



VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

School Board Services

Beverly M. Anderson, Chair
At-Large

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

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

Aaron C. Spence, Ed.D., Superintendent

School Board Regular Meeting MINUTES

Tuesday, June 25, 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 4:01 p.m. In addition to Superintendent Spence, all School Board members were present with the exception of Ms. Manning who was absent from the meeting. Ms. Rye arrived late at 4:12 p.m.

A. School Board Administrative Matters and Reports:

1. **Retreat Planning/Overview:** As chair of the School Board Retreat Ad Hoc Committee, Vice Chair Melnyk provided an overview of the retreat framework scheduled to begin at 1 p.m. on Monday, July 8, and continue Tuesday, July 9. Superintendent Spence reviewed the July 9 abridged meeting agenda noting a request from Ms. Rye as the chair of the Policy Review Committee (PRC) for policies being introduced during the ensuing formal meeting to be added for action to the taken at the Retreat as long as there are no concerns. Additionally, he noted a closed session will take place at the conclusion of the abridged meeting for a personnel matter related to Internal Audit. School Board Legal Counsel, Kamala H. Lannetti, Deputy City Attorney, responded to an inquiry regarding the timeline and method of delivery for the Conflict of Interest Act and Freedom of Information Act training required of School Board members. She reminded the School Board of a previous communication relaying information to access a subject training video and offered to explore additional training opportunities.

Other School Board reports included an invitation from Mr. Edwards for School Board members to attend a summer social he and his wife will host at their residence on July 7, salutes to all involved in the success of recent graduation ceremonies, notice of a meeting attended by Mr. Edwards and Ms. Felton with a group attempting to resurrect middle school tennis and the guidance that was shared, information regarding a workforce



alignment briefing by Hampton Roads Foundation attended by Mr. Edwards where the primary discussion was related to higher education and identifying the needs of the workforce, and comments regarding the custodial appreciation event and retiree banquet.

This portion of the workshop concluded at 4:18 p.m.

- B. Virginia Department of Education Survey Data Division Summary: Heidi L. Janicki, Ph.D., Director of Research and Evaluation, presented an overview of results from the 2018-19 Virginia Department of Education (VDOE) survey on working conditions for teachers and staff at all levels and student climate survey for students in elementary grades 4-5 and high school grades 9-12; as well as data derived from the Department of Criminal Justice Services (DCJS) secondary climate survey for middle school teachers/staff and students as a component of the annual school safety audit that school divisions are required to submit based on Virginia Code. She reviewed response rates in comparison to the state and region, and presented results of the VDOE working conditions survey explaining components for each domain in the area of professionalism; teaching, instruction, and student support; school and community supports; and safety. Results for the VDOE student school climate survey were presented for each domain in the area of engagement, relationships, expectations, and safety. Data from the DCJS survey was also presented in comparison to the state and region. In summary, she reported the division is at or above region averages on all teacher, staff, and student measures with one exception being in academic engagement where high school students were below the regional average (3.0 vs. 3.1). The division was at or above state averages on all staff measures, and all teacher measures except for one in teacher autonomy where teachers were below state average (4.3 v. 4.4). The division was at or above state averages on all student measures with exceptions in relationships among students, academic engagement, and school discipline structure. Cheryl R. Woodhouse, Senior Executive Director of Middle Schools, presented administration's response regarding survey results.

This portion of the workshop concluded at 4:14 p.m.

- C. Forecast of Regular School Board Meeting Agenda Topics FY20, 1st Quarter – July, August, September 2019: Superintendent Spence presented Administration's forecast of School Board meeting agenda topics to be presented in the FY20 first quarter – July, August, September 2019 noting additional workshop topics will likely be identified during the School Board Retreat.

This workshop concluded at 4:45 p.m.

2. **Closed Meeting: Personnel Matters**: Vice Chair Melnyk made a motion, seconded by Ms. Riggs, that the School Board recess into a closed session pursuant to the exemptions from open meetings allowed by Section 2.2-3711, Part A, Paragraph 1 of the *Code of Virginia*, 1950, as amended, for Personnel Matters: Discussion of or consideration of interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees, pursuant



to Section 2.2-3711, (A) (1); namely to discuss A) performance evaluation of a specific administrator; and B) appointment of Citizen Advisory Committee applicants.

The motion passed (ayes 10, nays 0) and the School Board recessed into a closed session at 4:49 p.m.

Individuals present for discussion: School Board members with the exception of Ms. Manning who was absent from the meeting; Superintendent Spence; School Board Legal Counsel, Kamala H. Lannetti, Deputy City Attorney; and Dianne P. Alexander, Clerk of the School Board.

The School Board reconvened in an open meeting at 5:31 p.m.

Certification of Closed Meeting: Vice Chair Melnyk made a motion, seconded by Ms. Riggs, that the School Board certifies that to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies, and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered. The motion passed (ayes 10, nays 0).

3. **School Board Recess**: The School Board recessed at 5:32 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 with the exception of Ms. Manning who was absent from the meeting.
5. **Moment of Silence followed by the Pledge of Allegiance**
6. **Student, Employee and Public Awards and Recognition**:
 - A. State Theatre Festival Outstanding Actors: The School Board recognized two Salem High School students who were named Outstanding Actors in Class 5 at the Virginia High School League (VHSL) State Theatre Festival.
 - B. State Forensics Champions: Three Salem High School students were recognized by the School Board as first place winners at the 2018-19 Virginia High School League (VHSL) State Forensics Championship Meet, with one student taking first place in prose interpretation in Class 5; and a two-student team who placed first in humorous duo interpretation for Class 5.
 - C. Family, Career and Community Leaders of America First Place Winners: The School Board recognized two students from the Technical and Career Education Center who placed first in their respective categories at the recent Family, Career and Community Leaders of America state competition.
 - D. Future Business Leaders of America First Place Winners: Five students from the Advanced Technology Center were recognized by the School Board for having won first place in their respective events at the Future Business Leaders of America State Leadership Conference.



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- E. RUSecure Capture the Flag Cyberhacking Competition Second Place Team: The School Board recognized a five-student team from the Advanced Technology Center who placed second overall at the RUSecure Capture the Flag Cyberhacking Competition hosted by Radford University where the students completed cyber-attack challenges as they advanced through the competition to finish second overall in the nation.
- F. National Energy Education Development Project State Winner: A five-student team from the Advanced Technology Center was recognized by the School Board for having earned first place in the annual Youth Awards Program sponsored by the National Energy Education Development (NEED) project where schools from across the country compete by showing an innovative use of energy efficiency or new energy technologies. The team won for a plan to recycle leftover filament from 3D printers across the division's schools.
- G. Outdoor Track and Field State Champions: The School Board recognized seven students from the division's various high schools who won first place at the Virginia High School League's outdoor track and field state championships. Students from Salem, Tallwood, Ocean Lakes and Landstown high schools won first place in their respective events.
- H. Virginia Index of Performance (VIP) Award Recipients: Linkhorn Park, Princess Anne, North Landing, Tallwood, Thoroughgood, Trantwood, John B. Dey, and Three Oaks elementary schools; Old Donation School; Green Run Collegiate; Great Neck and Princess Anne middle schools; and Ocean Lakes High School were recognized by the School Board for having been named Virginia Index of Performance (VIP) recipients presented by the governor and the state Board of Education for advanced student learning and achievement.
- 7. Superintendent's Report:** Superintendent Spence's report showcased graduation ceremonies where 4,538 students received their diplomas, and \$103 million in scholarships awarded - \$32 million more than the scholarship totals of five years ago.
- 8. Hearing of Citizens and Delegations on Agenda Items:** None
- 9. Approval of Minutes:** June 10, 2019 Regular School Board Meeting: Ms. Riggs made a motion, seconded by Mr. Edwards, that the School Board approve the minutes of their June 10, 2019 regular School Board meeting as presented. The motion passed (ayes 10, nays 0).
- 10. Adoption of the Agenda:** Chairwoman Anderson advised of a request to move Consent Item 11A4 – School Board Member Committee Assignments – to Action as Item 12C. Ms. Holtz then made a motion, seconded by Ms. Felton, that the School Board adopt the agenda with the proposed modification. The motion passed (ayes 10, nays 0).
- 11. Consent Agenda:** After Chairwoman Anderson's overview of remaining items presented for approval as part of the Consent Agenda, Vice Chair Melnyk made a motion, seconded by Ms. Rye, that the School Board approve remaining items on the Consent Agenda as presented. The motion passed (ayes 10, nays 0), and the following items were approved as part of the Consent Agenda:
- A. School Board Organizational Matters for FY20
1. The School Board approved the Superintendent's recommendation to appoint Marc A. Bergin, Ed.D., Chief of Staff, and Farrell E. Hanzaker, Chief Financial Officer,



as designees of the division superintendent to attend meetings of the School Board in the absence or inability to attend of the superintendent for the 2019-20 fiscal year pursuant to *Code of Virginia* § 22.1-76, ...approval of division superintendent’s designee

2. The School Board authorized the Superintendent’s recommendation to extend the term of signature authority for Marc A. Bergin, Ed.D., Chief of Staff; and/or Farrell E. Hanzaker, Chief Financial Officer, through June 30, 2020 to sign all Virginia Department of Education (VDOE) correspondence, reports, documents, requisitions and other official correspondence in the absence of the division superintendent

3. The School Board authorized payroll deductions for the 2019-20 fiscal year pursuant to School Board Policy 4-36 – Payroll Deductions/Tax Sheltered Annuities/Deferred Compensation Plan; and its corresponding Division Regulation 5-36.1 – Payroll Deductions as follows:

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|-------------------------------------|--|--|
| 1. Health Plans | 14. Court Orders/Bankruptcies | 22. Travel Advance and Other Purchase |
| 2. Dental Plans | 15. Legal Resources | Repayments |
| 3. Tax Sheltered Annuities | 16. Direct Deposit | 23. Voluntary Benefits |
| 4. Flexible Benefit Plans | 17. VRS Optional Life Insurance | 24. State Licensure Fees |
| 5. Association Dues | 18. Salary/Leave Adjustments | 25. Administrative Processing Fees, where applicable |
| 6. United Way | 19. Employee Authorized Payment(s) owed to the School Division | 26. Long Term Disability |
| 7. Deferred Compensation | 20. VRS Service Buy Back | 27. Long Term Care |
| 8. Garnishments | 21. Workers’ Compensation Salary/Leave Adjustments | 28. VRS – Member Contribution Rate |
| 9. Federal Tax Liens | | 29. Virginia Beach Education Foundation |
| 10. State Tax Liens | | |
| 11. Local Tax Liens | | |
| 12. State Education (Student Loans) | | |
| 13. Child Support | | |

4. *[moved during Item 10 to Action Item 12C]*

B. The School Board approved an adjustment to their previously approved Schedule of Meetings for the period July 1, 2019 through June 30, 2020 to remove July 23, 2019 as a scheduled meeting date

C. Legal Services Cooperative Agreement for FY20 for the City and Schools to share legal resources provided by the City Attorney’s Office for the 2019-20 fiscal year at a total cost of \$633,026.53 for the City Attorney’s Office to provide approximately 5,775 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 5,775 hours are provided, with staff remaining 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



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- D. Policy Review Committee (PRC) recommendations regarding review, amendment and repeal of certain policies reviewed by the committee at their May 16, 2019 meeting as follows:
1. Bylaw 1-5/Legal Counsel updated to include language that ensures all requests for informal legal opinions are made in writing and shared with all School Board members, as well as language that ensures the informal legal opinion is provided to all School Board members
 2. Policy 4-48/Leave of Absence for Employee and Professional Organization Presidents reviewed, and language added to reflect compliance with the Virginia Retirement System (VRS) regulations; and matters related to a leave of absence, life insurance benefits, and return to work status
 3. Policy 4-88/Holidays reviewed and updated to align employee work calendars with competing school divisions in the Commonwealth
 4. Policy 5-45/Use of Drugs, Alcohol, Tobacco Products and Nicotine Vapor or Alternative Nicotine Products reviewed to ensure language reflects updates made to Division Regulations 5-45.1 and 5-45.2
 - a. Regulation 5-45.1/ Possession/Use/Sale of Alcohol, Drugs, Drug Paraphernalia, Tobacco, Tobacco Products or Nicotine Vapor or Alternative Nicotine Products updated with new language added to address possession/use/sale of alternative tobacco products with language from Regulation 5-45.2 combined to include vapor and/or alternative nicotine products and their use on school property, and related discipline outcomes
 - b. Regulation 5-45.2/ Use of Tobacco, Tobacco Products and Nicotine Vapor or Alternative Nicotine Products recommended for repeal as language was added to Regulation 5-45.1
 5. Policy 6-62/Computer Systems reviewed and updated to include software, apps, application systems and web resources in the division's outline procedures and process for computer systems
 6. Policy 6-64/Acceptable Use Policy reviewed and updated to define computer systems as: all computers, electronic tablets, electronic readers, servers, network devices, telecommunication devices, multifunction devices, printers, scanners, peripheral equipment, local and wide area networks, Internet access, software, apps, application systems, web resources, data and digital content
 7. Policy 7-18/Community Volunteers updated to reflect changes made to the community volunteers' section and their respective designations; along with language merged from Policy 7-19 and 7-20
 8. Policy 7-19/Community Engagement/Volunteers/School Partnerships recommended for repeal as language was merged into Policy 7-18
 9. Policy 7-20 Community Engagement/Volunteers/Mentorship Program recommended for repeal as language was merged into Policy 7-18

12. Action



- A. Personnel Report / Administrative Appointments: Vice Chair Melnyk made a motion, seconded by Ms. Rye, that the School Board approve the appointments and accept the resignations, retirements and other employment actions as listed on the Personnel Report dated June 25, 2019 along with nine administrative appointments as recommended by the Superintendent. The motion passed (ayes 10, nays 0), and Superintendent Spence introduced the following approved administrative appointments with an effective date of July 1, 2019:

Name	Current Position	Approved Appointment
Kelly N. Arble	Administrative Assistant Princess Anne High School	Coordinator, World Languages Office of K-12 and Gifted Programs Department of Teaching and Learning
Reid F. Baker	Administrative Assistant Kempsville Middle School	Assistant Principal Plaza Middle School
Laura Celentano	Instructional Coach Norfolk Public Schools	Assistant Principal Birdneck Elementary School
Matthew M. Fischi	Assistant Principal Bay View Elementary School Norfolk Public Schools	Assistant Principal Lynnhaven Elementary School
Patrick M. Geromin	Teacher Academy for Discovery at Lakewood Norfolk	Assistant Principal Fairfield Elementary School
Sara L. Mendez	Administrative Assistant Bayside Middle School	Assistant Principal Plaza Middle School
Kathleen N. Scarborough	Assistant Principal Linkhorn Park Elementary School	Principal Linkhorn Park Elementary School
Troy A. Walton	Assistant Principal Plaza Middle School	Assistant Principal Bayside High School
Courtney R. Wilson	Administrative Assistant Birdneck Elementary School	Assistant Principal Newtown Elementary School

- B. Appointments to Citizens' Advisory Committees: Ms. Riggs made a motion, seconded by Vice Chair Melnyk, that the School Board approve appointments to Citizens' Advisory Committees for a three-year term beginning July 1, 2019 and ending June 30, 2022. The motion passed (ayes 10, nays 0), and appointments were approved as follows:

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)

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

General Advisory Council for Technical and Career Education

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

- C. [formerly Consent Item 11A4] School Board Member Committee Assignments: Ms. Holtz made a motion, seconded by Vice Chair Melnyk, that the School Board approve committee assignments as proposed for the 2019-20 school year. Prior to a vote, Ms. Weems and Ms. Hughes noted their opposition to proposed assignments opining they were disproportionate and not equitable with some School Board members receiving many assignments while others received very few. They further claimed experience nor attributes were taken into consideration in assignments they believed to be unfair and with retribution. School Board leadership responded to concerns by providing rationale for the proposed assignments. Following discussion, the motion passed (ayes 8, nays 2 – Hughes and Weems) and assignments were approved as follows:

BYLAW 1-28 Committees, Organizations and Board – School Board Member Assignments		FY2020 Assignments
C. SCHOOL BOARD STANDING COMMITTEES		
C1.	Internal Audit:	Dan Edwards Kim Melnyk Carolyn Rye Larry Davenport (citizen member)
C2.	Legislative:	Sharon Felton Kim Melnyk Trenace Riggs
C3.	Policy Review:	Dan Edwards Trenace Riggs Carolyn Rye
C4.	Building Utilization:	Laura Hughes Carolyn Rye Carolyn Weems



C5.	Student Discipline:	Committee I (2 nd & 4 th Mon) 3:00 PM	Sharon Felton Laura Hughes Jessica Owens
		Committee II (2 nd & 4 th Tues) 8:30 AM	Dan Edwards Vicki Manning Carolyn Weems
		Committee III (1 st & 3 rd Wed) 3:00 PM	Dottie Holtz Trenace Riggs Carolyn Rye
D. JOINT STANDING SCHOOL BOARD AND CITY COUNCIL COMMITTEES/BOARDS			
D1.	CIP/Modernization Review Committee: The School Board Chair will appoint and the School Board will approve two School Board members and one alternate to serve on the Committee. The School Board Chair will appoint the Committee Chair. *=Designated chair		Dan Edwards* Vicki Manning Dottie Holtz (alt.)
E. OTHER SCHOOL BOARD AD HOC COMMITTEES AS NEEDED			
E1.	School Site Selection:		As needed
E2.	An Achievable Dream Academy:		Dan Edwards Sharon Felton Carolyn Rye Bev Anderson (replacement for Carolyn Weems who resigned from the ad hoc committee)
F. SCHOOL DIVISION STANDING COMMITTEES WITH SCHOOL BOARD MEMBER LIAISONS			
F1a	Equity Council:		Sharon Felton Jessica Owens Kim Melnyk (alt.)
G. OUTSIDE COMMITTEES			
G1.	ACCESS College Foundation:		Change in ACCESS bylaws abolished role of School Board representatives thereby eliminating need for appointment
G2.	Governor's School for the Arts:		Kim Melnyk Bev Anderson (alt.)
G3.	Mayor's Committee for Persons with Disabilities:		Dottie Holtz Trenace Riggs (alt.)
G4.	Southeastern Cooperative Educational Programs (SECEP):		Kim Melnyk Bev Anderson (alt.)
G5.	Virginia School Boards Association (VSBA) Voting Delegate at Annual Convention held in November in Williamsburg, VA:		Sharon Felton Dottie Holtz (alt.)
G6.	Hampton Roads Educational Telecommunications Association (HRETA) WHRO Educational Advisory Committee		Dottie Holtz Trenace Riggs (alt.)
G7.	Sister Cities Association of Virginia Beach		Trenace Riggs Bev Anderson (alt.)
G8.	Deferred Compensation Board		Dan Edwards
G9.	Virginia Beach Human Rights Commission		Dottie Holtz Jessica Owens (alt.)



POLICY 7-21 Citizens' Advisory Committees		FY2020 Assignments
SCHOOL BOARD LIAISONS TO CITIZENS' ADVISORY COMMITTEES		
<p>With the exception of the Strategic Plan Committee, the School Board may designate one School Board Member and one School Board Member alternate to serve as the School Board Liaison to a Citizens' Advisory Committee. Such liaison will not have voting rights on the committee and will not have the authority to bind the School Board regarding any matter related to the committee. The School Board Chair will appoint and the School Board will approve two (2) School Board Members to serve on the Strategic Plan Committee. As required by law, all the Citizens' Advisory Committees will report to the School Board through the Superintendent.</p>		
B1.	Special Education Advisory Committee	Carolyn Weems Jessica Owens (alt.)
B2.	General Advisory Council for Technical and Career Education	Sharon Felton Carolyn Weems (alt.)
B3.	Community Advisory Committee for Gifted Education	Carolyn Rye Laura Hughes (alt.)
B4.	Interagency Adult Basic Education Advisory Committee	Vicki Manning Laura Hughes (alt.)
B5.	School Health Advisory Committee	Carolyn Weems Vicki Manning (alt.)
B6.	Strategic Plan Committee (as recommended by the Superintendent pursuant to Policy 7-21, B6) <i>[Committee work complete July 2019]</i>	
TASK FORCES		
<p>At the request of the Superintendent, Board members were assigned to serve as liaisons to current administrative working groups upon Board approval on September 1, 2015. The role is to serve as a non-voting member commissioned as a go-between between the group and the full Board, and to answer any questions Board members may have during the process for which the task force was established</p>		
	Fiber Networking Task Force	Sunset status
	Green Run Charter Board Task Force	Jessica Owens Kim Melnyk (alt.)

13. Information

A. Citizens' Advisory Committee Reports:

1. Special Education Advisory Committee: As chair of the Special Education Advisory Committee, Lee Woodard, reported on the committee's role, key activities and accomplishments along with recommendations they feel are in the best interest of students identified for special education services.
2. Gifted Advisory Committee: As chair of the Community Advisory Committee for Gifted Education, Sandy Beale-Berry reported on the advisory committee's work as it relates to the Local Plan for Gifted Education 2015-2020, and presented the committee's recommendations they feel will be in the best interest of students identified for gifted services.

- B. Interim Financial Statements: Crystal M. Pate, Director of Business Services, presented the division's financial position as of May 31, 2019 reporting overall revenues remain



acceptable at this point in the fiscal year. She explained the basis for the projected surplus in state revenue of approximately \$1.9 million composed of a shortfall due to lower than projected March 31 Average Daily Membership (ADM) offset by a projected surplus in the Supplemental Lottery Per Pupil Allocation of approximately \$3.6 million. Federal revenues were reported on a favorable trend receiving approximately \$2 million or 117% more than the original budget year-to-date mainly due to Impact Aid receipts and Medicaid reimbursements coming in over budget. Also noted was the receipt of Medicaid Cost Report Settlement for FY2018 in June of approximately \$1.2 million to be reflected in year-end financial statements. Sales tax receipts were reported on an acceptable trend at approximately \$1.2 million higher than the prior year with June seeing an increase of approximately \$736,000 when compared to the prior year. The expenditures/encumbrances trend was reported as continuing to remain acceptable at this point in the fiscal 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 (PRC) recommendations regarding review, amendment and repeal of certain policies reviewed by the committee at their June 6, 2019 meeting:
1. Policy 3-38/Competitive Negotiations/Awards/Small Professional Service Contracts: Section A, number 2 removed due to redundancy of language
 2. Policy 4-69/Research Involving Employees/Research Review Committee: Language added to define "internal purposes" and research related to personal pursuit of educational course work
 3. Policy 5-8/Census: Recommended for repeal since state law requiring school divisions complete a census was repealed
 4. Policy 5-10/Admission Requirements: Policy Review Committee 5-year review. Scrivener changes made and legal references updated to reflect current law
 5. Policy 5-58/Student and Staff Wellness: Updated to reflect daily recess times for kindergarten thru 5th grade and the development of regulations and guidelines
 6. Policy 5-67/Research Involving Students/Research Review Committee: Updated to define "internal purposes" and the rules that govern research by employees for their personnel educational pursuits.
- 14. Standing Committee Reports:** As chair of the Policy Review Committee (PRC), Ms. Rye presented a comprehensive report on the year-in-review of the work of the PRC.
- Ms. Holtz commended and thanked Farrell E. Hanzaker, Chief Financial Officer, for the work of the Budget Office, recognizing the many accolades received for budget reporting.
- 15. Conclusion of Formal Meeting:** The formal meeting concluded at 7:38 p.m.
- 16. Hearing of Citizens and Delegations on Non-Agenda Items:** The School Board heard comments from Toraso Williams regarding concerns with the Old Donation School selection process; and



Rateshia Moye regarding concern that her daughter's honors' designation was not announced at the Princess Anne High School graduation ceremony.

17. Convene School Board Workshop: None at this time. See Item 1.

18. Closed Meeting: Personnel Matters: Vice Chair Melnyk made a motion, seconded by Ms. Riggs, that the School Board recess into a closed session pursuant to the exemptions from open meetings allowed by Section 2.2-3711, Part A, Paragraph 1 of the *Code of Virginia*, 1950, as amended, for Personnel Matters: Discussion of or consideration of interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees, pursuant to Section 2.2-3711, (A) (1); namely to discuss performance evaluation of a specific administrator.

The motion passed (ayes 10, nays 0) and the School Board recessed at 7:48 p.m. and reconvened in Room 113 in a closed session at 8:00 p.m.

Individuals present for discussion: School Board members with the exception of Ms. Manning who was absent from the meeting; 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 9:34 p.m.

Certification of Closed Meeting: Vice Chair Melnyk made a motion, seconded by Ms. Holtz, that the School Board certifies that to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies, and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered. The motion passed (ayes 10, nays 0).

19. Vote on Remaining Action Items: None

20. Adjournment: There being no further business before the School Board, Chairwoman Anderson adjourned the meeting at 9:35 p.m.

Respectfully submitted:

Dianne P. Alexander, Clerk of the School Board

Approved:

Beverly M. Anderson, School Board Chair