



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, February 13, 2018

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 at 3:01 p.m. In addition to Superintendent Spence, all School Board members were present upon the arrival of Ms. Rye at 3:02 p.m., Ms. Riggs at 3:04 p.m., and Ms. McLeod at 3:15 p.m.
 - A. School Operating Budget FY2018-19 and Capital Improvement Program (CIP) FY2018-19 through FY2023-24 Workshop #1:** Chief Financial Officer, Farrell E. Hanzaker, opened with an overview of the workshop agenda before reviewing responses to questions and requests for information submitted by School Board members. John. A. Mirra, Chief Human Resources Officer, provided a draft of implementation of the compensation plan; and a review of unmet school operating budget needs outlining one-time and annual costs was also provided. The School Board discussed components of the school operating budget related to technology, compensation, white-board replacement, field lighting, special education, class size, and bus replacement. In concluding, Mr. Hanzaker noted a cut was made in the school reserve fund and asked that the School Board keep that cut sacred. School Board members were asked to forward further inquiries in advance on the February 20 workshop, and utilize a spreadsheet to be provided to identify offsets for additional budget requests. Discussion concluded at 4:00 p.m.
 - B. Long Range Facilities Master Plan Update:** Anthony L. Arnold, P.E., Executive Director of Facilities Services; along with Tracy Richter, President, Partner of Cooperative Strategies, presented an update on the Long Range Facilities Master Plan. A review of completed projects within the modernization/replacement program was provided as well as projects under design/construction to include the John B. Dey Elementary School modernization project, and Thoroughgood Elementary School and Princess Anne Middle School replacement projects. Additionally, an outline of projects not fully funded in the proposed 2018 schedule was presented. An overview on components of the Long Range Facilities Master Plan review



was provided to include data collection/analysis, planning framework, options development and information on upcoming meetings of the Steering Committee and opportunities for Community Dialogue for the development of recommendations for presenting to the School Board. The School Board recessed at 4:25 p.m. to move to the School Board Chambers to continue discussion on the Long Range Facilities Master Plan as it relates to Bayside 6th Grade Campus with a proposed construction start in 2032. Cheryl R. Woodhouse, Senior Executive of Middle Schools, presented background information on the establishment of the Bayside 6th Grade Campus created in 2014 as part of the reconstitution of Bayside Middle School through an agreement with the Virginia Board of Education. Principal Camille Harmon of Bayside 6th Grade Campus, and Paula Johnson, Ed.D., Principal of Bayside Middle School, reported on the success and accomplishments at each school, while Ms. Woodhouse explained the unique components and elements of culture of both campuses, and highlighted a few of the academic successes of the Bayside 6th Grade Campus as a result of smaller class sizes and additional supports. Also recognized was the collaboration with the elementary and high schools, and community celebration of full state accreditation at all four schools. Discussion concluded at 5:00 p.m.

- C. Thoroughgood/Hermitage Update: Anthony L. Arnold, P.E., Executive Director of Facilities Services, reviewed the rationale of Administration's recommendation to house Thoroughgood Elementary School students in a portable learning village behind Hermitage Elementary School during construction of the replacement of Thoroughgood Elementary School. He addressed common themes of concerns raised by the community and the School Board, and responded to further inquiries. Discussion concluded at 5:53 p.m. to be resumed in a continuing workshop to be held after the hearing on non-agenda items following the formal meeting.
- D. School Board Administrative Matters and Reports: None

2. **Closed Meeting**: None at this time. See Item 18
3. **School Board Recess**: The School Board recessed at 5:53 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 6:02 p.m. All School Board members were present along with Superintendent Spence.
5. **Moment of Silence followed by the Pledge of Allegiance**
6. **Student, Employee and Public Awards and Recognition**:
National Board Certified Teachers: The School Board recognized the following 24 Virginia Beach City Public School teachers who recently earned their certification as a National Board Certified Teacher bringing the division's current total to 144. This voluntary program takes three to five years to complete based on rigorous standards for what accomplished teachers should know and be able to do.



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First Name	Last Name	Certificate	School
Tania	Vadala	Literacy: Reading-Language Arts/Early and Middle Childhood	Bayside Elementary School
Corbin	Shoup	Music/Early Adolescence through Young Adulthood	Bayside High School
Mary Keesha	Chatman	Generalist/Early Childhood	Birdneck Elementary School
Jacqueline	Cochran	Literacy: Reading-Language Arts/Early and Middle Childhood	Christopher Farms Elementary School
Kelly	Lepkowski	Exceptional Needs Specialist/Early Childhood through Young Adulthood	Corporate Landing Middle School
Barbara	Duncan	English Language Arts/Adolescence and Young Adulthood	First Colonial High School
Jennifer	Nardelli	English Language Arts/Adolescence and Young Adulthood	Frank W. Cox High School
Kathy	Ferrell	School Counseling/Early Childhood through Young Adulthood	Green Run High School
Carol	Holt	English Language Arts/Adolescence and Young Adulthood	Green Run High School
Kim	Burnette	English Language Arts/Adolescence and Young Adulthood	Green Run High School
Kathleen	Scarano	Generalist/Early Childhood	Linkhorn Park Elementary School
Wendy	Newman	English Language Arts/Early Adolescence	Old Donation School
Rebecca	Fritzinger	English Language Arts/Early Adolescence	Old Donation School
Elaine	Shindelar	Generalist/Early Childhood	Pembroke Meadows Elementary School
Beth	Wright	Exceptional Needs Specialist/Early Childhood through Young Adulthood	Princess Anne Elementary School
Tara	Yohe	Exceptional Needs Specialist/Early Childhood through Young Adulthood	Princess Anne Elementary School
Heather	Williams	Science/Adolescence and Young Adulthood	Salem High School
Elizabeth	Dupont	Science/Adolescence and Young Adulthood	Salem High School
Amy	Paulson	Literacy: Reading-Language Arts/Early and Middle Childhood	Seatack Elementary School
Kathleen	Mendoza	Generalist/Middle Childhood	Tallwood Elementary School
Sarah	Borges	Generalist/Early Childhood	Thalia Elementary School
Rebecca	Howell	Literacy: Reading-Language Arts/Early and Middle Childhood	Three Oaks Elementary School
Adrienne	Kravchak	Generalist/Middle Childhood	White Oaks Elementary School
Kristen	Shuman	Literacy: Reading-Language Arts/Early and Middle Childhood	Windsor Woods Elementary School



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7. **Superintendent's Report:** Five things shared in Superintendent Spence's report were related to extending the school day by fifteen minutes to make up instructional time lost due to inclement weather; practices in place to deal with the winter flu season; application process for the pre-kindergarten program for the 2018-19 school year; status of notification letters for student who applied for academies or advanced academic programs for the 2018-19 school year; and, finally, he acknowledged School Board members in celebrating Virginia School Boards Association (VSBA) recognition of February as School Board Appreciation Month.
 8. **Hearing of Citizens and Delegations on Agenda Items:** The School Board heard comments from Laura Hughes regarding proposed revisions to the Policy 3-32 – Emergency/Small/Sole Source Purchases; and Paul Day regarding proposed revisions to Policy 4-32 Employee Associations.
 9. **Approval of Minutes:**
 - A. January 23, 2018 Regular Meeting: Ms. Manning made a motion, seconded by Ms. Holtz, that the School Board approve the minutes of their January 23, 2018 regular meeting as presented. The motion passed unanimously.
 - B. February 6, 2018 Special Meeting: Ms. Rye made a motion, seconded by Mr. McDonald, that the School Board approve the minutes of their February 6, 2018 special meeting as presented. The motion passed unanimously.
 10. **Adoption of the Agenda:** Ms. McLeod made a motion, seconded by Ms. Riggs, that the School Board adopt the agenda as presented. Prior to a vote, Chairwoman Anderson confirmed the afternoon Thoroughgood/Hermitage workshop will resume after the formal meeting followed by a closed session. The motion passed unanimously.
 11. **Consent Agenda:** After Chairwoman Anderson's review of items presented as part of the Consent Agenda, Ms. Riggs made a motion, seconded by Ms. 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. The following five recommendations proposed as a result of the comprehensive evaluation of Green Run Collegiate (GRC) from the year of full implementation across grades 9 through 12:
 - Recommendation #1: Continue Green Run Collegiate Charter School with modifications noted in Recommendations 2 through 5. (*Responsible Group: GRC Governing Board*)
 - Recommendation #2: Increase the number of students who are taking advantage of and successfully completing the rigorous IB programs (Diploma and Career pathways) offered to them at GRC. (*Responsible Group: GRC Governing Board*)
 - Recommendation #3: Ensure that students are receiving multiple opportunities for counseling services focused on college financial assistance as specified in Goal 2, Objective 3 of the charter school application. (*Responsible Group: GRC Governing Board*)
 - Recommendation #4: Review the mentoring and Personalized Learning Plan processes and modify them as needed to ensure that these program components are maximizing students' potential to meet their goals. (*Responsible Group: GRC Governing Board*)



- Recommendation #5: Conduct an evaluation update during 2017-2018 based on an additional cohort of students progressing through GRC. (*Responsible Group: Department of Planning, Innovation, and Accountability*)
- B. The School Board authorized the transition to the Commonwealth of Virginia 457 Deferred Compensation Plan by June 30, 2018 by approving the Virginia Retirement System (VRS) Commonwealth of Virginia 457 Deferred Compensation Plan Resolution as duplicated below, and Employer Adoption Agreement for All Employees:

COMMONWEALTH OF VIRGINIA 457 DEFERRED COMPENSATION PLAN RESOLUTION

WHEREAS, the **School Board of the City of Virginia Beach** (the “Employer”), acting by and through the School Board of the City of Virginia Beach, desires to adopt the Commonwealth of Virginia 457 Deferred Compensation Plan (the “Plan”) for its employees as defined in the adoption agreement between the Employer and the Virginia Retirement System (the “VRS”); and

WHEREAS, the Plan, which includes both Roth and Traditional options, is authorized by the *Code of Virginia* § 51.1-600 et seq. and Internal Revenue Code § 457(b), and political subdivisions are authorized to participate in such Plan by the *Code of Virginia* § 51.1-603.1; and

NOW, THEREFORE, BE IT RESOLVED, that the Employer hereby approves the adoption of the Plan for its employees in accordance with applicable law and policy; and

BE IT FURTHER RESOLVED, that the Employer’s staff is hereby directed to implement the Plan effective the first day of **June, 2018** but no sooner than the date established and confirmed by VRS.

NOW, THEREFORE, the officers of the Employer are hereby authorized and directed in the name of the Employer to carry out the provisions of this resolution, enter an adoption agreement with VRS, and pay such sums as are due to be paid by the Employer for this purpose.

12. Action

- A. Personnel Report / Administrative Appointments: Ms. Melnyk made a motion, seconded by Ms. McLeod, that the School Board approve the appointments and accept the resignations, retirements and other employment actions as listed on the Personnel Report dated February 13, 2018 including two administrative appointments as recommended by the Superintendent. The motion passed unanimously, and Superintendent Spence introduced Jason A. Stanley, current Administrative Assistant at Landstown High School, as Assistant Principal of Landstown High School effective February 14, 2018; and Colleen N. Norman, current Senior Human Resources Generalist at Liberty Tax Service, as Coordinator of Consolidated Benefits in the Office of Consolidated Benefits effective February 26, 2018.
- B. Policy Review Committee Recommendations:
 - 1. Policy 3-32 Emergency/Small/Sole Source Purchases: Ms. Riggs made a motion, seconded by Ms. Melnyk, that the School Board approve Policy Review Committee recommendations for Policy 3-32 Emergency/Small/Sole Source Purchases as proposed by the committee to clarify procedures and create criteria for sole source



purchases as approved as to legal sufficiency by School Board Legal Counsel, Kamala H. Lannetti, Deputy City Attorney. Ms. Manning made a substitute motion, seconded by Ms. Weems, that Policy 3-32 be referred back to the Policy Review Committee for further review citing several concerns with the language as presented. School Board Legal Counsel, Kamala H. Lannetti, Deputy City Attorney, responded to questions. Following discussion, the substitute motion to return the policy back to the Policy Review Committee failed (ayes 4 – Manning, McLeod, Rye and Weems; nays 7). Subsequent to discussion of the first substitute motion relative to Section C, Subsection 1, Item G, Mr. Edwards proposed an alternative substitute motion for the School Board to approve amendments as presented to include a modification to Section C, Subsection 1, Item G to stipulate a unique professional expert is required instead of requested as an acceptable reason for sole/single source purchases. Ms. Riggs provided a second and the motion was approved (ayes 8, nays 3 – Manning, McLeod, Weems).

2. Policy 4-32 Employee Associations: Ms. Riggs made a motion, seconded by Ms. Melnyk, that the School Board approve Policy Review Committee recommendations for Policy 4-32 Employee Associations as proposed by the committee as approved as to legal sufficiency by School Board Legal Counsel, Kamala H. Lannetti, Deputy City Attorney to remove reference to policy language that no longer exists and provide a definition for employee associations. Following discussion regarding policies in place for outside organizations, the motion passed (ayes 10; nays 1 – Manning).

13. Information

- A. Dual Enrollment Course Additions: James M. Pohl, Ph.D., Executive Director of Secondary Teaching and Learning, presented information on the following proposed Dual Enrollment course additions: U.S. Government I (PLS 211), U.S. Government II (PLS 212), Introduction to Theater (CST 130), Theater Appreciation (CST 131), Introduction to Networking Concepts (ITN 101), Network Security Basics (ITN 260), Network Fundamentals, Router Basics and Configuration (ITN 154), Switching, Wireless and WAN Technologies (ITN 155), Oxyfuel Welding and Cutting (WEL 117), Shield Metal Arc Welding Basic (WEL 123), Shield Metal Arc Welding Advanced (WEL 124), Welding III-Inert Gas (WEL 136), Welder Qualification Tests I (WEL 141), Welder Qualification Tests II (WEL 142), Welding Drawing and Interpretation (WEL 150), Applied Technical Mathematics I (MTH 103) and corresponding course objectives for the 2018-2019 school year.
- B. 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 January 25, 2018 meeting:
 1. Policy 4-55 Leave With/Without Pay for Family and Medical Purposes - amended to reflect a new Virginia Retirement System (VRS) hybrid program



2. Policy 5-30 Graduation Requirements/Diplomas/Certificates – amended to address the Superintendent’s authority to award credit for courses
 3. Policy 6-30 Family Life Education (FLE) – amended to address current instructional practices
 4. Policy 7-21 Citizens’ Advisory Committees - amended to create one policy that addresses Citizens’ Advisory Committees and designating which committees are Citizens’ Advisory Committees
 5. Policy 7-22 Citizens’ Advisory Committees: Special Education Advisory Committee – Repeal. The Superintendent will adopt Regulation 7-21.2 to address the Special Education Advisory Committee
 6. Policy 7-24 Citizens’ Advisory Committees: Gifted Education Citizens’ Advisory Committee -Repeal. The Superintendent will adopt Regulation 7-21.4 to address the Gifted Education Citizens’ Advisory Committee
 7. Policy 7-26 Citizens’ Advisory Committees: Strategic Planning Committee – Repeal. The Superintendent will adopt Regulation 7-21.7 to address the Strategic Planning Committee
 8. Policy 7-27 School Health Advisory Board – Repeal. The Superintendent will adopt Regulation 7-21.6 to address the School Health Advisory Board
- 14. *Standing Committee Reports:*** Ms. Melnyk reported on the Governor’s School for the Arts (GSA) regional Board meeting and upcoming events; Ms. Riggs reported on activities of the Sister Cities Association of Virginia Beach related to their pursuit for a youth ambassador; Ms. Felton announced her participation as part of the Federal Relations Network and related work; and Ms. Weems advised of her attendance at the SouthEastern Cooperative Education Program (SECEP) meeting as well as a meeting of the Special Education Advisory Committee (SEAC) and reported on topics discussed. On a legislative note, Ms. Weems announced the legislature passed the opioid bill, and explained the prevention and education initiative she championed in partnership with the Department of Teaching and Learning to revamp the Standards of Learning (SOL) health and physical education curriculum to focus on opioid awareness in grades 1 through 10.
- 15. *Conclusion of Formal Meeting:*** The formal meeting concluded at 7:21 p.m. at which time the School Board took a brief recess and reconvened at 7:33 p.m.
- 16. *Hearing of Citizens and Delegations on Non-Agenda Items:*** The School Board heard comments from Sharon Bivens, Art Teacher, requesting a continuing contract be permitted for a .8 position. The School Board then heard comments from twenty citizens regarding the placement of students during the Thoroughgood Elementary School replacement project. This portion of the meeting concluded at 8:26 p.m. at which time the School Board took a brief recess and reconvened at 8:31 p.m. in workshop format in the School Board Chambers.



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- 17. Recess into Workshop: Thoroughgood/Hermitage Update (continued):** The School Board continued their discussion regarding the placement of students during construction of the replacement of Thoroughgood Elementary School. Following lengthy discussion, Superintendent Spence provided closing remarks sympathetic to the concerns raised, but noting the limited options and lack of alternatives, as well as making a case for the Bayside 6th Grade Campus to not be considered as a viable option. Majority of the School Board reached consensus to remove Bayside 6th Grade Campus from consideration. Superintendent Spence suggested a brief hiatus to allow Administration to explore the options and compile responses to comments and questions and return to the School Board at a time to be determined with an update. The workshop concluded at 9:44 p.m.
- 18. Closed Meeting:** Vice Chair McDonald introduced a motion for a closed meeting. Ms. Melnyk made the motion, seconded by Ms. McLeod, that the School Board recess into a closed session pursuant to the exemptions from open meetings allowed by Section 2.2-3711, Part A, Paragraphs 3 and 7 of the *Code of Virginia*, 1950, as amended, for
- A. Acquisition Of Real Property: Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held property where discussion in an open meeting would adversely affect the bargaining, position, or negotiating strategy of the public body, pursuant to Section 2.2-3711, (A) (3); namely to discuss contract for sale of property in the Kempsville District; and
 - B. Legal Matters: Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation where such consultation or briefing in an open meeting would adversely affect the negotiating or litigating posture of the Board or consultation with legal counsel employed or retained by the Board regarding specific legal matters requiring the provision of legal advice by such counsel, pursuant to Section 2.2-3711 (A) (7); namely to discuss
 - 1. Release of confidential information; and
 - 2. Probable litigation related to a contract matter.

The motion passed unanimously, and the School Board recessed at 9:46 p.m., and reconvened in a closed meeting in Room 113 at 9:54 p.m.

Individuals Present for Discussion: School Board members; Superintendent Spence; Marc A. Bergin, Ed.D., Chief of Staff; Anthony L. Arnold, P.E., Executive Director of Facilities Services; 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 10:21 p.m.

Certification of Closed Meeting: Vice Chair McDonald presented the certification of closed meeting. Ms. Melnyk made a motion, seconded by Ms. McLeod, 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,



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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 unanimously.

19. ***Vote on Remaining Action Items:*** None
20. ***Adjournment:*** There being no further business before the School Board, Chairwoman Anderson adjourned the meeting at 10:23 p.m.

Respectfully submitted:

Dianne P. Alexander, Clerk of the School Board

Approved:

Beverly M. Anderson, School Board Chair