

**VIRGINIA BEACH CITY PUBLIC SCHOOLS**
CHARTING THE COURSESchool Board Services**Beverly M. Anderson, Chair**
At-Large**Joel A. McDonald, Vice Chair**
District 3 – Rose Hall

Daniel D. Edwards District 2 – Kempsville	Sharon R. Felton District 6 – Beach	Dorothy M. Holtz At-Large
Victoria C. Manning At-Large	Ashley K. McLeod At-Large	Kimberly A. Melnyk District 7 – Princess Anne
Trenace B. Riggs District 1 – Centerville	Carolyn T. Rye District 5 - Lynnhaven	Carolyn D. Weems District 4 - Bayside

Aaron C. Spence, Ed.D., Superintendent**School Board Regular Meeting Agenda****Tuesday, October 23, 2018**

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.**
If time does not allow for all topics to be taken up at this time, a second workshop may be convened after the formal meeting under Item 17
 - A. School Board Administrative Matters and Reports
 - B. Employee Healthcare Program
 - C. Environmental Studies Program
 - D. School Start Times
2. **Closed Meeting** (as needed)
3. **School Board Recess..... 5:30 p.m.**

FORMAL MEETING

4. **Call to Order and 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**
7. **Superintendent's Report**
8. **Hearing of Citizens and Delegations on Agenda Items**
The 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:** October 9, 2018 Regular Meeting
10. **Adoption of the Agenda**



VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

School Board Regular Meeting Agenda (continued)

Tuesday, October 23, 2018

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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"

11. Consent Agenda

- A. Policy Review Committee Recommendations
 - 1. New Policy 4-6 Healthy Work Environment
 - 2. Policy 4-14 Alternative Work Schedules
 - 3. Policy 4-22 Drug and Alcohol Testing of Motor Vehicle Operators
 - 4. Policy 4-91 Student Teachers
 - 5. Policy 5-1 Extent of School Authority
 - 6. Regulation 5-36.2 False Alarms/Bomb Threats/911 Calls
 - 7. New Policy 5-43 Threats
 - a. Regulation 5-43.1 Threat Assessment Procedures

12. Action

Personnel Report / Administrative Appointments **UPDATED 10/25/2018**

13. Information

- A. Field Trip Annual Report for FY18
- B. Interim Financial Statements – September 2018

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. Recess into Workshop (if needed)

18. Closed Meeting (as needed)

19. Vote on Remaining Action Items

20. Adjournment



Subject: Employee Healthcare Program **Item Number:** 1B

Section: Workshop **Date:** October 23, 2018

Senior Staff: Farrell E. Hanzaker, Chief Financial Officer

Prepared by: Farrell E. Hanzaker, Chief Financial Officer

Presenter(s): Farrell E. Hanzaker, Chief Financial Officer

Recommendation:

It is recommended that the School Board receive the presentation titled “Employee Benefits Review” which is an overview of employee benefits administered by the Consolidated Benefits office with a more detailed and comprehensive review of the employee health care program.

Background Summary:

Some examples of the subject matter to be covered in the presentation are:

- Comprehensive Benefits Package
- Tools and Resources
- BEWell (Beach Employee Wellness)
- Health Plan Management
- Health Plan Strategies
- Initiatives to Manage Cost/Quality
- Historical Claims Trend

Source:

Budget Impact:



Subject: Environmental Studies Program **Item Number:** 1C

Section: School Board Workshop **Date:** October 23, 2018

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

Prepared by: James. M. Pohl, Ph.D., Executive Director of Secondary Teaching and Learning

Presenter(s): Kipp D. Rogers, Ph.D., Chief Academic Officer, Department of Teaching and Learning

Recommendation:

That the School Board receive information regarding the Environmental Studies Program for High School Students.

Background Summary:

Provide an update on the development of an Environmental Studies Program to be housed at the Brock Environmental Center.

Source:

N/A

Budget Impact:

\$257,900



Subject: School Start Times

Item Number: 1D

Section: Workshop

Date: October 23, 2018

Senior Staff: Donald E. Robertson, Jr., Ph.D., Chief Schools Officer, Department of School Leadership

Prepared by: Daniel Keever, Senior Executive Director for High Schools

Presenter(s): Daniel Keever, Senior Executive Director for High Schools

Recommendation:

That the School Board receive a review of information presented as it relates to school start times.

Background Summary:

During the July 2017 retreat, the School Board was provided an opportunity for dialogue and discussion around the idea of shifting school start times. Framing the discussion were: community stakeholder survey results, a policy statement from the American Academy of Pediatrics, Hanover Research briefs, School Bus Consultants transportation study (including possible scenarios and recommendations), a sampling of Region 2 school operating hours, and possible options to shift the sequence of start times for the school division. In reviewing the different options and projected operational costs associated with each in the area of the number of buses needed as well as field lights for sporting events, there was consensus to maintain current school start times and defer conversations to provide more time for the School Board to explore financial needs and plan for other operational considerations.

In an effort to address school facility equity issues as well potentially prepare for more discussion on the shift in the school start time sequence, a recommendation to re-appropriate \$2.8 million of the FY18 School Operating Budget reversion funds to be used for field lights at four high schools was proposed at the October 9, 2018 regular School Board meeting. Several School Board members requested the School Board take formal action on school start times before approving the appropriation of funds for field lights at four high schools. This workshop will provide the School Board an opportunity to discuss the start time issue and provide Administration with direction on how to proceed with next steps.

Source:

Budget Impact: To be determined



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

Section: Approval of Minutes **Date:** October 23, 2018

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 the minutes of their October 9, 2018 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

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Aaron C. Spence, Ed.D., Superintendent

School Board Regular Meeting MINUTES

Tuesday, October 9, 2018

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

INFORMAL MEETING

1. ***Convene School Board Workshop:*** Chairwoman Anderson convened the School Board in workshop format in the einstein.lab at 4:04 p.m. In addition to Superintendent Spence, all School Board members were present. Ms. McLeod arrived late at 4:06 p.m.; and Ms. Holtz arrived later at 4:24 p.m.
 - A. **School Board Administrative Matters and Reports:** Chairwoman Anderson routed a sign-up sheet for School Board members to RSVP to the Virginia School Boards Association (VSBA) Annual Conference in Williamsburg, November 14-16, 2018, noting VSBA's stringent refund policy. She reminded everyone of the October 24 open enrollment deadline for the selection of benefits through the "Benefit Focus" platform. Finally, she advised a closed session would not be needed during the meeting. School Board members then reported on activities and events they attended to include celebrations, school visits and program tours.

This portion of the workshop concluded at 4:09 p.m.
 - B. **Scratch Cooking Initiative:** John E. Smith, Ed.D., Director of Food Services, provided Food Service statistics by the numbers, and reported on recent initiatives to include Breakfast in the Classroom/After the Bell, meals for Title I schools instead of snacks, School Café online, Community Eligibility Provision, summer meals, and student voice represented through limited-time offers (LTO's) to determine if students like the offerings. He then went on to explain the newest initiative - Scratch Cooking – piloted at Old Donation School in the SY18 school year, and introduced newly hired district chef, and lead cook and baker, Kip Poole, a Virginia Tech restaurant management graduate. Chef Poole presented an overview of the program and was joined by students and teachers who offered their perspective. Goals for the school year included training staff at 83 schools and working on



recipe development and testing with plans to expand the program to Landstown Elementary School and Landstown Middle School, with an aim to start with 5-10 elementary and middle schools next year and continuing to add five schools each semester depending on the readiness of the staff. Also explained were modifications in the food services' career ladder revised to support new initiatives and re-energize kitchen staff with a clearly-delineated career path based on skills as cooks and bakers as well as managers with salary enhancement options. This portion of the workshop concluded at 5:13 p.m.

- C. Budget FY2017/18 Resolution Regarding Reversion and Revenue Actual Over/Under Budget Funds: Farrell E. Hanzaker, Chief Financial Officer, presented information on revenue reversion amounts in the Athletics fund, Green Run Collegiate fund, and School Operating fund totaling \$22.9 million; along with \$1.5 million from the Revenue Sharing Formula reconciliation of revenues over what was budgeted bringing total revenues for re-appropriation to \$24.4 million. He then presented Administration's proposed spending plan for the funds to include covering expected revenue shortfalls in FY20, re-appropriation to the Athletics and Risk Management funds, and Capital Improvement Projects (CIP) for the Plaza Annex Office addition and field lights at four high schools. Ms. Weems raised a concern regarding the proposal for field lights stating the expenditure may not be needed if school start times are not adjusted. Ms. Manning requested the School Board take formal action on school start times. Following discussion, there was consensus to move the resolution forward with a modification to earmark funds for renovations/replacements for energy management/sustainability instead of field lights; and place the topic of school start times on a future School Board meeting agenda. Superintendent Spence explained timing issues with regards to reversion funds. Without opposition, Chairwoman Anderson advised the School Board the modified resolution will be moved from Information to Action during Adoption of the Agenda to accelerate the timeline for funds to be utilized. This portion of the workshop concluded at 5:28 p.m.
- D. Strategic Planning Process Beyond Compass to 2020: Due to time constraints, this topic was taken up after the formal meeting under Item 17.

The workshop concluded at 5:28 p.m.

2. **Closed Meeting:** None
3. **School Board Recess:** The School Board recessed at 5:29 p.m. to reconvene in School Board Chambers for the formal meeting at 6:00 p.m.

FORMAL MEETING

4. **Call to Order and Roll Call:** Chairwoman Anderson called the formal meeting to order at 6:00 p.m. In addition to Superintendent Spence, all School Board members were present.
5. **Moment of Silence followed by the Pledge of Allegiance**
6. **Student, Employee and Public Awards and Recognition:** None



7. **Superintendent's Report:** Five things shared in the Superintendent's Report were related to 1) the division's success in graduation rates with the Class of 2018 having the highest on-time graduation rate of 93.3 percent, and lowest dropout rate of 3.8 percent on record, beating state averages with graduate rates being the highest in Hampton Roads; 2) recognition for the work and effort in producing the division's first Virtual Learning Day of the year created to help expand students' independent learning out of the classroom, and, as a byproduct, help provide flexibility in the school calendar; 3) work towards setting the foundation for the next strategic plan framework to include opportunities for input and feedback; 4) celebration and gathering of 144 National Board Certified Teachers (NBCTs) – fourth highest in Virginia – with the division having the second highest number of candidates in the state working towards that certification; and 5) the division's *Navigating the Journey* event on October 16 featuring the division's offerings that support student success.
8. **Hearing of Citizens and Delegations on Agenda Items:** None
9. **Approval of Minutes:** September 25, 2018 Regular School Board Meeting: Ms. Rye made a motion, seconded by Ms. Holtz, that the School Board approve the minutes of their September 25, 2018 regular meeting as presented. The motion passed (ayes 10, nays 0; 1 abstention – McLeod who was absent from the September 25 meeting).
10. **Adoption of the Agenda:** Prior to a motion, Chairwoman Anderson announced a modification to the published agenda to move Information Item 13A – Resolution Regarding the FY18 Budget Reversion and Revenue Actual Over/Under Budget Funds – to Action as Item 12B as discussed during the afternoon workshop. Ms. Riggs then made a motion, seconded by Ms. Melnyk, that the School Board adopt the agenda as amended. The motion passed unanimously.
11. **Consent Agenda:** After Chairwoman Anderson's overview of items presented for approval as part of the Consent Agenda, Ms. Melnyk made a motion, seconded by Ms. Felton, that the School Board approve the Consent Agenda as presented. The motion passed unanimously, and the following items were approved as part of the Consent Agenda:
 - A. Resolutions:
 1. Disability Awareness as follows:

**Resolution for Disability History and Awareness Month
October 2018**

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

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

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

WHEREAS, the Virginia Department of Education's 2016 Child Count reported the Virginia public school divisions served 168,469 students with disabilities under the Individuals with Disabilities Education Act and Virginia Beach City Public Schools served 7,926 students with disabilities under the Individuals with Disabilities Education Act; and



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

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

NOW, THEREFORE, BE IT

RESOLVED: That the School Board of the City of Virginia Beach officially recognizes the month of October 2018 as Disability History and Awareness Month; and be it

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

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

2. Bullying Prevention Month as follows:

Resolution for Bullying Prevention Month
October 2018

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

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

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

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

NOW, THEREFORE, BE IT

RESOLVED: That the School Board of the City of Virginia Beach designates the month October 2018, as Bullying Prevention Month in the Virginia Beach City Public Schools, and be it

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

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

3. Filipino American Heritage as follows:

RESOLUTION FOR FILIPINO AMERICAN HISTORY MONTH
October 2018

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

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

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

WHEREAS, through the study of these contributions, all students may find role models whose participation, commitment and



achievement embodies the American spirit and ideals; and

WHEREAS, the School Board of the City of Virginia Beach recognizes the importance of multicultural diversity education within our school division.

NOW, THEREFORE, BE IT

RESOLVED: That the School Board of the City of Virginia Beach officially recognizes the month of October 2018, as Filipino American History Month, whose theme is "Turning Points"; and be it

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

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

- B. English as a Second Language (ESL) Program K-12: Evaluation Readiness Report including the program goals and objectives, and evaluation plan recommendations as follows:
- Recommendation #1: Begin a three-year evaluation during 2018-2019 focused on evaluating the implementation of the ESL program with a year-one report presented to the School Board in the fall of 2019 (*Responsible Group: Planning, Innovation, and Accountability in the Office of Research and Evaluation*)
 - Recommendation #2: Continue the evaluation of the ESL program during 2019-2020 maintaining the focus on implementation with a year-two report presented to the School Board in the fall of 2020 (*Responsible Group: Planning, Innovation, and Accountability in the Office of Research and Evaluation*)
 - Recommendation #3: Conduct the final evaluation of the ESL program during 2020-2021 shifting the focus from implementation to program effectiveness in terms of student outcomes with a year-three comprehensive evaluation report presented to the School Board in the fall of 2021 (*Responsible Group: Planning, Innovation, and Accountability in the Office of Research and Evaluation*)
- C. Religious Exemption Case Numbers RE-18-11 and RE-18-12

12. Action

- A. Personnel Report/Administrative Appointments: Ms. McLeod 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 October 9, 2018 along with one administrative appointment as recommended by the Superintendent. The motion passed unanimously, and Superintendent Spence introduced Sondra D. Woodward, current Senior Producer/Host of Hampton Roads Public Broadcasting, as the new Coordinator of Public Relations in the Department of Media and Communications effective October 31, 2018. Additionally, Superintendent Spence introduced David N. Din, who was approved by the School Board September 11, 2018, as the new Director of Technology (Infrastructure) in the Department of Technology effective September 28, 2018.
- B. Budget FY2017/18 Resolution Regarding Reversion and Revenue Actual Over/Under Budget Funds: Ms. Melnyk made a motion, seconded by Ms. McLeod, that the School



Board approve a resolution regarding the School Operating Budget FY18 reversion and revenue actual over/under budget funds and intended use for the funds as modified in the afternoon workshop. Farrell E. Hanzaker, Chief Financial Officer, presented a brief overview of the reversion and revenue actual over/budget funds and proposed expenditures. Prior to a vote, Ms. Manning stated her opposition to the motion explaining concern with the \$2.8 million for renovations/replacements. She thanked the School Board for agreeing to entertain school start times at an upcoming meeting, but opined that discussion should have taken place prior. Superintendent Spence responded to an inquiry regarding the faulty sound system in the School Board Chambers by noting Administration had identified resources in the capital budget and worked with School Board leadership to plan for the replacement of the audio and voting system in the School Board Chambers. It was further affirmed funds dedicated to renovations and replacements could be used for field lights in the future should a change in school start times be approved. The motion passed (ayes 10, nays 1 – Manning), and the resolution was approved as follows:

BUDGET RESOLUTION REGARDING FY2017/18 REVERSION AND REVENUE ACTUAL OVER BUDGETED FUNDS

WHEREAS, on September 25, 2018, the School Board was presented with a summary of the unaudited financial statements for FY 2017/18 (year-ending June 30, 2018) showing the reversion amount to the City's General fund; and

WHEREAS, \$100,055 reverted from the Green Run Collegiate Charter School fund, \$22,334,199 reverted from the School Operating fund and \$447,710 reverted from the Athletics fund; and

WHEREAS, the estimated total amount available for re-appropriation is \$22,881,964; and

WHEREAS, the city is currently indicating a FY 2017/18 revenue actual over budget of the revenues included in the Revenue Sharing Formula, of which the Schools' portion is \$1,535,767; and

WHEREAS, the net reversion funding available for re-appropriation is \$24,417,731; and

WHEREAS, on October 9, 2018, the School Board supported the priority needs spending plan as proposed by the Administration; and

WHEREAS, the Administration recommends the following for the available funds in the amount of \$24,417,731:

- \$6,800,000 to be re-appropriated to the School Reserve Special Revenue fund to cover possible revenue shortfalls in the FY 2019/20 School Operating fund 115
- \$205,000 to be re-appropriated to the Athletics fund 119
- \$2,000,000 to be re-appropriated to the Risk Management fund 614
- \$9,780,000 to be re-appropriated to the CIP fund:
 - Project 1-184, Plaza Annex Office Addition - \$6,980,000
 - Project 1-003, Renovations and Replacements - Energy Management/Sustainability - \$2,800,000
- \$5,632,731 to be re-appropriated to the School Operating fund 115 for:
 - Replacement school buses (regular education) - \$2,000,000
 - Replacement white fleet vehicles - \$750,000
 - Interactive white board replacement - \$1,500,000
 - Safe Schools – cameras, updated computers, fencing, and repositioning the security kiosk - \$1,000,000
 - New and flexible replacement classroom furniture for Princess Anne High School - \$382,731

NOW, THEREFORE, BE IT



RESOLVED: That the School Board of the City of Virginia Beach approves the recommended uses of the FY 2017/18 Reversion and Revenue Actual Over Budget funds as presented by the Administration; and be it

FURTHER RESOLVED: That the School Board requests that the City Council approve the re-appropriation of FY 2017/18 Reversion and Revenue Actual Over Budget funds shown above; and be it

FINALLY RESOLVED: That a copy of this resolution be spread across the official minutes of the School Board, and the Clerk of the School Board is directed to deliver a copy of this resolution to the Mayor, each member of City Council, the City Manager, and the City Clerk.

13. Information

- A. Budget FY2017/18 Resolution Regarding Reversion and Revenue Actual Over/Under Budget Funds: *Moved during Item 10 – Adoption of the Agenda – to Action Item 12B*
- B. State Accreditation and Federal Accountability: Status of Our Schools 2018/19: Lisa A. Banicky, Ph.D., Executive Director of Planning, Innovation, and Accountability, presented information related to the state accreditation status of Virginia Beach City Public Schools for the 2018-19 school year as based on recent changes to the Standards of Accreditation. A brief overview of the changes to the Standards of Quality (SOQ) as they relate to accreditation calculations was provided to include information on achievement indicators and other indicators such as graduation and completion index, cohort dropout rate and college and career readiness index. Performance levels were explained as well as accreditation status. In conclusion, she reported for the second year in a row, one-hundred percent of Virginia Beach schools were identified as accredited for the 2018-19 school year.
- C. Policy Review Committee Recommendations: School Board Legal Counsel, Kamala H. Lannetti, Deputy City Attorney, presented an overview of the following Policy Review Committee recommendations regarding review, amendment and/repeal of certain policies reviewed by the committee at their September 19, 2018 meeting:
 - 1. New Policy 4-6 Healthy Work Environment: Created due to a change in state code that requires the school division to have a separate healthy work environment policy
 - 2. Policy 4-14 Alternative Work Schedules: Updated to include definition of a standard work week and compressed work week
 - 3. Policy 4-22 Drug and Alcohol Testing of Motor Vehicle Operators: Updated to include language changes made by new code requirements
 - 4. Policy 4-91 Student Teachers: Language and formatting updated due to guidelines revision
 - 5. Policy 5-1 Extent of School Authority: Update in language governing student behavior while traveling to and from or attending school or school sponsored events
 - 6. Regulation 5-36.2 False Alarms/Bomb Threats/911 Calls: Section of "Threat Assessments" removed to create new Policy 5-43 and Regulation 5-43.1
 - 7. New Policy 5-43 Threats: Created from sections of Regulation 5-36.2



- a. Regulation 5-43.1 Threat Assessment Procedures: Created from sections of Policy 5-36

14. **Standing Committee Reports:** As chair of the Legislative Committee, Vice Chair McDonald reported the committee's work on the 2019 legislative agenda, and related events and activities to include meeting with the legislative delegation. The next committee meeting was announced for October 23.

Ms. Riggs reported on behalf of Sister Cities regarding recent events and process for the selection of their next youth ambassador.

Ms. Felton reported on the Equity Council meeting of September 27 and the HRETA/WHRO meeting.

As chair of the Audit Committee, Mr. Edwards reported the completion of school activity fund audits available for the School Board to review on their SharePoint site.

15. **Conclusion of Formal Meeting:** The formal meeting concluded at 6:54 p.m.
16. **Hearing of Citizens and Delegations on Non-Agenda Items:** None
17. **Recess into Workshop:** Strategic Planning Process Beyond Compass to 2020 (formerly Item 1D): Lisa A. Banicky, Ph.D., Executive Director of Planning, Innovation, and Accountability, presented the proposed next strategic planning process: Charting the Course Beyond Compass to 2020. Information was provided on state and local requirements, guiding principles for the planning process, and function of the strategic planning work groups to include a core management team, and ad hoc strategic plan committee. Opportunities for participation were outlined to include extensive stakeholder meetings, Virtual Town Hall, communitywide survey, public comment, and Compass to 2020 celebratory event. The proposed timeline for the development of the next strategic framework was reviewed for the July 2020 launch. This workshop concluded at 7:04 p.m.
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 7:04 p.m.

Respectfully submitted:

Dianne P. Alexander, Clerk of the School Board

Approved:

Beverly M. Anderson, School Board Chair



Subject: Policy Review Committee Recommendations Item Number: 11A1-7a

Section: Consent Date: October 23, 2018

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 the Policy Review Committee recommendations regarding review, amendment and/ repeal of certain policies as reviewed by the committee at their September 19, 2018 meeting.

Background Summary:

1. New Policy 4-6/ Healthy Work Environment

Created due to change in state code that requires Division to have a separate healthy work environment policy.

2. Policy 4-14/ Alternative Work Schedules

Updated to include definition standard work week, and compressed work week

3. Policy 4-22/ Drug and Alcohol Testing of Motor Vehicle Operators

Updated to include language changes made by new code requirements

4. Policy 4-91/ Student Teachers

Updated language and formatting due to Guidelines revision

5. Policy 5-1/ Extent of School Authority

Update in language governing student behavior while traveling to and from or attending school or school sponsored events.

6. Regulation 5-36.2/False Alarms/Bomb Threats/911 Calls

Section removed to create new Policy 5-43, Regulation 5-43.1

7. Policy 5-43/Threats

New Policy created from sections of Regulation 5-36.2

a. Regulation 5-43.1/Threat Assessment Procedure

New Regulation created from sections of Regulation 5-36

Source:

Code of Virginia, 1950, as amended, §22.1-253.12:7 School Board Policies.
Policy Review Committee Meeting of September 19, 2018

Budget Impact:

None

PERSONNEL

Healthy Work Environment

The School Board supports the rights of employees to have work environments that are free of abusive conduct and authorizes the Superintendent to develop regulations and/or procedures to address complaints regarding abusive work environments. Such regulations and/or procedures will:

1. Identify acts that a reasonable person would find abusive.
2. Provide for the appropriate corrective action for acts that are found to contribute to an abusive environment.
3. Prohibit retaliation against any employee who alleges an abusive work environment or assists in the investigation of an abusive work environment.

Complaints of discrimination or harassment addressed under other School Board policies or regulations will be investigated and addressed under those policies and regulations and will not be considered separate complaints.

Legal Reference:

Code of Virginia §22.1-291.4 as amended, *Bullying and abusive work environments prohibited*

Editor's Note

See School Board [Policy 4-4](#) for Equal Employment Opportunity, Non-discrimination and anti-harassment and Compliance.

Adopted by School Board:

APPROVED AS TO
LEGAL SUFFICIENCY

Kamala H. Larrick

PERSONNEL

Alternative Work Schedules: 12-Month, Non-Instructional Employees

This Policy provides guidelines to schedule reasonable and flexible work hours for 12-month employees. Alternative work schedules may include, but are not limited to, compressed workweeks and flexible hours.

A B. Guidelines

The Superintendent/designee is authorized to establish alternative work schedules under the following guidelines:

1. The employee agrees to participate, and
2. The efficiency and productivity of instructional and support services will not be impaired.

B A. Definitions

1. Standard Workweek

The regular workweek for a full-time, 12-month employee (2080 hours) consists of a five-day, 40-hour per week schedule for every seven calendar-day period.

2. Compressed Workweeks Schedules

a. A compressed schedule enables the full-time employee to complete a week's basic work requirement in a 4-day week. The employee's time of arrival and departure from the work site are set, as are the days on which they are to complete the basic work requirements. For eligible non-exempt employees working under compressed schedules, overtime pay will continue to be applicable for time exceeding 40 hours in a workweek. ~~paid for work outside the compressed schedule~~

b. Employees on a compressed workweek taking leave will remain on their alternative schedule during that week and take appropriate leave at a rate comparable to the scheduled work hours. For example, for someone on a four-day workweek schedule, each day of leave would equal ten (10) hours.

c. Exceptions:

1) Employees attending workshops, conferences, training sessions, etc. lasting one full day or longer, will generally revert to the regular workweek for that week. However, the supervisor may determine that the hours worked during the special activity and/or hours worked on return to the worksite satisfied the employee's obligation to work a minimum of 40 hours.

2) During weeks with holidays, all employees on a compressed workweek will observe the regular workweek for that week. For example, for someone on a

four-day workweek schedule, and the Monday was a holiday, the employee would work four eight-hour days.

3) Employees who have received notification of selection for a term of jury duty will revert to the regular workweek for that term.

4) Employees receiving VLDP benefits will revert to the regular workweek while out on leave under VLDP.

5) Employees on bereavement leave will revert to standard workdays for the purpose of calculating the hourly equivalence.

3. Flexible (Flextime) Work Schedules Hours

Flexible time is defined as a schedule of working hours within which the employee's time of arrival and departure from the work site may vary within limits consistent with the duties and requirements of their position. ~~The only requirement of a flexible work schedule is that~~ Employees must account for the basic work requirements. ~~The Basic work requirements is~~ include the number of hours, ~~excluding overtime hours,~~ which an employee is required to work or to otherwise account for by ~~an~~ submitting appropriate ~~form of~~ leave.

C. Reservation of right to adjust work hours schedules

The School Administration reserves the right to establish and adjust the work hours schedules of employees to meet School Division needs. An employee's work hours schedule may also be adjusted temporarily within a workweek to avoid overtime liability or to meet operational needs. At the School Administration's discretion, employees' work hours schedules can be adjusted to meet the employees' personal needs.

3. Job Sharing Agreements

~~A job share is an arrangement in which two non probationary employees share one position, with each job share participant working fifty percent of the full-time hours of the position and with benefits, if any, to be contained in regulation.~~

Editor's Note

~~For overtime s~~ See School Board Policy 4-87 for Overtime.

See School Board Policy 4-88 for Holidays.

See School Board Regulation 4-46.1 for Bereavement Leave

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

Amended by School Board: September 15, 1998

Amended by School Board:

APPROVED AS TO
LEGAL SUFFICIENCY

Kamala H. Larrabee

PERSONNEL

Drug and Alcohol Testing of ~~Employees Holding a Commercial Driver's License~~ Motor Vehicle Operators

~~This policy is required by the Omnibus Transportation Employee Testing Act of 1991 and the regulations promulgated thereto. (49 C.F.R. Part 382) (the "federal regulations"). The division superintendent or designee shall implement this program beginning January 1, 1995.~~

The Superintendent or designee shall promulgate regulations setting forth the procedures of complying with this Policy and applicable the federal or state law and regulations and shall ensure that provide copies of this Policy and applicable the regulations are provided to each employee subject to this Policy.

A. Applicability

~~This policy shall apply to every employee who operates a commercial motor vehicle and who is required by federal law to have a commercial driver's license. In compliance with the Omnibus Transportation Employee Testing Act of 1991, and Regulations of the Federal Highway Administration, contained in 49 CFR Parts 40 and 382, et. al., as amended, all VBCPS employees and applicants who hold or are required to hold a commercial driver's license (CDL) as a condition of employment, shall comply with this Policy.~~

B. Definitions

- ~~1. "Alcohol" means the intoxicating agent in beverage alcohol, ethyl alcohol or other low molecular weight alcohol, including methyl and isopropyl alcohol.~~
- ~~2. "Alcohol use" means the consumption of any beverage, mixture, or preparation, including any medication, containing alcohol.~~
- ~~3. "Commercial motor vehicle" means a motor vehicle that has a gross vehicle weight rating of 26,001 or more pounds or is designed to transport 16 or more passengers, including the driver.~~
- ~~4. "Driver" means any person who operates a commercial motor vehicle including, but not limited to, full-time, part-time, casual, intermittent and occasional drivers and, for purposes of pre-employment/pre-duty testing, persons applying to be drivers.~~
- ~~5. "Performing a safety-sensitive function" means a driver is considered to be performing a safety-sensitive function during any period in which he or she is actually performing, ready to perform, or immediately available to perform any safety-sensitive function.~~
- ~~6. "Safety-sensitive function" means any of those on-duty functions set forth in 49 C.F.R. §39.5.2 On-Duty Time, paragraphs 1-7, including, but not~~

~~limited to, waiting to be dispatched; inspecting, servicing or conditioning a commercial motor vehicle; all driving time; all time in or upon any commercial motor vehicle; all time loading and unloading a vehicle; and all time repairing, obtaining assistance or remaining in attendance upon a disabled vehicle.~~

B C. Prohibitions

The manufacture, distribution, dispensation, possession, consumption, use, or sale of alcohol or illegal drugs or the unauthorized use of prescription drugs is strictly prohibited on School Board property.

No employee shall report to work, perform assigned duties, engage in School Division business in the school community, or participate in an activity involving students while the employee has detectable amounts of alcohol, illegal drugs, unauthorized prescription drugs, or illegal drug metabolites in his or her system.

Whether the employee has alcohol, illegal drugs, unauthorized prescription drugs, or illegal drug metabolites in his or her system shall be determined in accordance with medically established standards for measuring detectable amounts of these substances.

1. ~~Alcohol concentration: No driver shall report for duty or remain on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater~~ while having a detectable amount of alcohol of 0.02 breath alcohol concentration (BAC) or higher in his or her system or while under the influence of or impaired by alcohol.
2. Alcohol possession: No driver shall be on duty or operate a commercial motor vehicle while the driver possesses alcohol, unless the alcohol is manifested and transported as part of a shipment.
3. On-duty and pre-duty use: No driver shall use alcohol while performing safety-sensitive functions, or perform safety-sensitive functions within four (4) hours after using alcohol.
4. Refusal to submit to tests: No driver shall refuse to submit to an alcohol or controlled substance test. An employee's refusal to submit to a drug or alcohol test immediately when requested will be considered the same as a positive test result. An employee's refusal includes, but is not limited to, failure to appear for testing for any reason, leaving the testing site without prior permission from VBCPS, or failure to complete and sign an authorization and consent form.
5. Controlled substances use: No driver shall report for duty or remain on duty requiring the performance of safety-sensitive functions when the driver uses any controlled substance, except when the use is pursuant to the instructions of a physician who has advised the driver that the substance does not adversely affect the driver's ability to safely operate a commercial motor vehicle. No driver shall report for duty, remain on duty or perform a safety-sensitive function, if the driver tests positive for controlled substances.

C D. Pre-Employment Testing for safety-sensitive position

Testing for safety –sensitive positions shall include:

1. Pre-Employment
2. Post-Accident
3. Random
4. Reasonable Suspicion – Note: reasonable suspicion testing applies to all VBCPS employees (see Regulation 4-27.1 and Regulation 4-27.2)
5. Return-to-Duty

~~1. Prior to the first time a driver performs safety-sensitive functions for the School Board, he/she shall undergo testing for alcohol and controlled substances. No driver will be permitted to perform a safety-sensitive function unless the alcohol test results are 0.04 or less and the controlled substances test is negative. A driver whose alcohol test results are between 0.02 and 0.04 cannot perform safety-sensitive functions until the next regularly scheduled duty period, but in no event less than 24 hours after the test.~~

~~2. Alcohol and controlled substances tests may be waived by the School Board for employees who have previously undergone testing as provided in the federal regulations.~~

E. Post-Accident Testing

~~1. As soon as practical after an accident, the School Board will test for alcohol and controlled substances any driver (i) who receives a ticket arising from the accident or (ii) who was performing safety-sensitive functions with respect to the vehicle, if the accident involved the loss of life.~~

~~2. A driver who is subject to post-accident testing shall remain readily available for such testing and shall not use alcohol for eight (8) hours after the accident or until he/she undergoes the alcohol test, whichever occurs first.~~

F. Random Testing

~~All drivers shall be subject to unannounced random alcohol and controlled substances tests. A driver who is notified of selection for random testing must proceed to the test site immediately, unless the driver is performing a safety-sensitive function, in which case the driver shall proceed to the site as soon as possible after ceasing to perform the function.~~

G. Reasonable Suspicion Testing

~~A driver shall be subject to alcohol or controlled substances testing when there is reasonable suspicion to believe the driver has violated the prohibitions in paragraphs C (1), (3), and (5) of this policy.~~

H. Return-to-Duty Testing

~~Before a driver returns to duty requiring the performance of a safety sensitive function after violating paragraph C of this policy, the driver shall undergo an alcohol test with a result indicating an alcohol concentration of less than 0.02 or a controlled substances test with a negative result.~~

I. Follow-up Testing

~~A driver who violates paragraph C of this policy and who is determined pursuant to this policy to be in need of assistance in resolving problems associated with alcohol misuse and for use of controlled substances shall be subject to unannounced follow-up alcohol and controlled substances testing as directed by a substance abuse professional.~~

~~J. Referral, Evaluation and Treatment~~

~~1. A driver who violates paragraph C of this policy shall be advised of the resources available to him/her in evaluating and resolving problems associated with the misuse of alcohol and the use of controlled substances. A driver identified as needing assistance in resolving such problems shall be evaluated by a substance abuse professional to determine that the driver has properly followed any prescribed rehabilitation program. The evaluation and rehabilitation shall be provided by substance abuse professionals approved by the School Board and paid for by the driver.~~

~~2. The provisions of this paragraph shall not apply to applicants for driver positions who violate paragraph C of this policy. Such persons shall not be employed.~~

D K. Miscellaneous Consent

~~1. The Superintendent shall promulgate regulations setting forth the procedures of complying with this policy and the federal regulations and shall provide copies of this policy and the regulations to each employee subject to this policy.~~

~~2. Each employee subject to this P policy will sign a certificate of acceptance and consent to disclosure form acknowledging receipt of the policy and regulations and consenting to the disclosure by his/her former employer of information on the employee's alcohol tests with a concentration result of 0.04 or greater, positive controlled substances test results, and refusals to be tested, within the preceding two years.~~

~~3. Nothing in this policy shall prohibit the dismissal or other disciplinary action against an employee pursuant to any other policy, regulation, ordinance or law. This policy is intended to supplement, and not supplant, any such other policy, regulation, ordinance or law.~~

~~4. This policy is being adopted pursuant to the requirements of the Act. It is not intended to permit, nor shall it be construed as permitting, any employee to come to work under the influence of drugs or alcohol, regardless of the level. Such employees will be subject to disciplinary action, including dismissal, pursuant to [regulation 4-3.2](#), [4-27.1](#) and [4-27.2](#).~~

Legal Reference:

~~Omnibus Transportation Employee Testing Act of 1991 and its implementing regulations 49 C.F.R. Part 382.~~

U.S. Department of Transportation, Title 49, Part 40-Procedures for Transportation Workplace Drug and Alcohol Testing Programs: 49 CFR Part 40 in its entirety; Federal Motor Carrier Safety

Administration_DOT, regulation, 49 CFR, Subpart A: Controlled Substances and Alcohol Use and Testing; section 382.101-382.605, as amended.

Code of Virginia §§ 54.1-3400, *et seq.*, as amended.

Editor's Notes

See School Board **Regulation 4-22.1** for Drug and Alcohol Testing of Employees Holding a Commercial Driver's License.

See School Board **Regulation 4-27.1** for Use of Alcohol and Drugs/Tobacco Products.

See School Board **Regulation 4-27.2** for Drug-free Workplace.

Adopted by School Board: December 6, 1994

Amended by School Board:

APPROVED AS TO
LEGAL SUFFICIENCY

Kamala H. Larratti

PERSONNEL

~~Student Teachers~~Observation Students, Practicum Students, Student Teachers and Interns

~~The superintendent, with the approval of the school board may enter into an agreement with institutions of higher learning for the purpose of training student teachers.~~

~~The guidelines for a student teacher program shall be as follows:~~

- ~~1. The school division will accept student teachers only from accredited institutions of higher learning.~~
- ~~2. The school administration will determine the maximum number of student teachers that can be accepted effectively in the school division during a given academic year. The superintendent shall be responsible for student teachers while they are in the school division.~~
- ~~3. Student teachers will be under the administrative direction of the principal of the school wherein they work.~~
- ~~4. The school administration will select supervising teachers from the staff who are professionally qualified and who have demonstrated superior skills.~~
- ~~5. The supervising teacher will continue to be legally and professionally responsible for the scholastic and personal welfare of his/her students.~~
- ~~6. The supervising teacher will have only one (1) student teacher per year.~~
- ~~7. Student teachers shall be subject to all the policies, rules and regulations of the school board and superintendent.~~
- ~~8. Student teachers shall receive no remuneration from the school board.~~
- ~~9. Supervising teachers shall receive no additional pay from the school board from supervising student teachers.~~

A. Purpose

To outline procedures for the placement of field-experience (observation) students, practicum students, student teachers, and interns

B. Application and Placement

1. Observation Students

Field-experience students who are observing in classrooms or who are assigned to other work sites to observe for short periods of time, shall be placed in accordance with procedures established with the institution of higher education and the Department of Human Resources.

2. Practicum Students and Interns – Non-instructional

Practicum students and interns seeking placement in technical positions that are not directly related to the instructional program, shall be placed in accordance with procedures established with the educational institution and the Department of Human Resources.

3. Practicum Students, Student Teachers, and Interns – Instructional

- a. Universities submit requests for student teachers and internship placements in Virginia Beach City Public Schools directly to the Department of Human Resources. Intern placements include administrative, psychologist, school counselors, social workers, and speech language pathologist. Direct requests from students are not accepted.
- b. Application for placement(s) shall be denied when the Chief Human Resources Officer, Department of Human Resources, or his/her designee judges them to be in conflict with the best interests of the School Division.
- c. School Division employees who are fully endorsed in the areas of their current assignments and are seeking advanced degrees in those endorsement areas, may be observed by their colleges or university supervisors with the permission of their principals or program managers.

4. Supervision of Practicum Students, Student Teachers, and Interns

a.C. School Division employees who serve as supervisors or cooperating teachers of practicum students, student teachers, or instructional interns shall meet the following minimum requirements:

1. Recommendation of the principal or director.
2. Willingness to serve as a role model and mentor.\
3. Have a licensure/endorsement in the teaching assignment for practicum students, student teachers, and instructional interns (school counselors, psychologist, speech and language pathologist, etc.) or an administrative endorsement for administrative interns (must have a Collegiate Professional or Post Graduate Professional five (5) year renewable teaching license.
4. Minimum of three (3) years of teaching/administrative experience as appropriate to student supervision assignment.
5. Minimum of one (1) year in the current teaching/administrative assignment.

D. School Division employees who serve as supervisors for non-instructional interns shall meet the following minimum requirements:

1. Recommendation of the director.
2. Willingness to serve as a role model and mentor.

3. Minimum of three (3) years of experience as appropriate to student supervision assignment.

E. Honorariums from universities may be accepted in accordance with the following provisions:

1. Non-administrative supervisors and cooperating teachers may accept honorariums for personal use. 2. If the supervision of a practicum student, student teacher, or intern is divided among staff members, the honorarium shall be divided accordingly.

3. Administrative employees may not accept honorariums for their personal use but shall have them made payable to Virginia Beach City Public Schools and credited to appropriate school or department codes to use in improving educational programs (e.g. in-service activities, consultants, materials, supplies, field trips, student activities, etc.).

F. Evaluation of Practicum Students, Student Teachers, and Interns

Instructional – Practicum Students, student teachers, and interns shall be evaluated jointly by their university site supervisor and the School Division cooperating teacher/administrator.

G. Non-Instructional – Practicum students, and interns shall be evaluated jointly by their university/technical school site supervisor and the cooperating School Division employee.

H. Tuberculin Test

Each assigned practicum student, student teacher, and intern shall meet state requirements regarding tuberculin tests.

I. Background Check Required

All practicum students, student teachers, and interns must have completed a background check through their university program prior to being assigned to a classroom or office in the School Division.

If the school or university does not provide a background check process the student must provide personal descriptive information to the school division to obtain criminal history record information for the purpose of screening for placement in a classroom or work area in the School Division. The cost of the screening will be the responsibility of the student/intern.

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

Amended by School Board:

APPROVED AS TO
LEGAL SUFFICIENCY

Kamala H. Lennetti

STUDENTS

Extent of School Authority

A. Generally

~~Virginia law gives T~~he ~~S~~school ~~B~~oard is authorized ~~the power~~ to make reasonable rules for the governance of the schools and to regulate the conduct of students. ~~going to and returning from school.~~

B. School Board and Parental/Guardian Responsibility

The School Board will be responsible for maintaining good order and discipline of students while traveling to and from or attending school or school sponsored events. The Superintendent is authorized to take appropriate action against students who are not in compliance with compulsory attendance laws and regulations. The School Board may exercise jurisdiction over students for activities that happen off of school property, outside of school hours or days, and/or through online or social media when such activity disrupts or has the potential to disrupt the educational environment and the operation of school services. ~~The distinction between the responsibility that the School Division has for students and the responsibility that parents/legal guardians have for their children is difficult to define in situations occurring off of school property. These are situations in which students are not on school grounds and are not engaged in any school-sponsored activity, but they are either traveling to or from school or school-sponsored activities or they are maintaining the appearance of being a student of the School Division's schools.~~

~~1.~~ 4. ~~1.~~ The following guidelines shall apply:

a. ~~1.~~ Students shall be under the jurisdiction of the rules and regulations governing school activities while:

1) ~~1)~~ in transit to and from school as a pedestrian;

2) ~~2)~~ in transit ~~route to~~ to, from, or at the bus stop

3) ~~3)~~ and while riding on a school bus, in a School Division vehicle, or a vehicle being used for school activities;

4) ~~4)~~ while using School Division equipment, computers, School Division provided online resources or networks;

5) ~~5)~~ while outside of school hours or school days if school administrators determine that the student's conduct causes or has the potential to cause substantial and material disruption to the educational environment or the operation of the school or School Division;

6) ~~6)~~ when a student is the subject of investigation, arrest, petition for review, probation and sentencing for criminal conduct unrelated to school matters;

7) when public attention or scrutiny of the student causes or has the potential to cause substantial and material disruption to the educational environment; and

8) when school authorities determine that there are unique circumstances that justify the need to take action against the student.

~~2. Rules and regulations governing school-sponsored activities that occur off school property shall apply to all students who are either participants in the activity or are spectators. Such rules shall bear a reasonable relationship to the purpose and functions of the activity.~~

~~3. For situations in which students are off school property and are not associated with a school-sponsored activity, the School Administration will exert its authority over students only insofar as the actions of such students could substantially disrupt the educational process in the schools or deprive other students of their right to an education both in the curricular and extra-curricular program.~~

~~1. For all situations other than those covered in the above, the parents and legal guardians have full responsibility for minor children and adult students will be responsible for themselves. These situations where students are outside the scope of school authority include, but are not limited to, the following:~~

- ~~a. While a student is in transit to and from school in a private vehicle.~~
- ~~b. When a student leaves the school premises during lunch.~~
- ~~c. When a student absents himself/herself from the school property during the regular day without authorization from a school official.~~

Legal Reference:

Code of Virginia § 22.1-78, as amended. Bylaws and regulations.

~~1960-1961 Opinions of the Attorney General 274.~~

Adopted by School Board: October 21, 1969

Amended by School Board: August 21, 1990

Amended by School Board: July 16, 1991

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

Amended by School Board: May 22, 2018

APPROVED AS TO
LEGAL SUFFICIENCY

Kamala H. Lennetti

STUDENTS

False Fire Alarms/Bomb Threats/911 Calls/ Hoaxes-Imitation Infectious Biological, Toxic, or Radioactive Substances/Threat Assessments

A. False Fire Alarms/Bomb Threats/911 Calls

Activating a fire alarm without cause, making a false 911 emergency call, making a bomb threat, including false threats, against School Division personnel or School Board property, or encouraging, inciting, enticing, or soliciting any person to commit such a threat is unlawful and forbidden. Students guilty of this offense will be disciplined in accordance with the Code of Student Conduct and the Discipline Guidelines and shall be reported to Police.

~~A. Threats Against a Person~~

~~1. Written Threat: Communicating a written threat (including by electronic means), causing a reasonable apprehension of death or bodily harm, against any person or persons who are on the way to or from school, on school property, at any school-sponsored extra-curricular or related activity, on a school bus, or while at a school bus stop is prohibited. A student shall be in violation of this rule regardless of whether the person who is the object of the threat receives the threat, so long as a reasonable person would foresee that the statement would be interpreted, by those to whom the maker communicates the statement, as a serious expression of intent to harm or assault or it materially disrupts the learning environment, involves substantial disorder, or invasion of rights of others.~~

~~Oral Threat: Making an oral threat to do bodily harm to any employee or student of any school while on a school bus, or on the way to or from school, on school property, or at school-sponsored extra-curricular or related activity is prohibited. A student shall be in violation of this rule regardless of whether the person who is the object of the threat receives the threat, so long as a reasonable person would foresee that the statement would be interpreted, by those to whom the maker communicates the statement, as a serious expression of intent to harm or assault or it materially disrupts the learning environment, involves substantial disorder, or invasion of rights of other.~~

B. Hoaxes – Imitation Infectious Biological, Toxic, or Radioactive Substance

Students are forbidden from: threatening injury to the person or property of another by the use of an imitation infectious biological, toxic, or radioactive substance; use of an imitation infectious biological, toxic or radioactive substance in such a manner as to place any person in reasonable apprehension of death or bodily harm, or with the intent to disrupt or interfere with the operations of any school, school bus or school-sponsored extra-curricular event or activity; to possess, manufacture, sell, give or distribute an imitation infectious biological, toxic or radioactive substance with the intent to

place a person in reasonable apprehension of death or bodily harm; or to knowingly release or place, or cause or procure to be released or placed in, on or around any school, school bus, school event or school activity any imitation infectious biological, toxic, or radioactive substance with the intent to place any person in reasonable apprehension of death or bodily harm. Students violating this rule shall be disciplined in accordance with the Code of Student Conduct and the Discipline Guidelines and reported to Police.

Definitions

- a. "Imitation infectious biological substance" means a substance, in any form whatsoever, which is not an infectious biological substance and which:
 - 1) by overall appearance, including color, shape, size, marking, packing or by representations made, would cause a reasonable likelihood that such substance in any form whatsoever would be mistaken for an infectious biological substance; or
 - 2) by express or implied representation purports to act like an infectious biological substance.
- b. "Infectious biological substance" means any bacteria, virus, fungi, protozoa, or rickettsiae capable of causing death or serious injury.
- c. "Imitation toxic substance" means a substance, in any form whatsoever, which is not a toxic substance and which:
 - 1) by overall appearance, including color, shape, size, marking, packaging or by representations made, would cause a reasonable likelihood that such substance in any form whatsoever would be mistaken for a toxic substance; or
 - 2) by expressed or implied representation purports to act like a toxic substance.
- d. "Toxic substance" means any substance, including any raw materials, intermediate products, catalysts, final products, or by-products of any manufacturing operation conducted in a commercial establishment, that has the capacity, through its physical, chemical or biological properties, to pose a substantial risk of death or impairment either immediately or over time, to the normal

functions of humans, aquatic organisms, or any other animal.

- e. "Imitation radioactive substance" means a substance, in any form whatsoever, which is not a radioactive substance and which:

- 1) by overall appearance, including color, shape, size, marking, packaging or by representations made, would cause a reasonable likelihood that such substance in any form whatsoever would be mistaken for a radioactive substance.

- 2) by expressed or implied representation purports to act like a radioactive substance.

- f. "Radioactive substance" means any substance that emits ionizing radiation spontaneously.

C. Discipline and threat assessment

The Superintendent or designee is authorized to develop regulations and procedures to discipline students for violations of this Policy and, as appropriate, refer students for a threat assessment. Students may be disciplined for violations of this Policy up to long term suspension or expulsion. Appropriate limitations may be placed on the student's ability to access School Board transportation, property, communication devices and networks, and to use personal devices and communication systems at school or school sponsored events. The student may be reassigned to another school, home based or homebound placement, online educational services or private placement if the Superintendent or designee determines that the student's return to the school setting would or could constitute a safety issue or would cause substantial disruption to the educational or work environment. At the principal's or equivalent administrator's determination that the conduct that constituted a violation of this Policy has caused the student to no longer have the privilege of participating in special opportunities, a student may be removed from sports or extracurricular teams or clubs, specialized programs, academies and/or may be denied the opportunity to represent the school in other manners

Legal Reference:

Code of Virginia § 18.2-60, as amended. Threats of death or bodily injury to a person or member of his family; threats to commit serious bodily harm to persons on school property; penalty.

Code of Virginia § 18.2-83, as amended. Threats to bomb or damage buildings or means of transportation; false information as to danger to such buildings, etc.; punishment; venue.

Code of Virginia § 18.2-84, as amended. Causing, inciting, etc., commission of act proscribed by § 18.2-83.

~~Code of Virginia § 22.1-79.4, as amended. Threat assessment teams and oversight committees.~~

~~Code of Virginia § 54.1-2400.1, as amended. Mental health service providers; duty to protect third parties; immunity.~~

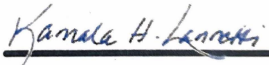
City of Virginia Beach Ordinance #2674 adopted November 6, 2001 adding City Code Section 23.8.2 prohibiting certain uses of imitation infectious biological, toxic, or radioactive substances.

~~School Board Policy 6-75 Psychological Tests~~

Approved by Superintendent: July 16, 1991
Adopted by School Board: August 2, 2000
Amended by School Board: March 5, 2002
Amended by School Board: October 7, 2003
Amended by School Board: April 4, 2006
Revised by Superintendent: August 16, 2013

Amended by School Board: 2018

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Threats

A. Jurisdiction

Students may be disciplined for making or contributing to the making of threats against school personnel, students, volunteers or agents, school visitors, school vehicles, school communication devices, school property or property where a school is sponsoring an activity when such threat is communicated under any of the following circumstances:

1. coming to and from school;
2. on School Board provided transportation;
3. on School Board property or at property used for School Board sponsored or approved activities;
4. through School Board communication devices or School Board provided communication access or networks;
4. outside of school hours or school days;
5. from personal communication devices and networks; and
6. off of school property.

B. What constitutes a threat

A communication or behavior may be determined by school administrators to be a threat if a reasonable person would believe that the communication or behavior could result in violence, fear, apprehension for safety, or substantial and material disruption to the educational and work environment. School administrators may consider, but are not limited to, the following factors in determining whether a communication constitutes a threat:

1. Nature of the communication or behavior- including timing and method;
2. Recent or past history of similar threats including national or international events;
3. Past educational, medical, psychological, and criminal history of student making communication;
4. Reaction of School Division personnel, students, students' families, and community members;
5. Media coverage;
6. Information provided by outside agencies concerning the maker of the threat and matters outside of the School Division's jurisdiction;
7. School Division resources required to investigate and/or respond to the threat;

8. other good and just cause.

Intent or ability to carry out the threat is not a determining factor. Criminal charges or a pending criminal investigation are not determining factors for disciplining a student for threats.

C. Discipline and threat assessment

The Superintendent or designee is authorized to develop regulations and procedures to discipline students for violations of this Policy and, as appropriate, refer students for a threat assessment. Students may be disciplined for violations of this Policy up to long term suspension or expulsion. Appropriate limitations may be placed on the student's ability to access School Board transportation, property, communication devices and networks, and to use personal devices and communication systems at school or school sponsored events. The student may be reassigned to another school, home based or homebound placement, online educational services or private placement if the Superintendent or designee determines that the student's return to the school setting would or could constitute a safety issue or would cause substantial disruption to the educational or work environment. At the principal's or equivalent administrator's determination that the conduct that constituted a violation of this Policy has caused the student to no longer have the privilege of participating in special opportunities, a student may be removed from sports or extracurricular teams or clubs, specialized programs, academies and/or may be denied the opportunity to represent the school in other manners.

Legal reference:

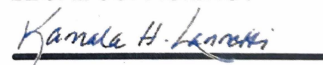
Code of Virginia § 18.2-60, as amended. Threats of death or bodily injury to a person or member of his family; threats to commit serious bodily harm to persons on school property; penalty.

Code of Virginia § 18.2-83, as amended. Threats to bomb or damage buildings or means of transportation; false information as to danger to such buildings, etc.; punishment; venue.

Code of Virginia § 18.2-84, as amended. Causing, inciting, etc., commission of act proscribed by § 18.2-83.

Adopted by School Board: 2018

APPROVED AS TO
LEGAL SUFFICIENCY



Threat Assessment Procedure

When a threat is reported, the principal or assistant principal or designee, as the leader of the school-based threat assessment team (i.e., principal or assistant principal, school resource officer, school psychologist, school counselor) should follow this procedure to assess the seriousness of the student's threat based on "Guidelines for Responding to Student Threats of Violence" by Dewey Cornell and Peter Sheras (2006, Sopris West Educational Services)

A. Evaluate the threat.

The principal or designee investigates a reported threat by interviewing the student who made the threat and any witnesses to the threat and writing down the exact contents of the threat and statements made by each party. The principal or designee should consider the circumstances in which the threat was made and the student's intentions.

B. Decide whether the threat is transient or substantive.

Transient threats are defined as statements that do not express a lasting intent to harm someone and the student has no substantive intention of carrying out the threat. *Substantive* threats are defined as statements that express a continuing intent to harm someone that extends beyond the immediate incident or argument when the threat was made. Also consider the student's age, credibility, and previous discipline history.

C. Respond to the transient threat.

Typical responses may include a reprimand, parent notification, or another disciplinary action based on the Code of Student Conduct and Discipline Guidelines. The student may be required to make amends, apologize, or provide an explanation that makes it clear that the threat is over. Transient threats, by definition, do not require protective action because there is no sustained intent to carry out the threat. If the threat is substantive or the meaning of the threat is not clear, continue to the next step.

D. Decide whether the substantive threat is serious or very serious.

A *serious* threat involves a threat to assault someone. A *very serious* threat involves the use of a weapon or is a threat to kill, rape, or inflict severe injury on someone.

E. Respond to a serious substantive threat.

Take immediate precautions to protect potential victims, including notifying the intended victim and the victim's parents/legal guardians. Typical immediate protective actions may include: cautioning the student who made the threat about the consequences of carrying it out; providing direct supervision so that the student cannot carry out the threat while at school. Notify the student's parents/legal guardians to assume

responsibility for supervising the student after he or she is returned to parental control. Consider involving the school resource officer or other law enforcement. Refer the student for counseling, dispute mediation, or another appropriate intervention. A mental health assessment by the school psychologist or other mental health professional may be considered (refer to 6 of this subsection for a brief description). The student making the threat will be disciplined in accordance with the Code of Student Conduct and the Discipline Guidelines.

F. Respond to a very serious substantive threat (conduct a safety evaluation).

The full threat assessment team should be involved in a very serious substantive threat. The term “very serious substantive threat” is reserved for only the most serious and dangerous threat situations. The team’s investigation of the threat is termed a “safety evaluation” that should identify and carry out any actions necessary to reduce the risk of violence and to gather information relevant to whether the student can return to school. Take immediate precautions to protect potential victims, including notifying the victim and the victim’s parents. Notify the student’s parents/legal guardians. Consult with the school resource officer or other law enforcement. A mental health assessment should be conducted by the school psychologist or other mental health professional to assess the student’s present mental state and determine whether there are urgent mental health needs that require immediate attention or if there are other treatment, referral, or support needs. Another purpose of the mental health assessment is to gather information on the student’s motives and intentions in making the threat, to understand why the threat was made and to identify relevant strategies and interventions that have the potential to reduce the risk of violence. Permission from the parent/legal guardian is not needed to begin this assessment because of the immediate need to determine the safety of the student or others, but the parent/legal guardian should be notified promptly. Permission from the parent/legal guardian should be obtained if further assessment is needed. The student should also be disciplined as appropriate according to the Code of Student Conduct and the Discipline Guidelines.

Legal Reference:

Code of Virginia § 22.1-79.4, as amended. Threat assessment teams and oversight committees.

Code of Virginia § 54-1-2400.1, as amended. Mental health service providers; duty to protect third parties; immunity.

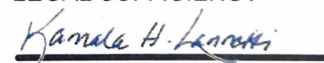
City of Virginia Beach Ordinance #2674 adopted November 6, 2001 adding City Code Section 23.8.2 prohibiting certain uses of imitation infectious biological, toxic, or radioactive substances.

School Board Policy 6-75 Psychological Tests

Adopted by School Board: 2018

Amended by School Board: 2018

APPROVED AS TO
LEGAL SUFFICIENCY





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

Section: Action **Date:** October 23, 2018

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

Prepared by: John A. Mirra

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

Recommendation:

That the Superintendent recommends the approval of the appointments and the acceptance of the resignations, retirements and other employment actions as listed on the October 23, 2018, 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

**VIRGINIA BEACH CITY PUBLIC SCHOOLS
PERSONNEL REPORT OCTOBER 2018
ASSIGNED TO THE UNIFIED SALARY SCALE
2018-2019**

SCHOOL/DEPARTMENT**POSITION****APPOINTMENTS - ELEMENTARY SCHOOL****ALANTON**

10/4/2018

Renee O. Brown

Cafeteria Assistant, 5.5 hours

BAYSIDE

10/4/2018

Vanessa Rochford

Special Education Assistant

BIRDNECK

10/1/2018

Timothy L. Jackson

Custodian II, Head Night

BETTIE F. WILLIAMS

10/4/2018

Kylee Schneider

Special Education Assistant

COLLEGE PARK

10/11/2018

Perty M. Rosson

Cafeteria Assistant, 5 hours

KINGSTON

10/4/2018

Jessica J. Pickering

Physical Education Assistant,.5

10/9/2018

Tara Cherry

General Assistant

NEWTOWN

10/9/2018

Pamela Bennett

Physical Education Assistant

PARKWAY

10/5/2018

Alonzo L. Bullock

Custodian II, Head Night

PEMBROKE MEADOWS

10/4/2018

Amy N. Carlin

Custodian I, 10 month, night

10/4/2018

Annette T. Turner

Custodian I, 10 month

PROVIDENCE

10/4/2018

Elaine C. Comi

Cafeteria Assistant, 4 hours

SEATACK

10/4/2018

Carolyn Corprew

Custodian I, 12 month, night

10/4/2018

Kenisha D. Adams-Harris

Cafeteria Assistant, 5 hours

THALIA

10/8/2018

Jeffrey T. Blatt

Security Assistant, 4

TRANTWOOD

8/28/2018

Kimberly E. Odom

Special Education Assistant

10/11/2018

Elizabeth M. Merchant

Cafeteria Assistant, 5.5 hours

APPOINTMENTS - MIDDLE SCHOOL**COROPORATE LANDING**

10/4/2018

Dean S. Berrier

Cafeteria Assistant, 6 hours

INDEPENDENCE

10/4/2018

Suzanne Ruff

School Nurse

LARKSPUR

10/4/2018

Mary Gemma M. Villaluna

Cafeteria Assistant, 5.5 hours

PRINCESS ANNE

10/4/2018

David A. Hall

Special Education Assistant

10/4/2018

Shelley A. Brewer

Special Education Assistant

VIRGINIA BEACH

10/4/2018

Kelley M. Gregory

School Office Associate II, 12 month

SCHOOL/DEPARTMENT**POSITION****APPOINTMENTS - HIGH SCHOOL****BAYSIDE**

10/11/2018	Amy E. Mundy	Custodian I, 10 month, night
10/11/2018	Fatou Sesay	Cafeteria Assistant, 5 hours

GREEN RUN

10/3/2018	Josefa R. Koski	Custodian I, 10 month, night
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RENAISSANCE ACADEMY

10/12/2018	Mark S. Pryor	Security Assistant
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SALEM

10/8/2018	Jesus W. Marrero	Security Assistant
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APPOINTMENTS - MISCELLANEOUS**DEPARTMENT OF TEACHING AND LEARNING**

10/23/2018	Stephanie Ransom	Administrative Office Associate I
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DEPARTMENT OF TECHNOLOGY

10/18/2018	Matthew A. Circelli	Technology Support Technician
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OFFICE OF FOOD SERVICES

10/11/2018	Kimberly Freeman	Baker
10/11/2018	Valerie Dandridge	Assistant Cafeteria Manager

OFFICE OF MAINTENANCE SERVICES

10/8/2018	Johnnie D. George	Boiler Craftsman III
10/8/2018	William M. Mundy, Jr.	Plumbing Craftsman II
10/15/2018	Mark D. Kodya	Food Services Craftsman III

OFFICE OF PROGRAMS FOR EXCEPTIONAL CHILDREN

10/4/2018	Lillah Harris	Interpreter II
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OFFICE OF TRANSPORTATION AND FLEET MANAGEMENT SERVICES

10/3/2018	Brenda A. Casanova	Bus Driver, 6 hours
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RESIGNATIONS - ELEMENTARY SCHOOL**BIRDNECK**

10/3/2018	Diamond K. Griffin	Custodian I, 10 month, night (relocation)
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LANDSTOWN

10/19/2018	Chelsea D. Coxon	Physical Education Assistant, (transfer of spouse)
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RESIGNATIONS - MIDDLE SCHOOL**BRANDON**

10/19/2018	Javon M. Clark	School Office Associate II, 12 month (career enhancement opportunity)
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LARKSPUR

9/28/2018	James F. Walker	Student Support Specialist (death)
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PLAZA

10/31/2018	Tracye D. Freeman	Custodian III, Head Night (expired long-term illness)
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VIRGINIA BEACH

12/21/2018	Lauren Jones	School Office Associate II, 12 month (family)
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RESIGNATIONS - HIGH SCHOOL**FIRST COLONIAL**

10/12/2018	Lisa A. Logos	Custodian I, 12 month (relocation)
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LANDSTOWN

10/10/2018	Brandon R. Johnson	Custodian I, 10 month, night (personal reasons)
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SCHOOL/DEPARTMENT**POSITION****OCEAN LAKES**

10/12/2018	Andres Garrido	Technology Support Technician (career enhancement opportunity)
10/23/2018	Ericka B. Chambers	School Office Associate II, 12 month (career enhancement opportunity)

TALLWOOD

9/26/2018	Christan M. Morris	Cafeteria Assistant, 5 hours (personal reasons)
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RESIGNATIONS - MISCELLANEOUS**OFFICE OF PROGRAMS FOR EXCEPTIONAL CHILDREN**

10/30/2018	Tabitha L. Reeves	Coordinator of Special Education (relocation)
10/31/2018	Anne M. Polk	Instructional Specialist (personal reasons)

OFFICE OF TRANSPORTATION AND FLEET MANAGEMENT SERVICES

10/1/2018	Heather Hudgins	Bus Driver, 6.5 hours (personal reasons)
10/4/2018	Kim B. DeMarco	Bus Driver, 5 hours (health)
10/5/2018	Jennifer A. Cowell	Bus Driver, 7 hours (career enhancement opportunity)

RETIREMENTS - ELEMENTARY SCHOOL**ALANTON**

10/31/2018	Sandra C. Bridgman	Special Education Assistant
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COLLEGE PARK

12/31/2018	Kenny B. Clemons	Security Assistant
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SHELTON PARK

10/31/2018	Judith T. Middleton	Security Assistant
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RETIREMENTS - MIDDLE SCHOOL

NONE

RETIREMENTS - HIGH SCHOOL

NONE

RETIREMENTS - MISCELLANEOUS**DEPARTMENT OF BUDGET AND FINANCE**

12/31/2018	Roseann Rincavage	Administrative Office Associate II
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OTHER EMPLOYMENT ACTIONS

NONE

**VIRGINIA BEACH CITY PUBLIC SCHOOLS
PERSONNEL REPORT OCTOBER 2018
ASSIGNED TO THE INSTRUCTIONAL SALARY SCALE
2018-2019**

<u>SCHOOL/DEPARTMENT</u>	<u>SUBJECT</u>	<u>COLLEGE</u>	<u>PREVIOUS SCHOOL DISTRICT</u>
<u>APPOINTMENTS - ELEMENTARY SCHOOL</u>			
<u>PEMBROKE MEADOWS</u> 10/16/2018	Anastasia A. Bryant	Kindergarten	Old Dominion University
<u>TALLWOOD</u> 10/11/2018	Kristin M. Cole	Grade 1	Old Dominion University
<u>APPOINTMENTS - MIDDLE SCHOOL</u>			
<u>SALEM</u> 10/03/18	Connie M. Doering	Grade 7 Math	Old Dominion University
<u>APPOINTMENTS - HIGH SCHOOL</u>			
<u>ADVANCED TECHNOLOGY CENTER</u> 10/8/2018	Thomas M. Goldsberry	Business Education	St. Leo College, FL
<u>APPOINTMENTS - MISCELLANEOUS</u>			
<u>OFFICE OF PROGRAMS FOR EXCEPTIONAL CHILDREN</u> 10/11/2018	Gail P. Cuthbertson	Visual Impairment, .4	Old Dominion University
<u>RESIGNATIONS - ELEMENTARY SCHOOL</u>			
<u>BROOKWOOD</u> 1/2/2019	Allison G. Page	Title I Resource, (transfer of spouse)	
<u>NEW CASTLE</u> 10/19/2018	Justin A. Nichols	Instructional Technology Specialist (accepted a private sector job)	
<u>TALLWOOD</u> 10/4/2018	Laura C. Beni	Grade 1 (family)	
<u>RESIGNATIONS - MIDDLE SCHOOL</u>			
NONE			
<u>RESIGNATIONS - HIGH SCHOOL</u>			
<u>COX</u> 10/9/2018	Judith A. Rea	Library Media Specialist (family)	
10/15/2018	Nichelle Ricks	Literacy Teacher (family)	
<u>KEMPSVILLE</u> 11/6/2018	David W. Cook	Social Studies (career enhancement opportunity)	
<u>LANDSTOWN</u> 10/19/2018	Emily K. M. McFarland	English (personal reasons)	
<u>RESIGNATIONS - MISCELLANEOUS</u>			
<u>OFFICE OF PROGRAMS FOR EXCEPTIONAL CHILDREN</u> 10/5/2018	Cheryl O. Marvin	Program Compliance Support Teacher (personal reasons)	

<u>SCHOOL/DEPARTMENT</u>	<u>SUBJECT</u>	<u>COLLEGE</u>	<u>PREVIOUS SCHOOL DISTRICT</u>
<u>RETIREMENTS - ELEMENTARY SCHOOL</u>			
NONE			
<u>RETIREMENTS - MIDDLE SCHOOL</u>			
NONE			
<u>RETIREMENTS - HIGH SCHOOL</u>			
<u>PRINCESS ANNE</u> 12/31/2018	Sheila R. Givens	Special Education	
<u>RETIREMENTS - MISCELLANEOUS</u>			
NONE			
<u>OTHER EMPLOYMENT ACTIONS</u>			
NONE			

**VIRGINIA BEACH CITY PUBLIC SCHOOLS
PERSONNEL REPORT OCTOBER 2018
ADMINISTRATIVE APPOINTMENTS
2018-2019**

SCHOOL/DEPARTMENT

POSITION

APPOINTMENTS - ELEMENTARY SCHOOL

NONE

APPOINTMENTS - MIDDLE SCHOOL

NONE

APPOINTMENTS - HIGH SCHOOL

NONE

APPOINTMENTS - MISCELLANEOUS

DEPARTMENT OF SCHOOL DIVISION SERVICES

10/25/2018 Thomas A. DeMartini Director of Safe Schools

DEPARTMENT OF TEACHING AND LEARNING

10/24/2018 Amanda M. Malbon Coordinator of Science

11/7/2018 Kathryn Cirilli Coordinator of K-12 Programs and Grants



Subject: 2017-2018 Field Trip Report **Item Number:** 13A

Section: Information **Date:** October 23, 2018

Senior Staff: John Freeman, Chief Operations Officer, Department of School Division Services

Prepared by: David L. Pace, Executive Director, Office of Transportation and Fleet Management Services

Presenter(s): David L. Pace, Executive Director, Office of Transportation and Fleet Management Services

Recommendation:

Acceptance of the 2017 – 2018 field trip report

Background Summary:

School Board Policy 6-56 requires the superintendent to submit an annual field trip report to the School Board for their information

Source:

School Board Policy 6-56

Budget Impact:

Field trip expenses on school buses totaled \$454,884.00 in salaries and \$292,206.00 in operational costs.

VIRGINIA BEACH CITY PUBLIC SCHOOLS

2017-2018 FIELD TRIP REPORT

School Board Policy 6-56 and Regulation 6-56.1 govern field trips for Virginia Beach students. School division administrative guidelines are in place and include procedures for the approval of all field trips. The division superintendent, or his designee must approve all trips out-of-the area or requiring an overnight stay.

During the 2017-2018 school year, instructional field trip transportation costs were paid from each school's field trip allocation account. This allocation is computed at \$1.75 per student. Schools were responsible for the transportation costs when commercial carriers were used. Field trips were restricted to the South Hampton Roads area due to budget constraints.

For the purposes of collecting and reporting the data in this report, all school-sponsored trips have been categorized as field trips. This includes instructional, athletic, forensic, club, competitions, participation, etc. This method of data collection supports the state mandate and reporting requirement to separate the two major categories of transportation for students: transportation of students to and from school, and transportation of students for other school-related activities. This report does not include data on the use of VBCPS buses for special trips paid for by other city agencies.

FIELD TRIP SUMMARY: 2017-2018 (2016-2017 figures in parenthesis for comparison)

CATEGORY	Field Trips Transported By VBCPS Buses	Miles Traveled	Total Salaries Paid To Drivers
Instructional	2,204 (3,074)	43,983 (71,063)	\$ 121,216 (\$ 124,848)
Athletic/Clubs	3,431 (3,350)	56,476 (58,542)	\$ 134,036 (\$ 93,197)
Festivals – Tattoo, Air Show, Va. Symphony, All City	405 (442)	8,560 (9,444)	\$ 24,986 (\$ 16,325)
After School Tutoring/Swim Program	1,035 (1,083)	9,418 (7,979)	\$ 18,667 (\$ 19,038)
Community Based Instruction/Work Experience	5,562 (4,468)	74,927 (58,270)	\$ 155,979 (\$ 99,288)
TOTAL	12,232 (12,417)	194,804 (205,298)	\$ 454,884 (\$ 352,696)

1

- Figures have been rounded as appropriate. Data does not include scheduled activity runs.

NARRATIVE SUMMARY

ELEMENTARY SCHOOLS

- Approximately 30 percent of the elementary trips using VBCPS buses were for tutoring programs and after-school extracurricular activities. There are no regular activity runs for elementary schools.
- The most common destinations for elementary school instructional field trips included the following:

Chrysler Hall, Sandler Center, Wells Theater
Local Farms and Dairies
Virginia Marine Science Museum
Norfolk Zoo
Portsmouth Children's Museum
Calz Pizza
Kellam High
Plaza Middle School Planetarium
Equi-Kids

MIDDLE SCHOOLS

- Approximately 50 percent of all middle school trips using VBCPS buses were for athletic activities.
- The most common destinations for middle school instructional field trips included the following:

Back Bay, Long Creek, Local Waterways
Harrison Opera House, Chrysler Hall
Wells Theater
Norfolk Botanical Gardens
Busch Gardens
ROPES Course
First Landing State Park
Plaza Middle School Planetarium

HIGH SCHOOLS

- Approximately 30 percent of all high school trips using VBCPS buses were for athletic activities.
- The most common destination for high school instructional field trips included the following:

Chrysler Hall
Local College & Universities
Local Military Installations
Courts and Jail - Court Docent Programs
Back Bay and Local Waterways
First Landing State Park
Triple R Ranch

SPECIAL EDUCATION

- Special education field trips support student individualized education programs for community-based instruction and work transition experiences. The most common destinations are local business firms.



Subject: Interim Financial Statements – September 2018 **Item Number:** 13-B

Section: Information **Date:** October 23, 2018

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
SEPTEMBER 2018

The financial statements include the following:

	<u>Page</u>
School Operating Fund:	
Revenues by Major Source	A1
Expenditures and Encumbrances by Category.....	A3
Expenditures and Encumbrances by Budget Unit within Category	A5
Revenues and Expenditures/Encumbrances Summary.....	B1
Balance Sheet	B2
Revenues by Account.....	B3
Special Revenue and Proprietary Funds:	
Athletics	B5
Cafeterias.....	B6
Textbooks	B7
Risk Management	B8
Communication Towers/Technology	B9
Grants	B10
Health Insurance	B13
Vending Operations	B14
Instructional Technology	B15
Equipment Replacement.....	B16
Capital Projects Funds Expenditures and Encumbrances.....	B17
Green Run Collegiate Charter School	B18

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 **\$68.9 million**. Revenues realized to date are **24.34%** of the current fiscal year estimate (**23.09%** of FY 2018 actual, **23.05%** of FY 2017 actual). Of the amount realized for the month, **\$40.8 million** was realized from the City, **\$5.8 million** was received in state sales tax, and **\$20.4 million** was received from the Commonwealth of Virginia for Basic School Aid, Standards of Quality (SOQ) entitlements, and other State revenue. A payment of **\$1,632,681** in Impact Aid was received from the Federal Government this month.

School Operating Fund Expenditures (page B1)

The percent of the total current fiscal year budget expended and encumbered through this month was **19.10%**. The percent of expenditures and encumbrances to the total actual expenditures and encumbrances for the same period in FY 2018 was **18.86%**, and FY 2017 was **19.12%**. 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 **\$84,241** in revenue (includes **\$63,716** in football receipts) was realized this month. This fund has realized **92.2%** of the estimated revenue for the current fiscal year compared to **84.1%** of FY 2018 actual. Expenditures totaled **\$558,079** for this month. This fund has incurred expenditures and encumbrances of **27.1%** of the current fiscal year budget compared to **19.0%** 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 **\$903,943** in revenue (includes **\$859,097** in charges for services and **\$13,931** from National School Meal Program) was realized this month. This fund has realized **3.5%** of the estimated revenue for the current fiscal year compared to **4.2%** of FY 2018 actual. Expenditures totaled **\$1,845,943** for this month. This fund has incurred expenditures and encumbrances of **7.6%** of the current fiscal year budget compared to **8.3%** 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 **\$340,649** in revenue (includes **\$332,680** from the Department of Education) was realized this month. This fund has realized **25.0%** of the estimated revenue for the current fiscal year compared to **24.8%** of FY 2018 actual. Expenditures totaled **\$629,891** for this month. This fund has incurred expenditures and encumbrances of **73.8%** of the budget for the current fiscal year compared to **93.6%** 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 **\$34,206** in revenue (includes **\$28,886** in interest) this month. Expenses for this month totaled **\$759,992** (includes **\$212,489** in Worker's Compensation payments, **\$187,150** in Motor Vehicle Insurance premiums, and **\$59,596** 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 **\$9,641** in revenue was realized this month (includes **\$1,789** in cell tower rent – Cox High and **\$3,002** in cell tower rent – Tech Center). This fund has realized **44.0%** of the estimated revenue for the current fiscal year compared to **43.0%** of FY 2018 actual. Expenses for this month totaled **\$18,000**. This fund has incurred expenditures and encumbrances of **4.1%** of the budget for the current fiscal year compared to **3.7%** 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 **\$3,721,446** 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 **\$13,244,697** (including City and School Board (employer and employee) premium payments). Expenses for this month totaled **\$11,379,324**. 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 **\$36,014** in revenue (includes **\$36,000** in vending receipts) was realized this month. This fund has realized **25.1%** of the estimated revenue for the current fiscal year compared to **23.3%** of FY 2018. This fund has incurred expenditures and encumbrances of **99.4%** of the budget for the current fiscal year compared to **99.7%** 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 **\$16,524** 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 **\$1,835** 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 **\$4,794,507** in expenditures was incurred for various school capital projects this month. This includes **\$914,265** for the John B. Dey Elementary Modernization project, **\$65,666** for Thoroughgood Elementary Replacement project, **\$415,866** for Princess Anne Middle Replacement project, **\$138,588** for Kemps Landing/ODC Replacement project, **\$342,462** for the Grounds Phase II Renovation and Replacement projects, **\$686,069** for HVAC Systems Phase II Renovation and Replacement projects, **\$436,748** Various Phase II Renovation and Replacement projects, and **\$329,080** for the 21st Century Learning Environment Improvements projects.

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 **12.2%** of the current year fiscal year budget compared to **13.8%** of FY 2018 actual.. Please note that **\$19,102** of the current year budget is funded by the prior year fund balance for encumbrances.

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

September 1, 2018 through September 30, 2018

Entry		Description		Account From		Account To	Transfer Amount
JV NUMBER	19-09-03	To increase the Pepsi budget allocation	FROM	Vending Fund - Student Activities Other Materials and Supplies	TO	Vending Fund - Alternative Education Office Supplies	\$ 40
JV NUMBER	19-09-03	To increase the Pepsi budget allocation	FROM	Vending Fund - Student Activities Other Materials and Supplies	TO	Vending Fund - Guidance Services Food Services	\$ 40
JV NUMBER	19-09-08	To purchase badges and supplies related to the Raptor Visitor Management System.	FROM	Media and Communications Other Materials and Supplies	TO	Maintenance Services Other Materials and Supplies	\$ 33,000
JV NUMBER	19-09-09	To pay the license renewal fee for the Raptor Visitor Management System.	FROM	Media and Communications Technological Services	TO	Safe Schools Technology Software/Online Content	\$ 44,000
JV NUMBER	19-09-20	To pay the license renewal for WorldBook	FROM	Media Services Support Library Books and Supplies	TO	Media Services Support Technology Software/Online Content	\$ 20,000

VIRGINIA BEACH CITY PUBLIC SCHOOLS
INTERIM FINANCIAL STATEMENTS
SCHOOL OPERATING FUND

REVENUES

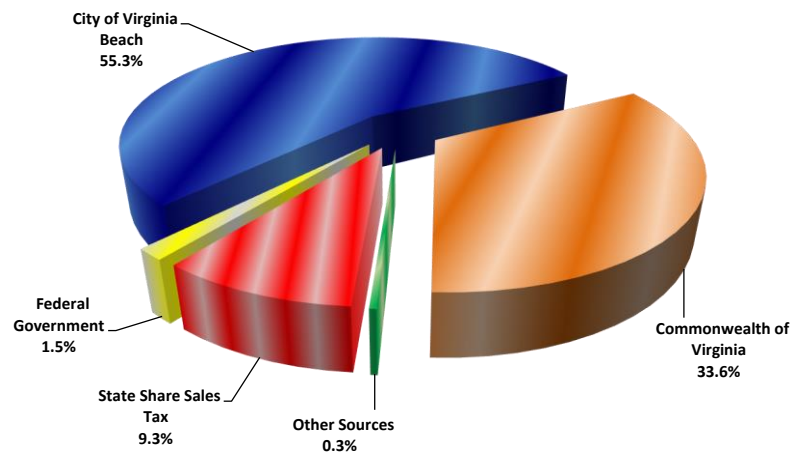
SEPTEMBER 2018

<i>BY MAJOR SOURCE</i>	<i>FISCAL YEAR</i>	<i>(1) BUDGET</i>	<i>(2) ACTUAL THROUGH JUNE</i>	<i>(3) ACTUAL THROUGH MONTH</i>	<i>% OF (3) TO (2)</i>	<i>TREND *</i>
<i>COMMONWEALTH OF VIRGINIA</i>	2019	272,725,078	<-----	61,182,189	22.43%	A
	2018	273,443,481	273,210,535	61,220,596	22.41%	
	2017	263,423,825	260,283,753	59,821,020	22.98%	
<i>STATE SALES TAX</i>	2019	75,344,490	<-----	8,796,361	11.67%	A
	2018	73,718,340	74,264,875	12,834,923	17.28%	
	2017	74,741,805	73,084,563	12,786,827	17.50%	
<i>FEDERAL GOVERNMENT</i>	2019	12,200,000	<-----	4,543,293	37.24%	A
	2018	12,200,000	12,614,392	3,184,550	25.25%	
	2017	12,476,532	13,464,377	599,076	4.45%	
<i>CITY OF VIRGINIA BEACH</i>	2019	449,564,953	<-----	122,408,022	27.23%	A
	2018	448,113,765	448,113,765	109,230,812	24.38%	
	2017	424,077,954	424,077,954	104,171,943	24.56%	
<i>OTHER SOURCES</i>	2019	2,782,803	<-----	828,282	29.76%	A
	2018	2,782,803	3,404,755	930,105	27.32%	
	2017	2,782,803	2,759,412	985,471	35.71%	
<i>SCHOOL OPERATING FUND TOTAL</i>	2019	812,617,324	<-----	197,758,147	24.34%	A
	2018	810,258,389	811,608,322	187,400,986	23.09%	
	2017	777,502,919	773,670,059	178,364,337	23.05%	

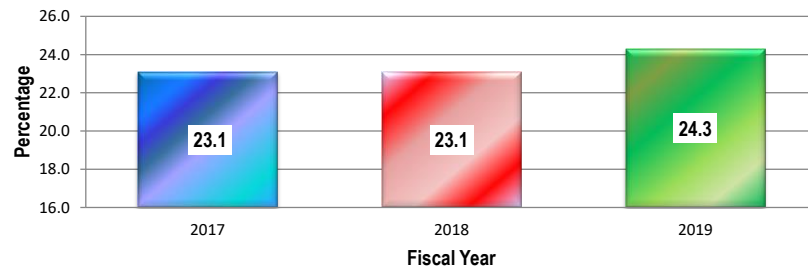
* F=FAVORABLE, U=UNFAVORABLE, A=ACCEPTABLE

VIRGINIA BEACH CITY PUBLIC SCHOOLS
INTERIM FINANCIAL STATEMENTS
SCHOOL OPERATING FUND

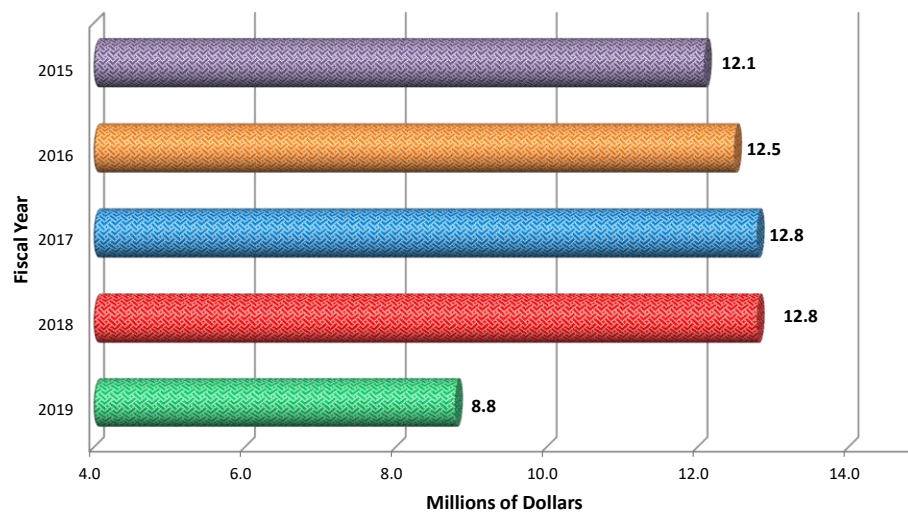
Fiscal Year 2019 Revenue Budget by Major Source



School Operating Fund Revenue
Percentage of Actual to Budget/Actual as of September 30, 2018



State Sales Tax Revenue through September 30, 2018



VIRGINIA BEACH CITY PUBLIC SCHOOLS
INTERIM FINANCIAL STATEMENTS
SCHOOL OPERATING FUND

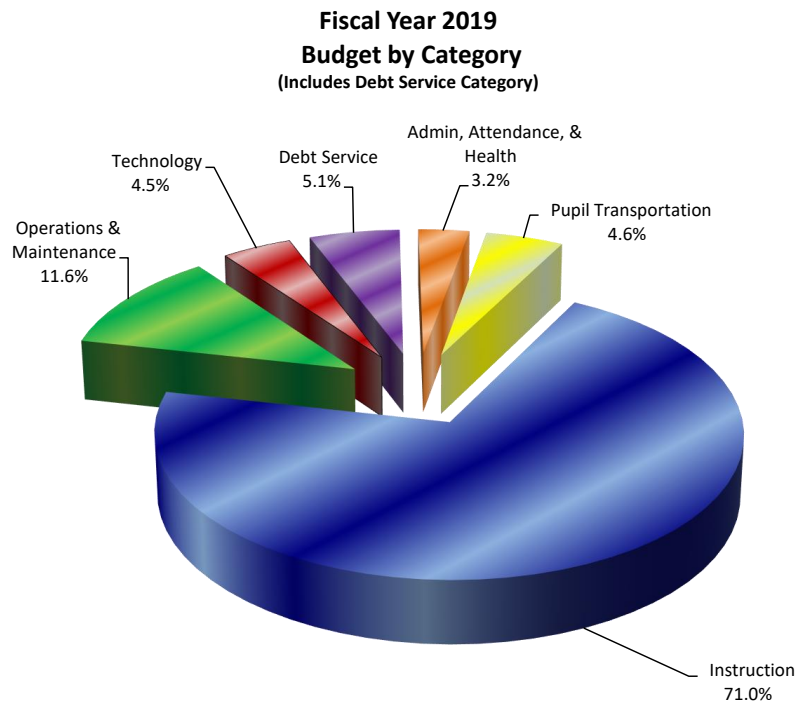
EXPENDITURES/ENCUMBRANCES

SEPTEMBER 2018

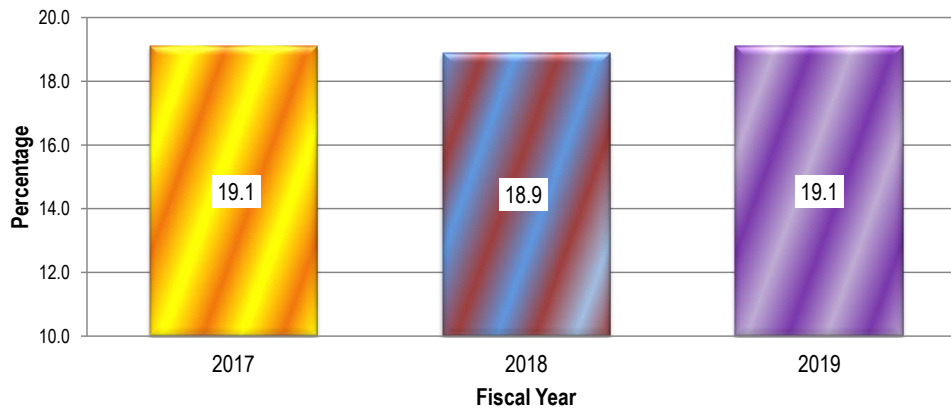
BY UNIT WITHIN CATEGORY	FISCAL YEAR	(1) BUDGET	(2) ACTUAL THROUGH JUNE	(3) ACTUAL THROUGH MONTH	% OF (3) TO (2)	TREND *
<i>INSTRUCTION</i>	2019	582,237,452	<-----	90,391,256	15.52%	A
<i>CATEGORY</i>	2018	566,031,486	555,182,270	88,185,255	15.88%	
	2017	547,382,834	533,960,741	84,980,693	15.92%	
<i>ADMINISTRATION,</i>	2019	25,944,510	<-----	5,101,395	19.66%	A
<i>ATTENDANCE & HEALTH</i>	2018	25,140,520	23,861,911	5,013,830	21.01%	
<i>CATEGORY</i>	2017	24,339,437	23,322,078	4,753,060	20.38%	
<i>PUPIL TRANSPORTATION</i>	2019	37,755,231	<-----	9,878,850	26.17%	A
<i>CATEGORY</i>	2018	47,622,296	46,649,944	8,646,190	18.53%	
	2017	40,132,386	38,393,774	7,764,057	20.22%	
<i>OPERATIONS AND</i>	2019	94,796,218	<-----	26,147,382	27.58%	A
<i>MAINTENANCE</i>	2018	94,061,627	90,389,774	24,028,825	26.58%	
<i>CATEGORY</i>	2017	92,216,393	88,249,457	25,061,431	28.40%	
<i>TECHNOLOGY</i>	2019	36,971,039	<-----	17,031,271	46.07%	A
<i>CATEGORY</i>	2018	40,886,252	39,490,916	16,623,880	42.10%	
	2017	35,470,704	34,587,905	14,797,616	42.78%	
<i>SCHOOL OPERATING FUND</i>	2019	777,704,450	<-----	148,550,154	19.10%	A
<i>TOTAL</i>	2018	773,742,181	755,574,815	142,497,980	18.86%	
<i>(EXCLUDING DEBT SERVICE)</i>	2017	739,541,754	718,513,955	137,356,857	19.12%	
<i>DEBT SERVICE</i>	2019	41,951,320	<-----	16,279,162	38.80%	A
<i>CATEGORY</i>	2018	44,947,680	42,173,255	12,720,690	30.16%	
	2017	45,819,477	45,704,383	13,815,782	30.23%	

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

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



**School Operating Fund
Expenditures/Encumbrances Percentage of Actual to
Budget/Actual as of September 30, 2018**



VIRGINIA BEACH CITY PUBLIC SCHOOLS
STATEMENT OF EXPENDITURES AND ENCUMBRANCES
SCHOOL OPERATING FUND
JULY 1, 2018 THROUGH SEPTEMBER 30, 2018

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	FY 2019 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
INSTRUCTION CATEGORY:						
ELEMENTARY CLASSROOM	155,696,087	14,331,002	17,340,751	189,984	138,165,352	11.3%
SENIOR HIGH CLASSROOM	79,216,439	7,623,204	7,844,653	208,188	71,163,598	10.2%
TECHNICAL AND CAREER EDUCATION	19,367,364	1,596,740	2,132,680	25,691	17,208,993	11.1%
GIFTED EDUCATION AND ACADEMY PROGRAMS	14,518,905	1,337,271	1,466,109	25,842	13,026,954	10.3%
SPECIAL EDUCATION	96,881,411	8,074,959	14,880,718	227,495	81,773,198	15.6%
SUMMER SCHOOL	1,730,766	18,134	1,738,688	395	(8,317)	100.5%
SUMMER SLIDE PROGRAM	276,002	4,068	164,496		111,506	59.6%
GENERAL ADULT EDUCATION	2,027,974	128,411	322,409		1,705,565	15.9%
ALTERNATIVE EDUCATION-RENAISSANCE	7,063,249	629,519	817,269	2,853	6,243,127	11.6%
STUDENT ACTIVITIES	8,065,705	294,448	5,192,019	54,902	2,818,784	65.1%
OFFICE OF THE PRINCIPAL-ELEMENTARY	27,080,862	2,253,282	5,894,984	22,995	21,162,883	21.9%
OFFICE OF THE PRINCIPAL-SENIOR HIGH	12,262,269	1,084,382	2,741,427	12,255	9,508,587	22.5%
OFFICE OF THE PRINCIPAL-TECHNICAL	675,956	56,655	148,698	274	526,984	22.0%
GUIDANCE SERVICES	18,379,317	1,659,050	3,087,620	2,596	15,289,101	16.8%
SOCIAL WORK SERVICES	3,966,666	307,908	630,496		3,336,170	15.9%
MEDIA AND COMMUNICATIONS	2,091,798	122,494	407,506		1,684,292	19.5%
TEACHING AND LEARNING SUPPORT	17,117,059	840,820	8,729,359	289,068	8,098,632	52.7%
INSTRUCTIONAL PROFESSIONAL GROWTH AND INNOVATION	1,242,819	79,318	171,881	57,672	1,013,266	18.5%
OPPORTUNITY AND ACHIEVEMENT	88,765	47	(1,780)	10,000	80,545	9.3%
SPECIAL EDUCATION SUPPORT	3,635,204	307,603	764,081	932	2,870,191	21.0%
GIFTED EDUC AND ACADEMY PROGRAMS SUPPORT	2,334,860	190,810	448,740	647	1,885,473	19.2%
MEDIA SERVICES SUPPORT	13,246,565	1,273,983	1,422,928	75,418	11,748,219	11.3%
PLANNING INNOVATION AND ACCOUNTABILITY	2,643,365	150,603	469,198	63,052	2,111,115	20.1%
MIDDLE SCHOOL CLASSROOM	61,954,390	5,860,922	5,940,569	222,450	55,791,371	9.9%
REMEDIAL EDUCATION	8,335,824	700,609	1,365,274	13,813	6,956,737	16.5%
OFFICE OF THE PRINCIPAL-MIDDLE	10,985,552	972,889	2,454,644	5,861	8,525,047	22.4%
HOMEBOUND SERVICES	413,388	7,530	17,996		395,392	4.4%
TECHNICAL AND CAREER EDUCATION SUPPORT	949,000	77,680	220,461	152	728,387	23.2%
STUDENT LEADERSHIP	1,444,200	255,881	378,639		1,065,561	26.2%
PSYCHOLOGICAL SERVICES	4,669,234	403,741	915,886	912	3,752,436	19.6%
AUDIOLOGICAL SERVICES	487,058	37,921	139,110	455	347,493	28.7%
SCHOOL LEADERSHIP	1,960,970	212,654	424,472		1,536,498	21.6%
ALTERNATIVE EDUCATION	1,428,429	112,263	205,373		1,223,056	14.4%
TOTAL INSTRUCTION	582,237,452	51,006,801	88,877,354	1,513,902	491,846,196	15.5%
ADMIN., ATTENDANCE, AND HEALTH CATEGORY:						
BOARD, LEGAL, AND GOVERNMENTAL SERVICES	1,191,278	42,399	172,792		1,018,486	14.5%
OFFICE OF THE SUPERINTENDENT	1,054,131	74,975	249,440	220	804,471	23.7%
BUDGET AND FINANCE	5,515,343	372,207	1,620,936	4,843	3,889,564	29.5%
HUMAN RESOURCES	5,321,353	402,688	1,114,279	4,684	4,202,390	21.0%
INTERNAL AUDIT	461,029	36,029	109,810		351,219	23.8%
PURCHASING SERVICES	1,107,574	96,411	258,770		848,804	23.4%
PROFESSIONAL GROWTH AND INNOVATION	905,735	62,505	184,853		720,882	20.4%
BENEFITS	2,434,115	161,571	497,156	52,200	1,884,759	22.6%
HEALTH SERVICES	7,953,952	734,070	831,352	60	7,122,540	10.5%
TOTAL ADMIN., ATTENDANCE, AND HEALTH	25,944,510	1,982,855	5,039,388	62,007	20,843,115	19.7%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
STATEMENT OF EXPENDITURES AND ENCUMBRANCES
SCHOOL OPERATING FUND
JULY 1, 2018 THROUGH SEPTEMBER 30, 2018

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	FY 2019 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
PUPIL TRANSPORTATION CATEGORY:						
MANAGEMENT	2,729,260	220,452	620,688		2,108,572	22.7%
VEHICLE OPERATIONS	21,882,338	1,340,981	3,558,551	3,424,600	14,899,187	31.9%
VEHICLE OPERATIONS-SPECIAL EDUCATION	6,452,499	447,151	678,297	416,304	5,357,898	17.0%
VEHICLE MAINTENANCE	3,653,111	284,618	795,050		2,858,061	21.8%
MONITORING SERVICES	3,038,023	305,454	385,360		2,652,663	12.7%
TOTAL PUPIL TRANSPORTATION	37,755,231	2,598,656	6,037,946	3,840,904	27,876,381	26.2%
OPERATIONS AND MAINTENANCE CATEGORY:						
FACILITIES PLANNING AND CONSTRUCTION	832,081	46,863	134,608		697,473	16.2%
SCHOOL PLANT	48,475,044	4,614,261	12,367,574	3,398,414	32,709,056	32.5%
DISTRIBUTION SERVICES	1,874,214	140,511	420,505	262	1,453,447	22.5%
GROUNDS SERVICES	4,442,908		1,110,727		3,332,181	25.0%
CUSTODIAL SERVICES	28,442,083	2,306,057	4,930,924	884,315	22,626,844	20.4%
SAFETY AND LOSS CONTROL	7,351,142	736,485	901,213	10,463	6,439,466	12.4%
VEHICLE SERVICES	2,301,058	60,316	498,759	823,014	979,285	57.4%
TELECOMMUNICATIONS	1,077,688	65,515	537,294	129,310	411,084	61.9%
TOTAL OPERATIONS AND MAINTENANCE	94,796,218	7,970,008	20,901,604	5,245,778	68,648,836	27.6%
TECHNOLOGY CATEGORY:						
ELEMENTARY CLASSROOM	1,471,988	15,884	334,911	450,925	686,152	53.4%
SENIOR HIGH CLASSROOM	854,841	1,844	43,550	301,680	509,611	40.4%
TECHNICAL AND CAREER EDUCATION	254,918	12,775	41,849	51,098	161,971	36.5%
GIFTED EDUCATION AND ACADEMY PROGRAMS	116,303	637	35,922	34,962	45,419	60.9%
SPECIAL EDUCATION	220,687	25,361	97,460	204,609	(81,382)	136.9%
SUMMER SCHOOL	2,489			2,485	4	99.8%
GENERAL ADULT EDUCATION	59,133			8,902	50,231	15.1%
ALTERNATIVE EDUCATION-RENAISSANCE		104	1,132	16,558	(17,690)	
STUDENT ACTIVITIES	1,493		64	18,316	(16,887)	1231.1%
OFFICE OF THE PRINCIPAL-ELEMENTARY	54,614	4,803	23,662	69,760	(38,808)	171.1%
OFFICE OF THE PRINCIPAL-SENIOR HIGH	24,915	7,044	14,475	32,806	(22,366)	189.8%
OFFICE OF THE PRINCIPAL-TECHNICAL	511	192	192	1,535	(1,216)	338.0%
GUIDANCE SERVICES	29,353			43,357	(14,004)	147.7%
SOCIAL WORK SERVICES	11,742			8,500	3,242	72.4%
MEDIA AND COMMUNICATIONS	259,956		175,128	3,311	81,517	68.6%
INSTRUCTIONAL TECHNOLOGY	14,136,295	990,027	5,182,182	144,740	8,809,373	37.7%
TEACHING AND LEARNING SUPPORT	231,908	13,286	193,218	27,917	10,773	95.4%
INSTRUCTIONAL PROFESSIONAL GROWTH AND INNOVATION	33,027			1,535	31,492	4.6%
OPPORTUNITY AND ACHIEVEMENT	4,655	50	50		4,605	1.1%
SPECIAL EDUCATION SUPPORT	10,149		749	7,761	1,639	83.9%
GIFTED EDUC AND ACADEMY PROGRAMS SUPPORT	38,355		2,030	5,983	30,342	20.9%
MEDIA SERVICES SUPPORT	596,689	3,659	568,533	40,774	(12,618)	102.1%
PLANNING INNOVATION AND ACCOUNTABILITY	501,438	42,131	295,890	53,063	152,485	69.6%
MIDDLE SCHOOL CLASSROOM	430,001	7,908	11,117	212,648	206,236	52.0%
REMEDIAL EDUCATION	18,627	300	13,363	14,831	(9,567)	151.4%
OFFICE OF THE PRINCIPAL-MIDDLE	16,862	1,641	9,959	28,429	(21,526)	227.7%
HOMEBOUND SERVICES	40,962	559	1,097	3,367	36,498	10.9%
TECHNICAL AND CAREER EDUCATION SUPPORT	3,011	251	673	2,110	228	92.4%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
STATEMENT OF EXPENDITURES AND ENCUMBRANCES
SCHOOL OPERATING FUND
JULY 1, 2018 THROUGH SEPTEMBER 30, 2018

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TECHNOLOGY CATEGORY:	FY 2019 APPROPRIATIONS	MONTH'S EXPENDITURES	EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
STUDENT LEADERSHIP	3,619	867	1,005	2,110	504	86.1%
PSYCHOLOGICAL SERVICES	17,379	7,010	7,010	10,168	201	98.8%
AUDIOLOGICAL SERVICES	575			767	(192)	133.4%
SCHOOL LEADERSHIP	30,289			3,837	26,452	12.7%
ALTERNATIVE EDUCATION	166,588	1,385	23,217	46,561	96,810	41.9%
BOARD, LEGAL, AND GOVERNMENTAL SERVICES	2,757			2,302	455	83.5%
OFFICE OF THE SUPERINTENDENT	8,574	101	101	959	7,514	12.4%
BUDGET AND FINANCE	253,545	3,383	65,336	10,706	177,503	30.0%
HUMAN RESOURCES	305,959	5,683	169,661	86,549	49,749	83.7%
INTERNAL AUDIT	2,118	21	21	1,078	1,019	51.9%
PURCHASING SERVICES	57,027	735	27,112	2,110	27,805	51.2%
PROFESSIONAL GROWTH AND INNOVATION	141,507	742	100,602	1,594	39,311	72.2%
OFFICE OF TECHNOLOGY	898,154	55,312	203,529	6,874	687,751	23.4%
BENEFITS	33,853	166	1,271	4,723	27,859	17.7%
HEALTH SERVICES	10,339	9,441	9,441	20,431	(19,533)	288.9%
MANAGEMENT	204,581	46,974	46,974	145,433	12,174	94.0%
VEHICLE OPERATIONS	364,807	35,688	35,688	204,473	124,646	65.8%
VEHICLE OPERATIONS-SPED				7,752	(7,752)	
VEHICLE MAINTENANCE	29,645	1,860	9,519	5,304	14,822	50.0%
MONITORING SERVICES				7,930	(7,930)	
FACILITIES PLANNING AND CONSTRUCTION	17,997	480	3,180	4,118	10,699	40.6%
MAINTENANCE SERVICES	1,082,069	44,901	247,197	198,069	636,803	41.1%
DISTRIBUTION SERVICES	54,926	16	40,892	2,984	11,050	79.9%
CUSTODIAL SERVICES	3,645	6	6	63,619	(59,980)	1745.5%
SAFETY AND LOSS CONTROL	46,700	45,145	45,145	39,100	(37,545)	180.4%
VEHICLE SERVICES	37,848	6,308	6,308	31,718	(178)	100.5%
TELECOMMUNICATIONS	10,420			384	10,036	3.7%
TECHNOLOGY MAINTENANCE	13,761,196	1,275,072	4,735,173	1,502,062	7,523,961	45.3%
TOTAL TECHNOLOGY	36,971,039	2,669,752	12,825,594	4,205,677	19,939,768	46.1%
TOTAL SCHOOL OPERATING FUND (EXCLUDING DEBT SERVICE)	777,704,450	66,228,072	133,681,886	14,868,268	629,154,296	19.1%
DEBT SERVICE CATEGORY:	41,951,320	1,499,967	16,279,162		25,672,158	38.8%

Virginia Beach City Public Schools

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Interim Financial Statements

School Operating Fund Summary

For the period July 1, 2018 through September 30, 2018

Revenues :

	Budget	% of Total	Actual	Unrealized	Percent Realized
Source:					
Commonwealth of Virginia	272,725,078	33.56%	61,182,189	(211,542,889)	22.43%
State Share Sales Tax	75,344,490	9.27%	8,796,361	(66,548,129)	11.67%
Federal Government	12,200,000	1.50%	4,543,293	(7,656,707)	37.24%
City of Virginia Beach	449,564,953	55.33%	122,408,022	(327,156,931)	27.23%
Other Sources	2,782,803	0.34%	828,282	(1,954,521)	29.76%
Total Revenues	812,617,324	100.0%	197,758,147	(614,859,177)	24.34%
Prior Year Local Contribution*	7,038,446				
	<u>819,655,770</u>				

Expenditures/Encumbrances:

	Budget	% of Total	Actual	Unencumbered	Percent Obligated
Category:					
Instruction	582,237,452	71.03%	90,391,256	491,846,196	15.52%
Administration, Attendance and Health	25,944,510	3.16%	5,101,395	20,843,115	19.66%
Pupil Transportation	37,755,231	4.61%	9,878,850	27,876,381	26.17%
Operations and Maintenance	94,796,218	11.57%	26,147,382	68,648,836	27.58%
Technology	36,971,039	4.51%	17,031,271	19,939,768	46.07%
Debt Service	41,951,320	5.12%	16,279,162	25,672,158	38.80%
Total Expenditures/Encumbrances	819,655,770	100.00%	164,829,316	654,826,454	20.11%

*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 SEPTEMBER 30, 2018

B 2

ASSETS:

CASH	572,191
DUE FROM GENERAL FUND	57,895,650
DUE FROM COMMONWEALTH OF VA	4,539,371
PREPAID ITEM	10,537

TOTAL ASSETS	<u>63,017,749</u>
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LIABILITIES:

VOUCHERS PAYABLE	281,213
ACCOUNTS PAYABLE	62,207
ACCOUNTS PAYABLE - SCHOOLS	78,300
SALARIES PAYABLE-OPTIONS	5,424,601
FICA PAYABLE-OPTIONS	399,489
WIRES PAYABLE	1,499,967
ACH PAYABLES	6,814
TOTAL LIABILITIES	<u>7,752,591</u>

FUND EQUITY:

FUND BALANCE	429,613
ESTIMATED REVENUE	(812,617,324)
APPROPRIATIONS	819,655,770
ENCUMBRANCES	14,868,268
RESERVE FOR ENCUMBRANCES	(14,868,268)
EXPENDITURES	(149,961,048)
REVENUES	197,758,147
TOTAL FUND EQUITY	<u>55,265,158</u>

TOTAL LIABILITIES AND FUND EQUITY	<u>63,017,749</u>
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VIRGINIA BEACH CITY PUBLIC SCHOOLS
STATEMENT OF REVENUES
SCHOOL OPERATING FUND
JULY 1, 2018 THROUGH SEPTEMBER 30, 2018

B 3

	FY 2019 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED
REIMB-SOCIAL SECURITY	10,633,306	882,168	2,646,503	(7,986,803)	24.9%
REIMB-RETIREMENT	23,456,993	1,946,055	5,838,165	(17,618,828)	24.9%
REIMB-LIFE INSURANCE	716,852	59,472	178,416	(538,436)	24.9%
BASIC SCHOOL AID	179,992,491	14,916,033	44,748,101	(135,244,390)	24.9%
SP ED-SOQ	18,797,454	1,559,487	4,678,462	(14,118,992)	24.9%
VOCATIONAL FUNDS-SOQ	1,911,606	158,592	475,776	(1,435,830)	24.9%
FOSTER HOME CHILDREN-REGULAR	362,823			(362,823)	
SUMMER SCHOOLS-REMEDIAL	236,411			(236,411)	
GIFTED & TALENTED AID-SOQ	1,991,256	165,200	495,600	(1,495,656)	24.9%
REMEDIAL ED-SOQ	4,619,713	383,264	1,149,792	(3,469,921)	24.9%
SP ED-HOME BOUND	151,776			(151,776)	
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	61,386	184,158	(552,474)	25.0%
AT-RISK INITIATIVE	3,162,986	262,406	787,216	(2,375,770)	24.9%
CLASS SIZE INITIATIVE	5,090,675			(5,090,675)	
SUPPLEMENTAL LOTTERY PER PUPIL ALLOCATION	10,860,376			(10,860,376)	
TOTAL FROM COMMONWEALTH OF VIRGINIA	<u>272,725,078</u>	<u>20,394,063</u>	<u>61,182,189</u>	<u>(211,542,889)</u>	22.4%
STATE SHARE SALES TAX	<u>75,344,490</u>	<u>5,845,812</u>	<u>8,796,361</u>	<u>(66,548,129)</u>	11.7%
TOTAL FROM STATE SHARE SALES TAX	<u>75,344,490</u>	<u>5,845,812</u>	<u>8,796,361</u>	<u>(66,548,129)</u>	11.7%
PUBLIC LAW 874	9,935,191	531,299	2,981,210	(6,953,981)	30.0%
DEPT OF THE NAVY-NJROTC	100,000			(100,000)	
DEPT OF DEFENSE	1,500,000			(1,500,000)	
IMPACT AID-SPECIAL ED		1,101,382	1,454,097	1,454,097	
MEDICAID REIMBURSEMENT	664,809	59,027	59,027	(605,782)	8.9%
MEDICAID REIMBURSEMENT-TRANSPORTATION		48,959	48,959	48,959	
TOTAL FROM FEDERAL GOVERNMENT	<u>12,200,000</u>	<u>1,740,667</u>	<u>4,543,293</u>	<u>(7,656,707)</u>	37.2%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
STATEMENT OF REVENUES
SCHOOL OPERATING FUND
JULY 1, 2018 THROUGH SEPTEMBER 30, 2018

B 4

	FY 2019 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED
CITY OF VIRGINIA BEACH-LOCAL CONTRIBUTION	442,029,415	40,184,492	120,553,477	(321,475,938)	27.3%
TRANSFER FROM SCHOOL RESERVE FUND	6,800,000	618,182	1,854,545	(4,945,455)	27.3%
CITY OF VIRGINIA BEACH-CONSOLIDATED BEN	735,538			(735,538)	
TOTAL TRANSFERS	<u>449,564,953</u>	<u>40,802,674</u>	<u>122,408,022</u>	<u>(327,156,931)</u>	27.2%
SALE OF SCHOOL VEHICLES	15,000	9,188	9,188	(5,812)	61.3%
RENT OF FACILITIES	450,000	22,935	83,307	(366,693)	18.5%
RENT OF PROPERTY		2,000	6,000	6,000	
TUITION-REGULAR DAY	100,000	25,187	49,807	(50,193)	49.8%
TUITION-GEN ADULT ED	142,839			(142,839)	
TUITION-SUMMER SCHOOL	700,000	10,477	556,649	(143,351)	79.5%
TUITION-VOCATIONAL ADULT ED	169,750			(169,750)	
TUITION-DRIVERS ED	322,125		10,238	(311,887)	3.2%
COLLEGE NIGHT FEES		7,750	9,750	9,750	
TUITION-LPN PROGRAM	25,575			(25,575)	
TUITION-RENAISSANCE ACADEMY	20,811			(20,811)	
PLANETARIUM FEES		(57)	1,251	1,251	
DONATION		4	4	4	
MISCELLANEOUS REVENUE	224,703	78	84	(224,619)	0.1%
SALE OF SALVAGE MATERIALS	12,000	8,983	12,298	298	102.5%
INDIRECT COST-GRANTS	600,000	63,138	89,021	(510,979)	14.8%
LOST & STOLEN-TECHNOLOGY			170	170	
LOST & DAMAGED-TECHNOLOGY			515	515	
TOTAL FROM OTHER SOURCES	<u>2,782,803</u>	<u>149,683</u>	<u>828,282</u>	<u>(1,954,521)</u>	29.8%
TOTAL SCHOOL OPERATING FUND	<u>812,617,324</u>	<u>68,932,899</u>	<u>197,758,147</u>	<u>(614,859,177)</u>	24.3%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL ATHLETICS FUND
JULY 1, 2018 THROUGH SEPTEMBER 30, 2018

B 5

ASSETS:		LIABILITIES:	
CASH	3,986,563	VOUCHERS PAYABLE	4,899
		TOTAL LIABILITIES	4,899
		FUND EQUITY:	
		FUND BALANCE	211,019
		ESTIMATED REVENUE	(5,028,774)
		APPROPRIATIONS	5,422,856
		ENCUMBRANCES	206,960
		RESERVE FOR ENCUMBRANCES	(206,960)
		EXPENDITURES	(1,260,211)
		REVENUES	4,636,774
		TOTAL FUND EQUITY	3,981,664
TOTAL ASSETS	3,986,563	TOTAL LIABILITIES AND FUND EQUITY	3,986,563

	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	7,055	13,316	8,316	266.3%	32.2%
BASKETBALL	120,000			(120,000)		
FOOTBALL	250,000	63,716	75,255	(174,745)	30.1%	40.2%
GYMNASTICS	4,000			(4,000)		
WRESTLING	13,000			(13,000)		
SOCCER	42,000			(42,000)		
MIDDLE SCHOOL	65,000			(65,000)		
TRANSFER FROM SCHOOL OPERATING	4,524,774		4,524,774		100.0%	90.9%
OTHER INCOME	5,000	13,470	23,429	18,429	468.6%	64.3%
TOTAL REVENUES	5,028,774	84,241	4,636,774	(392,000)	92.2%	84.1%
PYFB-ENCUMBRANCES	394,082					
TOTAL REVENUES AND PYFB	5,422,856					

	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	246,453	398,450		2,156,317	15.6%	16.4%
FICA BENEFITS	195,437	18,852	30,480		164,957	15.6%	16.4%
PURCHASED SERVICES	1,252,979	120,167	138,983	950	1,113,046	11.2%	8.0%
VA HIGH SCHOOL LEAGUE DUES	51,250		20,245		31,005	39.5%	98.6%
ATHLETIC INSURANCE	175,000		190,774		(15,774)	109.0%	100.0%
MATERIALS AND SUPPLIES	630,538	89,991	261,158	41,098	328,282	47.9%	39.1%
CAPITAL OUTLAY	270,976		88,601	4,280	178,095	34.3%	2.9%
LAND, STRUCTURES AND IMPROVEMENTS	291,909	82,616	131,520	160,632	(243)	100.1%	
TOTAL	5,422,856	558,079	1,260,211	206,960	3,955,685	27.1%	19.0%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL CAFETERIAS FUND
JULY 1, 2018 THROUGH SEPTEMBER 30, 2018

B 6

ASSETS:		LIABILITIES:	
CASH	10,856,494	VOUCHERS PAYABLE	3,372
CASH WITH CAFETERIAS	22,367	SALARIES PAYABLE-OPTIONS	97,300
FOOD INVENTORY	252,267	FICA PAYABLE-OPTIONS	7,386
FOOD-USDA INVENTORY	260,290	UNEARNED REVENUE	431,264
SUPPLIES INVENTORY	112,497	TOTAL LIABILITIES	<u>539,322</u>
		FUND EQUITY:	
		FUND BALANCE	10,264,338
		ESTIMATED REVENUE	(31,787,925)
		APPROPRIATIONS	33,814,459
		ENCUMBRANCES	147,424
		RESERVE FOR ENCUMBRANCES	(147,424)
		EXPENDITURES	(2,423,849)
		REVENUES	<u>1,097,570</u>
		TOTAL FUND EQUITY	<u>10,964,593</u>
TOTAL ASSETS	<u>11,503,915</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>11,503,915</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	19,255	38,140	(11,860)	76.3%	19.8%
CHARGES FOR SERVICES	11,230,670	859,097	881,146	(10,349,524)	7.8%	11.1%
USDA REBATES	673,583	1,660	1,660	(671,923)	0.2%	3.5%
MISCELLANEOUS REVENUE		10,000	10,000	10,000		
TOTAL LOCAL REVENUE	<u>11,954,253</u>	<u>890,012</u>	<u>930,946</u>	<u>(11,023,307)</u>	7.8%	10.7%
SCHOOL MEAL PAYMENTS	500,000			(500,000)		
TOTAL REVENUE FROM COMMONWEALTH	<u>500,000</u>			<u>(500,000)</u>		
NATIONAL SCHOOL MEAL PROGRAM	17,410,089	13,931	13,931	(17,396,158)	0.1%	
USDA COMMODITIES	1,923,583			(1,923,583)		
SUMMER FEEDING PROGRAM			152,693			91.6%
TOTAL REVENUE FROM FEDERAL GOV'T	<u>19,333,672</u>	<u>13,931</u>	<u>166,624</u>	<u>(19,319,741)</u>	0.9%	0.8%
TOTAL REVENUES	<u>31,787,925</u>	<u>903,943</u>	<u>1,097,570</u>	<u>(30,843,048)</u>	3.5%	4.2%
PRIOR YEAR FUND BALANCE (PYFB)	1,945,288					
PYFB-ENCUMBRANCES	81,246					
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	821,670	1,078,285		9,859,404	9.9%	11.6%
FRINGE BENEFITS	4,610,424	342,269	407,145		4,203,279	8.8%	11.0%
PURCHASED SERVICES	456,466	17,527	94,884	11,495	350,087	23.3%	61.8%
OTHER CHARGES	74,802	2,105	19,438		55,364	26.0%	69.1%
MATERIALS AND SUPPLIES	16,439,734	417,130	519,081	18,114	15,902,539	3.3%	3.7%
CAPITAL OUTLAY	1,295,344	245,242	305,016	117,815	872,513	32.6%	50.8%
TOTAL	<u>33,814,459</u>	<u>1,845,943</u>	<u>2,423,849</u>	<u>147,424</u>	<u>31,243,186</u>	7.6%	8.3%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL TEXTBOOKS FUND
JULY 1, 2018 THROUGH SEPTEMBER 30, 2018

B 7

ASSETS:		LIABILITIES:	
CASH	4,472,888	VOUCHERS PAYABLE	<u>2,760</u>
		TOTAL LIABILITIES	<u>2,760</u>
		FUND EQUITY:	
		FUND BALANCE	5,850,426
		ESTIMATED REVENUE	(4,066,474)
		APPROPRIATIONS	6,229,789
		ENCUMBRANCES	36,222
		RESERVE FOR ENCUMBRANCES	(36,222)
		EXPENDITURES	(4,560,765)
		REVENUES	<u>1,017,152</u>
		TOTAL FUND EQUITY	<u>4,470,128</u>
TOTAL ASSETS	<u>4,472,888</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>4,472,888</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	29,483	7,704	18,507	(10,976)	62.8%	19.2%
LOST AND DAMAGED	27,000	184	184	(26,816)	0.7%	
MISCELLANEOUS		81	422	422		77.8%
TOTAL LOCAL REVENUE	<u>56,483</u>	<u>7,969</u>	<u>19,113</u>	<u>(37,370)</u>	33.8%	21.7%
DEPT OF EDUCATION	4,009,991	332,680	998,039	(3,011,952)	24.9%	24.9%
TOTAL REVENUE-COMMONWEALTH	<u>4,009,991</u>	<u>332,680</u>	<u>998,039</u>	<u>(3,011,952)</u>	24.9%	24.9%
TOTAL REVENUES	4,066,474	<u>340,649</u>	<u>1,017,152</u>	<u>(3,049,322)</u>	25.0%	24.8%
PRIOR YEAR FUND BALANCE (PYFB)	2,140,110					
PYFB-ENCUMBRANCES	<u>23,205</u>					
TOTAL REVENUES AND PYFB	<u>6,229,789</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	87,067	8,310	23,908		63,159	27.5%	25.4%
FRINGE BENEFITS	28,076	3,289	6,854		21,222	24.4%	18.8%
PURCHASED SERVICES	725,930		160,500		565,430	22.1%	92.5%
MATERIALS AND SUPPLIES	5,388,716	618,292	4,369,503	36,222	982,991	81.8%	103.0%
TOTAL	<u>6,229,789</u>	<u>629,891</u>	<u>4,560,765</u>	<u>36,222</u>	<u>1,632,802</u>	73.8%	93.6%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL RISK MANAGEMENT FUND
JULY 1, 2018 THROUGH SEPTEMBER 30, 2018

B 8

ASSETS:		LIABILITIES:	
CASH	16,974,122	EST CLAIMS/JUDGMENTS PAYABLE	7,971,000
PREPAID ITEM	115,595	TOTAL LIABILITIES	7,971,000
		FUND EQUITY:	
		RETAINED EARNINGS	5,402,583
		ENCUMBRANCES	25,253
		RESERVE FOR ENCUMBRANCES	(25,253)
		EXPENSES	(3,159,201)
		REVENUES	6,875,335
		TOTAL FUND EQUITY	9,118,717
TOTAL ASSETS	17,089,717	TOTAL LIABILITIES AND FUND EQUITY	17,089,717

REVENUES:	MONTH'S REALIZED	YR-TO-DATE REALIZED
INTEREST ON BANK DEPOSITS	28,886	54,609
RISK MANAGEMENT CHARGES		6,805,724
INSURANCE PROCEEDS	5,141	14,275
MISCELLANEOUS REVENUE	179	727
TOTAL REVENUES	34,206	6,875,335

EXPENSES:	MONTH'S EXPENSES	YR-TO-DATE EXPENSES	OUTSTANDING ENCUMBRANCES
PERSONNEL SERVICES	21,472	64,445	
FRINGE BENEFITS	7,864	18,316	
OTHER PURCHASED SERVICES	271,059	420,257	24,666
FIRE AND PROPERTY INSURANCE		1,585,812	
MOTOR VEHICLE INSURANCE	187,150	429,482	
WORKER'S COMPENSATION	212,489	505,855	
SURETY BONDS		200	
GENERAL LIABILITY INSURANCE	59,596	133,077	
MISCELLANEOUS		195	
MATERIALS AND SUPPLIES	362	1,562	587
TOTAL	759,992	3,159,201	25,253

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL COMMUNICATION TOWERS/TECHNOLOGY FUND
JULY 1, 2018 THROUGH SEPTEMBER 30, 2018

B 9

ASSETS:		LIABILITIES:	
CASH	2,908,016	VOUCHERS PAYABLE	230
		DEPOSITS PAYABLE	<u>75,000</u>
		TOTAL LIABILITIES	<u>75,230</u>
		FUND EQUITY:	
		FUND BALANCE	2,286,320
		ESTIMATED REVENUE	(510,000)
		APPROPRIATIONS	850,764
		ENCUMBRANCES	16,385
		RESERVE FOR ENCUMBRANCES	(16,385)
		EXPENDITURES	(18,450)
		REVENUES	<u>224,152</u>
		TOTAL FUND EQUITY	<u>2,832,786</u>
TOTAL ASSETS	<u>2,908,016</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>2,908,016</u>

	FY 2019	MONTH'S	YR-TO-DATE	UNREALIZED	PERCENT	FY 18
REVENUES:	ESTIMATED	REALIZED	REALIZED	REVENUES	REALIZED	PERCENT OF ACTUAL
INTEREST ON BANK DEPOSITS	10,000	4,850	9,299	(701)	93.0%	21.0%
RENT-WIRELESS COMMUNICATION	500,000			(500,000)		
TOWER RENT-BAYSIDE HIGH			27,500	27,500		100.0%
TOWER RENT-COX HIGH		1,789	50,698	50,698		37.0%
TOWER RENT-FIRST COLONIAL HIGH			76,734	76,734		100.0%
TOWER RENT-OCEAN LAKES HIGH			18,949	18,949		22.9%
TOWER RENT-TALLWOOD HIGH			30,731	30,731		100.0%
TOWER RENT-TECH CENTER		3,002	9,008	9,008		11.6%
TOWER RENT-WOODSTOCK ELEMENTARY			1,233	1,233		7.8%
TOTAL REVENUES	<u>510,000</u>	<u>9,641</u>	<u>224,152</u>	<u>(285,848)</u>	44.0%	43.0%
PRIOR YEAR FUND BALANCE (PYFB)	340,000					
PYFB-ENCUMBRANCES	<u>764</u>					
TOTAL REVENUES AND PYFB	<u>850,764</u>					

	FY 2019	MONTH'S	YR-TO-DATE	OUTSTANDING	REMAINING	PERCENT	FY 18
EXPENDITURES:	APPROPRIATIONS	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	BALANCE	OBLIGATED	PERCENT OF ACTUAL
PURCHASED SERVICES				675	(675)		
MATERIALS AND SUPPLIES	850,764	18,000	18,450	15,709	816,605	4.0%	3.9%
TOTAL	<u>850,764</u>	<u>18,000</u>	<u>18,450</u>	<u>16,384</u>	<u>815,930</u>	4.1%	3.7%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
STATEMENT OF REVENUES
SCHOOL GRANTS FUND
JULY 1, 2018 THROUGH SEPTEMBER 30, 2018

B10

Revenues :

	FY 2019 Estimated	Month's Realized	Yr-To-Date Realized	Unrealized Revenues	Percent Realized
Source:					
Commonwealth of Virginia	14,116,036		1,099,047	(13,016,989)	7.79%
Federal Government	41,203,848	3,903	16,751	(41,187,097)	0.04%
Other Sources	1,136,630		60,968	(1,075,662)	5.36%
Transfers from School Operating Fund	5,030,136		5,043,320	13,184	100.26%
Total Revenues	61,486,650	3,903	6,220,086	(55,266,564)	10.12%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
STATEMENT OF EXPENDITURES AND ENCUMBRANCES
SCHOOL GRANTS FUND
JULY 1, 2018 THROUGH SEPTEMBER 30, 2018

B 11

	<u>FY 2019</u>	<u>MONTH'S</u>	<u>YR-TO-DATE</u>	<u>OUTSTANDING</u>	<u>REMAINING</u>	<u>PERCENT</u>
	<u>APPROPRIATIONS</u>	<u>EXPENDITURES</u>	<u>EXPENDITURES</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>OBLIGATED</u>
ADULT BASIC EDUCATION 18/19	321,376		34,087		287,289	10.6%
ALGEBRA READINESS 17/18	384,158	(1,185)	41,043		343,115	10.7%
ALGEBRA READINESS 18/19	1,034,033				1,034,033	
ASIA SOCIETY CONFUCIUS CLASSROOMS 12/13	2,089				2,089	
ASSESSMENT FOR LEARNING PROJECT 15/16	32,802				32,802	
CAREER & TECHNICAL EDUCATION STATE EQUIP 18/19	79,442				79,442	
CAREER SWITCHER PROGRAM MENTOR REIMBURSE 17/18	3,800				3,800	
CAREER SWITCHER PROGRAM MENTOR REIMBURSE 18/19	20,000				20,000	
CARL PERKINS 17/18	142,921	97,835	140,420		2,501	98.3%
CARL PERKINS 18/19	851,171	95,748	141,483	74,030	635,658	25.3%
CTE SPECIAL STATE EQUIP ALLOCATION 18/19	62,205				62,205	
DODEA-MCASP OPERATION GRIT 17/18	18,806	8,691	18,055		751	96.0%
DODEA-MCASP OPERATION GRIT 18/19	400,805	47,016	76,769	75,420	248,616	38.0%
DODEA SPECIAL EDUCATION 17/18	85,976	34,695	52,360	23,789	9,827	88.6%
DUAL ENROLLMENT-TCC 18/19	507,676				507,676	
EARLY READING INTERVENTION 17/18	891,588	196,641	343,229	12,441	535,918	39.9%
EARLY READING INTERVENTION 18/19	1,948,735		3,619		1,945,116	0.2%
GENERAL ADULT EDUCATION-GAE 18/19	30,993	1,818	1,818		29,175	5.9%
IDEA CO-TEACHING INITIATIVE THREE OAKS ES PART 1 18/19	8,000	5,000	5,000		3,000	62.5%
INCLUSION PROJECT MINI- GRANT 17/18	2,000	900	900		1,100	45.0%
INDUSTRY CERTIFICATION EXAMS 18/19	96,092				96,092	
ISAP 18/19	62,869	540	900		61,969	1.4%
JAIL EDUCATION PROGRAM 18/19	186,688	11,462	34,823	110	151,755	18.7%
JUVENILE DETENTION 18/19	778,652	95,734	192,592	333	585,727	24.8%
MCKINNEY HOMELESS 16/17	13,101	58	13,101			100.0%
MCKINNEY HOMELESS 17/18	67,422	2,042	8,360		59,062	12.4%
MCKINNEY HOMELESS 18/19	73,000				73,000	
MYCAA-ALC COURSES 18/19	5,000				5,000	
MYCAA-LPN COURSES 18/19	10,000				10,000	
NATIONAL BOARD TEACHERS STIPENDS 18/19	317,500				317,500	
NATIONAL MATH & SCIENCE INITIATIVE 18/19	581,539			509	581,030	0.1%
NETWORK IMPROVEMENT COMMUNITY (NIC) 18/19	14,250	(599)	3,352		10,898	23.5%
NEW TEACHER MENTOR 18/19	40,649				40,649	
NNSY 2018 STEM CAMP	10,000	625	3,739		6,261	37.4%
OPPORTUNITY INC-ALC 18/19	112,000	5,189	14,720		97,280	13.1%
OPPORTUNITY INC-STEM (ISY) 18/19	155,000	8,555	22,346	15	132,639	14.4%
OPPORTUNITY INC-STEM (OSY) 18/19	160,000	7,561	20,307		139,693	12.7%
POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORT 17/18	7,960	7,152	7,152	662	146	98.2%
POST 9/11 GI BILL 18/19	5,000				5,000	
PRESCHOOL INCENTIVE 17/18	118,302	38,298	67,153		51,149	56.8%
PRESCHOOL INCENTIVE IDEA 18/19	492,573				492,573	

VIRGINIA BEACH CITY PUBLIC SCHOOLS
STATEMENT OF EXPENDITURES AND ENCUMBRANCES
SCHOOL GRANTS FUND
JULY 1, 2018 THROUGH SEPTEMBER 30, 2018

B 12

	FY 2019 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
PROJECT GRADUATION 16/17	7,973		7,893		80	99.0%
PROJECT GRADUATION 17/18	37,500		6,544		30,956	17.5%
PROJECT GRADUATION 18/19	37,500				37,500	
PROJECT HOPE-CITY WIDE SCA 13/14	2,874		150		2,724	5.2%
RACE-TO-GED 18/19	66,160	9,416	9,416		56,744	14.2%
REGION II SUPERINTENDENTS ESCROW 17/18	8,953				8,953	
RESERVE FOR CONTINGENCY	4,067,179				4,067,179	
RISE PROGRAM-INSTRUCTIONAL SUPPORT 17/18	67,123				67,123	
STARTALK 17/18	70,288	4,319	51,786		18,502	73.7%
STARTALK 18/19	88,154				88,154	
TECHNOLOGY INITIATIVE 16/17	304,830		9,002		295,828	3.0%
TECHNOLOGY INITIATIVE 17/18	2,618,400		1,194,995		1,423,405	45.6%
TECHNOLOGY INITIATIVE 18/19	2,618,400				2,618,400	
TITLE I PART A 17/18	3,597,550	898,329	1,754,084	986,498	856,968	76.2%
TITLE I PART A 16/17	67,062		66,871		191	99.7%
TITLE I PART A 18/19	11,952,631	52,404	52,404	63,436	11,836,791	1.0%
TITLE I PART D SUBPART 1 17/18	10,952	3,839	7,385		3,567	67.4%
TITLE I PART D SUBPART 1 18/19	21,000				21,000	
TITLE I PART D SUBPART 2 16/17	44,941	12,541	19,125	25,435	381	99.2%
TITLE I PART D SUBPART 2 17/18	272,637	1,110	1,110	4,260	267,267	2.0%
TITLE I PART D SUBPART 2 18/19	272,637				272,637	
TITLE II PART A 16/17	18,820	2,642	3,367		15,453	17.9%
TITLE II PART A 17/18	45,438	4,726	11,145	7,219	27,074	40.4%
TITLE II PART A 18/19	1,644,937	146,017	146,094	1,052	1,497,791	8.9%
TITLE III PART A LANG ACQUISITION 18/19	104,567				104,567	
TITLE III PART A LANG ACQUISITION 17/18	78,522	10,304	29,137		49,385	37.1%
TITLE IV PART A 17/18	91,380	12,256	14,851	27,063	49,466	45.9%
TITLE IV PART B 21ST CCLC GRC 16/17	23,725	3,957	11,327		12,398	47.7%
TITLE IV PART B 21ST CCLC LYNN ES 17/18	8,123		4,346		3,777	53.5%
TITLE IV PART B 21ST CCLC LYNN ES 18/19	95,660				95,660	
TITLE IV PELL 18/19	31,150				31,150	
TITLE IV PART A 18/19	298,029	72	72		297,957	0.1%
TITLE VI-B 17/18	1,703,824	1,339,043	1,474,012		229,812	86.5%
TITLE VI-B 18/19	14,460,172				14,460,172	
VA ELEARNING BACKPACK BAYSIDE 17/18	7,060				7,060	
VA ELEARNING BACKPACK GREEN RUN 17/18	196				196	
VA ELEARNING BACKPACK KEMPSVILLE 17/18	9,447				9,447	
VA INITIATIVE FOR AT RISK FOUR YR OLDS 17/18	405,584	405,394	405,584			100.0%
VA INITIATIVE FOR AT RISK FOUR YR OLDS 18/19	4,893,875	49,328	49,328		4,844,547	1.0%
VPI-PRESCHOOL EXPANSION GRANT 18/19	1,068,696	67,907	96,104	37,001	935,591	12.5%
VPI-PRESCHOOL EXPANSION GRANT 17/18	110,334		10,882		99,452	9.9%
WORKPLACE READINESS 18/19	16,194				16,194	
TOTAL SCHOOL GRANTS FUND	61,486,650	3,721,446	6,684,342	1,339,273	53,463,035	13.0%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL BOARD/CITY HEALTH INSURANCE FUND
JULY 1, 2018 THROUGH SEPTEMBER 30, 2018

B 13

ASSETS:		LIABILITIES:	
CASH	49,382,009	VOUCHERS PAYABLE	113,945
		ACCOUNTS PAYABLE-HSA	500
		EST CLAIMS-JUDGMENTS PAYABLE	<u>9,328,000</u>
		TOTAL LIABILITIES	<u>9,442,445</u>
		FUND EQUITY:	
		RETAINED EARNINGS	38,747,238
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENSES	(30,676,869)
		REVENUES	<u>31,869,195</u>
		TOTAL FUND EQUITY	<u>39,939,564</u>
TOTAL ASSETS	<u>49,382,009</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>49,382,009</u>

REVENUES:	MONTH'S	YEAR-TO-DATE	
	REALIZED	REALIZED	
INTEREST ON BANK DEPOSITS	75,576	157,220	
EMPLOYEE PREMIUMS-CITY	1,126,837	3,177,391	
EMPLOYER PREMIUMS-CITY	3,764,637	11,322,363	
EMPLOYEE PREMIUMS-SCHOOLS	1,772,083	3,639,985	
EMPLOYER PREMIUMS-SCHOOLS	6,504,633	13,569,050	
COBRA ADMINISTRATIVE FEE-CITY	385	1,664	
COBRA ADMINISTRATIVE FEE-SCHOOLS	546	1,522	
TOTAL REVENUES	<u>13,244,697</u>	<u>31,869,195</u>	
EXPENSES:	MONTH'S	YEAR-TO-DATE	OUTSTANDING
	EXPENSES	EXPENSES	ENCUMBRANCES
SALARIES AND BENEFITS	44,742	123,541	
HEALTH CLAIMS AND OTHER EXPENSES-CITY	4,527,259	11,279,134	
HEALTH CLAIMS AND OTHER EXPENSES-SCHOOLS	6,807,323	19,274,194	
POST EMPLOYMENT HEALTH BENEFITS			
TOTAL EXPENSES	<u>11,379,324</u>	<u>30,676,869</u>	

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL VENDING OPERATIONS FUND
JULY 1, 2018 THROUGH SEPTEMBER 30, 2018

B 14

ASSETS:		LIABILITIES:	
CASH	(47,993)	TOTAL LIABILITIES	
		FUND EQUITY:	
		FUND BALANCE	58,986
		ESTIMATED REVENUE	(144,000)
		APPROPRIATIONS	150,000
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENDITURES	(149,085)
		REVENUES	36,106
		TOTAL FUND EQUITY	(47,993)
TOTAL ASSETS	(47,993)	TOTAL LIABILITIES AND FUND EQUITY	(47,993)

	FY 2019 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY 18 PERCENT OF ACTUAL
REVENUES:						
INTEREST ON BANK DEPOSITS		14	106	106		50.4%
VENDING OPERATIONS RECEIPTS	144,000	36,000	36,000	(108,000)	25.0%	23.3%
TOTAL REVENUES	144,000	36,014	36,106	(107,894)	25.1%	23.3%
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	144,280	149,085	149,085		(4,805)	103.3%	100.0%
MATERIALS AND SUPPLIES	5,320				5,320		
PURCHASED SERVICES	400				400		
TOTAL	150,000	149,085	149,085		915	99.4%	99.7%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL INSTRUCTIONAL TECHNOLOGY FUND
JULY 1, 2018 THROUGH SEPTEMBER 30, 2018

B 15

ASSETS:		LIABILITIES:	
CASH	457,966	TOTAL LIABILITIES	
		FUND EQUITY:	
		FUND BALANCE	161,185
		ESTIMATED REVENUE	
		APPROPRIATIONS	260,244
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENDITURES	
		REVENUES	36,537
		TOTAL FUND EQUITY	457,966
TOTAL ASSETS	457,966	TOTAL LIABILITIES AND FUND EQUITY	457,966

	FY 2019	MONTH'S	YR-TO-DATE	UNREALIZED	PERCENT
REVENUES:	ESTIMATED	REALIZED	REALIZED	REVENUES	REALIZED
INTEREST ON BANK DEPOSITS		16,524	36,537	36,537	%
TOTAL REVENUES		16,524	36,537	36,537	
PRIOR YEAR FUND BALANCE (PYFB)	260,244				
TOTAL REVENUES AND PYFB	260,244				

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

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL EQUIPMENT REPLACEMENT FUND
JULY 1, 2017 THROUGH SEPTEMBER 30, 2018

B 16

ASSETS:		LIABILITIES:	
CASH	1,103,285	TOTAL LIABILITIES	
		FUND EQUITY:	
		FUND BALANCE	11,700
		ESTIMATED REVENUE	
		APPROPRIATIONS	1,088,036
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENDITURES	
		REVENUES	3,549
		TOTAL FUND EQUITY	1,103,285
TOTAL ASSETS	1,103,285	TOTAL LIABILITIES AND FUND EQUITY	1,103,285

	FY 2019 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED
REVENUES:					
INTEREST ON BANK DEPOSITS		1,835	3,549	3,549	%
TOTAL REVENUES		1,835	3,549	3,549	
PRIOR YEAR FUND BALANCE (PYFB)	1,088,036				
TOTAL REVENUES AND PYFB	1,088,036				

	FY 2019 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
EXPENDITURES:						
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 SEPTEMBER 30, 2018

B 17

	FY 2019 APPROPRIATIONS	MONTH'S EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PROJECT-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
1003 RENOV/REPLACMT-ENERGY MGMT II	5,875,000	220,001	392,222	3,902,481	468,415	1,504,104	74.40%
1004 TENNIS COURT RENOVATIONS II	1,000,000			611,596	638	387,766	61.22%
1019 GREAT NECK MIDDLE SCHOOL REPLACEMENT	45,789,062			45,789,062			100.00%
1025 KEMPSVILLE HS ENTREPRENEURIAL ACADEMY	950,000	1,101	366,584	823,673	40,921	85,406	91.01%
1035 JOHN B DEY ES MODERNIZATION	25,989,241	914,265	3,051,461	17,200,501	8,021,624	767,116	97.05%
1043 THOROUGHGOOD ES REPLACEMENT	28,970,000	65,666	252,141	2,444,754	20,582,885	5,942,361	79.49%
1056 PRINCESS ANNE MS REPLACEMENT	49,975,759	415,866	440,784	5,804,749	38,389,148	5,781,862	88.43%
1078 SCHOOL BUS FACILITY RENOVATION/EXPANSION	21,821,574			21,817,061	4,513		100.00%
1095 COMPREHENSIVE LONG RANGE FACILITIES PLANNING UPDATE	300,000			275,090	23,514	1,396	99.53%
1099 RENOV & REPLACE-GROUNDS PHASE II	11,675,000	342,462	521,312	11,241,146	431,979	1,875	99.98%
1102 21ST CENTURY LEARNING ENVIRONMENT IMPROVEMENTS	2,100,000	329,080	670,812	1,171,368	836,521	92,111	95.61%
1103 RENOV & REPLACE-HVAC SYSTEMS PHASE II	45,367,724	686,069	1,206,913	44,917,946	411,286	38,492	99.92%
1104 RENOV & REPLACE-REROOFING PHASE II	35,025,639	20,890	227,878	29,918,408	70,816	5,036,415	85.62%
1105 RENOV & REPLACE-VARIOUS PHASE II	15,033,273	436,748	644,419	14,849,147	172,764	11,362	99.92%
1110 ENERGY PERFORMANCE CONTRACTS PHASE II	15,000,000	38,000	609,257	10,597,930	467,096	3,934,974	73.77%
1178 RENOV & REPLACE-GROUND PH III	1,325,000		26,284	26,284	963,177	335,539	74.68%
1179 RENOV & REPLACE-HVAC PH III	5,650,000		60,059	60,059	614,345	4,975,596	11.94%
1180 RENOV & REPLACE-REROOFING PH III	4,200,000					4,200,000	
1182 RENOV & REPLACE - VARIOUS PH III	1,850,000	989,703	1,481,905	1,481,905	314,436	53,659	97.10%
1184 PLAZA ANNEX/LASKIN ROAD ADDITION	6,320,000				624,633	5,695,367	9.88%
1185 ELEMENTARY PLAYGROUND EQUIPMENT REP	250,000					250,000	
1195 STUDENT DATA MANAGEMENT SYSTEM	12,187,001	30,000	30,000	11,252,446	21,617	912,938	92.51%
1233 KEMPS LANDING/ODC REPLACEMENT	63,615,000	138,588	140,496	63,161,948	129,168	323,884	99.49%
1237 SCHOOL HR/PAYROLL	9,196,000			8,867,573		328,427	96.43%
UNALLOCATED CIP SALARIES/BENEFITS		166,068	487,765	487,765		(487,765)	
TOTAL CAPITAL PROJECTS	409,465,273	4,794,507	10,610,292	296,702,892	72,589,496	40,172,885	90.19%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
GREEN RUN COLLEGIATE CHARTER SCHOOL
JULY 1, 2018 THROUGH SEPTEMBER 30, 2018

B18

ASSETS:		LIABILITIES:	
CASH	3,436,883	VOUCHERS PAYABLE	2,149
PREPAID ITEM	1,400	SALARIES PAYABLE-OPTIONS	40,041
		FICA PAYABLE-OPTIONS	<u>3,278</u>
		TOTAL LIABILITIES	<u>45,468</u>
		FUND EQUITY:	
		FUND BALANCE	4,680
		ESTIMATED REVENUE	(3,803,031)
		APPROPRIATIONS	3,822,133
		ENCUMBRANCES	32,024
		RESERVE FOR ENCUMBRANCES	(32,024)
		EXPENDITURES	(433,998)
		REVENUES	<u>3,803,031</u>
		TOTAL FUND EQUITY	<u>3,392,815</u>
TOTAL ASSETS	<u>3,438,283</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>3,438,283</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>	<u></u>	<u></u>	<u></u>		
TOTAL REVENUES AND PYFB	<u>3,822,133</u>	<u></u>	<u></u>	<u></u>		

	FY 2019 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY18 PERCENT OF ACTUAL
EXPENDITURES:							
PERSONNEL SERVICES	<u>2,324,601</u>	<u>198,130</u>	<u>261,592</u>		2,063,009	11.3%	11.8%
FRINGE BENEFITS	<u>773,891</u>	<u>72,071</u>	<u>87,209</u>		686,682	11.3%	11.2%
PURCHASED SERVICES	<u>389,172</u>	<u>7,372</u>	<u>33,486</u>	940	354,746	8.8%	10.1%
OTHER CHARGES	<u>75,200</u>	<u>3,101</u>	<u>8,914</u>		66,286	11.9%	15.2%
MATERIALS AND SUPPLIES	<u>259,269</u>	<u>23,596</u>	<u>42,797</u>	<u>31,084</u>	<u>185,388</u>	28.5%	43.7%
TOTAL	<u>3,822,133</u>	<u>304,270</u>	<u>433,998</u>	<u>32,024</u>	<u>3,356,111</u>	12.2%	13.8%