



# VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

## School Board Services

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

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

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

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

### **School Board Regular Meeting MINUTES**

**Monday, June 10, 2019**

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

### **INFORMAL MEETING**

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

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



- Ed.D., for the newly appointed School Board member, and the Solution 2 Ocean Pollution Summit at An Achievable Dream Academy at Seatack Elementary School. Finally, School Board members commended the division's support during a time of tragedy at the Municipal Center's Building 2, and the School Board's contribution was also recognized. This portion of the workshop concluded at 4:14 p.m.
- B. Special Education Five Year Plan Update: Roni Myers-Daub, Ed.D., Executive Director of Programs for Exceptional Children in the Department of Teaching and Learning, provided an update on the Special Education Five-Year Plan by reviewing the process that took place during 2016-17 to develop the five-year plan for the education of students with disabilities with six areas related to identification, delivery of services, instructional opportunities, professional learning, discipline disproportionality, and parental and community involvement. She reported on 2019-20 amended plan features to include alignment to the division's strategic framework, feedback from the Special Education Advisory Committee, alignment to 2018-19 Office of Programs for Exceptional Children (OPEC) priorities and areas identified in the Letter of Findings, continued alignment to Virginia Department of Education indicators for special education performance and feedback from a special education expert. An overview of objectives was presented for the following three 2019-20 action plan goals: 1) Increase focus on the development of and adherence to standards-based Individualized Education Programs (IEPs) through the evaluation and re-evaluation process; 2) Close academic gaps and improve social/emotional/ behavioral and functional student outcomes; and 3) Build the capacity of all staff to support students with disabilities. Next steps included developing and implementing a communication plan and focus OPEC work at the division and school level to address objectives of each goal.
- This portion of the workshop concluded at 4:31 p.m.
- C. Blue Ribbon Panel Update: John "Jack" Freeman, Chief Operations Officer in the Department of School Division Services, presented information on progress of implementing the Blue Ribbon Panel's eleven recommendations split across three areas categorized as safety protocols, emergency preparedness, and response; safety infrastructure and personnel; and behavior and mental health. Thomas A. DeMartini, Director of Safe Schools, reported on the use of funding sources to address recommendations around safety protocols, emergency preparedness and response as well as safety infrastructure and personnel. Kipp D. Rogers, Ph.D., Chief Academic Officer in the Department of Teaching and Learning, reported on initiatives related to recommendations in the behavior and mental health category.
- This workshop concluded at 5:11 p.m.
2. **Closed Meeting:** None
3. **School Board Recess:** The School Board recessed at 5:12 p.m. to reconvene in School Board Chambers for the formal meeting at 6:00 p.m.

**FORMAL MEETING**



4. ***Call to Order and Electronic Roll Call:*** Chairwoman Anderson called the formal meeting to order in School Board Chambers at 6:00 p.m. In addition to Superintendent Spence, all School Board members were present. Ms. Holtz was recognized as having returned from a period of absence, and Ms. Owens was welcomed as a newly appointed School Board member.
5. ***Moment of Silence followed by the Pledge of Allegiance:*** Chairwoman Anderson asked that victims of the May 31 tragedy at Municipal Building #2 be remembered during a moment of silence followed by the Pledge of Allegiance.
6. ***Student, Employee and Public Awards and Recognition:***
  - A. **Presidential Innovation Award:** Old Donation School teacher Jared Fritzingler was recognized by the School Board as a recipient of the nation's 2019 Presidential Innovation Award for Environmental Educators recognizing outstanding teachers who employ innovative approaches to environmental education.
  - B. **Veterans of Foreign Wars Teacher of the Year for Virginia:** The School Board recognized Janice Ricci of Ocean Lakes Elementary School who was selected as the Veterans of Foreign Wars Teacher of the Year for Virginia for exceptional commitment to teaching students Americanism and patriotism.
  - C. **AVID National Demonstration Schools:** Great Neck and Salem middle schools were recognized by the School Board for earning the distinction of Advancement Via Individual Determination (AVID) National Demonstration Schools awarded to only approximately 190 of 5,600 AVID schools in 44 states, the District of Columbia and 16 countries or U.S. territories who exhibit a college and career-readiness culture through rigor and high expectations for all students throughout the school.
  - D. **VSBA Honor Roll:** The Adventure Park, Kellam Mechanical, and the Virginia Beach Schools Federal Credit Union were recognized by the School Board for being named Virginia School Boards Association (VSBA) Business Honor Roll recipients honoring businesses for their vital contributions to help local schools and divisions.
  - E. **GFOA Certificate of Achievement and ASBO Certificate of Excellence Award:** The School Board recognized the Office of Business Services for being honored with the Certificate of Achievement and Certificate of Excellence awards from the Government Finance Officers Association (GFOA) and the Association of School Business Officials (ASBO) International which recognizes school divisions for preparing Comprehensive Annual Financial Reports (CAFRs) that meet best practices, provide transparency on how funds are generated and allocated, and are easy for the public to understand.
7. ***Superintendent's Report:*** Superintendent Spence reported on the support, kindness and strength in the community in remembering the May 31 event at Municipal Center Building #2 and honoring those who lost their lives or were harmed. He then went on to report on upcoming events to include graduation ceremonies; the launch of VBCPS Gradwall where congratulatory notes for the Class of 2019 graduates can be shared; details about parking at graduation ceremonies affected by ongoing construction around the Virginia Beach Convention Center; and a



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

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

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



**12. Action**

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

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

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

**13. Information**

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



**Citizen Advisory Committee for Gifted Education:**

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

**Special Education Advisory Committee**

(\*indicates individual currently serving on this committee)

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

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

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

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



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

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

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



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

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

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

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

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

Respectfully submitted:

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Dianne P. Alexander, Clerk of the School Board

Approved:

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Beverly M. Anderson, School Board Chair