-3711, Part A, Paragraph 1 of the *Code of Virginia*, 1950 as amended, for personnel matters, recommendations were introduced June 10 as part of the Information Agenda. At the request of the School Board, candidates have been vetted by a criminal history screening and by a social media screening company to be deemed eligible for appointment.

**Source:**

School Board Policy 7-21 Citizens' Advisory Committees  
Division Regulation 7-21.1 Citizens' Advisory Committees

**Budget Impact:**

N/A



Subject: Special Education Advisory Committee Report Item Number: 13A1

Section: Information Date: June 25, 2019

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

Prepared by: Roni Myers-Daub, Ed.D, Executive Director, Office of Programs for Exceptional Children  
Lee Woodard, Vice-Chairperson, Special Education Advisory Committee

Presenter(s) : Roni Myers-Daub, Ed.D, Executive Director, Office of Programs for Exceptional Children  
Lee Woodard, Vice-Chairperson, Special Education Advisory Committee

**Recommendation:**

That the School Board receive information regarding the 2018-2019 report of the Special Education Advisory Committee.

**Background Summary:**

Per *Regulations Governing Special Education Programs for Children with Disabilities in Virginia*, section 8VAC20- 81-230.D., “A local advisory committee for special education, appointed by each local school board, shall advise the school board through the division superintendent.”

**Source:**

*Regulations Governing Special Education Programs for Children with Disabilities in Virginia* – January 25, 2010 Administration and Governance, 8VAC20-81-230.D., Local Advisory Committee

**Budget Impact:**

N/A

# SEAC Report to VBCPS School Board 2019

## **The Role of the Special Education Advisory Committee (SEAC), as defined by the Virginia Department of Education (VDOE) *Regulations Governing Special Education Programs for Children with Disabilities in Virginia*, is as follows:**

- a. Advise the local school division of needs in the education of children with disabilities;
- b. Participate in the development of priorities and strategies for meeting the identified needs of children with disabilities;
- c. Submit periodic reports and recommendations regarding the education of children with disabilities to the division superintendent for transmission to the local school board;
- d. Assist the local school division in interpreting plans to the community for meeting the special needs of children with disabilities for educational services;
- e. Review the policies and procedures for the provision of special education and related services prior to submission to the local school board; and
- f. Participate in the review of the local school division's annual plan.

## **General Comments about Special Education in VBCPS:**

This has been a challenging year for both SEAC and the VBCPS, particularly for special education services. The systemic complaint filed last summer and the subsequent the VDOE letter of findings have served as a wake-up call to our school division. SEAC has undergone an upheaval of membership and leadership, and consequently has not had its most productive year. However, these events can serve to revitalize our mandate, and SEAC would like to emphasize to the School Board our willingness to help make your job of serving the special education students of Virginia Beach easier. We are especially encouraged by our very positive and collaborative relationship with the executive director of the Office of Programs for Exceptional Children (OPEC), and the comprehensive plan that OPEC has presented to the School Board. We sincerely believe that VBCPS has the potential to become a preeminent provider of special education services that can serve as a model to other divisions. SEAC would like to help change the culture and attitude in the schools, as well as the community, to treat students with disabilities with compassion and respect, and remove the stigma of disability.

## **School Division Commendations:**

We want to thank the administration and School Board for their attention to and work toward addressing the items of concern and noncompliance identified in the letter of findings. Specifically:

1. Regarding the finding of noncompliance in post-secondary transition, the VDOE has provided mandatory training on post-secondary transition to assistant principals overseeing special education, program compliance support teachers (PSCTs) who support middle and high schools, high school transition chairs, and instructional specialists and coordinators from OPEC. The transition specialist created a narrated PowerPoint incorporating information shared by the VDOE



staff that specifically addresses those areas of course of study and agency linkage. This PowerPoint was provided to all middle and high schools with the requirement that all special education teachers viewed it. Also, VBCPS obtained 4,000 licenses from the VDOE for access to Virtual Job Shadow, an interactive career exploration program for students with disabilities. This will assist in the development of transition-focused IEPs for students with disabilities.

2. Regarding the concerns about evaluations, reevaluations, and eligibility, OPEC coordinators and a school psychologist representative received technical assistance on the Best Practices for the Special Education Evaluation and Eligibility Process from the VDOE staff during the summer of 2018. This led to some changes to division processes.
3. Regarding the concerns about IEP development, review, and revision, VBCPS has provided enhanced training for principals, APs, teachers, teacher assistants, PCSTs, and support staff. These included topics of data collection, goal-writing, co-teaching, multi-sensory literacy strategies, and behavior intervention plans. There were sessions on specially designed instruction for subjects such as math. In addition, OPEC staff attended the VDOE Critical Decision Points for Families of Children with Disabilities Train the Trainer Event. This is in an effort to train families on keys to a child's academic success and the decisions necessary for a child's educational path.
4. VBCPS has made an effort to improve partnership with parents by holding a Parent Connection Workshop on Navigating the Special Education Evaluation and Eligibility Process. The Parent Support and Information Center (PSIC) continues to be a valuable resource for parents who have questions or want assistance with the special education process. Postcards with the PSIC's phone number and address were distributed to schools to provide to parents at IEP meetings.
5. OPEC sought feedback from the SEAC on the current OPEC Five-Year Plan.

## **Key Activities and Accomplishments:**

1. SEAC had seven meetings throughout the school year. During these, we had presentations on special education advocacy, IEP goal development and preparation, dyslexia and Virginia law, and Project SEARCH, and we hosted a representative from the Office of Dispute Resolution from the VDOE who spoke on Free Appropriate Public Education.
2. SEAC updated our bylaws to comply with the School Board's procedures regarding membership appointments.
3. SEAC hosted a Community Resource Fair which brought 267 attendees and 75 vendors serving people with disabilities in the community. Surveys collected at the Resource Fair help to inform SEAC about the public's concern.
4. We reviewed the Five-Year Plan with OPEC, providing feedback.
5. SEAC's Policy Review Subcommittee reviewed the Special Education Annual Plan/Part B Flow-Through Application and Report with OPEC, and SEAC voted to recommend its approval by the School Board. This subcommittee also reviewed policy 6-33 and recommended changes to it. The policy with these changes was approved by the School Board in September 2018.
6. SEAC provided historical materials and ideas for activities to all of the schools for Disability History and Awareness Month.

## Recommendations for 2019-2020

The SEAC recommendations to the School Board are based on the VDOE letter of findings addressing the systemic complaint. As you know, VBCPS was found to be noncompliant on a systemic basis in the area of transition. Corrective action is underway and SEAC is eager to help in any way to further these efforts. However, the VDOE found other areas of “grave concern” that also need to be addressed, and it had some striking language about the culture of VBCPS - one being that in many critical aspects has been offering special education services on a “de minimis” basis. SEAC offers its help to change this culture as it is experienced and perceived by the public and especially by our students with disabilities.

1. Child find: IDEA requires that school divisions appropriately identify, locate and evaluate students who need special education services. The VDOE has “grave concerns” about VBCPS practices and urges the division “to train school personnel on the interaction between behavior, mental health, and learning...social, emotional, and functional needs must be also addressed under IDEA, and the fact that a student is passing from grade to grade does not automatically exclude the child from eligibility.”

**Recommendation: Provide required training to general educators, as well as special educators, on the characteristics of students with disabilities which may require specially designed instruction in social, emotional, and behavioral areas.**

2. Evaluation/Re-evaluation/Eligibility: IDEA requires that the school division provide evaluations that are “sufficiently comprehensive to identify all of the student’s special education and related needs” (8 VAC 20-81-70.C.9). The VDOE found that in the “overwhelming number of cases reviewed, VBCPS relied on past records reviews to determine continued eligibility...Interviews with VBCPS school psychologists indicated a shared belief that re-evaluations were not useful, and in fact, could be harmful, if the school did not suspect a change in disability category.” Their file reviews showed that student testing was commonly not updated at re-evaluations unless an advocate was involved.

**Recommendation: Require adherence to the plan outlined by OPEC to include the following objectives:**

- Ensure special education committees consider assessments needed to inform decisions on eligibility, present levels of academic achievement and functional performance (PLAAFP), and address instructional programming needs of students with disabilities.
  - Collaborate with the Office of Student Support Services to develop a comprehensive policy and procedures manual related to evaluation, eligibility, and re-evaluation.
3. IEP Development/Least Restrictive Environment (LRE): The VDOE letter of findings states “far too many IEPs failed to connect their various elements.” In many IEPs, even though the present levels of PLAAFP, there were too few goals or services were not requested. Often, even when records showed that behavior supports were needed, behavior intervention plans (BIPs) and behavior goals were not included in the IEPs. “The VDOE urges VBCPS to promptly address these issues.”

**Recommendation: Provide required training to special education teachers on developing IEPs that address the identified needs of the student through goals, accommodations, and services and provide training to administrators on reviewing IEPs to ensure alignment of goals, accommodations and services to identified needs of a student.**

Require adherence to the plan outlined by OPEC to include the following objectives:

- Conduct and expand professional learning for special educators on providing specially designed instruction that addresses the needs and builds on the strengths of students with disabilities, including academic, social/emotional/behavioral, and functional skills.
  - Continue to provide professional learning for special education teachers on addressing the behavioral needs of students through goals, accommodations, and services and, when determined necessary, through functional behavioral assessments (FBAs) and behavior intervention plans (BIPs).
  - Develop a new teacher cohort for special educators on providing effective, evidence-based practices to address the academic, social/emotional/behavioral, and functional needs and build on the strengths of student with disabilities.
  - Collaborate with the Office of Professional Growth and Innovation (PGI) to create pathways for new and veteran assistant principals overseeing special education to address the needs and build on the strengths of students through the special education process.
4. Free Appropriate Public Education (FAPE): The VDOE found that “almost two thirds of the parents interviewed reported that their child had been bullied, either by other students or, more alarmingly, by a teacher or administrator...This further supports our conclusion that far too many teachers and administrators in VBCPS fail to understand the relationship between behavior and learning, the effect of trauma on learning, and the ways in which a disability can affect behavior.”

**Recommendation: Refer to recommendations for 1 and 3.**

5. Organizational issues: The VDOE is “disturbed by the fact that building level administrators have limited accountability to central office special education administration...In addition...the psychological and social work services have limited accountability to special education administration,...and the decentralization that exists in VBCPS” gives the public the sense and the experience that there are “different rules at every school on things that should be standard across the division.” These organizational issues noted by the VDOE have a profoundly negative impact on students with disabilities and can create barriers for parents and others to address the needs of students with disabilities.

**Recommendation: Allow IEP team members and professionals who have the most experience and training in special education to have more influence in decisions that impact students with disabilities at the building level.**

6. Parent Support and Information Center (PSIC): Students with disabilities benefit from parents who are involved and educated about the special education process, and the PSIC provides invaluable services to parents as a staff of one.

**Recommendation: Explore ways to enhance/expand available services of the Parent Support and Information Center.**

## **SEAC Membership**

After the School Board's appointments, SEAC will have a full complement of voting members, representing parents of students with disabilities; individuals with disabilities; community agency representatives; and representatives of disability related service agencies. We are encouraged to have an influx of qualified and interested committee members and look forward to partnering with OPEC and advising the School Board on matters pertaining to our students with disabilities.



**Subject:** Community Advisory Committee for Gifted Education Report for SY 2018-19 Item Number: 13A2

**Section:** Information **Date:** June 25, 2019

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

**Prepared by:** Nicole M. DeVries, Ph.D., Director, K-12 and Gifted Programs

Sandy Beale-Berry, Chairperson, Community Advisory Committee for Gifted Education (CAC)

**Presenter(s):** Sandy Beale-Berry, Chairperson, Community Advisory Committee for Gifted Education (CAC)

Kayla Thomas, Ex-officio Student Representative, CAC

**Recommendation:**

That the School Board receives the 2018-2019 report of the Community Advisory Committee for Gifted Education.

**Background Summary:**

The School Board may appoint a local advisory committee on gifted education pursuant to Virginia Code § 22.1-16, School Board Policy 7-24, Citizens Advisory Committee – Gifted Education and School Board Regulation 7-24.1, Gifted Advisory Committee. This committee shall reflect the ethnic and geographical composition of the school division. This committee shall have two responsibilities: (i) to review annually the local plan for the education of gifted students, including revisions and (ii) to determine the extent to which the plan for the previous year was implemented. The findings of the annual program effectiveness and the recommendations of the advisory committee shall be submitted annually in writing to the division superintendent and the school board. The duties and responsibilities of the Committee shall be undertaken consistent with state law, Virginia Board of Education regulations and School Board policies and regulations. Such duties and responsibilities include reviewing annually the local plan for the education of gifted students, including revisions.

**Source:**

Regulations Governing Educational Services for Gifted Students (8VAC20-40-60) (B).

**Budget Impact:**

None

**Community Advisory Committee for Gifted Education**  
**Virginia Beach City Public Schools**  
**Annual Report for 2018-2019**  
**School Board Meeting**  
**June 25, 2019**

The current Five-Year Local Plan for Gifted Education (2015-2020) is divided into six categories: (1) Identification, (2) Delivery of Services, (3) Curriculum and Instruction, (4) Professional Development, (5) Equitable Representation of Students and (6) Parent and Community Involvement. From our review, we are pleased to report the following highlights for the **2018-2019** academic year:

**In the area of Identification, the Office of Gifted Programs**

- Implemented the gifted online application for the third consecutive year. Parents/guardians accessed the application on the Virginia Beach City Public Schools (VBCPS) website <https://giftedapplication.vbcps.com>. A video and fact sheet (FAQs) were included to guide parents/guardians through the gifted application process. Gifted resource teachers continue to work with school administrators and media specialists in schools to assist parents/guardians who may not have had access to a computer or other device at home. Additionally, information sessions were held in every elementary school for parents/guardians of first and fifth grade students as a follow up to fall gifted screening.
- Collaborated with military-connected school counselors and the Joint Expeditionary Base Little Creek, Fort Story (JEBLC) School Liaison officer to explain and discuss identification/ placement processes. This collaboration will continue to be important as we work to meet the needs of military families transitioning into VBCPS. In alignment with the Virginia Interstate Compact, a FAQ sheet was developed specifically to assist military families in navigating gifted program offerings and procedures.
- Screened **4840** first graders for gifted services with **1707** first graders presented to the Identification & Placement Committee in May. This is an increase of **200** students from 2017-2018. Of those, **929** students were identified.
- Tested and reviewed **33** first grade students not currently enrolled in VBCPS for identification. Of those, **22** were identified.
- Reviewed **274** students for grades 2-12 in the first semester this school year through the regular Identification & Placement Committee process and **137** students were identified.
- Reviewed **124** second grade students who were placed on HOLD at the end of first grade. **58** students were identified.
- Screened **4656** fifth grade students for gifted services with identified student data updated for potential application to Old Donation School.
- Reviewed **406** Virginia Beach fifth graders for gifted services. **230** students were identified.
- Reviewed **888** applicants for Old Donation School in grades 2-4 and 6-7 for identification. Of those, **353** students were identified gifted and those applications were sent to Old Donation School for selection.
- Tested and reviewed for identification **64** grades 2-4 and 6-7 students not currently enrolled in VBCPS who applied to Old Donation School. **37** were identified gifted.
- Tested and reviewed **15** fifth grade students not currently enrolled in VBCPS for identification. Of those, **9** were identified and those applications were sent to Old Donation School for selection.
- Tested and reviewed **221** students grades 6-12 in the second semester. **159** students were identified gifted.
- Received **247** ODS Gifted Dance Education applications; **55** students were identified.
- Received **563** ODS Visual Arts applications; **82** students were identified.

\*denotes alignment with the area of Equitable Representation of Students

- Met with all new gifted resource teachers in their buildings to review identification and placement procedures.
- Facilitated a parent book study group based on the Supporting the Emotional Needs of the Gifted (SENG) model. Reviewed identification and placement procedures in the school division following a discussion of Chapter 13 in the text.
- Attended and interacted with parents and community patrons at the VBCPS information night, *Navigating the Journey*.
- Reviewed gifted identification and placement procedures with the VBCPS Equity Council under the direction of Dr. LaQuiche Parrott, Director of Opportunity and Achievement.
- Collaborated with the coordinator for English as a Second Language (ESL) in order to ensure equity in gifted identification and placement for speakers of languages other than English. Conducted training for ESL teachers on gifted identification and placement procedures. This work aligns and enhances work within the Five Year Plan for the Education of the Gifted.\*
- Presented the session, “Psychology Interns’ Orientation: Gifted Identification and Placement in VBCPS,” at the invitation of Dr. Deborah Edwards, school psychologist.
- Developed a module for school principals regarding the access and navigation of the Gifted Application Management System dashboard.

### **In the area of Delivery of Services, the Office of Gifted Programs**

- Provided a continuum of gifted services that includes grades 2-8 full-time school for the gifted, kindergarten and grade one gifted services, resource-cluster programs at all academic levels, gifted dance education, gifted visual arts programs and enrichment programs.
- Organized Students And Parents Learning Intellectual Growth Strategies (SAPLINGS) field trips for each of the 17 Emerging Scholars Initiative (ESI) schools to visit the Chrysler Museum of Art.\*
- Continued to partner with Virginia Beach History Museums (VBHM) for a kindergarten SAPLINGS enrichment opportunity sponsored by Francis Land House. This additional opportunity for Emerging Scholars Initiative (ESI) students allowed the Francis Land House (FLH) docents to travel to the 17 ESI schools and offer sessions to all the kindergarten classes. The teachers took anecdotal notes on the students as they worked in their small groups. Parents were invited to attend the sessions. VBHM also offered four community days for the families of all the ESI students at the Thoroughgood House to learn about the past and participate in the FLH educational activities.
- Hosted an information night for students interested in applying for selection to attend the Governor’s School for the Arts (GSA) for grades 9-12 where students and parents joined (GSA) representatives to learn about the programs and the application/audition process.
- Provided support for **150** Governor’s School for the Arts students.
- Participated in School Support Meetings and learning walks at Old Donation School.
- Provided support for students with Individual Education Plans (IEP) and Section 504 plans by attending IEP/ 504 meetings and through collaborative efforts with stakeholders.
- Visited all high school GRTs to see the program in action, including collaboration with cluster teachers and co-teaching in cluster classes.
- Organized and facilitated auditions for the 2019 Summer Residential Governor’s School Program for Visual and Performing Arts.
- Organized and facilitated applications for the Summer Governor’s Residential Program for Visual/ Performing Arts and Academic Programs.
- Provided support to elementary, middle and high schools through coaching, feedback, and guidance for GRTs and administrators.
- Continued to offer a blended, online version of the SPARKS and Think Tank high school half-credit elective courses at each high school.
- Served on selection committees for high school academy programs.

\*denotes alignment with the area of Equitable Representation of Students

- Met with all principals new to VBCPS and/or new to the position to review the essential elements of the gifted program at all levels.
- Presented an overview of the essential gifted program components to all elementary, middle, and high school principals at a September Principals' League meeting with a specific focus on new initiatives.
- Continued to track underachieving gifted learners and identified intervention strategies which included students and parents, teachers and school counselors as needed. Provided on-site support to GRTs working on underachievement issues with students.
- Recognized Dr. Veleka Gatling, Executive Director of Gifted Programs, as the 2018 Leader of the Year, for the Virginia Association for the Gifted (VA Gifted) award.
- Recognized Mrs. Jamie LaCava-Owen, Princess Anne High School GRT, as 2018 Outstanding Teacher of the Gifted for Region II, a Virginia Association for the Gifted (VA Gifted) award.
- Recognized Ms. Anna Feliberti, as 2018 Parent of the Year, Virginia Association for the Gifted (VA Gifted) award.
- Recognized Miss Cameryn Conger, as 2018 Student of the Year, Virginia Association for the Gifted (VA Gifted) award.
- Facilitated and coordinated the process for selection of the 2019 Outstanding Teachers of the Gifted who will represent Virginia Beach in the VA Gifted Region II competition. The packets of eleven nominees were reviewed by a committee of eleven members including GRTs, central office administrators, principals and school counselors.
- Recognized Lydia Kay Roberson (GRT-Cox High School) and Vivian Barber (6th grade teacher-Old Donation School) as VBCPS nominees for 2019 Outstanding Teacher of the Gifted, Region II. (Awarded by VA Gifted).
- Recognized 2020 Virginia Beach Teachers of the Year from Gifted Programs: Nicholas W. Kimpan from Kempsville Meadows Elementary School.

### **In the area of Curriculum Development, the Office of Gifted Programs**

- Redesigned SPARKS and Think Tank curriculum units taught by high school GRTs.
- Developed conceptually-based curriculum with a focus on integration. High School GRTs worked with gifted education coordinators, secondary curriculum coordinators, and instructional specialists to enhance the level of rigor and depth of conceptual knowledge in the high school curriculum.
- Explored culturally responsive curriculum with a focus on the Pedagogical Flow Map (PFM) from the work of Dr. Yvette Jackson's *The Pedagogy of Confidence* to create lessons/units in Emerging Scholar Initiative (ESI) Schools to reach diverse populations in VBCPS.
- Utilized social and emotional learning strategies with the Gifted Resource Teachers using the "I Am Loveable and Capable" (IALAC) strategy.
- Conducted the Data-driven Improvement Planning Process (DDIPP) for refining curriculum, instruction and assessment to gather and respond to data generated through performance tasks.
- Implemented Project  $M^2$  and  $M^3$  mathematics materials in all elementary schools to support differentiation that leads to greater depth and complexity within the elementary mathematics program.
- Utilized the *Project Clarion* science curriculum units in grades K-4 as a tool for differentiating the elementary science program.\*
- Implemented instructional resources on differentiating language arts and grammar developed by international expert, Michael Clay Thompson.
- Utilized instructional resources on differentiating language arts and social studies through the use of units developed by William and Mary School of Education Center for Gifted Education.
- Implemented *Changing Tomorrow* resources on leadership for all grade levels.
- Continued implementation of William and Mary Resource, *Jacob's Ladder Reading Comprehension Program*, in all elementary schools\*

\*denotes alignment with the area of Equitable Representation of Students



## **In the area of Professional Development, the Office of Gifted Programs**

- Completed a mandatory course of study and obtained certification as SENG Model Parent Group Facilitators. Both gifted education coordinators and the gifted assessment specialist chairperson are certified. Because of successful implementation, the number of certified facilitators and SENG Model Parent Pilot Group discussions will be expanded across the division in the 2019-2020 school year.
- Provided professional learning workshops designed and facilitated by gifted students and GRTs on self-advocacy for gifted learners. As a result, all gifted students at ES, MS, and HS and gifted cluster teachers (and other teachers) participated in an “Advocacy without Alienation: Amplifying Student Voice workshop.” The workshops were in alignment with student and teacher dispositions associated with Transformational Learning and the Compass to 2020 Strategic Plan. Survey data indicated a desire by the students and teachers to continue to develop and apply skills in this area.
- Attended and participated in a session presented by VBCPS Deputy City Attorney, Kamala Lannetti, on the history of VBCPS Gifted Identification. The focus of this session centered on equitable representation of students during the gifted screening, application, and identification process.
- Continued to provide professional learning for GRTs, cluster teachers and administrators as an integral component of the resource models in grades kindergarten through twelve. Topics for professional learning for GRTs across levels included a focus on Transformational Learning through the lens of student agency, developing strength-based student profiles, coaching, culturally conscious practices, and developing expertise in gifted pedagogy.
- Sponsored two graduate level courses as part of the VDOE gifted endorsement requirement through William and Mary.
- Served on the Project ExCEL Executive Board to provide input from a practitioner in the field. Project ExCEL promotes the use of Problem-based Learning and characteristics of gifted students to assist in the identification of under-represented populations at the secondary level. Project ExCEL is based at George Mason University. \*
- Attended the Regional Equity Conference in Chesapeake, VA.\*
- Served on the Region II Equity Committee and will attend/present at the Regional Equity Conference at the Virginia Beach Convention Center hosted by Virginia Beach.
- Served on the Southeastern Virginia Council for Gifted Administrators (SEVA) Committee.
- Attended the VBCPS Title I Conference.\*
- Continued vertical collaborative learning culture (CLC) groups among GRTs in feeder school patterns across levels with a heightened focus on student agency, advocacy vertical alignment, and transition. The eleven vertical CLC groups present will present their inquiry question, research and findings in September of 2019.\*
- Provided (for a fourth year) opportunities for elementary, middle and high school GRTs, accomplished cluster teachers and specialists to design and teach “master classes” during the March GRT meetings. Each master class session is representative of each of the *Compass to 2020* goals and includes video footage of gifted pedagogy and best practices in gifted education at high levels of sophistication.
- Provided GRTs in years 1-2 with specialized training in concept-based curriculum, Kaplan’s Depth and Complexity Model and Content Imperatives, independent study, Paul’s Reasoning Model, Problem-based Learning, Socratic Seminar, Creative Problem Solving, Project M3 and M2, and gifted curriculum units from William & Mary. Provided assistance with navigating program resources, development of a five-year plan for gifted program growth in their respective buildings and work with experienced GRTs serving as mentors provided support as new GRTs became acclimated to the position.
- Provided GRTs in Emerging Scholars Initiative (ESI) Schools with specialized professional learning. GRTs worked with the Virginia Beach History Museum (VBHM) to offer Francis Land House (FLH) sessions to the 17 ESI schools during the spring of 2019.
- Continued to strengthen partnership with the Office of Opportunity and Achievement Director; as a result, Dr. LaQuiche Parrott and the Gifted Coordinator/Instructional Specialist collaborated to teach GRTS how to be more culturally responsive and help build high-quality relationships with all students.

\*denotes alignment with the area of Equitable Representation of Students

- Implemented a digital feedback form via the I-Pads for parents and students for the SAPLINGS' Chrysler museum field trip.
- Analyzed three years of Chrysler Museum SAPLINGS feedback data, as a result of the implementation of new digital feedback forms, to inform the Office of Gifted Programs in order to review and improve the SAPLINGS field trips.
- Participated in a social and emotional learning activity to build strong relationships and utilize a strengths-based approach to learning. This activity will give the GRTs another tool to use when building relationships.\*
- Continued collaboration with the Department of Teaching and Learning (DTAL) on professional learning to develop culturally responsive practices; worked with Dr. Yvette Jackson's *Pedagogy of Confidence* High Operational Practices to align with VBCPS practices throughout the school year. \*
- Provided gifted materials and resources for the Renaissance Academy professional libraries. The materials are identical to what is ordered for each middle and high school gifted inventory.\*
- Attended and presented sessions at the 2018 National Association for Gifted Children Conference (NAGC) in Minneapolis, MN.
- Attended the 2018 Supporting Emotional Needs of the Gifted (SENG) Conference in San Diego, CA. \*Please see additional information in the Parent and Community section of this report.
- Attended and participated in regional and state committee work including the Southeastern Virginia Consortium group (SEVA) and the Virginia Advisory Committee for the Education of the Gifted (VACEG) and the Virginia Association for the Gifted.
- Continued to serve on the VAGEG and focus on equitable representation of students. The VACEG created a report to present to the Board of Education on June 19 & 20.\*
- Continued to serve on the Virginia Association of the Gifted state committee. One of the current gifted coordinators currently serves as the Vice President and organizes the bi-annual VA Gifted Seminar/2019 Gifted Conference.
- Continued to serve on the Virginia Advisory Committee for the Education of the Gifted (VACEG). The VACEG annually creates a report to advise and inform the VDOE Board of Education.
- Attended the 2018-2019 National Association for the Gifted Leadership & Advocacy Conference.
- Selected to present, "Building Bridges: Partnering with Parents Using the SENG Model in Title I Schools" at the upcoming World Gifted Conference in Nashville, Tennessee.
- Co-presented virtually at the 5th Annual Educational Leadership Conference at Old Dominion University.
- Continued to study equitable representation of gifted students during SEVA board participation. The committee studied the topic by using professional articles and participation in rich discussion.
- Organized the VA Gifted Conference Committee to provide professional development opportunities for gifted staff throughout the state at the VA Gifted Seminar in Roanoke, VA.
- Provided professional development opportunities at the NAGC Conference.
- Attended and responded to questions about the Resource-Cluster Model for Gifted Services at the Old Donation School open house sessions.

### **In the area of Equitable Representation of Students, the Office of Gifted Programs**

- Continue to provide information on this area through all other areas covered in the *2015-2020 Local Plan for the Education of the Gifted* in keeping with the philosophy that this is not an isolated topic and should be infused throughout all areas of the gifted program. Please note asterisk (\*) where alignment is most evident in events not under this section.
- Co-presented a workshop on culturally responsive practices aligned to the Department of Teaching and Learning (DTAL) VBCPS Strategic Plan during the October 2018 DOSL Citywide Principals' Meeting.
- Presented at the National Association for the Gifted Conference in Minneapolis, Minnesota entitled, *Navigating the Gifted Journey for Students of Color*.

\*denotes alignment with the area of Equitable Representation of Students

- Evaluated and analyzed data from Title I schools/ Emerging Scholars Initiative (ESI) schools in an effort to identify trends and gaps.
- Continued to serve on SEVA and study equitable representation of gifted students. The committee studied the topic by using professional articles and participation in rich discussion.

### **In the area of Parent and Community Involvement, the Office of Gifted Programs**

- Designed and facilitated a SENG Model Parent Group (SMPG) book talk for parents of gifted children from Title I schools. Twenty parents participated in the 6-week pilot program using the book, *A Parent's Guide to Gifted Children*. The event was well-attended and successful; as a result, a team of 16 GRTs will become certified facilitators and the SMPG book talks will be expanded.
- Hosted a regional SEVA meeting of Gifted Community Advisory Committees and/or division representatives in order to enhance collaboration, communication and advocacy efforts across the region. The evening was organized in a roundtable format with parents, teachers and administrators from across the region.
- Held CAC meetings at the School Administration Building, as well as the Bayside High School Health Sciences Academy (HSA) and Brandon Middle School. A student panel was offered at Bayside High School that enabled CAC members to learn more about the HSA program from the students' perspectives.
- Organized 17 site visits for CAC members in order for them to see the gifted program in action. Each member was asked to visit one to two schools and shadow the GRT during his/her usual schedule and tasks. In preparation, CAC members reviewed recent site visits as they selected schools to visit. Site reports later inform recommendations to the Board. Schools visited were: Alanton ES, Brandon MS, College Park ES, Hermitage ES, Holland ES, Kempsville MS, North Landing ES, Parkway ES, Princess Anne MS, Providence ES, Red Mill ES, Salem MS, Shelton Park ES, Three Oaks ES, Thoroughgood ES, Trantwood ES, and Virginia Beach MS.
- Participated in the VBCPS *Navigating the Journey* event at the Virginia Beach Convention Center. Gifted central office staff and parents from the CAC shared gifted program resources and materials.
- Conducted parent workshops in all elementary, middle and high schools based on the needs of parents in each school. A first and fifth grade workshop for parents on the identification and placement process is also scheduled in each school.
- Partnered with the Virginia Beach Rotary Club to facilitate the *E.E. Brickell Scholarship Program*, including facilitation of the application process, hosting of four seminars, organizing the student selection process, and coordinating the annual dinner for honorees and their parents. Keano W. Rich, Ocean Lakes High School, received the \$6,000 Brickell Scholarship.
- Participated in gifted education leadership activities associated with the Consortium of Gifted Education Administrators, VAG, VACEG, the National Association for the Gifted, and William and Mary.
- Promoted the use of electronic communication (blogs, websites, Twitter, etc.) by GRTs for parents, community members and all stakeholders. Regularly updated sites reflect the gifted program in action.
- Invited CAC members to visit professional development offerings for elementary and secondary GRTs. Member(s) attended meetings as their schedules allowed. CAC members were also invited to attend both elementary and secondary GRT master class sessions offered in March.
- Published an online citywide gifted newsletter. Subscriptions are available on VBSchools.com. [https://www.vbschools.com/UserFiles/Servers/Server\\_78010/File/Academic%20Programs/Gifted/bulletin.pdf](https://www.vbschools.com/UserFiles/Servers/Server_78010/File/Academic%20Programs/Gifted/bulletin.pdf)
- Maintained a Twitter feed, @VBGifted. Retweeting feeds from other GRTs and gifted staff as well as sending original tweets shows the many facets of the gifted program in action. Using this technology has greatly increased communication about classroom happenings and the work of GRTs in schools.

The Community Advisory Committee for Gifted Education respectfully submits the following **recommendations** to the School Board of the City of Virginia Beach:

- Support building administrators in prioritizing essential GRT responsibilities before assigning specific, site-based commitments and obligations. GRT responsibilities are outlined in the elementary, middle, and high school Resource-cluster Model handbooks.
- Support and encourage high school administration in finding additional opportunities for GRT's and school counselors to build meaningful relationships with gifted students. (High School Advisory blocks, One Lunch, Innovative Technologies, etc.)
- Assess the implementation and continue to refine the high school resource-cluster model with an emphasis on clustering in grades 9 and 10, communication with parents and students, and collaborative efforts between all stakeholders to address the unique needs of high school gifted students.
- Continue to expand professional learning opportunities for gifted resource teachers, gifted cluster teachers, other instructional staff, school counselors and administrators to ensure the implementation of culturally responsive practices to meet the diverse social and emotional needs of the Gifted.
- Support communication between gifted staff, school counselors and special education case managers, parents, and all stakeholders to advocate for the academic and social and emotional needs of gifted learners.
- Allocate additional Gifted Temporary Employment Agreement (TEA) staff to support the unique needs of schools with current and future Spanish Immersion Programs.
- Allocate a TEA position for the development and implementation of a gifted model at the Renaissance Academy to support gifted services, including student transitions, in this alternative education setting.
- Continue to expand and support the Emerging Scholars Initiative (ESI) Program to achieve an increase in the number and quality of gifted referrals among students.

We believe Virginia Beach City Public Schools has one of the strongest gifted programs in the nation. We want to thank the School Board for its continued support and contributions to the quality of educational services that Virginia Beach City Public Schools affords the children of our gifted and talented programs.



**Subject:** Interim Financial Statements – May 2019 **Item Number:** 13B

**Section:** Information **Date:** June 25, 2019

**Senior Staff:** Farrell E. Hanzaker, Chief Financial Officer

**Prepared by:** Crystal M. Pate, Director of Business Services

**Presenter(s):** Farrell E. Hanzaker, Chief Financial Officer; Crystal M. Pate, Director of Business Services

**Recommendation:**

It is recommended that the School Board review the attached financial statements.

**Background Summary:**

Pursuant to Section 22.1-115 of the Code of Virginia, as amended, and other applicable sections, the enclosed Interim Financial Statements are presented.

**Source:**

Section 22.1-115 of the Code of Virginia, as amended

**Budget Impact:**

None



**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
CHARTING THE COURSE

**INTERIM FINANCIAL STATEMENTS**  
**FISCAL YEAR 2018-2019**  
**MAY 2019**

The financial statements include the following:

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Expenditures and Encumbrances by Category.....	<b>A3</b>
Expenditures and Encumbrances by Budget Unit within Category .....	<b>A5</b>
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Special Revenue and Proprietary Funds:	
Athletics .....	<b>B5</b>
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Vending Operations .....	<b>B14</b>
Instructional Technology .....	<b>B15</b>
Equipment Replacement.....	<b>B16</b>
Capital Projects Funds Expenditures and Encumbrances.....	<b>B17</b>
Green Run Collegiate Charter School .....	<b>B18</b>

The financial statements are reported on a cash basis; however, the financial statements include encumbrances (e.g., purchase orders, construction contracts) and reflect the option-payroll (e.g., 10-month employees starting in September electing to be paid over 12-months (i.e., includes the appropriate amount of the July and August salary payments due)) on a monthly basis (September through June). This salary accrual is reflected in each appropriate salary line item within each budget unit and fund for reporting and budgetary control purposes.

### **School Operating Fund**

The School Operating Fund makes up the general operating fund of the School Board. The general fund is used to account for all of the financial resources (except those accounted for in the below funds) that support the Instruction; Administration, Attendance and Health; Pupil Transportation; Operations and Maintenance; and Technology categories.

### **School Operating Fund Revenues** (pages B1, B3-B4)

Revenues realized this month totaled **\$70.5 million**. Revenues realized to date are **89.99%** of the current fiscal year estimate (**89.28%** of FY 2018 actual, **89.55%** of FY 2017 actual). Of the amount realized for the month, **\$39.3** million was realized from the City, **\$6.5** million was received in state sales tax, and **\$24.2 million** was received from the Commonwealth of Virginia for Basic School Aid, Standards of Quality (SOQ) entitlements, and other State revenue.

### **School Operating Fund Expenditures** (pages A3, B1)

The percent of the total current fiscal year budget expended and encumbered through this month was **88.52%**. The percent of expenditures and encumbrances to the total actual expenditures and encumbrances for the same period in FY 2018 was **90.53%**, and FY 2017 was **90.22%**. Please note that **\$7,038,446** of the current year budget is funded by the prior year fund balance for encumbrances.

### **Athletics Fund** (page B5)

The Athletics Fund accounts for the revenues and expenditures associated with the middle and high school athletic programs. A total of **\$37,765** in revenue (includes **\$33,111** in soccer receipts and **\$3,142** in middle school receipts) was realized this month. This fund has realized **100.3%** of the estimated revenue for the current fiscal year compared to **101.4%** of FY 2018 actual. Expenditures totaled **\$597,051** for this month. This fund has incurred expenditures and encumbrances of **93.4%** of the current fiscal year budget compared to **93.4%** of FY 2018 actual. Please note that **\$394,082** of the current year budget is funded by the prior year fund balance for encumbrances.

### **Cafeterias Fund** (page B6)

The Cafeterias Fund accounts for the revenues and expenditures associated with the school cafeteria operations of the School Division. A total of **\$3,277,334** in revenue (includes **\$1,276,402** in charges for services and **\$1,117,678** from the National School Meal Programs) was realized this month. This fund has realized **79.1%** of the estimated revenue for the current fiscal year compared to **80.8%** of FY 2018 actual. Expenditures totaled **\$3,208,846** for this month. This fund has incurred expenditures and encumbrances of **72.6%** of the current fiscal year budget compared to **83.3%** of FY 2018 actual. Please note that **\$2,026,534** of the current year budget is funded by the prior year fund balance (**\$1,945,288**) and prior year fund balance reserve for encumbrance (**\$81,246**).

**Textbooks Fund** (page B7)

The Textbooks Fund accounts for the financing and acquisitions of textbooks used in the School Division. A total of **\$341,613** in revenue (includes **\$333,002** from the Department of Education) was realized this month. This fund has realized **92.8%** of the estimated revenue for the current fiscal year compared to **91.2%** of FY 2018 actual. Expenditures totaled **\$11,147** for this month. This fund has incurred expenditures and encumbrances of **79.1%** of the budget for the current fiscal year compared to **99.0%** of FY 2018 actual. Please note that **\$2,163,315** of the current year budget is funded by the prior year fund balance (**\$2,140,110**) and prior year fund balance reserve for encumbrance (**\$23,205**).

**Risk Management Fund** (page B8)

The Risk Management Fund accounts for and provides insurance and the administration thereof for the School Division. The fund realized **\$21,421** in revenue (includes **\$19,156** in interest and **\$2,053** in insurance proceeds) this month. Expenses for this month totaled **\$349,756** (includes **\$183,855** in Worker's Compensation payments, **\$46,696** in Motor Vehicle Insurance premiums, and **\$73,443** in General Liability Insurance premiums).

**Communication Towers/Technology Fund** (page B9)

The Communication Towers/Technology Fund accounts for the rent receipts relating to the communication towers constructed on School Board property. A total of **\$4,945** in revenue was realized this month (includes **\$1,492** in cell tower rent – Ocean Lakes High). This fund has realized **119.0%** of the estimated revenue for the current fiscal year compared to **97.7%** of FY 2018 actual. Expenses for this month totaled **\$39,200**. This fund has incurred expenditures and encumbrances of **62.6%** of the budget for the current fiscal year compared to **52.6%** of FY 2018 actual. Please note that **\$340,764** of the current year budget is funded by the prior year fund balance (**\$340,000**) and prior year fund balance reserve for encumbrance (**\$764**).

**Grants Fund** (pages B10-B12)

The Grants Fund accounts for certain private, Commonwealth of Virginia, and Federal grants (with matching local funds, if required). A total of **\$4,362,609** in expenditures was incurred for various grants this month.

**Health Insurance Fund** (page B13)

The Health Insurance Fund accounts for the health insurance program and the administration thereof for the City and School Board employees. Revenues for this month totaled **\$14,445,944** (including City and School Board (employer and employee) premium payments). Expenses for this month totaled **\$11,866,676**. This includes medical and prescription drug claim payments for City and School Board employees.



### **Vending Operations Fund** (page B14)

The Vending Operations Fund accounts for the receipts and expenditures relating to the soft drink vending operations in the School Division. A total of **\$58** in revenue (interest) was realized this month. This fund has realized **92.0%** of the estimated revenue for the current fiscal year compared to **79.0%** of FY 2018. Expenses for this month totaled **\$16**. This fund has incurred expenditures and encumbrances of **99.4%** of the budget for the current fiscal year compared to **99.8%** of FY 2018 actual. Please note that **\$6,000** of the current year budget is funded by the prior year fund balance.

### **Instructional Technology Fund** (page B15)

The Instructional Technology Fund accounts for the financing and acquisitions of instructional technology to assist in the integration of Technology into the K-12 curriculum. A total of **\$23,059** in revenue (interest) was realized this month. Please note that **\$260,244** of the current year budget is funded by the prior year fund balance.

### **Equipment Replacement Fund** (page B16)

The Equipment Replacement Fund accounts for the financial resources provided for an equipment replacement cycle for selected capital equipment for schools and central offices. A total of **\$1,345** in revenue (interest) was realized this month. Please note that **\$1,088,036** of the current year budget is funded by the prior year fund balance.

### **Capital Projects Funds** (page B17)

The Capital Projects Funds accounts for the financial resources used for the construction of major capital facilities (e.g., schools). A total of **\$7,619,139** in expenditures was incurred for various school capital projects this month. This includes **\$398,293** for the John B. Dey Elementary Modernization project, **\$1,346,101** for Thoroughgood Elementary Replacement project, **\$5,166,805** for Princess Anne Middle Replacement project, **\$220,803** for the Energy Management II Renovation and Replacement projects, and **\$173,140** for the Plaza Annex/Laskin Road Addition project.

### **Green Run Collegiate Charter School Fund** (page B18)

The Green Run Collegiate Charter School Fund accounts for the revenues and expenditures of this public charter school. The School Board is acting in the capacity of a third-party administrator/fiscal agent for all of the public charter school's financial transactions in compliance with School Board Policies and Regulations. The fund realized **\$3,803,031** in revenue for the current fiscal year from the School Operating Fund or **100.0%** of the estimated revenue for the current fiscal year. This fund has incurred expenditures and encumbrances of **78.7%** of the current year fiscal year budget compared to **88.4%** of FY 2018 actual. Please note that **\$19,102** of the current year budget is funded by the prior year fund balance for encumbrances.

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000  
May 1, 2019 through May 31, 2019

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	Description		Account From		Account To	Transfer Amount
19-05-03	To cover payment made to parent(s) when driver was out and transportation was not available for student(s)	FROM	Management Payments to Parents	TO	Vehicle Operations – Special Education Payments to Parents	\$ 745
19-05-03	To cover payment for Defensive Driving	FROM	Vehicle Services Other Purchased Services	TO	Management Other Purchased Services	\$ 2,500
19-05-03	To purchase a replacement pony van	FROM	Distribution Services Other Purchased Services	TO	Vehicle Services Vehicles - Replacement	\$ 34,933
19-05-06	To purchase furniture for middle school classrooms	FROM	Middle School Classroom Middle School Teachers	TO	Middle School Classroom Instructional Supplies	\$ 100,000
19-05-07	To purchase laptops	FROM	Audiological Services Instructional Supplies	TO	Audiological Services Controlled Assets - Computer Equipment	\$ 1,250
19-05-08	To purchase an engine for a white activity bus. The original budget transfer (19-04-10) transferred the funds into the incorrect account.	FROM	Vehicle Maintenance Vehicle and Powered Equipment Supplies	TO	Vehicle Operations Vehicle and Powered Equipment Supplies	\$ 33,000
19-05-10	To purchase printers	FROM	Vehicle Maintenance Technological Services	TO	Vehicle Operations Controlled Assets – Computer Equipment	\$ 6,728
19-05-10	To purchase recycling posters for VBCPS and to pay for refreshments for staff meetings	FROM	Custodial Services Office Supplies	TO	Custodial Services Printing and Binding Food Services	\$ 1,500
19-05-10	To purchase repair parts; i.e., hoses, wheels, and switches and batteries for scrubbers and burnishers	FROM	Custodial Services Uniform Rental	TO	Custodial Services Repair and Maintenance Supplies Vehicle and Powered Equipment Supplies	\$ 28,000
19-05-10	To pay for window washing and pressure washing services	FROM	Custodial Services Custodial/Cleaning Supplies	TO	Custodial Services Other Purchased Services	\$ 25,000
19-05-10	To purchase scrubbers, burnishers,, and orbio units	FROM	Custodial Services Controlled Assets	TO	Custodial Services Capital Outlay - Additional	\$ 40,000
19-05-10	To purchase laptops and monitors	FROM	Custodial Services Computer Supplies	TO	Custodial Services Controlled Assets – Computer Equipment	\$ 920
19-05-10	To expand collection of professional books in the virtual reference library - resources will be accessible to all VBCPS staff	FROM	Instructional Professional Growth and Innovation Other Purchased Services	TO	Instructional Professional Growth and Innovation Technology Software/Online Content	\$ 51,000
19-05-11	To cover salary and benefits	FROM	Green Run Collegiate Charter School Senior High Classroom Senior High Teachers FICA Benefits Retirement Contributions (VRS) VRS Retiree Health Insurance Credit Life Insurance (VRS)	TO	Green Run Collegiate Charter School Gifted Ed and Academy Programs Senior High Teachers FICA Benefits Retirement Contributions (VRS) VRS Retiree Health Insurance Credit Life Insurance (VRS)	\$ 6,736
19-05-11	To cover salary and benefits	FROM	Green Run Collegiate Charter School Senior High Classroom Senior High Teachers FICA Benefits Retirement Contributions (VRS) VRS Retiree Health Insurance Credit Health Insurance Life Insurance (VRS)	TO	Green Run Collegiate Charter School Teaching and Learning Support Senior High Teachers FICA Benefits Retirement Contributions (VRS) VRS Retiree Health Insurance Credit Health Insurance Life Insurance (VRS)	\$ 87,106
19-05-12	To cover costs of charter buses for field trips, educational services and IB fees	FROM	Green Run Collegiate Charter School Senior High Classroom Instructional Supplies	TO	Green Run Collegiate Charter School Teaching and Learning Support Other Purchased Services	\$ 14,000
19-05-12	To cover cost of educational software	FROM	Green Run Collegiate Charter School Senior High Classroom Instructional Supplies	TO	Green Run Collegiate Charter School Senior High Classroom Technology Software/Online Content	\$ 900

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000  
May 1, 2019 through May 31, 2019

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	Description		Account From		Account To	Transfer Amount
19-05-12	To cover stipends	FROM	Green Run Collegiate Charter School Senior High Classroom Non-Athletic Supplements	TO	Green Run Collegiate Charter School Senior High Classroom Stipends	\$ 500
19-05-12	To cover stipends and FICA	FROM	Green Run Collegiate Charter School Senior High Classroom Non-Athletic Supplements	TO	Green Run Collegiate Charter School Technical and Career Education Stipends FICA Benefits	\$ 1,615
19-05-12	To cover stipends and FICA	FROM	Green Run Collegiate Charter School Senior High Classroom Non-Athletic Supplements	TO	Green Run Collegiate Charter School Instructional Prof Growth & Innovation Stipends FICA Benefits	\$ 2,261
19-05-12	To cover food for various events	FROM	Green Run Collegiate Charter School Office of the Principal-Senior High Office Supplies	TO	Green Run Collegiate Charter School Office of the Principal-Senior High Food Services	\$ 4,500
19-05-12	To cover cost of local travel for GRC staff member	FROM	Green Run Collegiate Charter School Teaching and Learning Support Travel/Professional Improvement	TO	Green Run Collegiate Charter School Teaching and Learning Support Travel-Routine	\$ 60
19-05-12	To cover cost of supplies for various meeting and events	FROM	Green Run Collegiate Charter School Teaching and Learning Support Office Supplies	TO	Green Run Collegiate Charter School Teaching and Learning Support Other Materials & Supplies	\$ 2,500
19-05-14	To cover online tests	FROM	Psychological Services Instructional Supplies	TO	Psychological Services Technology Software/Online Content	\$ 2,400
19-05-15	To cover furniture and modules	FROM	Senior High Classroom Controlled Assets-Computer Equipment	TO	Senior High Classroom Instructional Supplies	\$ 71,078
19-05-16	To cover furniture	FROM	Middle School Classroom Capital Outlay-Replacement Capital Outlay-Additional	TO	Middle School Classroom Instructional Supplies	\$ 35,400
19-05-18	To cover APEX software	FROM	Senior High Classroom Technological Services	TO	Senior High Classroom Technology Software/Online Content	\$ 1,475
19-05-24	To reimburse custodial overtime hours worked for the SkillsUSA District Competition at the Tech Center and the Educator's Rising State Leadership Conference at Ocean Lakes High School	FROM	Technical and Career Education Other Purchased Services FICA	TO	Custodial Services Custodians FICA	\$ 371
19-05-26	To pay for cafeteria mural	FROM	Red Mill ES Staff Development Draw Equipment Draw	TO	Red Mill ES Administrative Draw	\$ 4,653
19-05-26	To purchase paper, carpet, robots, microscopes, and toner	FROM	Red Mill ES Equipment Draw	TO	Red Mill ES Instructional Draw Instructional Draw - Computer Supplies	\$ 1,515
19-05-26	To pay for wind/percussion arrangement for "Vibrations" and managed print services	FROM	Tallwood HS Equipment Draw	TO	Tallwood HS Instructional Draw - Technology Software/Online Content Instructional Draw - Computer Supplies	\$ 2,265
19-05-26	To pay for tables and chairs	FROM	Tallwood HS Equipment Draw Administrative Draw Library Draw	TO	Tallwood HS Instructional Draw	\$ 10,257
19-05-26	To purchase print head replacement kit and web cams	FROM	Salem MS Administrative Draw	TO	Salem MS Administrative Draw - Computer Supplies	\$ 173
19-05-26	To purchase desks, chairs, and binders	FROM	Salem MS Staff Development Draw Library Draw	TO	Salem MS Instructional Draw	\$ 2,984
19-05-26	To purchase toner and copier staples	FROM	Salem MS Library Draw	TO	Salem MS Instructional Draw - Computer Supplies	\$ 1,728
19-05-26	To purchase vertical blinds for the Department of Teaching and Learning at Plaza Annex	FROM	Media Services Support Library Books and Supplies	TO	Maintenance Services Repair and Maintenance Supplies	\$ 540

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000  
May 1, 2019 through May 31, 2019

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	Description		Account From		Account To	Transfer Amount
19-05-26	To pay for ESI managed print services	FROM	Thalia ES Computer Supplies Draw	TO	Thalia ES Instructional Draw - Computer Supplies	\$ 211
19-05-26	To purchase Standards of Learning (SOL) and science lab materials and Liskey think sheets	FROM	Thalia ES Equipment Draw	TO	Thalia ES Instructional Draw	\$ 1,742
19-05-26	To purchase Osmo case and base for iPads	FROM	Thalia ES Computer Supplies Draw Library Draw	TO	Thalia ES Library Draw - Computer Supplies	\$ 157
19-05-26	To cover additional costs for general maintenance and repairs; i.e., wireless microphone and Primex clock replacements at various middle and high schools	FROM	Custodial Services Uniform Rental Refuse Disposal Services Other Purchased Services Travel/Professional Improvement Office Supplies Custodial/Cleaning Supplies Repair and Maintenance Supplies Vehicle and Powered Equipment Supplies Shop Tools Controlled Assets Other Materials and Supplies Capital Outlay - Additional	TO	Maintenance Services General Maintenance and Repair	\$ 200,000
19-05-26	To pay for substitutes' pay, FICA, library books and applications, and managed print services	FROM	Strawbridge ES Equipment Draw	TO	Strawbridge ES Staff Development Draw - Elementary Teacher Substitutes Staff Development Draw - FICA Library Draw Library Draw - Technology Software/Online Content Computer Supplies Draw	\$ 562
19-05-26	To purchase paper, pencils, pens, classroom supplies, and books	FROM	Tallwood ES Library Draw	TO	Tallwood ES Instructional Draw	\$ 1,937
19-05-26	To purchase office supplies and refreshments for meetings	FROM	Tallwood ES Equipment Draw	TO	Tallwood ES Administrative Draw	\$ 2,399
19-05-26	To pay for printing services	FROM	Tallwood ES Computer Supplies Draw	TO	Tallwood ES Instructional Draw - Computer Supplies Administrative Draw - Computer Supplies	\$ 388
19-05-26	To pay for substitutes and associated FICA	FROM	Windsor Woods ES Library Draw	TO	Windsor Woods ES Staff Development Draw - Elementary Teacher Substitutes Staff Development Draw - FICA	\$ 124
19-05-26	To pay for toner and ink	FROM	Windsor Woods ES Equipment Draw	TO	Windsor Woods ES Computer Supplies Draw	\$ 491
19-05-26	To purchase laptops, Grammarly and Adobe Pro software licenses, and docking stations	FROM	Internal Audit Other Purchased Services	TO	Internal Audit Controlled Assets - Computer Equipment Technology Software/Online Content Computer Supplies	\$ 1,900
19-05-26	To pay for substitutes and associated FICA, and purchase printer, ink, toner, and paper	FROM	Seatack ES Equipment Draw	TO	Seatack ES Staff Development Draw - Elementary Teacher Substitutes Staff Development Draw - FICA Administrative Draw - Controlled Assets - Computer Equipment Instructional Draw - Computer Supplies Administrative Draw - Computer Supplies Instructional Draw	\$ 2,420
19-05-26	To purchase printers	FROM	Seatack ES Administrative Draw	TO	Seatack ES Administrative Draw - Controlled Assets - Computer Equipment	\$ 295
19-05-26	To purchase a printer and screen filters	FROM	Lynnhaven MS Administrative Draw	TO	Lynnhaven MS Administrative Draw - Controlled Assets - Computer Equipment Administrative Draw - Computer Supplies	\$ 565
19-05-26	To purchase a printer and Chromebook	FROM	Lynnhaven MS Computer Supplies Draw	TO	Lynnhaven MS Computer Supplies Draw - Controlled Assets - Computer Equipment	\$ 594
19-05-26	To pay for Shred It and ESI toner billing, and purchase paper, teacher and office supplies	FROM	Lynnhaven MS Equipment Draw	TO	Lynnhaven MS Instructional Draw Instructional Draw - Computer Supplies Administrative Draw	\$ 4,515

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000  
May 1, 2019 through May 31, 2019

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	Description		Account From		Account To	Transfer Amount
19-05-26	To pay for toner, substitute pay and associated FICA, conferences, refreshments for staff development meetings, and books	FROM	Thoroughgood ES Administrative Draw	TO	Thoroughgood ES Administrative Draw - Computer Supplies Staff Development Draw - Elementary Teacher Substitutes Staff Development Draw - FICA Staff Development Draw	\$ 1,101
19-05-26	To purchase paper and classroom supplies; i.e., markers, pens, colored paper	FROM	Thoroughgood ES Equipment Draw	TO	Thoroughgood ES Instructional Draw	\$ 4,515
19-05-26	To purchase office and administrative supplies; i.e., paper, file folders, colored paper, laminate, pens, paper, and mailing envelopes	FROM	Bettie F. Williams ES Staff Development	TO	Bettie F. Williams ES Administrative Draw	\$ 985
19-05-26	To pay for ESI managed print services	FROM	Bettie F. Williams ES Instructional Draw	TO	Bettie F. Williams ES Instructional Draw - Computer Supplies	\$ 455
19-05-26	To pay for paper, laminating film, mileage, postage, clinic supplies	FROM	Rosemont Forest ES Staff Development	TO	Rosemont Forest ES Administrative Draw	\$ 1,081
19-05-26	To pay for Liskey printing, and purchase paper, printers, toner, student planners, STEM materials, classroom rugs, fiddle sets, and recorders	FROM	Rosemont Forest ES Equipment Draw	TO	Rosemont Forest ES Administrative Draw Administrative Draw - Computer Supplies Instructional Draw Instructional Draw - Computer Supplies Special Education Draw	\$ 3,362
19-05-26	To purchase toner	FROM	Rosemont Forest ES Computer Supplies Draw	TO	Rosemont Forest ES Instructional Draw - Computer Supplies	\$ 1,412
19-05-26	To purchase toner	FROM	Rosemont Forest ES Library Draw	TO	Rosemont Forest ES Library Draw - Computer Supplies	\$ 60
19-05-26	To purchase a printer and scanners, and pay for ESI monthly print services	FROM	Princess Anne MS Equipment Draw	TO	Princess Anne MS Administrative Draw - Controlled Assets - Computer Equipment Instructional Draw - Computer Supplies	\$ 1,836
19-05-26	To purchase a mouse	FROM	Princess Anne MS Library Draw	TO	Princess Anne MS Administrative Draw - Computer Supplies	\$ 43
19-05-26	To purchase administrative and office supplies, paper, postage, and wireless mouse	FROM	Salem HS Equipment Draw	TO	Salem HS Administrative Draw - Computer Supplies Administrative Draw	\$ 7,631
19-05-26	To purchase administrative and office supplies, paper, and postage	FROM	Salem HS Staff Development	TO	Salem HS Administrative Draw	\$ 246
19-05-26	To purchase toner and copier staples	FROM	Salem HS Instructional Draw	TO	Salem HS Instructional Draw - Computer Supplies	\$ 2,661
19-05-26	To purchase colored ink	FROM	Windsor Oaks ES Library Draw	TO	Windsor Oaks ES Library Draw - Computer Supplies	\$ 239
19-05-26	To pay for Mackin eBooks and substitutes	FROM	Woodstock ES Library Draw	TO	Woodstock ES Staff Development Draw - Elementary Teacher Substitutes Library Draw - Technology Software/Online Content	\$ 1,882
19-05-26	To pay for substitutes and associated FICA	FROM	Woodstock ES Instructional Draw	TO	Woodstock ES Staff Development Draw - Elementary Teacher Substitutes Staff Development Draw - FICA	\$ 235
19-05-26	To pay for ESI managed print services	FROM	Woodstock ES Administrative Draw	TO	Woodstock ES Computer Supplies Draw	\$ 2,000
19-05-26	To purchase 3D printer supplies, filament, Schola mouse, and computer cord	FROM	Virginia Beach MS Library Draw Equipment Draw	TO	Virginia Beach MS Administrative Draw - Computer Supplies	\$ 830
19-05-26	To pay for ESI monthly invoices	FROM	Virginia Beach MS Equipment Draw	TO	Virginia Beach MS Computer Supplies Draw	\$ 587

## SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000

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	Description		Account From		Account To	Transfer Amount
19-05-26	To purchase pens, tissue, post-its, and file folders	FROM	Virginia Beach MS Staff Development Draw	TO	Virginia Beach MS Administrative Draw	\$ 724
19-05-26	To pay for toner	FROM	Princess Anne HS Instructional Draw	TO	Princess Anne HS Instructional Draw - Computer Supplies	\$ 3,041
19-05-26	To pay for toner, computer supplies, and phone bill, Shred It billing, printing, and office supplies	FROM	Princess Anne HS Equipment Draw	TO	Princess Anne HS Computer Supplies Draw Administrative Draw - Computer Supplies Administrative Draw	\$ 2,849
19-05-26	To purchase Apple tablets	FROM	Princess Anne HS Special Education Draw	TO	Princess Anne HS Special Education Draw - Controlled Assets - Computer Equipment	\$ 2,373
19-05-26	To purchase audio visual cables, copier staples, poster printer paper, and books	FROM	Salem ES Administrative Draw	TO	Salem ES Administrative Draw - Computer Supplies Library Draw	\$ 424
19-05-26	To pay for ESI monthly invoices, musical instruments, paper, classroom supplies, 3D printer filament	FROM	Salem ES Equipment Draw	TO	Salem ES Computer Supplies Draw Instructional Draw Instructional Draw - Computer Supplies	\$ 3,898
19-05-26	To purchase headphones	FROM	Salem ES Special Education Draw	TO	Salem ES Special Education Draw - Computer Supplies	\$ 132
19-05-26	To purchase toner	FROM	Renaissance Academy Instructional Draw	TO	Renaissance Academy Instructional Draw - Computer Supplies	\$ 100
19-05-26	To purchase orchestra instrument rack and chorus microphones	FROM	Plaza MS Equipment Draw	TO	Plaza MS Instructional Draw	\$ 4,871
19-05-26	To pay for chair mat, dividers, Virginia Beach Reading Council banquet, paper, substitutes, and sensory therapuddy	FROM	Rosemont ES Equipment Draw	TO	Rosemont ES Administrative Draw Staff Development Draw - Elementary Teacher Substitutes Special Education Draw	\$ 1,009
19-05-26	To purchase paper	FROM	Rosemont ES Computer Supplies Draw Library Draw	TO	Rosemont ES Instructional Draw	\$ 591
19-05-26	To pay for paper, ESI managed print services, Teacher Direct - Building Words Phonics, Sentence Building game, dry erase pocket folders, and library tables	FROM	Providence ES Staff Development Draw	TO	Providence ES Instructional Draw Instructional Draw - Computer Supplies Special Education Draw Computer Supplies Draw Library Draw	\$ 2,411
19-05-26	To purchase iPads and library tables	FROM	Providence ES Administrative Draw	TO	Providence ES Administrative Draw - Controlled Assets - Computer Equipment Library Draw	\$ 4,024
19-05-26	To pay for the Virginia Council for Learning Disabilities conference registration and substitutes	FROM	Shelton Park ES Equipment Draw	TO	Shelton Park ES Staff Development Draw Staff Development Draw - Elementary Teacher Substitutes	\$ 229
19-05-26	To pay for substitutes and associated FICA and ESI managed print services	FROM	Shelton Park ES Administrative Draw	TO	Shelton Park ES Staff Development Draw - Elementary Teacher Substitutes Staff Development Draw - FICA Administrative Draw - Computer Supplies	\$ 897
19-05-26	To pay for ESI managed print services	FROM	Shelton Park ES Special Education Draw	TO	Shelton Park ES Special Education Draw - Computer Supplies	\$ 68
19-05-26	To purchase toner	FROM	Three Oaks ES Library Draw	TO	Three Oaks ES Instructional Draw - Computer Supplies	\$ 146
19-05-26	To purchase collaboration room and meeting supplies and toner	FROM	Three Oaks ES Equipment Draw	TO	Three Oaks ES Instructional Draw - Computer Supplies Administrative Draw	\$ 3,570
19-05-26	To purchase paper	FROM	Three Oaks ES Instructional Draw	TO	Three Oaks ES Special Education Draw	\$ 3
19-05-26	To purchase consumable food for culinary classroom, circuit boards, wiring, and reference materials for nursing classroom	FROM	Technical and Career Education Center Administrative Draw Library Draw	TO	Technical and Career Education Center Instructional Draw	\$ 2,325

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000  
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	Description		Account From		Account To	Transfer Amount
19-05-26	To pay for ESI managed print services	FROM	Technical and Career Education Center Administrative Draw	TO	Technical and Career Education Center Administrative Draw - Computer Supplies	\$ 127
19-05-26	To pay for ESI managed print services	FROM	Technical and Career Education Center Instructional Draw	TO	Technical and Career Education Center Instructional Draw - Computer Supplies	\$ 1,300
19-05-26	To pay for ESI managed print services	FROM	Trantwood ES Instructional Draw	TO	Trantwood ES Instructional Draw - Computer Supplies	\$ 864
19-05-26	To purchase paper, laminate and two-way radio	FROM	Trantwood ES Equipment Draw	TO	Trantwood ES Instructional Draw Administrative Draw	\$ 2,723
19-05-26	To pay for substitutes and associated FICA	FROM	Trantwood ES Staff Development Draw	TO	Trantwood ES Staff Development Draw - Elementary Teacher Substitutes Staff Development Draw - FICA	\$ 492
19-05-26	To pay for paper, ESI managed print services billing, and ink/toner	FROM	White Oaks ES Equipment Draw	TO	White Oaks ES Instructional Draw Instructional Draw - Computer Supplies Computer Supplies Draw	\$ 3,887
19-05-26	To pay for custodial services for the School Bus Road-E-O event held at Birdneck ES	FROM	Vehicle Operations Other Purchased Services	TO	Custodial Services Custodians FICA Benefits	\$ 152
19-05-26	To pay for substitutes	FROM	Strawbridge ES Staff Development Draw	TO	Strawbridge ES Staff Development Draw - Elementary Teacher Substitutes	\$ 182
19-05-26	To pay for substitutes	FROM	Seatack ES Staff Development Draw	TO	Seatack ES Staff Development Draw - Elementary Teacher Substitutes	\$ 286
19-05-26	To pay for substitutes and associated FICA	FROM	Salem ES Staff Development Draw	TO	Salem ES Staff Development Draw - Elementary Teacher Substitutes Staff Development Draw - FICA	\$ 276
19-05-26	To pay for substitutes and associated FICA	FROM	Rosemont ES Staff Development Draw	TO	Rosemont ES Staff Development Draw - Elementary Teacher Substitutes Staff Development Draw - FICA	\$ 88
19-05-26	To pay for substitutes and associated FICA	FROM	Three Oaks ES Staff Development Draw	TO	Three Oaks ES Staff Development Draw - Elementary Teacher Substitutes Staff Development Draw - FICA	\$ 167
19-05-30	To cover managed print service charges	FROM	Bayside 6th Grade Campus Equipment Draw	TO	Bayside 6th Grade Campus Computer Supplies Draw	\$ 541
19-05-30	To cover managed print service charges, local travel reimbursement and staff luncheon	FROM	Corporate Landing ES Equipment Draw	TO	Corporate Landing ES Computer Supplies Draw Administrative Draw	\$ 3,444
19-05-30	To cover expenses for kindergarten registration and teacher appreciation week	FROM	Corporate Landing ES Instructional Draw	TO	Corporate Landing ES Administrative Draw	\$ 582
19-05-30	To purchase office supplies	FROM	Green Run HS Equipment Draw	TO	Green Run HS Administrative Draw	\$ 1,249
19-05-30	To purchase printer and toner	FROM	Green Run HS Instructional Draw	TO	Green Run HS Computer Supplies Draw-Controlled Assets Computer Supplies Draw	\$ 3,199
19-05-30	To cover managed print service charges	FROM	Alanton ES Staff Development Draw	TO	Alanton ES Computer Supplies Draw	\$ 984
19-05-30	To cover Liskey printing of clinic passes and envelopes, staff luncheon, volunteer breakfast and portable radios	FROM	Alanton ES Equipment Draw	TO	Alanton ES Administrative Draw	\$ 2,381
19-05-30	To cover substitutes, FICA, classroom books and manipulatives	FROM	Creeds ES Administrative Draw	TO	Creeds ES Staff Development Draw-Elem Teacher Substitutes Staff Development Draw-FICA Benefits Special Ed Draw	\$ 831
19-05-30	To cover managed print service charges and to purchase copier paper	FROM	Creeds ES Equipment Draw	TO	Creeds ES Computer Supplies Draw Instructional Draw	\$ 3,671
19-05-30	To cover substitutes and FICA benefits	FROM	Cooke ES Staff Development Draw	TO	Cooke ES Staff Development Draw-Elem Teacher Substitutes Staff Development Draw-FICA Benefits	\$ 71

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SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000  
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	Description		Account From		Account To	Transfer Amount
19-05-30	To purchase PE supplies	FROM	Cooke ES Instructional Draw	TO	Cooke ES Instructional Draw-Computer Supplies	\$ 705
19-05-30	To purchase novels and paper	FROM	Great Neck MS Library Draw	TO	Great Neck MS Instructional Draw	\$ 2,695
19-05-30	To purchase novels, paper and headphones	FROM	Great Neck MS Administrative Draw	TO	Great Neck MS Instructional Draw	\$ 2,188
19-05-30	To purchase novels, paper, headphones, binder and pencils	FROM	Great Neck MS Equipment Draw	TO	Great Neck MS Instructional Draw Special Education Draw	\$ 833
19-05-30	To purchase chromebook AC power adapters and colored printer	FROM	John B Dey ES Computer Supplies Draw	TO	John B Dey ES Instructional Draw-Computer Supplies Administrative Draw-Controlled Assets	\$ 665
19-05-30	To purchase headphones	FROM	John B Dey ES Special Education Draw	TO	John B Dey ES Special Education Draw-Computer Supplies	\$ 90
19-05-30	To cover substitutes and FICA benefits	FROM	John B Dey ES Staff Development Draw	TO	John B Dey ES Staff Development Draw-Elem Teacher Substitutes Staff Development Draw-FICA Benefits	\$ 36
19-05-30	To purchase books and classroom supplies	FROM	John B Dey ES Equipment Draw	TO	John B Dey ES Instructional Draw	\$ 2,237
19-05-30	To cover conference registration, toner, bookcases and FICA benefits	FROM	Indian Lakes ES Administrative Draw	TO	Indian Lakes ES Staff Development Draw Computer Supplies Draw Instructional Draw Staff Development Draw-FICA Benefits	\$ 5,919
19-05-30	To purchase iPad, grade level supplies like art, music and PE supplies, and cover FICA benefits	FROM	Brookwood ES Administrative Draw	TO	Brookwood ES Administrative Draw-Controlled Assets Instructional Draw Staff Development Draw-FICA Benefits	\$ 2,225
19-05-30	To purchase toner	FROM	Brookwood ES Equipment Draw	TO	Brookwood ES Computer Supplies Draw	\$ 1,259
19-05-30	To purchase laminating paper and to cover substitutes	FROM	Brookwood ES Staff Development	TO	Brookwood ES Instructional Draw Staff Development Draw-Elem Teacher Substitutes	\$ 897
19-05-30	To purchase office supplies, copy paper, cable ties and to cover managed print service charges	FROM	Arrowhead ES Equipment Draw	TO	Arrowhead ES Administrative Draw Instructional Draw Instructional Draw-Computer Supplies Computer Supplies Draw	\$ 1,183
19-05-30	To cover managed print service charges	FROM	Arrowhead ES Library Draw	TO	Arrowhead ES Computer Supplies Draw	\$ 717
19-05-30	To purchase viewsonic board	FROM	Glenwood ES Staff Development Draw	TO	Glenwood ES Instructional Draw-Controlled Assets	\$ 3
19-05-30	To purchase stem lab carts, baskets, scooters for guidance, utility carts for guidance, viewsonic board and toner	FROM	Glenwood ES Equipment Draw	TO	Glenwood ES Administrative Draw Instructional Draw-Controlled Assets Computer Supplies Draw	\$ 2,356
19-05-30	To purchase viewsonic board	FROM	Glenwood ES Instructional Draw	TO	Glenwood ES Instructional Draw-Controlled Assets	\$ 2,110
19-05-30	To pay for Shred It, and to purchase folders, binders, paper and pens for office use	FROM	Glenwood ES Library Draw	TO	Glenwood ES Administrative Draw	\$ 352
19-05-30	To cover managed print service charges	FROM	Bayside MS Equipment Draw	TO	Bayside MS Computer Supplies Draw	\$ 149
19-05-30	To cover managed print service charges	FROM	Bayside MS Library Draw	TO	Bayside MS Computer Supplies Draw	\$ 60
19-05-30	To cover managed print service charges and purchase copier staple cartridges	FROM	Bayside MS Instructional Draw	TO	Bayside MS Computer Supplies Draw Instructional Draw-Computer Supplies	\$ 789
19-05-30	To cover managed print service charges	FROM	Fairfield ES Library Draw	TO	Fairfield ES Instructional Draw-Computer Supplies	\$ 5
19-05-30	To cover managed print service charges	FROM	Fairfield ES Instructional Draw	TO	Fairfield ES Instructional Draw-Computer Supplies	\$ 859



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	Description		Account From		Account To	Transfer Amount
19-05-30	To cover managed print service charges, pay substitutes and FICA benefits	FROM	Fairfield ES Staff Development Draw	TO	Fairfield ES Instructional Draw-Computer Supplies Staff Development Draw-Elem Teacher Substitutes Staff Development Draw-FICA Benefits	\$ 593
19-05-30	To cover managed print service charges	FROM	Fairfield ES Computer Supplies Draw	TO	Fairfield ES Instructional Draw-Computer Supplies	\$ 127
19-05-30	To purchase copy paper, postage, staff meeting lunch and refreshments and travel	FROM	Fairfield ES Staff Development Draw	TO	Fairfield ES Administrative Draw	\$ 1,157
19-05-30	To purchase paper, pens and clips	FROM	First Colonial HS Library Draw	TO	First Colonial HS Instructional Draw	\$ 172
19-05-30	To cover managed print service charges	FROM	First Colonial HS Administrative Draw	TO	First Colonial HS Instructional Draw-Computer Supplies	\$ 1,776
19-05-30	To purchase toner	FROM	Birdneck ES Equipment Draw	TO	Birdneck ES Computer Supplies Draw	\$ 1,819
19-05-30	To pay substitutes	FROM	Birdneck ES Staff Development Draw	TO	Birdneck ES Staff Development Draw-Elem Teacher Substitutes	\$ 770
19-05-30	To pay substitutes and FICA Benefits	FROM	Birdneck ES Administrative Draw	TO	Birdneck ES Staff Development Draw-Elem Teacher Substitutes Staff Development Draw-FICA Benefits	\$ 644
19-05-30	To cover managed print service charges; to purchase headphones, books for professional development, SOLpass software and reading sets; and to pay for substitutes and FICA benefits	FROM	Centerville ES Equipment Draw	TO	Centerville ES Computer Supplies Draw Special Education Draw Staff Development Draw Staff Development Draw-Elem Teacher Substitutes Staff Development Draw-FICA Benefits Instructional Draw-Computer Software Instructional Draw	\$ 2,366
19-05-35	To attend the VASCD annual conference	FROM	Landstown HS Equipment Draw	TO	Landstown HS Staff Development Draw	\$ 7,012
19-05-35	To purchase library furniture	FROM	Landstown HS Library Draw	TO	Landstown HS Administrative Draw	\$ 6,941
19-05-35	To pay for managed print services	FROM	Landstown HS Instructional Draw	TO	Landstown HS Instructional Draw Computer Supplies	\$ 280
19-05-35	To pay salary and benefits for senior high substitutes	FROM	Landstown HS Equipment Draw	TO	Landstown HS Staff Development Draw Senior High Teacher Substitutes FICA Benefits	\$ 2,459
19-05-35	To purchase novels for eighth grade students	FROM	Old Donation School - MS Library Draw	TO	Old Donation School - MS Instructional Draw	\$ 542
19-05-35	To purchase stools, classroom carpet, laminate and copy paper	FROM	Landstown ES Staff Development Draw	TO	Landstown ES Instructional Draw	\$ 1,306
19-05-35	To purchase notebooks, pens and planners	FROM	Kempsville Meadows ES Equipment Draw	TO	Kempsville Meadows ES Administrative Draw	\$ 215
19-05-35	To purchase toner	FROM	Kempsville Meadows ES Equipment Draw	TO	Kempsville Meadows ES Computer Supplies Draw	\$ 316
19-05-35	To pay for managed print services	FROM	Advanced Technology Center Administrative Draw	TO	Advanced Technology Center Administrative Draw Computer Supplies	\$ 51
19-05-35	To purchase office supplies and pay for printing costs	FROM	Advanced Technology Center Staff Development Draw	TO	Advanced Technology Center Administrative Draw	\$ 2,679
19-05-35	To purchase whiteboards and instructional materials	FROM	Advanced Technology Center Computer Supplies Draw	TO	Advanced Technology Center Instructional Draw	\$ 1,267
19-05-35	To pay for managed print services	FROM	Advanced Technology Center Instructional Draw	TO	Advanced Technology Center Instructional Draw Computer Supplies	\$ 533

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000  
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	Description		Account From		Account To	Transfer Amount
19-05-35	To purchase a monitor	FROM	Advanced Technology Center Instructional Draw	TO	Advanced Technology Center Instructional Draw Controlled Assets - Computer Equipment	\$ 250
19-05-35	To pay salary and benefits for middle school teacher substitutes	FROM	Larkspur MS Staff Development Draw	TO	Larkspur MS Staff Development Draw Middle School Teacher Substitutes FICA Benefits	\$ 306
19-05-35	To purchase paper	FROM	Larkspur MS Library Draw	TO	Larkspur MS Instructional Draw	\$ 361
19-05-35	To purchase a computer monitor, laptops and an iPad	FROM	Independence MS Administrative Draw Equipment Draw	TO	Independence MS Administrative Draw Controlled Assets - Computer Equipment	\$ 3,190
19-05-35	To purchase SOLPass	FROM	Independence MS Instructional Draw	TO	Independence MS Instructional Draw Technology Software/Online Content	\$ 245
19-05-35	To purchase toner, mice, keypads and USB headsets	FROM	Independence MS Instructional Draw	TO	Independence MS Instructional Draw Computer Supplies	\$ 2,011
19-05-35	To purchase a computer keypad and a mouse	FROM	Independence MS Special Ed Draw	TO	Independence MS Special Ed Draw Computer Supplies	\$ 102
19-05-35	To pay salary and benefits for senior high substitutes	FROM	Kellam HS Library Draw	TO	Kellam HS Staff Development Draw Senior High Teacher Substitutes FICA Benefits	\$ 1,126
19-05-35	To pay for a speaker and professional development travel and hotels	FROM	Kellam HS Library Draw Instructional Draw	TO	Kellam HS Staff Development Draw	\$ 809
19-05-35	To purchase laptops	FROM	Kellam HS Administrative Draw	TO	Kellam HS Administrative Draw Controlled Assets - Computer Equipment	\$ 4,115
19-05-35	To pay for managed print services and staples	FROM	Kellam HS Instructional Draw	TO	Kellam HS Instructional Draw Computer Supplies	\$ 2,145
19-05-35	To purchase Apple iPads	FROM	Kellam HS Library Draw	TO	Kellam HS Library Draw Controlled Assets - Computer Equipment	\$ 2,378
19-05-35	To purchase ink	FROM	Kellam HS Library Draw	TO	Kellam HS Library Draw Computer Supplies	\$ 19
19-05-35	To purchase paper and other classroom supplies	FROM	Linkhorn Park ES Library Draw	TO	Linkhorn Park ES Instructional Draw	\$ 167
19-05-35	To attend the Virginia Music Educators Association (VMEA) conference	FROM	Landstown MS Equipment Draw	TO	Landstown MS Staff Development Draw	\$ 310
19-05-35	To pay for toner	FROM	Landstown MS Instructional Draw	TO	Landstown MS Instructional Draw Computer Supplies	\$ 742
19-05-35	To purchase a printer	FROM	Landstown MS Equipment Draw	TO	Landstown MS Computer Supplies Draw Controlled Assets - Computer Equipment	\$ 305
19-05-35	To purchase shredders, fans and office supplies	FROM	Point O'View ES Equipment Draw	TO	Point O'View ES Administrative Draw	\$ 633
19-05-35	To purchase SOLPass	FROM	Point O'View ES Equipment Draw	TO	Point O'View ES Instructional Draw Technology Software/Online Content	\$ 245
19-05-35	To purchase cables, drives and other computer accessories	FROM	Point O'View ES Equipment Draw	TO	Point O'View ES Instructional Draw Computer Supplies Draw	\$ 178
19-05-35	To purchase sensory tools, bean bags and weighted blankets	FROM	Point O'View ES Equipment Draw	TO	Point O'View ES Special Ed Draw	\$ 20
19-05-35	To pay for managed print services	FROM	Point O'View ES Equipment Draw	TO	Point O'View ES Computer Supplies Draw	\$ 1,299

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	Description		Account From		Account To	Transfer Amount
19-05-35	To purchase paper, tape, construction paper, markers, pencils, crayons and glue	FROM	Point O'View ES Equipment Draw	TO	Point O'View ES Instructional Draw	\$ 1,764
19-05-35	To purchase chairs and postage	FROM	Kempsville MS Equipment Draw	TO	Kempsville MS Administrative Draw	\$ 2,349
19-05-35	To purchase an iPad	FROM	Kempsville MS Equipment Draw	TO	Kempsville MS Administrative Draw Controlled Assets - Computer Equipment	\$ 496
19-05-35	To pay for managed print services	FROM	Kempsville MS Instructional Draw	TO	Kempsville MS Instructional Draw Computer Supplies	\$ 2,184
19-05-35	To pay for conference registration and hotels	FROM	Ocean Lakes HS Instructional Draw	TO	Ocean Lakes HS Staff Development Draw	\$ 2,746
19-05-35	To pay for monthly cell phone bills and purchase envelopes and letterhead	FROM	Ocean Lakes HS Instructional Draw	TO	Ocean Lakes HS Administrative Draw	\$ 2,821
19-05-35	To purchase a monitor	FROM	Ocean Lakes HS Instructional Draw	TO	Ocean Lakes HS Administrative Draw Controlled Assets - Computer Equipment	\$ 149
19-05-35	To pay for managed print services	FROM	Ocean Lakes HS Instructional Draw	TO	Ocean Lakes HS Administrative Draw Computer Supplies	\$ 1,449
19-05-35	To pay for managed print services	FROM	Ocean Lakes HS Instructional Draw	TO	Ocean Lakes HS Instructional Draw Computer Supplies	\$ 2,391
19-05-35	To pay for managed print services	FROM	Ocean Lakes HS Special Education Draw	TO	Ocean Lakes HS Special Education Draw Computer Supplies	\$ 185
19-05-35	To purchase shelving for the library	FROM	Ocean Lakes HS Equipment Draw	TO	Ocean Lakes HS Library Draw	\$ 3,238
19-05-35	To purchase ink for printers	FROM	Ocean Lakes HS Equipment Draw Instructional Draw	TO	Ocean Lakes HS Computer Supplies Draw	\$ 607
19-05-35	To pay for managed print services	FROM	King's Grant ES Administrative Draw	TO	King's Grant ES Administrative Draw Computer Supplies	\$ 272
19-05-35	To pay for managed print services	FROM	King's Grant ES Staff Development Draw	TO	King's Grant ES Instructional Draw Computer Supplies	\$ 1,086
19-05-35	To purchase SOLPass	FROM	King's Grant ES Computer Supplies Draw	TO	King's Grant ES Instructional Draw Technology Software/Online Content	\$ 245
19-05-35	To pay for managed print services	FROM	King's Grant ES Special Education Draw Library Draw	TO	King's Grant ES Special Education Draw Computer Supplies	\$ 208
19-05-35	To purchase a new portable whiteboard	FROM	King's Grant ES Library Draw	TO	King's Grant ES Library Draw Controlled Assets - Computer Equipment	\$ 2,700
19-05-35	To purchase paper, laminating rolls, card stock, dry erase markers and pencils	FROM	King's Grant ES Staff Development Draw Administrative Draw Library Draw Computer Supplies Draw	TO	King's Grant ES Instructional Draw	\$ 1,920
19-05-35	To purchase batteries and chargers for walkie talkies, pens, folders, envelopes, paper, signs, forms and deposit tickets	FROM	Kempsville ES Equipment Draw	TO	Kempsville ES Administrative Draw	\$ 369
19-05-35	To pay for managed print services and purchase headphone plug extraction tool, wireless computer keyboard and mouse, and flash drives	FROM	Kempsville ES Equipment Draw	TO	Kempsville ES Administrative Draw Computer Supplies	\$ 141
19-05-35	To pay for managed print services and purchase laptop desks and code and go robot mice	FROM	Kempsville ES Instructional Draw	TO	Kempsville ES Instructional Draw Computer Supplies	\$ 717
19-05-35	To pay for managed print services and purchase a mouse	FROM	Kempsville ES Special Education Draw	TO	Kempsville ES Special Education Draw Computer Supplies	\$ 552

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	Description		Account From		Account To	Transfer Amount
19-05-35	To purchase membership renewal, security battery, SOL sign, and pay for local travel and printing	FROM	Kempsville ES Equipment Draw	TO	Kempsville ES Administrative Draw	\$ 1,755
19-05-35	To purchase enrichment activity supplies, paper, colored paper, card stock, art supplies, dry erase boards and reading bus books	FROM	Kempsville ES Equipment Draw	TO	Kempsville ES Instructional Draw	\$ 2,250
19-05-35	To pay for managed print services	FROM	Pembroke ES Administrative Draw Equipment Draw	TO	Pembroke ES Administrative Draw Computer Supplies	\$ 357
19-05-35	To pay for managed print services	FROM	Pembroke ES Special Education Draw Equipment Draw	TO	Pembroke ES Special Education Draw Computer Supplies	\$ 761
19-05-35	To pay for managed print services	FROM	Pembroke ES Equipment Draw	TO	Pembroke ES Computer Supplies Draw	\$ 1,207
19-05-35	To pay for managed print services	FROM	New Castle ES Computer Supplies Draw	TO	New Castle ES Administrative Draw Computer Supplies	\$ 983
19-05-35	To purchase office supplies and furniture	FROM	New Castle ES Computer Supplies Draw Instructional Draw Equipment Draw Library Draw	TO	New Castle ES Administrative Draw	\$ 5,522
19-05-35	To purchase SOLPass	FROM	New Castle ES Instructional Draw	TO	New Castle ES Instructional Draw Technology Software/Online Content	\$ 245
19-05-35	To purchase toner	FROM	New Castle ES Instructional Draw	TO	New Castle ES Instructional Draw Computer Supplies	\$ 585
19-05-35	To pay for travel	FROM	New Castle ES Instructional Draw	TO	New Castle ES Staff Development Draw	\$ 242
19-05-35	To purchase SOLPass and Reading A-Z	FROM	Kingston ES Administrative Draw	TO	Kingston ES Instructional Draw Technology Software/Online Content	\$ 355
19-05-35	To purchase chromebook covers	FROM	Kingston ES Administrative Draw	TO	Kingston ES Instructional Draw Computer Supplies	\$ 813
19-05-35	To purchase toner	FROM	Kingston ES Administrative Draw	TO	Kingston ES Computer Supplies Draw	\$ 141
19-05-35	To purchase paper, bulletin board paper, pencils, folders, sheet protectors, post-it notes and paper clips	FROM	Kingston ES Administrative Draw	TO	Kingston ES Instructional Draw	\$ 2,581
19-05-35	To pay salary and benefits for elementary teacher substitutes	FROM	Kingston ES Staff Development Draw	TO	Kingston ES Staff Development Draw Elementary Teacher Substitutes FICA Benefits	\$ 264
19-05-35	To purchase laminate film, school balance, stacking metric mass sets, copy paper, science materials, portfolios, file folders, post-it notes, and file boxes	FROM	Parkway ES Equipment Draw Administrative Draw Library Draw	TO	Parkway ES Instructional Draw	\$ 1,622
19-05-35	To purchase chromebook display adapters	FROM	Parkway ES Library Draw	TO	Parkway ES Computer Supplies Draw	\$ 15
19-05-35	To purchase toner	FROM	Parkway ES Staff Development Draw	TO	Parkway ES Computer Supplies Draw	\$ 1,625
19-05-35	To purchase lightning to USB cable, adapter and cord reel, outlet surge and cable charger and to pay for managed print services	FROM	Old Donation School - ES Equipment Draw	TO	Old Donation School - ES Computer Supplies Draw	\$ 849
19-05-35	To purchase a sign for the bus loop and parent pickup	FROM	Old Donation School - ES Equipment Draw	TO	Old Donation School - ES Administrative Draw	\$ 665
19-05-35	To pay salary and benefits for dance enrichment program	FROM	Old Donation School - ES Staff Development Draw Administrative Draw	TO	Old Donation School - ES Staff Development Draw Other Instructional Personnel - ES FICA Benefits	\$ 1,648
19-05-35	To purchase a monitor and a printer	FROM	Kempsville HS Administrative Draw	TO	Kempsville HS Administrative Draw Controlled Assets - Computer Equipment	\$ 699

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	Description		Account From		Account To	Transfer Amount
19-05-35	To purchase a monitor	FROM	Kempsville HS Instructional Draw	TO	Kempsville HS Instructional Draw Controlled Assets - Computer Equipment	\$ 250
19-05-35	To purchase toner	FROM	Kempsville HS Instructional Draw	TO	Kempsville HS Instructional Draw Computer Supplies	\$ 282
19-05-35	To purchase furniture	FROM	Kempsville HS Library Draw Staff Development Draw Instructional Draw Equipment Draw Computer Supplies Draw	TO	Kempsville HS Administrative Draw	\$ 15,432
19-05-35	To purchase Flocabulary	FROM	Princess Anne ES Administrative Draw	TO	Princess Anne ES Administrative Draw Technology Software/Online Content	\$ 96
19-05-35	To pay for managed print services	FROM	Princess Anne ES Computer Supplies Draw Equipment Draw	TO	Princess Anne ES Instructional Draw Computer Supplies	\$ 889
19-05-35	To pay salary and benefits for elementary teacher substitutes	FROM	Princess Anne ES Staff Development Draw	TO	Princess Anne ES Staff Development Draw Elementary Teacher Substitutes FICA Benefits	\$ 132
19-05-36	To increase the budget for custodial overtime	FROM	Custodial Services Health Insurance	TO	Custodial Services Overtime - Custodians	\$ 70,490
19-05-36	To increase the budget for health insurance	FROM	Elementary Classroom Elementary Teachers	TO	Vehicle Operations Health Insurance	\$ 240,000
19-05-36	To purchase kindergarten instructional materials	FROM	Elementary Classroom Elementary Teachers	TO	Elementary Classroom Instructional Supplies	\$ 176,177
19-05-36	To purchase furniture for Princess Anne HS	FROM	Senior High Classroom Other Instructional Personnel - MS Senior High Teachers	TO	Senior High Classroom Instructional Supplies	\$ 97,622

**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**INTERIM FINANCIAL STATEMENTS**  
**SCHOOL OPERATING FUND**

A 1

**REVENUES**

**MAY 2019**

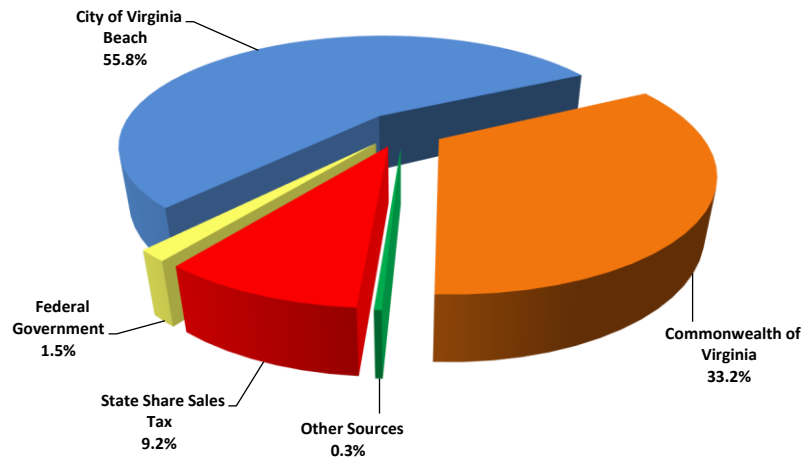
<b>BY MAJOR SOURCE</b>	<b>FISCAL YEAR</b>	<b>(1) BUDGET</b>	<b>(2) ACTUAL THROUGH JUNE</b>	<b>(3) ACTUAL THROUGH MONTH</b>	<b>% OF (3) TO (2)</b>	<b>TREND *</b>
<b>COMMONWEALTH OF VIRGINIA</b>	2019	272,725,078	<-----	240,323,602	88.12%	A
	2018	273,443,481	273,210,535	239,062,610	87.50%	
	2017	263,423,825	260,283,753	228,990,136	87.98%	
<b>STATE SALES TAX</b>	2019	75,344,490	<-----	62,959,715	83.56%	A
	2018	73,718,340	74,264,875	61,733,571	83.13%	
	2017	74,741,805	73,084,563	60,873,555	83.29%	
<b>FEDERAL GOVERNMENT</b>	2019	12,200,000	<-----	14,283,489	117.08%	F
	2018	12,200,000	12,614,392	10,676,925	84.64%	
	2017	12,476,532	13,464,377	12,151,732	90.25%	
<b>CITY OF VIRGINIA BEACH</b>	2019	457,395,997	<-----	418,091,626	91.41%	A
	2018	448,113,765	448,113,765	410,209,926	91.54%	
	2017	424,077,954	424,077,954	388,509,642	91.61%	
<b>OTHER SOURCES</b>	2019	2,782,803	<-----	2,623,652	94.28%	A
	2018	2,782,803	3,404,755	2,945,745	86.52%	
	2017	2,782,803	2,759,412	2,324,985	84.26%	
<b>SCHOOL OPERATING FUND TOTAL</b>	2019	820,448,368	<-----	738,282,084	89.99%	A
	2018	810,258,389	811,608,322	724,628,777	89.28%	
	2017	777,502,919	773,670,059	692,850,050	89.55%	

\* F=FAVORABLE, U=UNFAVORABLE, A=ACCEPTABLE

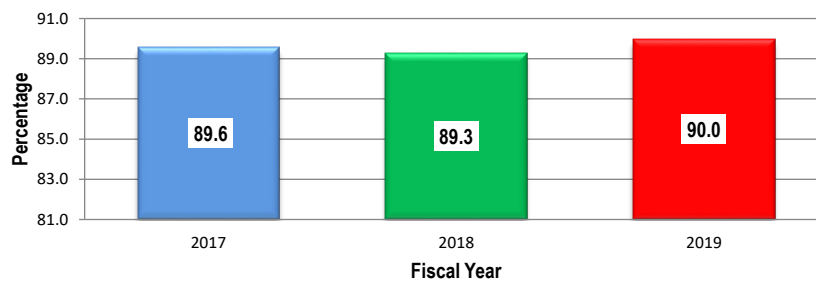
**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**INTERIM FINANCIAL STATEMENTS**  
**SCHOOL OPERATING FUND**

A 2

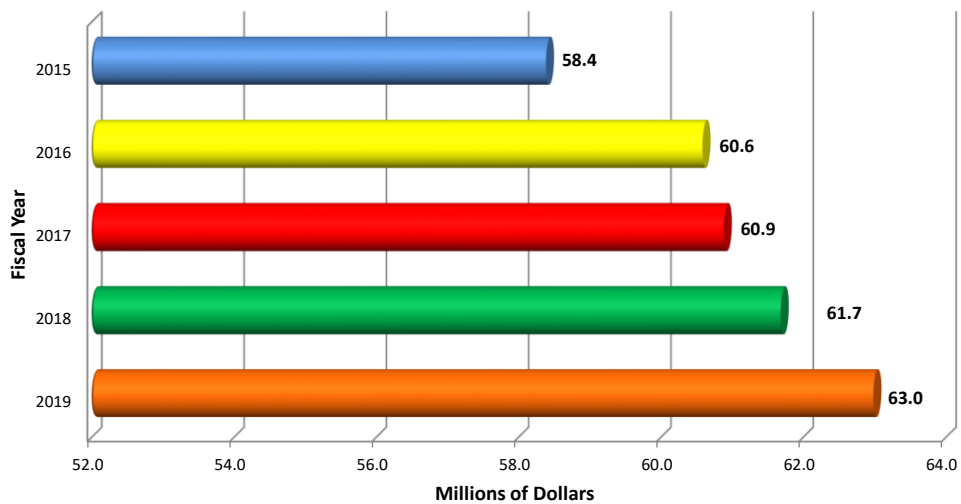
**Fiscal Year 2019 Revenue Budget by Major Source**



**School Operating Fund Revenue**  
**Percentage of Actual to Budget/Actual as of May 31, 2019**



**State Sales Tax Revenue through May 31, 2019**



**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**INTERIM FINANCIAL STATEMENTS**  
**SCHOOL OPERATING FUND**

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**EXPENDITURES/ENCUMBRANCES**

**MAY 2019**

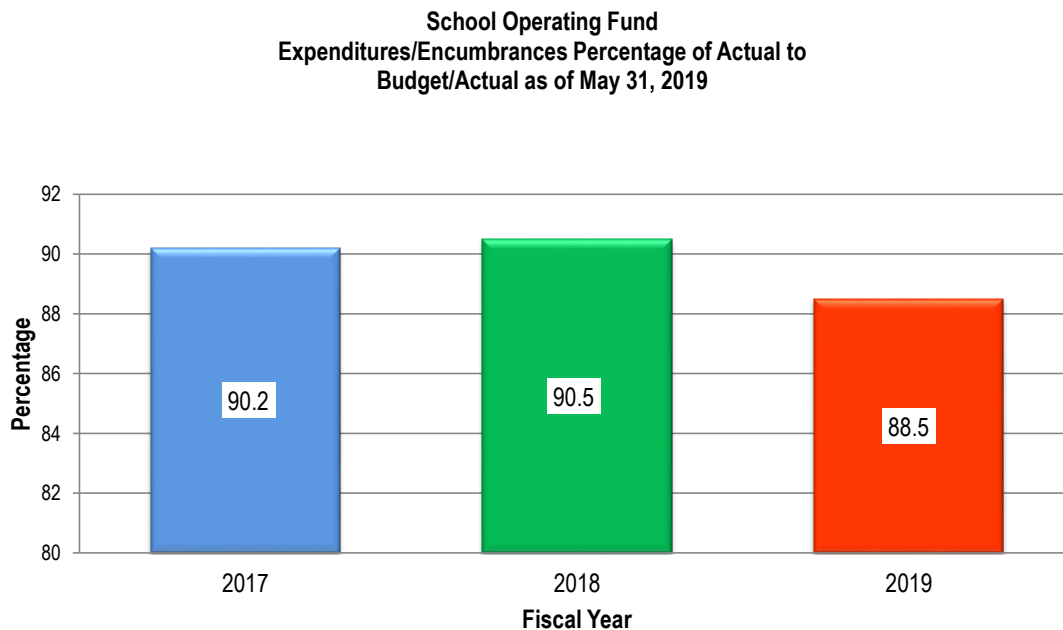
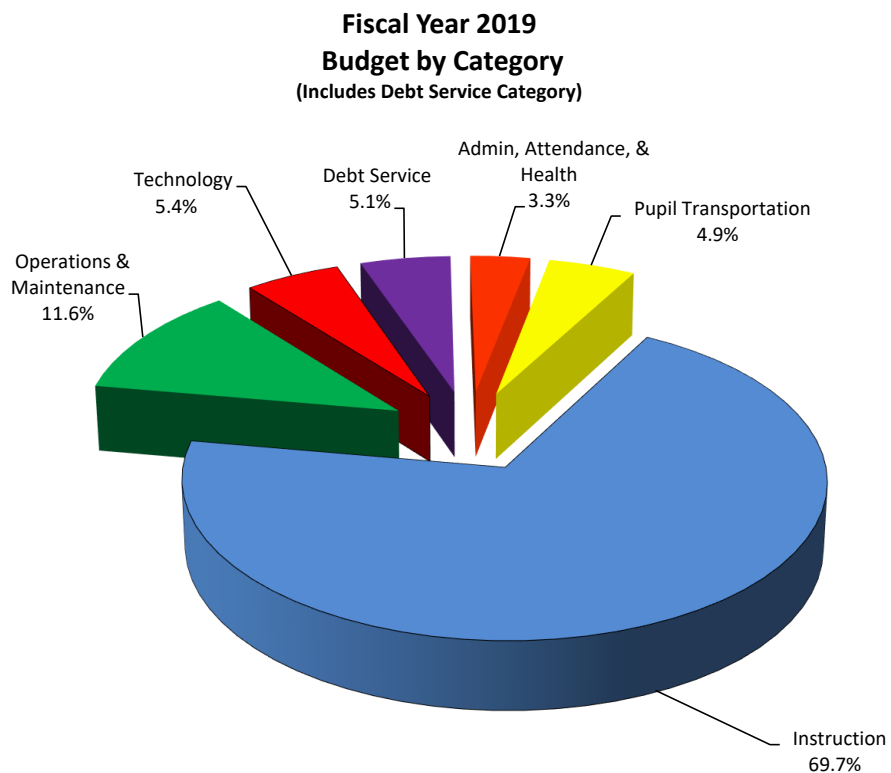
<b>BY UNIT WITHIN CATEGORY</b>	<b>FISCAL YEAR</b>	<b>(1) BUDGET</b>	<b>(2) ACTUAL THROUGH JUNE</b>	<b>(3) ACTUAL THROUGH MONTH</b>	<b>% OF (3) TO (2)</b>	<b>TREND *</b>
<b>INSTRUCTION CATEGORY</b>	2019	576,883,035	<-----	511,136,722	88.60%	A
	2018	566,031,486	555,182,270	501,650,756	90.36%	
	2017	547,382,834	533,960,741	484,299,839	90.70%	
<b>ADMINISTRATION, ATTENDANCE &amp; HEALTH CATEGORY</b>	2019	27,758,016	<-----	24,172,227	87.08%	A
	2018	25,140,520	23,861,911	21,600,895	90.52%	
	2017	24,339,437	23,322,078	20,953,619	89.84%	
<b>PUPIL TRANSPORTATION CATEGORY</b>	2019	40,581,915	<-----	36,996,331	91.16%	A
	2018	47,622,296	46,649,944	42,484,259	91.07%	
	2017	40,132,386	38,393,774	32,401,083	84.39%	
<b>OPERATIONS AND MAINTENANCE CATEGORY</b>	2019	95,943,548	<-----	84,051,489	87.61%	A
	2018	94,061,627	90,389,774	80,975,025	89.58%	
	2017	92,216,393	88,249,457	79,100,810	89.63%	
<b>TECHNOLOGY CATEGORY</b>	2019	44,368,980	<-----	38,971,381	87.83%	A
	2018	40,886,252	39,490,916	37,288,224	94.42%	
	2017	35,470,704	34,587,905	31,472,481	90.99%	
<b>SCHOOL OPERATING FUND TOTAL (EXCLUDING DEBT SERVICE)</b>	2019	785,535,494	<-----	695,328,150	88.52%	A
	2018	773,742,181	755,574,815	683,999,159	90.53%	
	2017	739,541,754	718,513,955	648,227,832	90.22%	
<b>DEBT SERVICE CATEGORY</b>	2019	41,951,320	<-----	41,886,801	99.85%	A
	2018	44,947,680	42,173,255	42,212,517	100.09%	
	2017	45,819,477	45,704,383	45,818,800	100.25%	

\* F=FAVORABLE, U=UNFAVORABLE, A=ACCEPTABLE



**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**INTERIM FINANCIAL STATEMENTS**  
**SCHOOL OPERATING FUND**

**A 4**



VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
SCHOOL OPERATING FUND  
JULY 1, 2018 THROUGH MAY 31, 2019

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	FY 2019 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
<b>INSTRUCTION CATEGORY:</b>						
ELEMENTARY CLASSROOM	151,729,585	14,491,411	133,799,207	304,115	17,626,263	88.4%
SENIOR HIGH CLASSROOM	79,236,714	8,093,057	70,682,365	122,662	8,431,687	89.4%
TECHNICAL AND CAREER EDUCATION	18,555,175	1,633,067	15,084,387	6,597	3,464,191	81.3%
GIFTED EDUCATION AND ACADEMY PROGRAMS	14,458,337	1,329,634	12,636,936	26,527	1,794,874	87.6%
SPECIAL EDUCATION	96,370,302	7,393,560	86,454,407	114,033	9,801,862	89.8%
SUMMER SCHOOL	1,978,585		1,734,702		243,883	87.7%
SUMMER SLIDE PROGRAM	276,002	3,484	170,610	14,947	90,445	67.2%
GENERAL ADULT EDUCATION	2,027,974	197,915	1,711,296		316,678	84.4%
ALTERNATIVE EDUCATION-RENAISSANCE	7,057,172	603,453	5,789,662	1,324	1,266,186	82.1%
STUDENT ACTIVITIES	8,270,524	293,707	7,798,686	25,233	446,605	94.6%
OFFICE OF THE PRINCIPAL-ELEMENTARY	26,609,011	2,232,556	23,855,392	21,938	2,731,681	89.7%
OFFICE OF THE PRINCIPAL-SENIOR HIGH	12,342,779	1,011,208	10,861,278	37,721	1,443,780	88.3%
OFFICE OF THE PRINCIPAL-TECHNICAL	669,331	53,209	598,624	208	70,499	89.5%
GUIDANCE SERVICES	18,363,317	1,636,366	16,205,701	1,272	2,156,344	88.3%
SOCIAL WORK SERVICES	4,296,666	451,780	3,925,103		371,563	91.4%
MEDIA AND COMMUNICATIONS	2,091,798	188,707	1,703,101	11,918	376,779	82.0%
TEACHING AND LEARNING SUPPORT	17,269,388	988,975	15,891,307	89,388	1,288,693	92.5%
INSTRUCTIONAL PROFESSIONAL GROWTH AND INNOVATION	1,191,819	62,713	773,199	80,452	338,168	71.6%
OPPORTUNITY AND ACHIEVEMENT	88,765	5,303	39,738		49,027	44.8%
SPECIAL EDUCATION SUPPORT	3,628,298	295,166	3,251,940	59	376,299	89.6%
GIFTED EDUC AND ACADEMY PROGRAMS SUPPORT	2,394,494	201,439	2,067,301	7,044	320,149	86.6%
MEDIA SERVICES SUPPORT	13,162,645	1,286,219	11,595,514	24,383	1,542,748	88.3%
PLANNING INNOVATION AND ACCOUNTABILITY	2,618,365	166,918	1,677,214	7,993	933,158	64.4%
MIDDLE SCHOOL CLASSROOM	61,491,788	5,971,384	54,101,934	212,265	7,177,589	88.3%
REMEDIAL EDUCATION	8,335,824	854,208	7,653,794	609	681,421	91.8%
OFFICE OF THE PRINCIPAL-MIDDLE	10,970,190	937,488	10,076,966	5,650	887,574	91.9%
HOMEBOUND SERVICES	413,388	42,491	269,754	586	143,048	65.4%
TECHNICAL AND CAREER EDUCATION SUPPORT	949,000	78,211	851,376	109	97,515	89.7%
STUDENT LEADERSHIP	1,444,200	74,975	1,354,714		89,486	93.8%
PSYCHOLOGICAL SERVICES	4,666,834	404,120	4,203,593	7,154	456,087	90.2%
AUDIOLOGICAL SERVICES	510,366	44,711	467,151	280	42,935	91.6%
SCHOOL LEADERSHIP	1,985,970	127,876	1,548,767	2,524	434,679	78.1%
ALTERNATIVE EDUCATION	1,428,429	120,516	1,155,173	18,839	254,417	82.2%
<b>TOTAL INSTRUCTION</b>	<b>576,883,035</b>	<b>51,275,827</b>	<b>509,990,892</b>	<b>1,145,830</b>	<b>65,746,313</b>	<b>88.6%</b>
<b>ADMIN., ATTENDANCE, AND HEALTH CATEGORY:</b>						
BOARD, LEGAL, AND GOVERNMENTAL SERVICES	1,191,278	386,841	1,085,103	11,046	95,129	92.0%
OFFICE OF THE SUPERINTENDENT	1,099,131	80,767	932,636	579	165,916	84.9%
BUDGET AND FINANCE	7,315,343	359,482	6,485,660	1,148	828,535	88.7%
HUMAN RESOURCES	5,283,759	450,953	4,575,212	52,203	656,344	87.6%
INTERNAL AUDIT	459,129	37,199	392,708		66,421	85.5%
PURCHASING SERVICES	1,115,574	92,637	1,011,783	316	103,475	90.7%
PROFESSIONAL GROWTH AND INNOVATION	905,735	64,616	720,642	31,340	153,753	83.0%
BENEFITS	2,434,115	149,003	1,803,040	56,171	574,904	76.4%
HEALTH SERVICES	7,953,952	776,558	6,956,570	56,070	941,312	88.2%
<b>TOTAL ADMIN., ATTENDANCE, AND HEALTH</b>	<b>27,758,016</b>	<b>2,398,056</b>	<b>23,963,354</b>	<b>208,873</b>	<b>3,585,789</b>	<b>87.1%</b>

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
SCHOOL OPERATING FUND  
JULY 1, 2018 THROUGH MAY 31, 2019

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	FY 2019 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
<b>PUPIL TRANSPORTATION CATEGORY:</b>						
MANAGEMENT	2,732,375	216,776	2,387,989	1,931	342,455	87.5%
VEHICLE OPERATIONS	23,224,626	1,835,378	21,774,953	44,564	1,405,109	93.9%
VEHICLE OPERATIONS-SPECIAL EDUCATION	7,505,954	591,151	6,567,615	33,941	904,398	88.0%
VEHICLE MAINTENANCE	3,680,937	294,797	3,110,195	736	570,006	84.5%
MONITORING SERVICES	3,438,023	328,989	3,074,407		363,616	89.4%
<b>TOTAL PUPIL TRANSPORTATION</b>	<b>40,581,915</b>	<b>3,267,091</b>	<b>36,915,159</b>	<b>81,172</b>	<b>3,585,584</b>	<b>91.2%</b>
<b>OPERATIONS AND MAINTENANCE CATEGORY:</b>						
FACILITIES SERVICES	819,984	60,658	617,156		202,828	75.3%
MAINTENANCE SERVICES	50,064,995	3,851,695	38,566,602	4,847,302	6,651,091	86.7%
DISTRIBUTION SERVICES	1,839,281	185,127	1,591,360	15,815	232,106	87.4%
GROUNDS SERVICES	4,442,908		4,442,908			100.0%
CUSTODIAL SERVICES	27,006,731	2,332,856	23,404,769	474,123	3,127,839	88.4%
SAFE SCHOOLS	7,528,605	689,656	6,496,723	14,181	1,017,701	86.5%
VEHICLE SERVICES	3,163,356	176,560	1,920,412	630,751	612,193	80.6%
TELECOMMUNICATIONS	1,077,688	53,734	950,006	79,381	48,301	95.5%
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>95,943,548</b>	<b>7,350,286</b>	<b>77,989,936</b>	<b>6,061,553</b>	<b>11,892,059</b>	<b>87.6%</b>
<b>TECHNOLOGY CATEGORY:</b>						
ELEMENTARY CLASSROOM	5,569,964	711,024	2,141,666	2,550,100	878,198	84.2%
SENIOR HIGH CLASSROOM	1,587,961	9,649	432,879	809,004	346,078	78.2%
TECHNICAL AND CAREER EDUCATION	392,340	34,332	244,358	132,379	15,603	96.0%
GIFTED EDUCATION AND ACADEMY PROGRAMS	150,972	6,105	106,391	22,177	22,404	85.2%
SPECIAL EDUCATION	414,575	6,425	372,769	8,860	32,946	92.1%
SUMMER SCHOOL	4,974	86	2,571		2,403	51.7%
GENERAL ADULT EDUCATION	42,022	309	35,367	317	6,338	84.9%
ALTERNATIVE EDUCATION-RENAISSANCE	18,120	144	18,211		(91)	100.5%
STUDENT ACTIVITIES	19,169		18,526		643	96.6%
OFFICE OF THE PRINCIPAL-ELEMENTARY	139,689	8,074	130,901	305	8,483	93.9%
OFFICE OF THE PRINCIPAL-SENIOR HIGH	79,098	1,307	74,918	4,225	(45)	100.1%
OFFICE OF THE PRINCIPAL-TECHNICAL	3,564	55	3,052		512	85.6%
GUIDANCE SERVICES	88,269	4,059	80,603	1,867	5,799	93.4%
SOCIAL WORK SERVICES	16,886		9,117	7,702	67	99.6%
MEDIA AND COMMUNICATIONS	261,005	1,732	191,321	13,385	56,299	78.4%
INSTRUCTIONAL TECHNOLOGY	14,050,295	871,368	12,493,596	340,090	1,216,609	91.3%
TEACHING AND LEARNING SUPPORT	271,462	3,732	243,321	24,958	3,183	98.8%
INSTRUCTIONAL PROFESSIONAL GROWTH AND INNOVATION	85,562		1,535	84,000	27	99.9%
OPPORTUNITY AND ACHIEVEMENT	4,655		905		3,750	19.4%
SPECIAL EDUCATION SUPPORT	17,055	53	14,292	18,125	(15,362)	190.1%
GIFTED EDUC AND ACADEMY PROGRAMS SUPPORT	40,320	736	18,573	7,880	13,867	65.6%
MEDIA SERVICES SUPPORT	674,846	974	671,379	11,941	(8,474)	101.3%
PLANNING INNOVATION AND ACCOUNTABILITY	501,861	4,138	371,479	40,807	89,575	82.2%
MIDDLE SCHOOL CLASSROOM	1,181,869	185,917	619,086	328,052	234,731	80.1%
REMEDIAL EDUCATION	33,458	668	29,481	1,320	2,657	92.1%
OFFICE OF THE PRINCIPAL-MIDDLE	55,400	2,717	54,268	1,285	(153)	100.3%
HOMEBOUND SERVICES	43,462	3,084	20,978		22,484	48.3%
TECHNICAL AND CAREER EDUCATION SUPPORT	5,121	17	5,009		112	97.8%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
SCHOOL OPERATING FUND  
JULY 1, 2018 THROUGH MAY 31, 2019

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<b>TECHNOLOGY CATEGORY:</b>	<b>FY 2019 APPROPRIATIONS</b>	<b>MONTH'S EXPENDITURES</b>	<b>YR-TO-DATE EXPENDITURES</b>	<b>OUTSTANDING ENCUMBRANCES</b>	<b>REMAINING BALANCE</b>	<b>PERCENT OBLIGATED</b>
STUDENT LEADERSHIP	4,570	144	4,399		171	96.3%
PSYCHOLOGICAL SERVICES	34,675	12,471	31,236	754	2,685	92.3%
AUDIOLOGICAL SERVICES	2,017		767	1,250		100.0%
SCHOOL LEADERSHIP	33,327	1,966	8,104		25,223	24.3%
ALTERNATIVE EDUCATION	168,356	16,634	71,763	54,511	42,082	75.0%
BOARD, LEGAL, AND GOVERNMENTAL SERVICES	4,581	96	2,505		2,076	54.7%
OFFICE OF THE SUPERINTENDENT	8,773	127	2,728	1,978	4,067	53.6%
BUDGET AND FINANCE	260,507	2,212	146,632	30	113,845	56.3%
HUMAN RESOURCES	299,550	3,080	286,282	1,942	11,326	96.2%
INTERNAL AUDIT	4,618	810	2,343	1,780	495	89.3%
PURCHASING SERVICES	50,138	6,439	41,259		8,879	82.3%
PROFESSIONAL GROWTH AND INNOVATION	140,704	10,921	119,526	6,020	15,158	89.2%
OFFICE OF TECHNOLOGY	894,778	73,566	792,014	15,003	87,761	90.2%
BENEFITS	37,098	330	15,449	8,244	13,405	63.9%
HEALTH SERVICES	30,770		29,872		898	97.1%
MANAGEMENT	207,357	14,018	179,264	13,967	14,126	93.2%
VEHICLE OPERATIONS	384,410	25,402	295,049	86,880	2,481	99.4%
VEHICLE OPERATIONS-SPED	7,752		7,752			100.0%
VEHICLE MAINTENANCE	28,221		16,071		12,150	56.9%
MONITORING SERVICES	7,930		7,930			100.0%
FACILITIES SERVICES	20,915	726	11,553	6,947	2,415	88.5%
MAINTENANCE SERVICES	1,210,014	89,389	721,640	358,874	129,500	89.3%
DISTRIBUTION SERVICES	56,991	3,262	47,576		9,415	83.5%
CUSTODIAL SERVICES	66,345	5	63,687		2,658	96.0%
SAFE SCHOOLS	786,207	230	85,337	62,976	637,894	18.9%
VEHICLE SERVICES	38,026	3,154	34,872	3,154		100.0%
TELECOMMUNICATIONS	10,804		8,614		2,190	79.7%
TECHNOLOGY MAINTENANCE	13,815,572	1,220,484	11,316,455	1,181,061	1,318,056	90.5%
<b>TOTAL TECHNOLOGY</b>	<b>44,368,980</b>	<b>3,342,171</b>	<b>32,757,231</b>	<b>6,214,150</b>	<b>5,397,599</b>	<b>87.8%</b>
<b>TOTAL SCHOOL OPERATING FUND (EXCLUDING DEBT SERVICE)</b>	<b>785,535,494</b>	<b>67,633,431</b>	<b>681,616,572</b>	<b>13,711,578</b>	<b>90,207,344</b>	<b>88.5%</b>
<b>DEBT SERVICE CATEGORY:</b>	<b>41,951,320</b>	<b>3,718,309</b>	<b>41,886,801</b>		<b>64,519</b>	<b>99.8%</b>

Virginia Beach City Public Schools  
Interim Financial Statements  
**School Operating Fund Summary**  
For the period July 1, 2018 through May 31, 2019

B 1

**Revenues :**

	Budget	% of Total	Actual	Unrealized	Percent Realized
Source:					
Commonwealth of Virginia	272,725,078	33.24%	240,323,602	(32,401,476)	88.12%
State Share Sales Tax	75,344,490	9.18%	62,959,715	(12,384,775)	83.56%
Federal Government	12,200,000	1.49%	14,283,489	2,083,489	117.08%
City of Virginia Beach	457,395,997	55.75%	418,091,626	(39,304,371)	91.41%
Other Sources	2,782,803	0.34%	2,623,652	(159,151)	94.28%
<b>Total Revenues</b>	820,448,368	100.0%	738,282,084	(82,166,284)	89.99%
Prior Year Local Contribution*	7,038,446				
	<u>827,486,814</u>				

**Expenditures/Encumbrances:**

	Budget	% of Total	Actual	Unencumbered	Percent Obligated
Category:					
Instruction	576,883,035	69.72%	511,136,722	65,746,313	88.60%
Administration, Attendance and Health	27,758,016	3.35%	24,172,227	3,585,789	87.08%
Pupil Transportation	40,581,915	4.90%	36,996,331	3,585,584	91.16%
Operations and Maintenance	95,943,548	11.60%	84,051,489	11,892,059	87.61%
Technology	44,368,980	5.36%	38,971,381	5,397,599	87.83%
Debt Service	41,951,320	5.07%	41,886,801	64,519	99.85%
<b>Total Expenditures/Encumbrances</b>	827,486,814	100.00%	737,214,951	90,271,863	89.09%

\*Fiscal year 2017-2018 encumbrances brought  
forward into the current year

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL OPERATING FUND  
BALANCE SHEET  
JULY 1, 2018 THROUGH MAY 31, 2019

B 2

ASSETS:

CASH	1,496,439
DUE FROM GENERAL FUND	73,774,283
DUE FROM COMMONWEALTH OF VA	1,008,749
PREPAID ITEM	102,751

TOTAL ASSETS	<u><u>76,382,222</u></u>
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LIABILITIES:

VOUCHERS PAYABLE	782,187
ACCOUNTS PAYABLE	60,108
ACCOUNTS PAYABLE - SCHOOLS	74,854
SALARIES PAYABLE-OPTIONS	45,456,093
FICA PAYABLE-OPTIONS	3,462,338
WIRES PAYABLE	3,718,309
ACH PAYABLES	275,153
UNEARNED REVENUE	306,410
TOTAL LIABILITIES	<u><u>54,135,452</u></u>

FUND EQUITY:

FUND BALANCE	429,613
ESTIMATED REVENUE	(820,448,368)
APPROPRIATIONS	827,486,814
ENCUMBRANCES	13,711,578
RESERVE FOR ENCUMBRANCES	(13,711,578)
EXPENDITURES	(723,503,373)
REVENUES	738,282,084
TOTAL FUND EQUITY	<u><u>22,246,770</u></u>
TOTAL LIABILITIES AND FUND EQUITY	<u><u>76,382,222</u></u>

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF REVENUES  
SCHOOL OPERATING FUND  
JULY 1, 2018 THROUGH MAY 31, 2019

B 3

	<u>FY 2019 ESTIMATED</u>	<u>MONTH'S REALIZED</u>	<u>YR-TO-DATE REALIZED</u>	<u>UNREALIZED REVENUES</u>	<u>PERCENT REALIZED</u>
REIMB-SOCIAL SECURITY	10,633,306	883,023	9,701,594	(931,712)	91.2%
REIMB-RETIREMENT	23,456,993	1,947,942	21,401,643	(2,055,350)	91.2%
REIMB-LIFE INSURANCE	716,852	59,529	654,040	(62,812)	91.2%
BASIC SCHOOL AID	179,992,491	14,871,686	163,747,814	(16,244,677)	91.0%
SP ED-SOQ	18,797,454	1,561,000	17,150,383	(1,647,071)	91.2%
VOCATIONAL FUNDS-SOQ	1,911,606	158,746	1,744,107	(167,499)	91.2%
FOSTER HOME CHILDREN-REGULAR	362,823	79,109	79,109	(283,714)	21.8%
FOSTER HOME CHILDREN-SPED		102,647	102,647	102,647	
SUMMER SCHOOLS-REMEDIAL	236,411	35,227	228,978	(7,433)	96.9%
GIFTED & TALENTED AID-SOQ	1,991,256	165,360	1,816,778	(174,478)	91.2%
REMEDIAL ED-SOQ	4,619,713	383,636	4,214,925	(404,788)	91.2%
SP ED-HOME BOUND	151,776	17,768	97,726	(54,050)	64.4%
SP ED-REGIONAL PROG PAYMENT	9,709,693			(9,709,693)	
VOCATIONAL ED-OCCUPATIONAL/TECH ED	294,035			(294,035)	
ENGLISH AS A SECOND LANG PAYMENTS	736,632	83,454	774,549	37,917	105.1%
AT-RISK INITIATIVE	3,162,986	366,497	2,990,549	(172,437)	94.5%
CLASS SIZE INITIATIVE	5,090,675	920,789	4,143,550	(947,125)	81.4%
SUPPLEMENTAL LOTTERY PER PUPIL ALLOCATION	10,860,376	2,591,947	11,475,210	614,834	105.7%
TOTAL FROM COMMONWEALTH OF VIRGINIA	<u>272,725,078</u>	<u>24,228,360</u>	<u>240,323,602</u>	<u>(32,401,476)</u>	88.1%
STATE SHARE SALES TAX	<u>75,344,490</u>	<u>6,509,795</u>	<u>62,959,715</u>	<u>(12,384,775)</u>	83.6%
TOTAL FROM STATE SHARE SALES TAX	<u>75,344,490</u>	<u>6,509,795</u>	<u>62,959,715</u>	<u>(12,384,775)</u>	83.6%
PUBLIC LAW 874	9,935,191		9,225,889	(709,302)	92.9%
DEPT OF THE NAVY-NJROTC	100,000		236,085	136,085	236.1%
OTHER FEDERAL FUNDS			30	30	
DEPT OF DEFENSE	1,500,000		1,461,231	(38,769)	97.4%
IMPACT AID-SPECIAL ED			1,822,927	1,822,927	
DEPARTMENT OF DEFENSE-SPECIAL ED			670,529	670,529	
MEDICAID REIMBURSEMENT	664,809	113,510	762,755	97,946	114.7%
MEDICAID REIMBURSEMENT-TRANSPORTATION		18,845	104,043	104,043	
TOTAL FROM FEDERAL GOVERNMENT	<u>12,200,000</u>	<u>132,355</u>	<u>14,283,489</u>	<u>2,083,489</u>	117.1%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF REVENUES  
SCHOOL OPERATING FUND  
JULY 1, 2018 THROUGH MAY 31, 2019

B 4

	FY 2019 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED
CITY OF VIRGINIA BEACH-LOCAL CONTRIBUTION	449,860,459	38,795,906	411,071,239	(38,789,220)	91.4%
TRANSFER FROM SCHOOL RESERVE FUND	6,800,000	515,152	6,284,849	(515,151)	92.4%
CITY OF VIRGINIA BEACH-CONSOLIDATED BEN	735,538		735,538		100.0%
TOTAL TRANSFERS	457,395,997	39,311,058	418,091,626	(39,304,371)	91.4%
SALE OF SCHOOL VEHICLES	15,000	45,091	133,254	118,254	888.4%
RENT OF FACILITIES	450,000	15,586	241,781	(208,219)	53.7%
SECEP-RENT OF FACILITIES			165,000	165,000	
RENT OF PROPERTY		2,000	22,000	22,000	
SECEP-CHARGES FOR SERVICES			53,220	53,220	
TUITION-REGULAR DAY	100,000	24,543	201,699	101,699	201.7%
TUITION-GEN ADULT ED	142,839			(142,839)	
TUITION-SUMMER SCHOOL	700,000		556,949	(143,051)	79.6%
TUITION-VOCATIONAL ADULT ED	169,750			(169,750)	
TUITION-DRIVERS ED	322,125	35,490	202,771	(119,354)	62.9%
COLLEGE NIGHT FEES			15,335	15,335	
TUITION-LPN PROGRAM	25,575		3,000	(22,575)	11.7%
TUITION-RENAISSANCE ACADEMY	20,811			(20,811)	
PLANETARIUM FEES			4,486	4,486	
DONATION		175	2,908	2,908	
MISCELLANEOUS REVENUE	224,703	254	144,953	(79,750)	64.5%
STOP ARM ENFORCEMENT PROGRAM		80,550	103,800	103,800	
SALE OF SALVAGE MATERIALS	12,000	6,258	75,472	63,472	628.9%
REIMB-SYSTEM REPAIRS		8,190	12,190	12,190	
INDIRECT COST-GRANTS	600,000	66,328	639,521	39,521	106.6%
LOST & STOLEN-TECHNOLOGY		440	3,009	3,009	
LOST & DAMAGED-TECHNOLOGY		11,815	30,401	30,401	
LOST & DAMAGED-CALCULATORS		133	11,108	11,108	
LOST & DAMAGED-HEARTRATE MONITORS			795	795	
TOTAL FROM OTHER SOURCES	2,782,803	296,853	2,623,652	(159,151)	94.3%
TOTAL SCHOOL OPERATING FUND	820,448,368	70,478,421	738,282,084	(82,166,284)	90.0%



VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL ATHLETICS FUND  
JULY 1, 2018 THROUGH MAY 31, 2019

B 5

ASSETS:		LIABILITIES:	
CASH	883,392	VOUCHERS PAYABLE	143,056
		ACH PAYABLES	<u>1,584</u>
		TOTAL LIABILITIES	<u>144,640</u>
		FUND EQUITY:	
		FUND BALANCE	211,019
		ESTIMATED REVENUE	(5,233,774)
		APPROPRIATIONS	5,627,856
		ENCUMBRANCES	140,715
		RESERVE FOR ENCUMBRANCES	(140,715)
		EXPENDITURES	(5,116,710)
		REVENUES	<u>5,250,361</u>
		TOTAL FUND EQUITY	<u>738,752</u>
TOTAL ASSETS	<u>883,392</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>883,392</u>

	FY 2019 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY 18 PERCENT OF ACTUAL
REVENUES:						
INTEREST ON BANK DEPOSITS	5,000	1,318	44,284	39,284	885.7%	96.0%
BASKETBALL	120,000		106,150	(13,850)	88.5%	100.0%
FOOTBALL	250,000		169,859	(80,141)	67.9%	100.0%
GYMNASTICS	4,000		5,349	1,349	133.7%	100.0%
WRESTLING	13,000		13,636	636	104.9%	102.2%
SOCCER	42,000	33,111	55,146	13,146	131.3%	68.9%
MIDDLE SCHOOL	65,000	3,142	90,895	25,895	139.8%	95.5%
TRANSFER FROM SCHOOL OPERATING	4,729,774		4,729,774		100.0%	102.0%
OTHER INCOME	<u>5,000</u>	<u>194</u>	<u>35,268</u>	<u>30,268</u>	705.4%	100.0%
TOTAL REVENUES	5,233,774	<u>37,765</u>	<u>5,250,361</u>	<u>16,587</u>	100.3%	101.4%
PYFB-ENCUMBRANCES	<u>394,082</u>					
TOTAL REVENUES AND PYFB	<u>5,627,856</u>					

	FY 2019 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY 18 PERCENT OF ACTUAL
EXPENDITURES:							
PERSONNEL SERVICES	2,554,767	302,794	2,349,154		205,613	92.0%	99.5%
FICA BENEFITS	195,437	23,158	179,570		15,867	91.9%	99.5%
PURCHASED SERVICES	1,252,979	187,344	1,163,171		89,808	92.8%	95.5%
VA HIGH SCHOOL LEAGUE DUES	51,250	610	21,055		30,195	41.1%	100.0%
ATHLETIC INSURANCE	175,000		190,774		(15,774)	109.0%	100.0%
OTHER CHARGES		262	1,676		(1,676)		100.0%
MATERIALS AND SUPPLIES	835,538	82,883	814,726	58,672	(37,860)	104.5%	95.2%
CAPITAL OUTLAY	270,976		102,286	75,366	93,324	65.6%	58.2%
LAND, STRUCTURES AND IMPROVEMENTS	291,909		294,298	6,677	(9,066)	103.1%	62.0%
TOTAL	<u>5,627,856</u>	<u>597,051</u>	<u>5,116,710</u>	<u>140,715</u>	<u>370,431</u>	93.4%	93.4%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL CAFETERIAS FUND  
JULY 1, 2018 THROUGH MAY 31, 2019

B 6

ASSETS:		LIABILITIES:	
CASH	13,703,138	VOUCHERS PAYABLE	94
CASH WITH CAFETERIAS	19,739	SALARIES PAYABLE-OPTIONS	835,239
FOOD INVENTORY	252,267	FICA PAYABLE-OPTIONS	63,939
FOOD-USDA INVENTORY	260,290	UNEARNED REVENUE	394,118
SUPPLIES INVENTORY	112,498	TOTAL LIABILITIES	<u>1,293,390</u>
PREPAID ITEM	3,540		
		FUND EQUITY:	
		FUND BALANCE	10,264,338
		ESTIMATED REVENUE	(31,787,925)
		APPROPRIATIONS	33,814,459
		ENCUMBRANCES	166,421
		RESERVE FOR ENCUMBRANCES	(166,421)
		EXPENDITURES	(24,369,852)
		REVENUES	25,137,062
		TOTAL FUND EQUITY	<u>13,058,082</u>
TOTAL ASSETS	<u>14,351,472</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>14,351,472</u>

	FY 2019 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY 18 PERCENT OF ACTUAL
REVENUES:						
INTEREST ON BANK DEPOSITS	50,000	16,420	187,544	137,544	375.1%	86.4%
CHARGES FOR SERVICES	11,230,670	1,276,402	9,285,050	(1,945,620)	82.7%	94.8%
USDA REBATES	673,583	289,681	516,336	(157,247)	76.7%	80.6%
MISCELLANEOUS REVENUE			10,000	10,000		100.0%
TOTAL LOCAL REVENUE	<u>11,954,253</u>	<u>1,582,503</u>	<u>9,998,930</u>	<u>(1,955,323)</u>	83.6%	93.9%
SCHOOL MEAL PAYMENTS	500,000	67,537	598,024	98,024	119.6%	89.0%
SCHOOL BREAKFAST INITIATIVE		4,243	34,334	34,334		80.2%
TOTAL REVENUE FROM COMMONWEALTH	<u>500,000</u>	<u>71,780</u>	<u>632,358</u>	<u>132,358</u>	126.5%	88.3%
BREAKFAST PROGRAM		467,885	4,073,663	4,073,663		
NATIONAL SCHOOL MEAL PROGRAM	17,410,089	1,117,678	9,960,970	(7,449,119)	57.2%	81.7%
USDA COMMODITIES	1,923,583			(1,923,583)		
SUMMER FEEDING PROGRAM			152,693	152,693		91.6%
CHILD AND ADULT CARE FOOD PROGRAM		37,488	317,976	317,976		82.4%
OTHER FEDERAL FUNDS			472	472		100.0%
TOTAL REVENUE FROM FEDERAL GOV'T	<u>19,333,672</u>	<u>1,623,051</u>	<u>14,505,774</u>	<u>(4,827,898)</u>	75.0%	73.4%
TOTAL REVENUES	<u>31,787,925</u>	<u>3,277,334</u>	<u>25,137,062</u>	<u>(6,650,863)</u>	79.1%	80.8%
PRIOR YEAR FUND BALANCE (PYFB)	1,945,288					
PYFB-ENCUMBRANCES	<u>81,246</u>					
TOTAL REVENUES AND PYFB	<u>33,814,459</u>					

	FY 2019 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY 18 PERCENT OF ACTUAL
EXPENDITURES:							
PERSONNEL SERVICES	10,937,689	908,960	8,379,010		2,558,679	76.6%	89.6%
FRINGE BENEFITS	4,610,424	356,220	3,248,321		1,362,103	70.5%	89.9%
PURCHASED SERVICES	456,466	52,640	307,549	30,237	118,680	74.0%	128.4%
OTHER CHARGES	74,802	357	41,403		33,399	55.4%	96.2%
MATERIALS AND SUPPLIES	16,439,734	1,807,683	11,798,803	11,272	4,629,659	71.8%	76.7%
CAPITAL OUTLAY	<u>1,295,344</u>	<u>82,986</u>	<u>594,766</u>	<u>124,912</u>	<u>575,666</u>	55.6%	100.0%
TOTAL	<u>33,814,459</u>	<u>3,208,846</u>	<u>24,369,852</u>	<u>166,421</u>	<u>9,278,186</u>	72.6%	83.3%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL TEXTBOOKS FUND  
JULY 1, 2018 THROUGH MAY 31, 2019

B 7

ASSETS:		LIABILITIES:	
CASH	6,858,024	TOTAL LIABILITIES	
		FUND EQUITY:	
		FUND BALANCE	5,850,426
		ESTIMATED REVENUE	(4,066,474)
		APPROPRIATIONS	6,229,789
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENDITURES	(4,929,329)
		REVENUES	3,773,612
		TOTAL FUND EQUITY	6,858,024
TOTAL ASSETS	6,858,024	TOTAL LIABILITIES AND FUND EQUITY	6,858,024

	FY 2019 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY 18 PERCENT OF ACTUAL
REVENUES:						
INTEREST ON BANK DEPOSITS	29,483	8,058	90,888	61,405	308.3%	85.9%
PURCHASES			14	14		
LOST AND DAMAGED	27,000	553	22,373	(4,627)	82.9%	47.4%
MISCELLANEOUS			1,710	1,710		99.8%
TOTAL LOCAL REVENUE	56,483	8,611	114,985	58,502	203.6%	81.1%
DEPT OF EDUCATION	4,009,991	333,002	3,658,627	(351,364)	91.2%	91.4%
TOTAL REVENUE-COMMONWEALTH	4,009,991	333,002	3,658,627	(351,364)	91.2%	91.4%
TOTAL REVENUES	4,066,474	341,613	3,773,612	(292,862)	92.8%	91.2%
PRIOR YEAR FUND BALANCE (PYFB)	2,140,110					
PYFB-ENCUMBRANCES	23,205					
TOTAL REVENUES AND PYFB	6,229,789					

	FY 2019 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY 18 PERCENT OF ACTUAL
EXPENDITURES:							
PERSONNEL SERVICES	87,067	7,603	85,653		1,414	98.4%	91.9%
FRINGE BENEFITS	28,076	3,544	33,524		(5,448)	119.4%	91.0%
PURCHASED SERVICES	725,930		334,964		390,966	46.1%	100.0%
MATERIALS AND SUPPLIES	5,388,716		4,475,188		913,528	83.0%	97.7%
TOTAL	6,229,789	11,147	4,929,329		1,300,460	79.1%	99.0%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL RISK MANAGEMENT FUND  
JULY 1, 2018 THROUGH MAY 31, 2019

B 8

ASSETS:		LIABILITIES:	
CASH	15,745,064	EST CLAIMS/JUDGMENTS PAYABLE	7,971,000
PREPAID ITEM	267,030	TOTAL LIABILITIES	7,971,000
		FUND EQUITY:	
		RETAINED EARNINGS	5,402,583
		ENCUMBRANCES	7,698
		RESERVE FOR ENCUMBRANCES	(7,698)
		EXPENSES	(7,127,751)
		REVENUES	9,766,262
		TOTAL FUND EQUITY	8,041,094
TOTAL ASSETS	16,012,094	TOTAL LIABILITIES AND FUND EQUITY	16,012,094

REVENUES:	MONTH'S REALIZED	YR-TO-DATE REALIZED
INTEREST ON BANK DEPOSITS	19,156	256,560
RISK MANAGEMENT CHARGES		6,805,724
INSURANCE PROCEEDS	2,053	700,195
MISCELLANEOUS REVENUE	212	3,783
TRANSFER FROM SCHOOL OPERATING FUND		2,000,000
TOTAL REVENUES	21,421	9,766,262

EXPENSES:	MONTH'S EXPENSES	YR-TO-DATE EXPENSES	OUTSTANDING ENCUMBRANCES
PERSONNEL SERVICES	26,956	267,821	
FRINGE BENEFITS	9,037	87,511	
OTHER PURCHASED SERVICES	5,052	445,020	7,698
FIRE AND PROPERTY INSURANCE		1,585,812	
MOTOR VEHICLE INSURANCE	46,696	1,803,033	
WORKER'S COMPENSATION	183,855	2,174,425	
SURETY BONDS		200	
GENERAL LIABILITY INSURANCE	73,443	674,226	
MISCELLANEOUS	1,836	3,906	
MATERIALS AND SUPPLIES	2,881	43,564	
CAPITAL OUTLAY		34,853	
LAND, STRUCTURES, & IMPROVEMENTS		7,380	
TOTAL	349,756	7,127,751	7,698

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL COMMUNICATION TOWERS/TECHNOLOGY FUND  
JULY 1, 2018 THROUGH MAY 31, 2019

B 9

ASSETS:		LIABILITIES:	
CASH	2,850,854	DEPOSITS PAYABLE	75,000
		TOTAL LIABILITIES	<u>75,000</u>
		FUND EQUITY:	
		FUND BALANCE	2,286,320
		ESTIMATED REVENUE	(510,000)
		APPROPRIATIONS	850,764
		ENCUMBRANCES	74,280
		RESERVE FOR ENCUMBRANCES	(74,280)
		EXPENDITURES	(458,257)
		REVENUES	<u>607,027</u>
		TOTAL FUND EQUITY	<u>2,775,854</u>
TOTAL ASSETS	<u>2,850,854</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>2,850,854</u>

	FY 2019 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY 18 PERCENT OF ACTUAL
REVENUES:						
INTEREST ON BANK DEPOSITS	10,000	3,453	47,333	37,333	473.3%	89.0%
RENT-WIRELESS COMMUNICATION	500,000			(500,000)		
TOWER RENT-BAYSIDE HIGH			27,500	27,500		100.0%
TOWER RENT-COX HIGH			140,862	140,862		98.7%
TOWER RENT-FIRST COLONIAL HIGH			76,734	76,734		100.0%
TOWER RENT-LANDSTOWN HIGH			32,920	32,920		100.0%
TOWER RENT-OCEAN LAKES HIGH		1,492	91,962	91,962		100.0%
TOWER RENT-SALEM HIGH			49,976	49,976		100.0%
TOWER RENT-TALLWOOD HIGH			39,418	39,418		100.0%
TOWER RENT-TECH CENTER			88,540	88,540		96.0%
TOWER RENT-WOODSTOCK ELEMENTARY			11,782	11,782		74.3%
TOTAL REVENUES	<u>510,000</u>	<u>4,945</u>	<u>607,027</u>	<u>97,027</u>	119.0%	97.7%
PRIOR YEAR FUND BALANCE (PYFB)	340,000					
PYFB-ENCUMBRANCES	<u>764</u>					
TOTAL REVENUES AND PYFB	<u>850,764</u>					

	FY 2019 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY 18 PERCENT OF ACTUAL
EXPENDITURES:							
PURCHASED SERVICES			3,315		(3,315)		100.0%
MATERIALS AND SUPPLIES	<u>850,764</u>	<u>39,200</u>	<u>454,942</u>	<u>74,280</u>	<u>321,542</u>	62.2%	50.7%
TOTAL	<u>850,764</u>	<u>39,200</u>	<u>458,257</u>	<u>74,280</u>	<u>318,227</u>	62.6%	52.6%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF REVENUES  
SCHOOL GRANTS FUND  
JULY 1, 2018 THROUGH MAY 31, 2019

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**Revenues :**

	FY 2019 Estimated	Month's Realized	Yr-To-Date Realized	Unrealized Revenues	Percent Realized
Source:					
Commonwealth of Virginia	14,031,705	1,624,362	6,898,212	(7,133,493)	49.16%
Federal Government	41,077,712	3,794,994	15,936,469	(25,141,243)	38.80%
Other Sources	1,139,630	24,328	271,290	(868,340)	23.81%
Transfers from School Operating Fund	5,237,603		5,237,603		100.00%
<b>Total Revenues</b>	<b>61,486,650</b>	<b>5,443,684</b>	<b>28,343,574</b>	<b>(33,143,076)</b>	<b>46.10%</b>

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
SCHOOL GRANTS FUND  
JULY 1, 2018 THROUGH MAY 31, 2019

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	FY 2019 <u>APPROPRIATIONS</u>	MONTH'S <u>EXPENDITURES</u>	YR-TO-DATE <u>EXPENDITURES</u>	<u>OUTSTANDING</u> <u>ENCUMBRANCES</u>	<u>REMAINING</u> <u>BALANCE</u>	<u>PERCENT</u> <u>OBLIGATED</u>
ADULT BASIC EDUCATION 18/19	321,573	23,583	311,396		10,177	96.8%
ADULT BASIC EDUCATION 17/18	4,968		4,968			100.0%
ALGEBRA READINESS 17/18	407,642	75,253	347,313	37,094	23,235	94.3%
ALGEBRA READINESS 18/19	1,034,033	76,831	442,036	86,616	505,381	51.1%
ASIA SOCIETY CONFUCIUS CLASSROOMS 12/13	2,089		1,099		990	52.6%
ASSESSMENT FOR LEARNING PROJECT 15/16	32,802		12,405		20,397	37.8%
CAREER & TECHNICAL EDUCATON STATE EQUIP 18/19	79,442	18,140	79,442			100.0%
CAREER SWITCHER PROGRAM MENTOR REIMBURSE 17/18	3,800		3,800			100.0%
CAREER SWITCHER PROGRAM MENTOR REIMBURSE 18/19	19,000		6,550		12,450	34.5%
CARL PERKINS 17/18	142,921		140,420		2,501	98.3%
CARL PERKINS 18/19	886,990	85,915	644,077	134,792	108,121	87.8%
CHAMPIONS TOGETHER 18/19	4,000				4,000	
COPS SCHOOL VIOLENCE PREVENTION 18/19	515,000				515,000	
CTE COMPETETIVE INNOVATIVE PROGRAM EQUIP 18/19	37,500				37,500	
CTE SPECIAL STATE EQUIP ALLOCATION 18/19	62,205		62,205			100.0%
DODEA-MCASP OPERATION GRIT 17/18	32,965		32,965			100.0%
DODEA-MCASP OPERATION GRIT 18/19	400,805	96,331	288,720	2,702	109,383	72.7%
DODEA SPECIAL EDUCATION 17/18	85,976		85,976			100.0%
DUAL ENROLLMENT-TCC 18/19	507,676	447,048	447,048		60,628	88.1%
EARLY CHILDHOOD ED LEADERS COMMUNITIES OF LEARNING 18/19	1,000				1,000	
EARLY READING INTERVENTION 17/18	901,695		873,597		28,098	96.9%
EARLY READING INTERVENTION 18/19	1,948,735	154,605	771,447		1,177,288	39.6%
GENERAL ADULT EDUCATION-GAE 18/19	30,993		30,993			100.0%
GREEN RUN COLLEGIATE CHARTER SCHOOL SUPPORT 18/19	12,500			10,011	2,489	80.1%
IDEA CO-TEACHING INITIATIVE THREE OAKS ES PART 1 18/19	8,000		8,000			100.0%
IDEA CO-TEACHING INITIATIVE THREE OAKS ES PART 2 18/19	3,750				3,750	
INCLUSION LEADERSHIP TEAM SUPPORT GRANT-SALEM HS 10/11	457				457	
INCLUSION PROJECT MINI- GRANT 17/18	2,000		900		1,100	45.0%
INDUSTRY CERTIFICATION EXAMS 18/19	96,092	4,115	61,254	11,374	23,464	75.6%
INDUSTRY CERTIFICATION EXAMS STEM 18/19	26,234		24,982	1,252		100.0%
INNOVATION CHALLENGE GRANT 18/19	23,000	2,249	11,764		11,236	51.1%
ISAEP 18/19	66,842	4,675	44,834	12,977	9,031	86.5%
JAIL EDUCATION PROGRAM 19/20	180,263	13,475	27,393		152,870	15.2%
JAIL EDUCATION PROGRAM 18/19	186,688		123,751		62,937	66.3%
JUVENILE DETENTION 19/20	638,959	88,379	176,836	725	461,398	27.8%
JUVENILE DETENTION 18/19	809,502		800,011	222	9,269	98.9%
MCKINNEY HOMELESS 16/17	13,101		13,101			100.0%
MCKINNEY HOMELESS 17/18	68,097	881	56,812		11,285	83.4%
MCKINNEY HOMELESS 18/19	73,000	10,203	10,203		62,797	14.0%
MYCAA-LPN COURSES 18/19	2,000		2,000			100.0%
NATIONAL BOARD TEACHERS STIPENDS 18/19	377,500		377,500			100.0%
NATIONAL MATH & SCIENCE INITIATIVE 18/19	581,539	863	8,345		573,194	1.4%
NETWORK IMPROVEMENT COMMUNITY (NIC) 18/19	14,250		14,250			100.0%
NEW TEACHER MENTOR 18/19	42,303		42,303			100.0%
NNSY 2018 STEM CAMP	10,000		10,000			100.0%
NNSY SUMMER 2019 STEM CAMP	10,000				10,000	
ODU RESEARCH FOUNDATION CYBERSECURITY 18/19	3,000		900		2,100	30.0%
OPPORTUNITY INC-ALC 18/19	115,000	8,034	68,868		46,132	59.9%
OPPORTUNITY INC-STEM (ISY) 18/19	155,000	13,042	105,416		49,584	68.0%
OPPORTUNITY INC-STEM (OSY) 18/19	160,000	11,785	85,846		74,154	53.7%
POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORT 17/18	7,960		7,152		808	89.8%
POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORT 18/19	31,919		17,569		14,350	55.0%
POST 9/11 GI BILL 18/19	5,000				5,000	
PRAXIS ASSISTANCE 18/19	7,401				7,401	

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
SCHOOL GRANTS FUND  
JULY 1, 2018 THROUGH MAY 31, 2019

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	<u>FY 2019</u> <u>APPROPRIATIONS</u>	<u>MONTH'S</u> <u>EXPENDITURES</u>	<u>YR-TO-DATE</u> <u>EXPENDITURES</u>	<u>OUTSTANDING</u> <u>ENCUMBRANCES</u>	<u>REMAINING</u> <u>BALANCE</u>	<u>PERCENT</u> <u>OBLIGATED</u>
PRESCHOOL INCENTIVE 17/18	119,575		119,575			100.0%
PRESCHOOL INCENTIVE IDEA 18/19	504,702	38,347	269,428		235,274	53.4%
PROJECT GRADUATION 16/17	7,973		7,973			100.0%
PROJECT GRADUATION 17/18	37,500	1,968	13,423		24,077	35.8%
PROJECT GRADUATION 18/19	37,500				37,500	
PROJECT HOPE-CITY WIDE SCA 13/14	2,874		420		2,454	14.6%
RACE-TO-GED 18/19	68,553	2,385	68,553			100.0%
REGION II SUPERINTENDENTS ESCROW 17/18	8,953				8,953	
RESERVE FOR CONTINGENCY	1,273,162				1,273,162	
RISE PROGRAM-INSTRUCTIONAL SUPPORT 17/18	67,123				67,123	
SCHOOL SECURITY EQUIPMENT GRANT 18/19	114,576		114,576			100.0%
SCHOOL SECURITY OFFICE GRANT 18/19	32,572	753	11,347		21,225	34.8%
START ON SUCCESS (SOS) 18/19	15,000	1,789	3,942		11,058	26.3%
STARTALK 17/18	67,259		64,023		3,236	95.2%
STARTALK 18/19	89,807	77	77	396	89,334	0.5%
STEM TEACHER RECRUITMENT & RETENTION	29,000	12,000	12,000		17,000	41.4%
TECHNOLOGY INITIATIVE 16/17	304,830	2,330	118,623	184,734	1,473	99.5%
TECHNOLOGY INITIATIVE 17/18	2,618,400		1,194,995	663,845	759,560	71.0%
TECHNOLOGY INITIATIVE 18/19	2,618,400				2,618,400	
TITLE I PART A 17/18	3,642,207	45,009	3,163,880	327,127	151,200	95.8%
TITLE I PART A 16/17	66,871		66,871			100.0%
TITLE I PART A 18/19	11,914,698	1,017,367	8,101,329	66,302	3,747,067	68.6%
TITLE I PART D SUBPART 1 17/18	13,110		13,110			100.0%
TITLE I PART D SUBPART 1 18/19	68,023	5,345	34,937		33,086	51.4%
TITLE I PART D SUBPART 2 16/17	44,941		44,941			100.0%
TITLE I PART D SUBPART 2 17/18	283,727	25,270	142,019	29,838	111,870	60.6%
TITLE I PART D SUBPART 2 18/19	225,906				225,906	
TITLE II PART A 16/17	18,820		18,820			100.0%
TITLE II PART A 17/18	62,505	1,111	46,242		16,263	74.0%
TITLE II PART A 18/19	1,583,202	135,696	1,284,240		298,962	81.1%
TITLE III PART A LANG ACQUISITION 18/19	118,490	10,012	30,590		87,900	25.8%
TITLE III PART A LANG ACQUISITION 17/18	78,522		78,522			100.0%
TITLE IV PART A 17/18	203,099	17,628	132,875	8,074	62,150	69.4%
TITLE IV PART B 21ST CCLC GRC 16/17	24,165		24,165			100.0%
TITLE IV PART B 21ST CCLC LYNN ES 17/18	8,123		8,123			100.0%
TITLE IV PART B 21ST CCLC LYNN ES 18/19	95,660	8,283	54,662		40,998	57.1%
TITLE IV PELL 18/19	31,150	22,194	26,097		5,053	83.8%
TITLE IV PART A 18/19	857,953	17,420	61,053	23,007	773,893	9.8%
TITLE VI-B 17/18	2,026,839	683	2,026,839			100.0%
TITLE VI-B 18/19	14,762,186	1,326,308	10,193,315		4,568,871	69.1%
VA ELEARNING BACKPACK BAYSIDE 17/18	7,061		1,277		5,784	18.1%
VA ELEARNING BACKPACK GREEN RUN 17/18	196		196			100.0%
VA ELEARNING BACKPACK KEMPSVILLE 17/18	9,447		6,801		2,646	72.0%
VA INITIATIVE FOR AT RISK FOUR YR OLDS 17/18	405,584		405,584			100.0%
VA INITIATIVE FOR AT RISK FOUR YR OLDS 18/19	4,826,738	463,656	3,770,795		1,055,943	78.1%
VIRGINIA MIDDLE SCHOOL TEACHER CORPS 18/19	5,000	1,250	5,000			100.0%
VPI-PRESCHOOL EXPANSION GRANT 18/19	788,207	70,321	622,907	6,262	159,038	79.8%
VPI-PRESCHOOL EXPANSION GRANT 17/18	85,100		85,100			100.0%
WORKPLACE READINESS 18/19	16,194		16,194			100.0%
TOTAL SCHOOL GRANTS FUND	<u>61,486,650</u>	<u>4,362,609</u>	<u>39,151,886</u>	<u>1,607,350</u>	<u>20,727,414</u>	<u>66.3%</u>



VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL BOARD/CITY HEALTH INSURANCE FUND  
JULY 1, 2018 THROUGH MAY 31, 2019

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ASSETS:		LIABILITIES:	
CASH	70,719,528	ACCOUNTS PAYABLE-HSA	34,780
		UNEARNED REVENUE	6,663,364
		EST CLAIMS-JUDGMENTS PAYABLE	9,328,000
		TOTAL LIABILITIES	16,026,144
		FUND EQUITY:	
		RETAINED EARNINGS	38,747,238
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENSES	(122,603,382)
		REVENUES	138,549,528
		TOTAL FUND EQUITY	54,693,384
TOTAL ASSETS	70,719,528	TOTAL LIABILITIES AND FUND EQUITY	70,719,528

	MONTH'S REALIZED	YEAR-TO-DATE REALIZED
REVENUES:		
INTEREST ON BANK DEPOSITS	82,794	923,370
EMPLOYEE PREMIUMS-CITY	1,584,970	13,157,391
EMPLOYER PREMIUMS-CITY	5,543,841	45,284,144
EMPLOYEE PREMIUMS-SCHOOLS	1,537,829	16,845,227
EMPLOYER PREMIUMS-SCHOOLS	5,695,660	62,329,495
COBRA ADMINISTRATIVE FEE-CITY	435	4,715
COBRA ADMINISTRATIVE FEE-SCHOOLS	415	5,186
TOTAL REVENUES	14,445,944	138,549,528

	MONTH'S EXPENSES	YEAR-TO-DATE EXPENSES	OUTSTANDING ENCUMBRANCES
EXPENSES:			
SALARIES AND BENEFITS	44,862	469,076	
HEALTH CLAIMS AND OTHER EXPENSES-CITY	4,893,216	51,709,619	
HEALTH CLAIMS AND OTHER EXPENSES-SCHOOLS	6,928,598	70,424,687	
TOTAL EXPENSES	11,866,676	122,603,382	

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL VENDING OPERATIONS FUND  
JULY 1, 2018 THROUGH MAY 31, 2019

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ASSETS:		LIABILITIES:	
CASH	48,353	TOTAL LIABILITIES	
		FUND EQUITY:	
		FUND BALANCE	58,986
		ESTIMATED REVENUE	(144,000)
		APPROPRIATIONS	150,000
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENDITURES	(149,050)
		REVENUES	132,417
		TOTAL FUND EQUITY	48,353
TOTAL ASSETS	48,353	TOTAL LIABILITIES AND FUND EQUITY	48,353

	FY 2019 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY 18 PERCENT OF ACTUAL
REVENUES:						
INTEREST ON BANK DEPOSITS		58	248	248		75.6%
VENDING OPERATIONS RECEIPTS	144,000		132,169	(11,831)	91.8%	79.0%
TOTAL REVENUES	144,000	58	132,417	(11,583)	92.0%	79.0%
PRIOR YEAR FUND BALANCE (PYFB)	6,000					
TOTAL REVENUES AND PYFB	150,000					

	FY 2019 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY 18 PERCENT OF ACTUAL
EXPENDITURES:							
SCHOOL ALLOCATIONS	149,600	16	149,050		550	99.6%	99.8%
PURCHASED SERVICES	400				400		
TOTAL	150,000	16	149,050		950	99.4%	99.8%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL INSTRUCTIONAL TECHNOLOGY FUND  
JULY 1, 2018 THROUGH MAY 31, 2019

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ASSETS:		LIABILITIES:	
CASH	680,066	TOTAL LIABILITIES	
		FUND EQUITY:	
		FUND BALANCE	161,185
		ESTIMATED REVENUE	
		APPROPRIATIONS	260,244
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENDITURES	
		REVENUES	258,637
		TOTAL FUND EQUITY	680,066
TOTAL ASSETS	680,066	TOTAL LIABILITIES AND FUND EQUITY	680,066

REVENUES:	FY 2019 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED
INTEREST ON BANK DEPOSITS		23,059	258,637	258,637	%
TOTAL REVENUES		23,059	258,637	258,637	
PRIOR YEAR FUND BALANCE (PYFB)	260,244				
TOTAL REVENUES AND PYFB	260,244				

EXPENDITURES:	FY 2019 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
MATERIALS AND SUPPLIES	260,244				260,244	%
TOTAL	260,244				260,244	

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL EQUIPMENT REPLACEMENT FUND  
JULY 1, 2018 THROUGH MAY 31, 2019

B 16

ASSETS:		LIABILITIES:	
CASH	1,117,389	TOTAL LIABILITIES	
		FUND EQUITY:	
		FUND BALANCE	11,700
		ESTIMATED REVENUE	
		APPROPRIATIONS	1,088,036
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENDITURES	
		REVENUES	17,653
		TOTAL FUND EQUITY	1,117,389
TOTAL ASSETS	1,117,389	TOTAL LIABILITIES AND FUND EQUITY	1,117,389

REVENUES:	FY 2019 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED
INTEREST ON BANK DEPOSITS		1,345	17,653	17,653	%
TOTAL REVENUES		1,345	17,653	17,653	
PRIOR YEAR FUND BALANCE (PYFB)	1,088,036				
TOTAL REVENUES AND PYFB	1,088,036				

EXPENDITURES:	FY 2019 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
CAPITAL OUTLAY	1,088,036				1,088,036	%
TOTAL	1,088,036				1,088,036	

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
CAPITAL PROJECTS  
JULY 1, 2018 THROUGH MAY 31, 2019

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	FY 2019 <u>APPROPRIATIONS</u>	MONTH'S <u>EXPENDITURES</u>	YEAR-TO-DATE <u>EXPENDITURES</u>	PROJECT-TO-DATE <u>EXPENDITURES</u>	OUTSTANDING <u>ENCUMBRANCES</u>	REMAINING <u>BALANCE</u>	PERCENT <u>OBLIGATED</u>
1003 RENOV/REPLACEMT-ENERGY MGMT II	8,675,000	220,803	1,196,250	4,706,509	1,451,175	2,517,316	70.98%
1004 TENNIS COURT RENOVATIONS II	1,000,000	58,165	86,268	697,864	125,195	176,941	82.31%
1019 GREAT NECK MIDDLE SCHOOL REPLACEMENT	45,789,062			45,789,062			100.00%
1025 KEMPSVILLE HS ENTREPRENEURIAL ACADEMY	950,000		491,679	948,768	393	839	99.91%
1035 JOHN B DEY ES MODERNIZATION	25,989,241	398,293	6,923,026	21,072,066	4,778,091	139,084	99.46%
1043 THOROUGHGOOD ES REPLACEMENT	28,970,000	1,346,101	7,899,094	10,091,707	13,128,952	5,749,341	80.15%
1056 PRINCESS ANNE MS REPLACEMENT	49,975,759	5,166,805	17,458,825	22,822,790	22,750,038	4,402,931	91.19%
1078 SCHOOL BUS FACILITY RENOVATION/EXPANSION	21,821,574		4,513	21,821,574			100.00%
1095 COMPREHENSIVE LONG RANGE FACILITIES PLANNING UPDATE	300,000		9,512	284,602		15,398	94.87%
1099 RENOV & REPLACE-GROUNDS PHASE II	11,675,000		919,992	11,639,826	29,996	5,178	99.96%
1102 21ST CENTURY LEARNING ENVIRONMENT IMPROVEMENTS	2,100,000	492	1,510,145	2,010,701	82,608	6,691	99.68%
1103 RENOV & REPLACE-HVAC SYSTEMS PHASE II	45,367,724	58,375	1,624,964	45,335,997	30,640	1,087	100.00%
1104 RENOV & REPLACE-REROOFING PHASE II	35,025,639	10,659	725,005	30,415,535	4,610,104		100.00%
1105 RENOV & REPLACE-VARIOUS PHASE II	15,033,273		784,329	14,989,057	44,193	23	99.99%
1110 ENERGY PERFORMANCE CONTRACTS PHASE II	15,000,000		1,133,495	11,122,168	35,454	3,842,378	74.38%
1178 RENOV & REPLACE-GROUND PH III	1,325,000		1,133,754	1,133,754		191,246	85.57%
1179 RENOV & REPLACE-HVAC PH III	5,650,000	58,730	1,136,231	1,136,231	4,500,750	13,019	99.77%
1180 RENOV & REPLACE-REROOFING PH III	4,200,000		102,800	102,800	1,061,702	3,035,498	27.73%
1182 RENOV & REPLACE - VARIOUS PH III	1,850,000	(1,245)	1,798,813	1,798,813	34,635	16,552	99.11%
1184 PLAZA ANNEX/LASKIN ROAD ADDITION	13,300,000	173,140	533,293	533,293	440,534	12,326,173	7.32%
1185 ELEMENTARY PLAYGROUND EQUIPMENT REP	250,000					250,000	
1195 STUDENT DATA MANAGEMENT SYSTEM	12,187,001		459,520	11,681,966	33,617	471,418	96.13%
1233 KEMPS LANDING/ODC REPLACEMENT	63,615,000		439,680	63,461,132	53,430	100,438	99.84%
1237 SCHOOL HR/PAYROLL	9,196,000			8,867,573		328,427	96.43%
UNALLOCATED CIP SALARIES/BENEFITS		128,821	254,080	254,080		(254,080)	
TOTAL CAPITAL PROJECTS	<u>419,245,273</u>	<u>7,619,139</u>	<u>46,625,268</u>	<u>332,717,868</u>	<u>53,191,507</u>	<u>33,335,898</u>	92.05%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
GREEN RUN COLLEGIATE CHARTER SCHOOL  
JULY 1, 2018 THROUGH MAY 31, 2019

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ASSETS:		LIABILITIES:	
CASH	1,049,323	SALARIES PAYABLE-OPTIONS	211,646
PREPAID ITEM	6,782	FICA PAYABLE-OPTIONS	16,191
		TOTAL LIABILITIES	<u>227,837</u>
		FUND EQUITY:	
		FUND BALANCE	4,680
		ESTIMATED REVENUE	(3,803,031)
		APPROPRIATIONS	3,822,133
		ENCUMBRANCES	8,899
		RESERVE FOR ENCUMBRANCES	(8,899)
		EXPENDITURES	(2,998,545)
		REVENUES	<u>3,803,031</u>
		TOTAL FUND EQUITY	<u>828,268</u>
TOTAL ASSETS	<u>1,056,105</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>1,056,105</u>

	FY 2019 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY18 PERCENT OF ACTUAL
REVENUES:						
TRANSFER FROM SCHOOL OPERATING	<u>3,803,031</u>	<u></u>	<u>3,803,031</u>	<u></u>	100.0%	113.5%
TOTAL REVENUES	<u>3,803,031</u>	<u></u>	<u>3,803,031</u>	<u></u>	100.0%	113.5%
PYFB-ENCUMBRANCES	<u>19,102</u>					
TOTAL REVENUES AND PYFB	<u>3,822,133</u>					

	FY 2019 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY18 PERCENT OF ACTUAL
EXPENDITURES:							
PERSONNEL SERVICES	2,324,325	206,478	1,931,457		392,868	83.1%	90.0%
FRINGE BENEFITS	774,167	74,009	681,643		92,524	88.0%	90.2%
PURCHASED SERVICES	407,672	(18,864)	224,271		183,401	55.0%	78.4%
OTHER CHARGES	75,200	2,875	49,828		25,372	66.3%	87.5%
MATERIALS AND SUPPLIES	<u>240,769</u>	<u>1,957</u>	<u>111,346</u>	<u>8,899</u>	<u>120,524</u>	<u>49.9%</u>	<u>82.5%</u>
TOTAL	<u>3,822,133</u>	<u>266,455</u>	<u>2,998,545</u>	<u>8,899</u>	<u>814,689</u>	<u>78.7%</u>	<u>88.4%</u>



Subject: Policy Review Committee Recommendations Item Number: 13C1-6

Section: Information Date: June 25, 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 their June 6, 2019 meeting and presented for information to the School Board June 25, 2019.

**Background Summary:**

1. Policy 3-38/Competitive Negotiations/Awards/Small Professional Service Contracts  
*Section A number 2 removed due to redundancy of language.*
2. Policy 4-69/Research Involving Employees/Research Review committee  
*Language added to define "internal purposes" and research related to personal pursuit of educational course work.*
3. Policy 5-8/Census  
*The State law requiring School Divisions to complete a census have been repealed.*
4. Policy 5-10/Admission Requirements  
*Presented to the Policy Review Committee for 5-year review. Scrivener changes made and Legal references updated to reflect current law.*
5. Policy 5-58/Student and Staff Wellness  
*Updated to reflect daily recess times for Kindergarten thru 5<sup>th</sup> grade and the development of regulations and guidelines.*
6. Policy 5-67/Research Involving Students/Research Review Committee  
*Update to define "internal purposes" and the rules that govern research by employees for their personnel educational pursuits.*

**Source:**

Code of Virginia, 1950, as amended, §22.1-253.12:7 School Board Policies.  
Policy Review Committee Meeting of June 6, 2019

**Budget Impact:** None.

BUSINESS AND NONINSTRUCTIONAL OPERATIONS

**Competitive Negotiations/Awards/Small Professional Service Contracts**

**A. Generally**

1. Definition of Competitive Negotiations

Competitive negotiation is a method of source selection which involves individual discussions between the School Division~~school board~~ and the offeror on the basis of responses to the School Division's~~school board's~~ request for proposals. The source selection method of competitive negotiation incorporates the applicable provisions of the Virginia Public Procurement Act, Virginia Code § 2.2-4300, *et seq.*, in addition to the provisions outlined in this Policy, related policies and regulations and the School Division's Business Services Manual.

~~2. Conditions<sup>[KB1]</sup> for Use~~

~~Upon a determination by the purchasing authority in writing that competitive sealed bidding is either not practicable or not advantageous to the school board, goods, services, insurance and, in specified instances permitted by § 2.2-4303 and § 2.2-4346 of the Virginia Public Procurement Act, construction may be procured by competitive negotiation. The writing shall document the basis for this determination.~~

~~3.2.~~Request for Proposals

Request for proposals shall be in writing and indicate in general terms that which is sought to be procured, specifying the factors which will be used in evaluating the proposal and containing or incorporating by reference the other applicable contractual terms and conditions, including any unique capabilities or qualifications which will be required of the contractor. If a numerical scoring system will be used in evaluating the proposal, the point system



used for such evaluation shall be made part of the RFP or provided through public notice no later than the final date for submission of the response to the RFP.

#### 4.3.Public Notice

At least ten (10) days prior to the date set for receipt of proposals, public notice shall be given by posting in a public area normally used for posting of public notices and by publication in a newspaper of general circulation in the area in which the contract is to be performed, or both. The School Division may, but is not required to post public notices on applicable websites or other forms of social media. In addition, proposals may be solicited directly from potential contractors.

#### 5.4.Evaluation Factors and Award

Selection shall be made of two or more offers deemed to be fully qualified and best suited among those submitting proposals, on the basis of the factors involved in the request for proposals, including price, if so stated in the request for proposal.

Negotiations shall then be conducted with each of the offers so selected. Price shall be considered, but need not be the sole determining factor. After negotiations have been conducted with each offeror, the School Division ~~school board~~ shall award the contract to the offeror which, in the School Division~~Board~~'s opinion, has made the best proposal. Should the School Division~~board~~ determine in writing and in its sole discretion that only one offeror is clearly more highly qualified than the others under consideration, a contract may be negotiated and awarded to that offeror.

### **B. Contracting for Professional Services by Competitive Negotiation**

#### **1. Generally**

Professional services (accounting, actuarial services, architecture, land surveying, landscape architecture, law, medicine, dentistry, optometry, pharmacy or professional engineering) shall be procured by competitive negotiation in accordance with the

Virginia Public Procurement Act, Virginia Code § 2.2-4300, *et seq.* in addition to the provisions outlined in this Policy, related policies and regulations and the School Division's Business Services Manual.

## 2. Discussion and Award

The purchasing authority shall engage in individual discussions with all offers deemed fully qualified, responsible and suitable on the basis of initial responses and with emphasis on professional competence to provide the required services. Repetitive informal interviews shall be permissible. Such offers shall be encouraged to elaborate on their qualifications and performance data or staff expertise pertinent to the proposed project as well as alternative concepts. These discussions may encompass nonbinding estimates of total project costs, including where appropriate, design, ~~construction~~and construction and life cycle costs. Methods to be utilized in arriving at price for services may also be discussed.

In accordance with law, pProprietary information from competing offers shall not be disclosed to the public or to competitors. At the conclusion of discussion, outlined herein, on the basis of evaluation factors published in the request for proposal and all information developed in the selection process to this point, the purchasing authority shall select in the order of preference two or more offers whose professional qualifications and proposed services are deemed most meritorious. Negotiations shall then be conducted beginning with the offeror ranked first. If a contract satisfactory and advantageous to the school board can be negotiated at a price considered fair and reasonable, the award shall be made to that offeror. Otherwise, negotiations with the offeror ranked first shall be formally terminated and negotiations conducted with the offeror ranked second, and so on until such a contract can be negotiated at a fair and reasonable price. Should the purchasing authority determine in writing and in ~~its~~his sole discretion that only one offeror is fully qualified, or that one offeror is clearly more highly qualified and suitable than the

others under consideration, a contract may be negotiated and awarded to that offeror.

### 3. Exemptions

Single or term contracts for professional services shall not be subject to the requirement of competitive negotiation where the aggregate or the sum of all phases is not expected to exceed \$ 30,000; however, the purchasing authority shall provide for competition wherever practicable.

#### Editor's Notes

*For competitive sealed bidding/awards see School Board [Policy 3-35](#).  
For emergency/small/small professional service contracts/sole source purchases  
see School Board [Policy 3-32](#).  
For competitive negotiations and awards for the procurement of professional  
architectural awards and engineering services see School Board [Policy 3-39](#).*

#### **Legal Reference**

Virginia Public Procurement Act, Virginia Code § 2.2-4300, *et seq.*, [as amended](#).

Adopted by School Board: February 16, 1993

Amended by School Board: August 2, 2000

Amended by School Board: September 3, 2002

[Amended by School Board: 2019](#)

## PERSONNEL

### Research Involving Employees/Research Review Committee

#### A. Generally

The Superintendent ~~or the Superintendent's or~~ designee will act upon all proposals for research projects involving ~~School Division Virginia Beach City Public Schools~~ employees as described in School Board Regulation 4-69.1 only after consideration of the following:

1. The Research Review Committee's recommendation;
2. The nature and purpose of the activities as described in the research plan;
3. The anticipated benefit to the research subjects and/or the School Division's educational program.

Action research studies and other data-collection activities conducted by Virginia Beach City Public Schools employees for internal purposes only do not require review by the Research Review Committee but must meet the criteria as outlined in School Board Regulation 4-69.1 Section C. Research related to personal reasons or in pursuit of personal educational course work does not constitute "internal purposes." In addition, survey research and other primary data collection activities conducted by students for internal purposes as part of a research project for their VBCPS coursework (e.g., Advanced Placement Capstone course) do not require review by the Research Review Committee but must meet the criteria as outlined in School Board Regulation 4-69.1 Section D.

#### B. Administrative Criteria

Research involving employees may be approved by the Superintendent or ~~the Superintendent's~~ designee provided that:

1. The research proposed complies with ~~School Board Virginia Beach City Public Schools~~ policies, ~~r~~egulations and research guidelines, ~~f~~ederal law statutes and ~~r~~egulations, and state ~~Virginia Statutes and Virginia Board of Education law and~~ regulations;
2. The local Human Research Review Committee appointed in accordance with Code of Virginia § 32.1-162.19, *et seq.*, as amended (designated as the Research Review Committee) has recommended that the research proposal be approved in accordance with applicable law;
3. The research plan sets forth explicit objectives and a sound design for collecting and analyzing information designed to reach these objectives;
4. The research holds out the prospect of benefiting the individual subjects and/or the School Division's educational program;
5. There will be no significant departure from normal school/central office routine or use of instructional time on the part of employees;
6. The proposed research includes adequate provisions to protect the privacy of employees and to maintain confidentiality of data. Contact information of ~~School Division Virginia Beach City Public Schools~~ School Division Virginia Beach City Public Schools employees will not be released for research purposes.

Legal reference:

Protection of Pupil Rights Amendment (PPRA) 20 U.S.C. § 1232, as amended.

Every Child Succeeds Act of 2010, 20 U.S.C § 6301, *et seq.*, as amended.

Code of Virginia, § 32.1-162.16 *et seq.*, as amended, Human Research, as amended.

Code of Virginia, § 22.1-16.1, as amended. Board to establish regulation regarding human research, as amended.

Adopted by School Board: June 2, 2009

Amended by School Board: October 18, 2016

Amended by School Board: 2019

## **STUDENTS**

### **Census**

~~A triennial census of school population shall be taken at a time designated by the Superintendent of Public Instruction. The superintendent shall develop plans for conducting the census.~~

#### ~~Legal Reference:~~

~~Code of Va., § 22.1-281. Triennial census of school population.~~

~~Code of Va., § 22.1-282. Appointment and compensation of persons taking census.~~

~~Code of Va., § 22.1-283. Agents to gather other statistics.~~

~~Code of Va., § 22.1-284. Census results.~~

~~Code of Va., § 22.1-285. Board may require special census.~~

~~Code of Va., § 22.1-286. Duty of board to see that census is taken.~~

~~Adopted by School Board: June 15, 1993 (Effective August 14, 1993)~~

Repealed by School Board: 2019

## STUDENTS

### Admission Requirements

#### ~~1.~~ **A. Enrollment Requirements**

The ~~S~~uperintendent shall have responsibility for developing and implementing regulations to ensure that students entering the public schools meet the requirements of federal law, state law and regulations of the Virginia Board of Education and other agencies as they apply to the admission of students to the public schools as cited in the legal references to this ~~P~~olicy.

#### ~~2.~~ **B. Part-Time Students**

Students enrolled in private or parochial schools and home school students shall not be permitted to enroll in this ~~S~~chool ~~D~~ivision on a part-time basis or participate in academic or extracurricular activities, except as required by law.

#### ~~3.~~ **C. Nonresident Tuition Students**

The School Board will not admit students from outside its jurisdiction except as required by law or regulation developed~~ment~~ by the Superintendent ~~or designee~~. Tuition fees for nonresident students will be approved annually by the School Board (See School Board [Policy 3-22](#) Tuition Fees).

### Legal Reference:

Code of Virginia § 22.1-1, as amended. Definitions.

Code of Virginia § 22.1-3, as amended. Persons to whom public schools shall be free.

Code of Virginia § 22.1-3.1, as amended. Birth certificates required upon admission; required notice to the local law-enforcement agency.

Code of Virginia § 22.1-3.2, as amended. Notice of student's school status required as condition of admission; ~~penalty~~.

Code of Virginia § 22.1-4.1, as amended. Street addresses required in certain school admission documents.

Code of Virginia § 22.1-5, as amended. Regulations concerning admission of certain persons to schools; tuition charges.

Code of Virginia §22.1-7.2, as amended. Enrollment of students residing on a military installation or in military housing.

Code of Virginia § 22.1-270, as amended. Preschool physical examinations.

Code of Virginia § 22.1-271.1, as amended. Definitions.

Code of Virginia § 22.1-271.2, as amended. Immunization requirements.

Code of Virginia § 22.1-288.1, as amended. Notation in school records of missing children; local law enforcement cooperation. ~~Cooperation with local law enforcement agencies; notation in school records of missing children.~~

Code of Virginia § 32.1-46, as amended. Immunization of patients~~children~~ against certain diseases.

~~Code of Virginia § 22.1-288.1, as amended. Cooperation with local law enforcement agencies; notation in school records of missing children.~~

Adopted by School Board: October 21, 1969

Amended by School Board: February 20, 1979

Amended by School Board: August 21, 1990

Amended by School Board: July 16, 1991

Amended by School Board: June 15, 1993 (Effective August 14, 1993)

Amended by School Board: May 16, 2000

Amended by School Board: July 3, 2001

Scrivener's Amendments: November 22, 2010

Amended by School Board: June 19, 2012

Amended by School Board: 2019



## STUDENTS

### Student and Staff Wellness

Virginia Beach City Public Schools, in partnership with families, community organizations, and other local agencies, play an important role in promoting student wellness. The School Board supports a school environment that encourages and fosters nutritious eating habits and physical activity, both linked to academic success and lifelong good health. Schools are encouraged to work collaboratively with families and the community to improve the quality of health for students and staff.

The Superintendent will, through regulation, guidance or procedure, ensure that the School Division meets applicable federal wellness policy requirements and will include the following components:

- A. Measurable goals for nutrition education, physical activity, and other school-based activities to promote student wellness;
- B. Elementary students will be provided daily recess of 40 minutes for kindergarten and 30 minutes for grades 1-5 which may not be withheld as a disciplinary measure. The Superintendent or designee will develop regulations and guidelines to ensure consistent implementation.
- B.C. Nutrition standards for all foods and beverages available during the school day, with the objective of promoting student health and reducing childhood obesity;
- C.D. Assurance that local guidelines established shall not be less restrictive than USDA regulations and guidance, or existing Virginia regulations and guidance, as they apply to the school nutrition programs;
- D.E. A plan for measuring implementation of the local plan; and,
- E.F. Ensure the involvement of parents, students, school health professionals, school nutrition program directors and/or managers, the School Board, school administrators, and the general public in development, implementation, and periodic review of this program.
- F.G. Designate the School Health Advisory Board as the School Division's Wellness Committee and ensure that the Board meets at least four (4) times per year to establish goals and procedures for and oversee school health and safety policies and programs. Direct oversight of this committee will be the responsibility of the Department of School Leadership (hereinafter "DOSL"). DOSL will retain appropriate documentation of wellness policy compliance which shall include: the policy; documents demonstrating compliance with community involvement requirements, including requirements to make the policy and triennial assessments available to the public; and documentation of the triennial assessment of the policy.

*Editor's Notes:*

See also School Board Policy 7-21  
See also School Board Regulation 7-21.6

**Legal Reference:**

The Richard B. Russell National School Lunch Act, 42 U.S.C. § 1758 B, as amended by the  
Healthy Hunger Free Kids Act of 2010, 7 C.F.R. §§210.10, 210.11 and 220.8, as amended.

School Board Policy 7-21, as amended. Citizen's Advisory Committees.

School Board Regulation 7-21.6, as amended. School Health Advisory Board.

Related Links:

School Board Policy 7-21  
School Board Regulation 7-21.6

Adopted by School Board: June 20, 2006  
Amended by School Board: June 20, 2017  
Amended by School Board: May 22, 2018  
Amended by School Board: 2019

## STUDENTS

### Research Involving Students/Research Review Committee

#### A. Generally

The Superintendent or ~~the Superintendent's~~ designee's will act upon all proposals for research projects involving students as described in School Board [Regulation 5-67.1](#) only after consideration of the following:

- \_\_\_\_\_ 1. The Research Review Committee's recommendation;
- \_\_\_\_\_ 2. The nature and purpose of the activities as described in the research plan;
- \_\_\_\_\_ 3. The anticipated benefit to the research subjects and/or the ~~S~~school ~~D~~ivision's educational program.

Action research studies and other data-collection activities conducted by ~~School Division~~ Virginia Beach City Public Schools employees for internal purposes only do not require review by the Research Review Committee but must meet the criteria as outlined in School Board [Regulation 5-67.1](#) Section C. Research by employees for personal or course work related to personal educational pursuits does not constitute "internal purposes." In addition, survey research and other primary data collection activities conducted by students for internal purposes as part of a research project for their VBCPS coursework (e.g., Advanced Placement Capstone course) do not require review by the Research Review Committee but must meet the criteria as outlined in School Board Regulation 5-67.1 Section D.

#### B. Administrative Criteria

Research involving students may be approved by the Superintendent or ~~the Superintendent's~~ designee's provided that:

- \_\_\_\_\_ 1. The research proposed complies with ~~School Board~~ Virginia Beach City Public Schools ~~p~~Policies, ~~r~~Regulations, and research guidelines, ~~f~~Federal ~~law~~Statutes and ~~r~~Regulations, state law and regulation ~~Virginia Statutes and Virginia Board of Education Regulations~~. This includes appropriate notice to and consent by parents/legal guardians of minor students, and emancipated or adult ~~minors, and~~ students ~~older than 18~~;
- \_\_\_\_\_ 2. The local Human Research Review Committee appointed in accordance with Code of Virginia § 32.1-162.19, *et seq.* (designated as the Research Review Committee the School Division) has recommended that the research proposal be approved in ~~in~~ accordance with Virginia law and regulation;
- \_\_\_\_\_ 3. The research plan sets forth explicit objectives and a sound design for collecting and analyzing information designed to reach these objectives;
- \_\_\_\_\_ 4. The research holds out the prospect of benefiting the individual subjects and/or the ~~School D~~ivision's educational program;
- \_\_\_\_\_ 5. There will be no significant departure from normal school/central office routine or use of instructional time on the part of students or staff;

6. Required notifications to parents or legal guardians ~~of minor students or to~~ emancipated ~~or adult students, minors and students over 18~~ prior to student participation shall state the purpose of the research, the procedures to be followed, the right to review research documents and surveys, and the right to withdrawal at any time. Requests to review any research or survey material will be honored by the ~~S~~school ~~D~~ivision within five (5) business days after submission of a written request;

7. The proposed research includes adequate provisions to protect the privacy of students and to maintain confidentiality of data as set forth in School Board Policy 5-31 and any implementing regulations.

### **C. Consent for surveys, analyses or evaluations of students**

Parents/legal guardians ~~or minor students~~ and emancipated ~~or adult minors and~~ students ~~over 18 years old~~ must receive notification and provide active informed consent prior to the administration of any student survey, analysis, or evaluation that concerns one of the following eight areas of protected information:

1. Political affiliations or beliefs of the student or student's parents;
2. Mental or psychological problems of the student or student's family;
3. Sexual behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships
6. Legally recognizable privileged relationship, such as with lawyers, doctors or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

This requirement also applies to the collection, disclosure or use of student information for marketing purposes or for selling or otherwise distributing/providing the information to others. Active informed consent may be required as determined by the Research Review Committee for surveys, analysis or evaluation of students not included above.

### **Editor's Notes:**

School Board Policy 5-31, Scholastic Records, as amended.

School Board Regulation 5-67.1, Research Studies, as amended.

### **Legal Reference:**

Protection of Pupil Rights Amendment (PPRA) 20 U.S.C. § 1232, as amended.

~~Every Child Succeeds Act~~~~No Child Left Behind Act~~ of 20~~10~~<sup>09</sup>, 20 U.S.C § 6301, *et seq.*, as amended.

Code of Virginia, § 32.1-162.16 *et seq.*, as amended, Human Research, as amended.

Code of Virginia, § 22.1-16.1, as amended. Board to establish regulation regarding human research, as amended.

~~School Board Policy 5-31, Scholastic Records, as amended.~~

Virginia Department of Health Regulations for the Conduct of Human Research, 12 VAC5-20, *et seq.*, as amended.

~~School Board Regulation 5-67.1, Research Studies, as amended.~~

Adopted by School Board: August 21, 1990  
Amended by School Board: July 16, 1991  
Amended by School Board: June 15, 1993 (Effective August 14, 1993)  
Amended by School Board: July 18, 1995  
Amended by School Board: December 1, 1998  
Amended by School Board: September 2, 2003  
Amended by School Board: June 2, 2009

Amended by School Board: 2019