



# VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

## School Board Services

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

**Joel A. McDonald, Vice Chair**  
District 3 – Rose Hall

<b>Daniel D. Edwards</b> District 2 – Kempsville	<b>Sharon R. Felton</b> District 6 – Beach	<b>Dorothy M. Holtz</b> At-Large
<b>Victoria C. Manning</b> At-Large	<b>Ashley K. McLeod</b> At-Large	<b>Kimberly A. Melnyk</b> District 7 – Princess Anne
<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, 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:

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Dianne P. Alexander, Clerk of the School Board

Approved:

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Beverly M. Anderson, School Board Chair