



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

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

Aaron C. Spence, Ed.D., Superintendent

School Board Regular Meeting MINUTES

Tuesday, October 23, 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 4:02 p.m. In addition to Superintendent Spence, all School Board members were present with the exception of Vice Chair McDonald and Ms. McLeod who were absent from the meeting.
 - A. School Board Administrative Matters and Reports:** Chairwoman Anderson briefly reviewed the meeting agenda, advised of two entries submitted for the National School Boards Association (NSBA) Magna Award, and routed information and request for RSVP for the NSBA Annual Conference in March/April 2019. School Board members then reported on activities and events they attended to include the Navigating the Journey event, Creeds Elementary School 3rd Annual Aviation Challenge, and groundbreaking ceremonies. This portion of the workshop concluded at 4:06 p.m.
 - B. Employee Healthcare Program:** Farrell E. Hanzaker, Chief Financial Officer, introduced Linda C. Matkins, Director of Benefits, who presented a review of plans offered in the division's comprehensive benefits package, tools and resources, the Beach Employee Wellness (BEWell) program, health plan strategies, initiatives to manage cost/quality, health plan management, historical claim trends, historical employee increases, employee/retiree and employer contributions, 2019 medical/Rx cost projection, and health plan and claim trend comparisons. Recognizing School Board members receive inquiries comparing the program to Chesapeake's healthcare plan, Superintendent Spence reported although enrollment in their healthcare program is not as high, to offer a similar plan would require an additional \$30 million investment. This portion of the workshop concluded at 4:43 p.m.



- C. Environmental Studies Program: Superintendent Spence recounted the School Board's enthusiasm for an environmental studies program first introduced in July 2016 and reviewed in January 2017 where Administration received direction from the School Board to proceed with planning, but later encountered concerns regarding the cost of the capital investment to establish a dedicated classroom at the Brock Center. He then introduced Kipp D. Rogers, Ph.D., Chief Academic Officer, to present an update on progress. Dr. Rogers provided an overview of the program's purpose and goals, acknowledged the longstanding partnership with the Chesapeake Bay Foundation (CBF), and described innovative learning designs, post-secondary opportunities and career prospects. He explained the rationale for the classroom to be located at the Brock Center for 50 juniors and 50 seniors to split their day between their home school and the Center, and reported the \$1.5 million one-time expense to construct the dedicated classroom was being funded by a commitment made by Joan Brock; with a \$257,900 impact to the Schools' Operating Budget which includes staffing. A cost per student comparison to academies and programs was presented, as well as an overview of the course structure for grades 9-12. The implementation plan proposed an open enrollment progression for Year One in 2020/21 with 50 students from the Class of 2022; and Year Two in 2021-22 for 50 juniors and 50 seniors. This portion of the workshop concluded at 5:04 p.m.
- D. School Start Times: Daniel F. Keever, Senior Executive Director of High Schools in the Department of School Leadership, distributed and reviewed materials provided to the School Board at various times to support discussion regarding school start times, and reminded the School Board of the timeline and process that guided the work. Highlights from the spring 2017 stakeholder survey were summarized, as well as a review of three potential options for shifting start times presented during the July 2017 School Board Retreat drawn from the transportation study conducted by School Bus Consultants with the impact on transportation costs and need for field lights to be installed depicted. Potential next steps presented provided for the School Board to take action in November 2018 to direct Administration to establish start times for adolescent students to be later beginning in the 2020/21 school year. Further steps included engaging the community in dialogue to develop best possible options for shifting school start times for presenting during the School Board's July 2019 retreat, and subsequent action following a communication plan during the 2019/20 school year for implementation in September 2020.

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 School Board Chambers. In addition to Superintendent Spence, all School Board members were present with the exception of Vice Chair McDonald and Ms. McLeod who Chairwoman Anderson noted were absent due to work obligations.
5. ***Moment of Silence followed by the Pledge of Allegiance***
6. ***Student, Employee and Public Awards and Recognition:*** None
7. ***Superintendent's Report:*** In his tradition of recognizing the newest member(s) of the *Compass Keepers Club*¹, Superintendent Spence lauded the division for being recognized by the Virginia Department of Education for having the highest on-time graduation rate and lowest dropout rate in the state; and reported on the support provided for graduating seniors by featuring the work of Denise Lawson, one of six full- and part-time graduation coaches who work alongside counselors, teachers and administrators to help support students in their journey to graduation.
8. ***Hearing of Citizens and Delegations on Agenda Items:*** None
9. ***Approval of Minutes:*** October 9, 2018 Regular School Board Meeting: Ms. Manning made a motion, seconded by Mr. Edwards, that the School Board approve the minutes of their October 9, 2018 regular meeting as presented. The motion passed (ayes 9, nays 0).
10. ***Adoption of the Agenda:*** There being no proposed changes to the published agenda, Ms. Holtz made a motion, seconded by Ms. Riggs, that the School Board adopt the agenda as presented. The motion passed (ayes 9, nays 0).
11. ***Consent Agenda:*** After Chairwoman Anderson's overview of items presented for approval as part of the Consent Agenda, Ms. Weems made a motion, seconded by Ms. Melnyk, that the School Board approve the Consent Agenda as presented. The motion passed (ayes 9, nays 0), and the following items were approved as part of the Consent Agenda:
 - A. Policy Review Committee Recommendations as follows:
 1. New Policy 4-6 Healthy Work Environment created due to a change in state code that requires the division to have a separate healthy work environment policy
 2. Policy 4-14 Alternative Work Schedules updated to include the definition of a standard work week and a 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: Language expanded to allow School Board jurisdiction over students while traveling to and from school, while attending school-

¹ Members of the Compass Keepers Club are students, staff or community supporters who truly represent Virginia Beach City Public Schools with dedication, determination, passion and drive



sponsored events off of school property, outside of school hours or days, and/or through online or social media when such activity disrupts or has the potential to disrupt the educational environment and operation of school services; and to authorize the Superintendent to take appropriate action against students who are not in compliance with compulsory attendance laws and regulations.

6. Regulation 5-36.2 False Alarms/Bomb Threats/911 Calls: Section 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 Regulation 5-36

12. **Action**

Personnel Report/Administrative Appointments: Ms. 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 October 23, 2018 along with three administrative appointments recommended by the Superintendent. The motion passed (ayes 9, nays 0), and Superintendent Spence introduced the following administrative appointments approved by the School Board:

- Thomas A. DeMartini, current School Resource Officer (SRO) Supervisor with the 4th Precinct Administration, Supervisor in the Virginia Beach Police Department, as the new Director of Safe Schools in the Office of Safe Schools in the Department of School Division Services effective October 25, 2018;
- Kathryn “Katie” Cirilli, current teacher with Chesapeake Public Schools, as the new Coordinator of K-12 Programs and Grants in the Department of Teaching and Learning effective November 7, 2018; and
- Amanda Malbon, current Instructional Specialist for Secondary Science in the Department of Teaching and Learning, as the new Coordinator of Science in the Department of Teaching and Learning effective October 24, 2018.

Additionally, Superintendent Spence introduced John “Jack” Freeman who was approved by the School Board June 26, 2018 as the new Chief Operations Officer.

13. **Information**

- A. Field Trip Annual Report for FY18: David L. Pace, Executive Director in the Office of Transportation and Fleet Management Services, presented a brief summary of the Field Trip Annual Report for the 2017-18 school year. He explained field trips are funded by allocating \$1.75 per student enrolled in the school and divided into five categories. In the 2017-18 school year, he reported 12,232 field trips were taken totaling 194,804 miles at a cost of \$292,206 in operational costs and \$454,884 in salaries. He further reported the highest percentage of field trips taken at the elementary level was for afterschool tutoring and school activities; and for athletic activities at the middle and high school levels.



B. Interim Financial Statements – September 2018: Crystal M. Pate, Director of Business Services, presented highlights of the interim financial statements as of September 30, 2018; reporting the overall revenue trend as acceptable. She explained projections impacted by Average Daily Membership (ADM) estimates, and adopted amendments in the state’s biennial budget that increased per pupil funding resulting in an overall surplus in state funding of approximately \$1.1 million. Additionally, she presented information related to sales tax receipts lagging behind previous years related to amended language in the Appropriation Act. Finally, she reported expenditures/encumbrances at an acceptable level at this point in the fiscal year.

14. Standing Committee Reports: Ms. Melnyk reported she attended the Governor’s School for the Arts regional meeting; and, on behalf of Ms. Weems, the SouthEastern Cooperative Education Program (SECEP) meeting, and announced upcoming programs and events for each.

Ms. Manning reported she attended the Mayor’s Committee for Persons with Disabilities and advised of a survey being administered to determine if there are areas of the city that need to be improved regarding accessibility.

Ms. Rye reported on topics discussed at the School Health Advisory Committee to include the division’s role in seasonal flu and allergy prevention, the Lyon’s Club screening program partnership, and suicide risk assessment and post-crisis training, as well as continuing work on a student and staff wellness policy.

15. Conclusion of Formal Meeting: The formal meeting concluded at 6:22 p.m.

16. Hearing of Citizens and Delegations on Non-Agenda Items: The School Board heard comments on non-agenda items from John Bede proposing the addition of instructional hours to the school calendar for time lost due to inclement weather or otherwise.

17. Recess into Workshop: None

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 6:26 p.m.

Respectfully submitted:

Dianne P. Alexander, Clerk of the School Board

Approved:

Beverly M. Anderson, School Board Chair