



# VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

## School Board Services

**Beverly M. Anderson, Chair**  
At-Large

**Kimberly A. Melnyk, Vice Chair**  
District 7 – Princess Anne

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

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

## **School Board Regular Meeting MINUTES**

**Tuesday, February 12, 2019**

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

- 1. Closed Meeting: Personnel Matters:** The School Board convened in the einstein.lab at 4:00 p.m. All School Board members were present with the exception of Ms. Hughes, Ms. Manning and Ms. Weems who arrived late at 4:03 p.m., 4:18 p.m., and 4:30 p.m., respectively. Vice Chair Melnyk made a motion, seconded by Ms. Felton, that the School Board recess into a closed session pursuant to the exemptions from open meetings allowed by Section 2.2-3711, Part A, Paragraph 1, of the *Code of Virginia*, 1950, as amended, for Personnel Matters: Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body pursuant to Section 2.2-3711(A) (1); namely to discuss the salary and performance of a specific administrator. The motion passed (ayes 8, nays 0; Hughes, Manning and Weems had not yet arrived) and the School Board entered into a closed session at 4:02 p.m.

Individuals present for discussion: School Board members with the exception of Ms. Manning and Ms. Weems who had not yet arrived; School Board Legal Counsel, Kamala H. Lannetti, Deputy City Attorney; and Dianne P. Alexander, Clerk of the School Board.

The School Board reconvened in an open meeting at 4:17 p.m.

Certification of Closed Meeting: Vice Chair Melnyk made a motion, seconded by Mr. Edwards, that the School Board certifies that to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies, and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered. The motion passed (ayes 9, nays 0; Manning and Weems were not present for the vote).



Mr. Edwards made a motion, seconded by Mr. McDonald, that the School Board approve Amendment 1 to the contract of the School Board's Internal Auditor as recommended by the Audit Committee and reviewed by the School Board. The motion passed (ayes 10, nays 0; Weems was not present for the vote).

The School Board recessed at 4:19 p.m. to reconvene in workshop format at 4:30 p.m.

### **INFORMAL MEETING**

2. ***Convene School Board Workshop:*** The School Board workshop commenced in the einstein.lab at 4:29 p.m. All School Board members were present along with Chief of Staff, Marc A. Bergin, Ed.D., acting on behalf of Superintendent Spence who was absent from the meeting.

A. **School Board Administrative Matters and Reports:** Chairwoman Anderson announced Superintendent Spence was absent due to his attendance at the American Association of School Administrators (AASA) Annual Convention in Los Angeles where he is presenting at several workshops. Chief of Staff Bergin briefly reported on those presentations in the area of school safety featuring the work of the division's Blue Ribbon Panel, building a local talent pool, and environmental education featuring the division's work in partnership with the Brock Center.

Chairwoman Anderson distributed an updated directory containing confidential contact information for School Board members.

As chair of the Ad Hoc Committee for An Achievable Dream Academy (AADA), Mr. Edwards reported on the committee's discussion of a potential expansion of the enrollment area and related transportation costs. He explained students are forced to drop out of the program when they move to a non-transportation zone, and explained AADA and the division's efforts to identify additional resources. He noted Administration reports costs in the short term could be handled by existing funds and year-end funds with no impact within the 2019-20 budget cycle. On the horizon for consideration in the following fiscal year 2020-21 is the possibility of offering the program city-wide similar to the gifted program and Old Donation School.

The School Board then discussed being notified of Freedom of Information Action (FOIA) requests. It was noted division-related requests are reported in the Superintendent's update to the School Board, but not requests received for individual School Board member records. There appeared to be consensus to move forward with notifying the School Board of all FOIA requests.

School Board members then reported on the January 26 African American Male Summit commending the program and its contributors.

This portion of the workshop concluded at 4:46 p.m.

B. **School Operating Budget FY2019-20 and Capital Improvement Program (CIP) FY2019-20 through FY2024-25 Workshop #1:** Farrell E. Hanzaker, Chief Financial Officer, reported the



state's calculation tool had been received, and staff is in the process of analyzing the Governor's proposal compared to the Senate and House versions and examining the nuances to ensure the division can comply with requirements associated with each proposal in order to provide a comprehensive report at the February 19 workshop.

Lesley L. Hughes, Ed.D., Executive Director of Elementary Teaching and Learning, provided an update on the phased in implementation of full-day kindergarten outlining the early learning data points and other unique school considerations used to identify the schools for the phases of implementation. A review of schools that implemented full-day kindergarten in Phases I and II was provided, and Title I regulations and federal policies prohibiting the use of funds to supplant services were explained. The following schools were proposed for Phase III of implementation in 2019-20: Birdneck, Brookwood, Centerville, Christopher Farms, Fairfield, Green Run, Linkhorn Park, Luxford, North Landing, Pembroke, Shelton Park, Strawbridge, Tallwood and Three Oaks noting 5 of the 14 schools proposed currently have full day kindergarten through Title 1 funds and will be transitioned to local dollars. She reported after Phase III implementation, there will be 16 schools left with 7 being Title 1 schools. Mr. Hanzaker reported on the potential budget impact for the final two years of the original five-year implementation plan, and suggested the School Board may need to consider other options such as extending implementation from the five-year plan to a six-year plan depending on funding levels in the future.

Finally, Mr. Hanzaker reviewed the response to questions submitted by a School Board member.

This portion of the workshop concluded at 5:11 p.m.

- C. Compass to 2020 Mid-Year Update: Lisa A. Banicky, Ph.D., Executive Director of Planning, Innovation and Accountability, presented an update on the division's 2018-19 strategic priorities for all schools by sharing an overview of each action agenda item, and describing examples of what the schools are doing to support the *Compass to 2020* in each area. She reported next steps to develop the strategic action agenda for 2019-20; and advised of the work in the development of the next strategic plan to include monthly meetings scheduled through June, and a communitywide survey available in mid-February.

At the conclusion of the workshop at 5:38 p.m., Dr. Bergin invited School Board members to Room 113 where elementary schools and art specialists participated in decorating the room in recognition of February being designated School Board Appreciation Month by the Virginia School Boards Association (VSBA).

The workshop concluded at 5:38 p.m.

3. **School Board Recess**: The School Board recessed at 5:38 p.m. to reconvene in School Board Chambers for the formal meeting at 6:00 p.m.



### **FORMAL MEETING**

4. ***Call to Order and Electronic Roll Call:*** Chairwoman Anderson called the formal meeting to order in School Board Chambers at 6:00 p.m. All School Board members were present along with Chief of Staff, Marc A. Bergin, Ed.D., acting on behalf of Superintendent Spence who Chairwoman Anderson announced was attending the American Association of School Administrators (AASA) conference in California.
5. ***Moment of Silence followed by the Pledge of Allegiance***
6. ***Student, Employee and Public Awards and Recognition:***
  - A. **2018 National Board Certified Teachers:** The School Board recognized 18 teachers who earned National Board certification in K-12 education bringing the division's total of National Board Certified Teachers (NBCT) to 159 – the fourth highest in the Commonwealth.
  - B. **2018 VA Purple Star Designation Schools:** Hermitage Elementary, Shelton Park Elementary, White Oaks Elementary, Great Neck Middle, Kellam High, and Salem High schools were recognized by the School Board for being recipients of the 2018 Purple Star Designation awarded to military-friendly schools that have demonstrated a major commitment to students and families connected to the nation's military.
7. ***Superintendent's Report:*** Five things shared in the Superintendent's Report by Chief of Staff Bergin on behalf of Superintendent Spence were related to 1) the announcement during the afternoon workshop of the next phase of schools to have full-day kindergarten (FDK) funded by the division in 2019-20 school year bringing the total to 45 schools across the division with FDK; 2) the Partnership Expo and PTA Vendor Fair hosted by the Office of Community Engagement March 2 at Landstown High School; 3) the launch of a survey on February 18 asking the community to help prioritize areas of focus as part of the development of the division's next strategic plan guiding the division's work from 2020-2025; 4) tickets being on sale for the Virginia Beach Education Foundation's Pearls of Wisdom Oyster Roast and Barbecue on April 6; and 5) February being designated School Board Appreciation Month extending gratitude to School Board members for all they do for the children of Virginia Beach.
8. ***Hearing of Citizens and Delegations on Agenda Items:*** None
9. ***Approval of Minutes:***
  - A. **January 22, 2019 Regular School Board Meeting:** Ms. Rye made a motion, seconded by Vice Chair Melnyk, that the School Board approve the minutes of their January 22, 2019 regular meeting as presented. The motion passed (ayes 10, nays 0; 1 abstention – Weems who noted her absence from the January 22 meeting).
  - B. **February 5, 2019 Special School Board Meeting:** Ms. Riggs made a motion, seconded by Ms. Hughes, that the School Board approve the minutes of their February 5, 2019 special meeting as presented. The motion passed (ayes 10, nays 0; 1 abstention – McDonald who noted his absence from the February 5 meeting).



- 10. Adoption of the Agenda:** Ms. Manning then made a motion, seconded by Ms. Felton, that the School Board adopt the agenda as published. The motion passed unanimously.
- 11. Consent Agenda:** After Chairwoman Anderson's overview of items presented for approval as part of the Consent Agenda, Mr. McDonald made a motion, seconded by Vice Chair Melnyk, 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. Recommendation of General Contractor:
    - 1. The School Board authorized the Superintendent to execute a contract with D.E. Kirby, Inc. in the amount of \$12,286,000 for the Landstown Elementary and Middle school reroof and HVAC replacement
    - 2. The School Board authorized the Superintendent to execute a contract with Power Mechanical Inc., in the amount of \$248,977 for the Pembroke Elementary School cooling tower replacement
  - B. The School Board authorized the Chairman to execute the Renaissance Academy/Dominion Energy easement agreement for the acquisition of underground easements located at the site of the Renaissance Academy at the corner of Cleveland Street and Witchduck Road associated with the Witchduck Road/Virginia Department of Transportation (VDOT) project
  - C. Policy Review Committee (PRC) recommendations regarding review, amendment and/repeal of certain policies as reviewed by the committee at their December 13, 2018 and February 12, 2019 meetings as follows:
    - 1. Bylaw 1-5 Legal Counsel: Additional language added authorizing School Board legal counsel to act as the School Board legal representative in dealing with outside legal counsel
    - 2. Bylaw 1-17 Publications Regarding School Board: Language revised to establish School Board members' responsibility to comply with acceptable law, policy and regulation when using personal social media to convey information related to their duties as a School Board member
    - 3. Bylaw 1-18 Officers: Election and Term of Office: Minor scrivener changes, in addition to a minor change in Section B/Term of Office regarding Chair and Vice Chair
    - 4. Bylaw 1-28 Committees, Organizations and Boards-School Board Member Assignments: Update to Section E2 related to Ad Hoc Strategic Plan Committee and Section G Outside Committees
    - 5. Bylaw 1-30 Amendment of Bylaws: Update to language related to the amendment or revision of Bylaws
    - 6. Bylaw 1-40 Parliamentary Authority, Special Rules of Order and Standing Rules: Language added in Section B/C related to voting procedures
    - 7. Policy 2-59 Employment of Outside Counsel: Policy updated to allow for a School Board designee to be authorized, with School Board direction, to agree to



settlement, mediation, resolution or reconciliation on certain matters previously known and approved by the School Board

8. Policy 5-15 Transfer Students: Repealed due to policy being redundant as transfer students are covered in other areas of policy
9. Policy 5-19 Pregnant and Parenting Students: Minor scrivener changes made
10. Policy 5-20 Married Students: Language updated to define emancipated married students and their rights
11. Policy 5-35 Discipline and Control of Students: Reformatted and updated to remove corporal punishment language placed in Regulation 5-35.1, and student work recovery now embedded in the grading policy
  - a. Regulation 5-35.1 Corporal Punishment: Updated to reflect current practices and to conform with current state law.
12. Policy 5-40 Assemblies and Demonstrations: Updated to reflect current practices and to define criteria for environmental disruptions, prohibited actions and consequences for students
  - a. Regulation 5-40.2 Dispersal Statement: Repealed
13. Regulation 5-70.1 Employee Certification: Repealed due to the state taking responsibility for employee certification directly
14. Policy 5-73 Voter Registration: Language updated to allow for non-partisan voter registration programs
15. Policy 7-21 Citizens Advisory Committees: Language updated to reflect change in the number of School Board members serving on the Strategic Plan Committee

## 12. Action

- A. Personnel Report/Administrative Appointments: Vice Chair Melnyk made a motion, seconded by Ms. Manning, that the School Board approve the appointments and accept the resignations, retirements and other employment actions as listed on the Personnel Report dated February 12, 2019, along with three administrative appointments as recommended by the Superintendent. The motion passed unanimously, and Chief of Staff Bergin introduced the following approved administrative appointments:  
Jennifer J. Baxter, current Instructional Specialist in the Department of Teaching and Learning, as the new Assistant Principal at Landstown Middle School effective February 13, 2019;  
Mikaela S. Gilchrist, current Administrative Assistant at Green Run High School, as the new Assistant Principal at Green Run High School effective February 13, 2019; and  
Laura E. Silverman, current Assistant Principal at Holland Elementary School, as the new Director of Title I Programs in the Department of Teaching and Learning effective February 13, 2019.
- B. Retreat Ad Hoc Committee: Mr. Edwards made a motion, seconded by Ms. Weems, that the School Board establish an ad hoc committee comprised of Vice Chair Melnyk serving



as chair of the ad hoc committee, and School Board members Sharon Felton and Carolyn Weems as a committee of three members tasked with planning a School Board retreat to include recommending a date, venue, agenda, and facilitator to address both governance processes and student achievement utilizing the resources of the Administration to find a facilitator to address the governance process and present recommendations to the School Board. Ms. Holtz stated her opposition to establishing the ad hoc committee, opining the past practice of collaboration between the School Board Chair and Superintendent in the development of a School Board Retreat had been effective. Following discussion, the motion passed (ayes 10, nays 1 – Holtz).

**13. Information**

Review of Select Schools' Plan for Continuous Improvement: The School Board received for review the Plan for Continuous Improvement (PCI) for select schools to be presented for approval by the School Board at their February 26 regular meeting. Donald E. Robertson, Jr., Ph.D., Chief Schools Officer, noted all schools are fully accredited and explained the school's PCI is based on new requirements that are a part of the revised Standards of Accreditation (SOA). He then reviewed information regarding the School Support Process and Plan for Continuous Improvement including an overview of changes in reporting state accreditation and performance levels noting specific local and state actions and interventions are required to improve performance on indicators rated at Level Two and Level Three. A summary of achievement gaps was provided for the 27 elementary schools, 9 middle schools, and 9 high schools with a Level II designation, and accreditation indicators reviewed.

**14. Standing Committee Reports:** As chair of the School Board's Legislative Committee, Mr. McDonald reported on legislative activities within the 2019 General Assembly Session.

As chair of the Ad Hoc Committee for An Achievable Dream, Mr. Edwards advised of discussion regarding a potential adjustment to the enrollment area and long-term goal that may require an adjustment in their Memorandum of Understanding.

On behalf of the Governor's School for the Arts, Vice Chair Melnyk reported 152 of the 514 Hampton Roads applicants were from Virginia Beach, and provided a brief overview of events and activities.

As chair of the Capital Improvement Program (CIP) Modernization Committee, Ms. Riggs reported there was no need for the committee to meet subsequent to the joint City Council / School Board presentation where CIP details were provided.

Ms. Riggs then briefly highlighted the talents to be demonstrated at upcoming event(s) related to the selection of the Sister Cities Youth Ambassador.

Ms. Weems reported on meetings of the SouthEastern Cooperative Educational Program (SECEP) regional meeting, and Green Run Collegiate Board.

Ms. Felton reported on Equity Council events and activities.



As chair of the School Board's Policy Review Committee, Ms. Rye announced their next meeting on February 14, and also reported on a meeting of the Gifted Education Citizens Advisory Committee she attended for Vice Chair Melnyk.

Chairwoman Anderson commented on the many activities and events School Board members are engaged in.

15. **Conclusion of Formal Meeting:** The formal meeting concluded at 6:59 p.m.
16. **Hearing of Citizens and Delegations on Non-Agenda Items:** The School Board heard comments on non-agenda items by Leslie Frailing, Beth Cardier/Ace Cardier, and Yvonne Kotnik advocating for an increase in recess time; Audrey Lytton, regarding concerns with Trantwood Elementary School; Virginia Beach Education Association (VBEA) affiliates Dawn Euman (VBEA Secretary) and Kelly Walker (VBEA President) regarding compensation.
17. **Convene School Board Workshop:** None
18. **Closed Meeting** (as needed): None
19. **Vote on Remaining Action Items:** None at this time. See page one for action taken at the conclusion of the afternoon Closed Meeting.
20. **Adjournment:** There being no further business before the School Board, Chairwoman Anderson adjourned the meeting at 7:26 p.m.

Respectfully submitted:

---

Dianne P. Alexander, Clerk of the School Board

Approved:

---

Beverly M. Anderson, School Board Chair