



# VIRGINIA BEACH CITY PUBLIC SCHOOLS

## CHARTING THE COURSE

### School Board Services

**Beverly M. Anderson, Chair**

At-Large

**Daniel D. Edwards, Vice Chair**

District 2 – Kempsville

**Sharon R. Felton**

District 6 – Beach

**Dorothy M. Holtz**

At-Large

**Victoria C. Manning**

At-Large

**Joel A. McDonald**

District 3 – Rose Hall

**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

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

**Tuesday, October 10, 2017**

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 4:00 p.m. In addition to Superintendent Spence, all School Board members were present upon the arrival of Ms. Melnyk shortly thereafter.

A. **School Board Administrative Matters and Reports:** Chairwoman Anderson distributed an updated Bullying Prevention Month resolution where the first paragraph was removed to be approved as part of the Consent Agenda. Routed during the workshop was a request for School Board members to RSVP for upcoming conferences to include the National School Boards Association (NSBA) Annual Conference to be held in San Antonio; NSBA Equity Symposium and NSBA Advocacy Institute in Washington, DC; and the Virginia School Boards Association (VSBA) Annual Convention to be held in Williamsburg.

In considering making changes to their bylaw to schedule regular School Board meetings on the second and fourth Tuesday to avoid conflicting with City Council meetings, three budget calendar options were presented noting adoption for presentation to City Council cannot be delayed. Other scheduling components were discussed related to the joint City Council / School Board presentation of the Five-Year Forecast and scheduling on the Monday of the week in June around the graduation schedule. Following discussion, there was consensus to move forward with submitting the bylaw revision for the Policy Review Committee to fine-tune prior to it being presented to the School Board for approval. Superintendent Spence noted the budget calendar being presented for Action should be moved to Information during Adoption of the Agenda pending approval of the bylaw revision and subsequent adjustment in the schedule of meetings to be effective January 1, 2018.



Ms. Weems presented biographical information to be submitted with her application to be considered for the position of Chair of the Tidewater region of the Virginia School Boards Association (VSBA). Following Board comment, Chairwoman Anderson noted the nomination requires School Board approval and therefore will be added to Action during Adoption of the Agenda.

This portion of the workshop concluded at 4:33 p.m.

- B. School Calendar SY19: Eileen M. Cox, Chief Media and Communications Officer, along with Lauren Nolasco, Director of Communications, presented biennial school calendar options for the 2018-19 and 2019-20 school years that will be made available for community review and feedback through the division's online e-Town Hall. Two versions were presented with the primary difference being the placement of professional learning days for staff. Discussion concluded at 4:38 p.m.
- C. Leave Regulations: This item was postponed until after the formal meeting. See Item 17.
- D. Reversion Funds FY17: Farrell E. Hanzaker, Chief Financial Officer, presented an overview of reversion funds from the 2016-17 fiscal year comprised of reversions in the Athletics fund, Green Run Collegiate fund, and School Operating fund totaling \$17.1 million. An additional \$3.1 million was reported for revenues over budget from the Revenue Sharing Formula reconciliation resulting in revenues available for re-appropriation totaling \$20.2 million. Recommended expenditures for the use of reversion funds were also presented. Discussion concluded at 5:12 p.m.

The workshop concluded at 5:12 p.m.

- 2. **Closed Meeting #1**: Vice Chair Edwards made a motion, seconded by Ms. McLeod, that the School Board recess into a closed meeting 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 disposition of two publicly held properties.
  - 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. disposition of two publicly held properties; and
2. pending or probable litigation or claims related to personal injury or civil rights claims. *[Although, this item was not discussed during the first closed session. See Item 18]*

The motion passed unanimously, and the School Board entered into a closed meeting at 5:16 p.m.

Individuals present for discussion: School Board members; Superintendent Spence; Marc A. Bergin, Ed.D., Chief of Staff; Dale R. Holt, Chief Operations Officer; Anthony L. Arnold, P.E., Executive Director of Facilities Services; Deputy City Attorney for Real Estate, Becky D. Kubin; Debra M. Bryan, Associate City Attorney; 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 5:47 p.m.

Certification of Closed Meeting: Vice Chair Edwards made a motion, seconded by Ms. Melnyk, 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 unanimously.

3. **School Board Recess**: The School Board recessed at 5:48 p.m. to reconvene in the School Board Room at 6:00 p.m. for the formal meeting.

#### **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** *[inadvertently missed at this time, but conducted after Item 6]* **and Pledge of Allegiance**
6. **Student, Employee and Public Awards and Recognition**: Top 30 Technologists, Transformers and Trailblazers Award: The School Board recognized Amy E. Cashwell, Ed.D., Chief Academic Officer, for being named a 2017 Top 30 Technologists, Transformers and Trailblazers honoree; an award presented by the Center for Digital Education for her leadership and transformational work to support the school division's digital learning goals, including establishing the school division's Digital Learning Anchor Schools initiative and leading organizational change to provide a school-based instructional support program as well as ongoing professional learning for instructional coaches.
7. **Superintendent's Report**: Five things shared by Superintendent Spence in his report were related to acknowledging National School Lunch Week, the division being awarded \$60,000 in grants from the Commonwealth of Virginia to support safety measures and resources within schools; ten division high school seniors competing for one of the 7,500 National Merit Scholarships in the 63<sup>rd</sup> annual National Merit Scholarship Program; the upcoming Navigating the Journey Pre-K-12



resource fair; and School Board member honorees being recognized for their participation in the annual Virginia School Boards Association (VSBA) Academy Awards program.

- 8. **Hearing of Citizens and Delegations on Agenda Items:** None
- 9. **Approval of Minutes:** September 19, 2017 Regular Meeting: Ms. Holtz made a motion, seconded by Ms. Melnyk, that the School Board approve the minutes of their September 19, 2017 regular meeting as presented. The motion passed (ayes 9, nays 0; 2 abstentions – Edwards and Manning who were not present at the September 19 meeting)
- 10. **Adoption of the Agenda:** Prior to a motion, Chairwoman Anderson advised of agenda adjustments to include replacing Action Item 12B – Budget Calendar for FY2018-19 (being moved to Information as Item 13 F) with a new item presented in workshop for Ms. Weems’ nomination to serve as Chair of the Virginia School Boards Association (VSBA) Tidewater Region. Ms. McLeod then made a motion, seconded by Ms. Rye, that the School Board adopt the agenda as amended. 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 Mr. McDonald, 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. Filipino American History Month as follows:

**RESOLUTION FOR FILIPINO AMERICAN HISTORY MONTH, October 2017**

**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 2017, as Filipino American History Month; 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.



2. Bullying Prevention Month as follows:

**Resolution for Bullying Prevention Month, October 2017**

**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 2017, 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. Disability Awareness Month as follows:

**Disability History and Awareness Month, October 2017**

**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 2014 Child Count reported the Virginia public school divisions served 162,960 students with disabilities under the Individuals with Disabilities Education Act and Virginia Beach City Public Schools served 8,004 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 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 2017 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.



- B. Religious Exemption Case Number: RE-17-14 through 18
- C. The single recommendation proposed as a result of the year one implementation evaluation to continue the Entrepreneurship and Business Academy within Kempsville High School without modification
- D. Policy Review Committee Recommendations regarding review, amendment and/repeal of certain policies reviewed by the committee at their August 17, 2017 meeting as follows:
  - 1. Policy 4-4 Equal Employment Opportunity, Non-Discrimination, and Compliance Officers
  - 2. Policy 4-5 Criminal Charge Filed Against Employee: Notification of Superintendent and School Board
  - 3. Policy 4-36 Payroll Deductions/Tax Sheltered Annuities/Deferred Compensation Plan
  - 4. Policy 4-37 Insurance/Retirement Plan
  - 5. Policy 4-39 Employee Professional Development Reimbursement
  - 6. Policy 4-64 Licensed Personnel: Professional Growth
  - 7. Policy 4-70 Licensed Personnel: Salary Schedule
  - 8. Policy 4-84 Classified Personnel: Growth in Job Skills

**12. Action**

- A. Personnel Report / Administrative Appointments: Ms. Melnyk made a motion, seconded by Mr. McDonald, that the School Board approve the appointments and accept the resignations, retirements and other employment actions as listed on the Personnel Report dated October 10, 2017 inclusive of one administrative appointment as recommended by the Superintendent. The motion passed unanimously, and Superintendent Spence introduced Matthew L. Colohan, current Instructional Specialist in the Department of Teaching and Learning, as the new Coordinator of Instructional Technology in the Department of Teaching and Learning effective October 11, 2017.
- B. Virginia School Boards Association (VSBA) Tidewater Region Nomination: Ms. McLeod made a motion, seconded by Ms. Manning, that the School Board support the nomination of Ms. Weems to be considered a candidate for the position of VSBA Tidewater Regional Chair. At the conclusion of School Board members speaking to the nomination, the motion was approved (ayes 9, nays 1 – Holtz; 1 abstention – Felton who serves on the VSBA Regional Nominating Committee).

**13. Information**

- A. Appointment of a Member to the Gifted Community Advisory Committee: Sandy Beale-Berry, Chairperson of the Community Advisory Committee for Gifted Education, presented the committee's recommendation for the appointment of Cindy Becker to fill the vacant at-large position on the Community Advisory Committee for Gifted Education.



- B. 2017-18 State Accreditation: Status of Our Schools: Tracy A. LaGatta, Director of Student Assessment in the Department of Planning, Innovation, and Accountability, presented the 2017-2018 state accreditation ratings and division highlights of the Standards of Learning (SOL) assessment program. She reviewed accreditation benchmarks and the Graduation and Completion Index (GCI) requirement, and reported one-hundred percent of division schools have been identified as fully accredited for the 2017-18 school year noting the schools that had regained full accreditation. Additionally, an overview was provided of the Virginia Department of Education's new three-year cycle for school full accreditation status resulting in 71 out of 82 division testing schools being fully accredited through 2018-19, and it was noted that proposed revisions to the Standards of Accreditation are currently under review. Finally, she reported status of the division for federal accountability was not being reviewed for the second year due to Virginia being in the process of creating an implementation plan for the new Every Student Succeeds Act of 2015 (ESSA) to go into effect in fall 2018.
- C. Title IV Grant: James M. Pohl, Ph.D., Executive Director of Secondary Teaching and Learning, presented notification of Administration's intent to apply for Title IV, Part A, federal grant for the 2017-18 school year. He explained the Every Student Succeeds Act (ESSA) flexible block grant program includes the new Student Support and Academic Enrichment Grant (SSAE) designed around three broad areas to 1) provide students with a well-rounded education, 2) support safe and healthy students, and 3) support the effective use of technology. Funding for 2017-18 was reported to be in excess of \$298,000, and an overview of programming in each broad area was provided.
- D. Textbook Adoption: James M. Pohl, Ph.D., Executive Director of Secondary Teaching and Learning, presented proposed textbooks as recommended by the applicable Textbook Adoption Committee for implementation in fall 2018 for the following courses:
1. Tallwood High School Global Studies and World Languages Academy Advanced Placement World History: *Ways of the World, A Global History*, with six-year access to Digital Sources, 3<sup>rd</sup> edition, Strayer & Nelson, Published by Bedford/St. Martin's, copyright 2016, replacing the current textbook that has been in use for six years, with an initial implementation cost of \$16,396.65, and \$20,500 total implementation cost over the six-year adoption cycle.
  2. Ocean Lakes High School Math and Science Magnet Molecular Biology: *Biology*, 12<sup>th</sup> edition, S. Mader and M. Windelspecht, Published by McGraw Hill, copyright 2019, replacing current textbooks that have been in use for nine years, with an initial implementation cost of \$21,571.20, and \$27,000 total implementation cost over the six-year adoption cycle.
- E. Landstown High School Cell Tower – New Lease: Anthony L. Arnold, P.E., Executive Director of Facilities Services, presented an overview of a communication tower lease



agreement with Verizon Wireless for adding equipment to the existing cell tower at Landstown High School.

- F. Budget Calendar for FY2018-19: Farrell E. Hanzaker, Chief Financial Officer, introduced options relative to key components of the budget development process as it relates to the School Board considering bylaw modifications to change their regular meeting schedule to be held on the second and fourth Tuesday of each month to avoid conflicting with City Council meetings. He reported Administration's recommendation calls for the School Board to schedule special meetings on the first Tuesday of February and March for presentation of the Superintendent's Estimate of Needs in February, followed by four workshops conducted as needed, and a second special meeting scheduled for the first Tuesday in March for adoption of the School Operating Budget and Capital Improvement Plan (CIP) so that submission to City Council can be accomplished in accordance with their requirements.

- 14. Standing Committee Reports:** As Chair of the School Board's Legislative Committee, Mr. McDonald reported on legislative activities to include development of the legislative agenda to be presented to the School Board in November.

Ms. Weems announced SECEP's annual pig and pansy event to be held at Renaissance Academy and several job fairs being held.

Ms. Holtz reported on Sister Cities' events and international friendships; and advised of topics discussed by the Mayor's Committee for Persons with Disabilities.

On behalf of the Policy Review Committee, Ms. Rye invited School Board members to contact any committee member with comments/suggestions relative to the list of policies outlined on the draft agenda provided for the School Board's next regular meeting.

Ms. Felton reported her membership with a group and their efforts to promote the week of October 15-23 as a national week of non-violence, and asked the School Board to consider adding a similar resolution to their agenda in 2018.

Ms. McLeod reported on a meeting of the Facilities Steering Committee for the evaluation of all facilities, and advised of forums to be scheduled for the community to provide input.

- 15. Conclusion of Formal Meeting:** The formal meeting concluded at 6:57 p.m.
- 16. Hearing of Citizens and Delegations on Non-Agenda Items:** The School Board heard comments from Latasha Holloway regarding concerns about treatment of her children.
- 17. Recess into Workshop: Leave Regulations [Workshop Item 1C]:** The School Board recessed at 7:00 p.m. to reconvene in the einstein.lab in workshop format at 7:10 p.m. All School Board members were present along with Superintendent Spence. John A. Mirra, Chief Human Resources Officer, presented an overview of proposed changes to leave regulations. Modifications introduced included a new regulation that explains the disability program for





Virginia Retirement System (VRS) hybrid employees; revisions to the regulation regarding sick leave banks to clarify when sick leave can be used and to prevent the front-loading of leave at the beginning of the fiscal year under certain circumstances; plans to evaluate changing the rate of pay for accumulated sick leave for retiring employees from \$28 per day to \$30 per day or 15 percent of an employee's per diem, whichever is greater, to minimize an increasing amount of sick leave being utilized by employees close to retirement; increasing the amount of time an employee can donate leave and adding language to allow all employees to be able to donate up to 60 hours to family members who are also division employees; transitioning to one sick leave bank; limiting long-term illness leave to twelve months in most cases starting on the first day of absence; refinements in funeral leave to be renamed bereavement leave and replace extraordinary circumstances to allow additional days for death of a spouse, child, or parent with approval from the supervisor for the use of additional days from an employee's sick leave, personal reasons leave or annual leave balance if leave beyond the bereavement entitlement is needed; deleting parental leave not widely used and without benefit to the classroom; stopping the accrual of annual leave under certain circumstances; evaluate paying per diem rate rather than the substitute rate for personal reasons leave; and combining language regarding academic leave with the current sabbatical leave regulation. Discussion concluded at 8:12 p.m.

- 18. Closed Meeting #2:** Vice Chair Edwards made a motion, seconded by Mr. McDonald, that the School Board recess into a closed meeting pursuant to the exemptions from open meetings allowed by Section 2.2-3711, Part A, Paragraph 7 of the *Code of Virginia*, 1950, as amended, for 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 pending or probable litigation or claims related to personal injury or civil rights claims. The motion passed (ayes 10, nays 0; McLeod was absent for the vote but returned shortly thereafter) and the School Board entered into a closed meeting at 8:14 p.m.

Individuals present for discussion: School Board members; Superintendent Spence; Marc A. Bergin, Ed.D., Chief of Staff; 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 9:22 p.m.

Certification of Closed Meeting: Vice Chair Edwards made a motion, seconded by Ms. Melnyk, 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 unanimously.



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

19. **Vote on Remaining Action Items:** None

20. **Adjournment:** There being no further business before the School Board, Chairwoman Anderson adjourned the meeting at 9:23 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