



# 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 24, 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 4:30 p.m. In addition to Superintendent Spence, all School Board members were present.
  - A. **School Board Administrative Matters and Reports:** Chairwoman Anderson routed a request for School Board members to reaffirm their commitment to attend 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. Additionally, the upcoming October 27 deadline to sign-up for benefits for the 2018 calendar year was announced. In distributing minor corrections to page 13 of the Landstown High School Cell Tower New Lease being presented as part of the Consent Agenda, and Field Trip Annual Report being presented under Information, she suggested the School Board adjust their formal meeting agenda to move Item 19 – Vote on Remaining Action Items to Item 15 to take place during the formal meeting. There was no objection from the School Board. Finally, she advised of the potential for action to be taken on the Bylaw being presented under Information regarding the scheduling of regular School Board meetings in response to a School Board request for action to be taken sooner rather than later so that plans can be made accordingly.

This portion of the workshop concluded at 4:37 p.m.
  - B. **Update on WHRO Services Presented by WHRO Chief Executive Officer:** Messrs. Bert Schmidt, WHRO Chief Executive Officer; and Brian Callahan, Chief Education Officer, presented highlights of WHRO's Annual Impact Statement for the 2016-17 school year



- including an overview of educator resources and training, student online course offerings, and other services and programs. Discussion concluded at 4:44 p.m.
- C. Princess Anne Middle School Replacement Design Update: Anthony L. Arnold, P.E., Executive Director of Facilities Services, along with representatives from RRMM Architects, Duane M. Harver and Robert S. Berz, presented an overview of the Princess Anne Middle School replacement project including a review of the scope of the project, schedule of project activities, \$78.9 million funding summary, programming/educational specifications, and site and floor plan designs for completion for students to start in the new school in September 2021.

The workshop concluded at 5:19 p.m.

2. **Closed Meeting #1 of 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, Paragraphs 1 and 7 of the *Code of Virginia*, 1950, as amended, for
- A. 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 qualifications of a nominee for an appointed position.
- 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 qualifications of a nominee for an appointed position.

The motion passed unanimously, and the School Board entered into a closed meeting at 5:21 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 5:49 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 5:50 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 and Pledge of Allegiance**
- 6. Student, Employee and Public Awards and Recognition:** Additional 2017 Virginia Index of Performance Awards: The School Board recognized Glenwood, Landstown, North Landing, Rosemont Forest, and Cooke elementary schools as 2017 Virginia Index of Performance (VIP) Award recipients for earning the state Board of Education (BOE) Distinguished Achievement Award that recognizes schools or divisions that met all state and federal benchmarks and made progress toward the goals of the Governor and the BOE. According to the Virginia Department of Education (VDOE), these schools were inadvertently left out of the state's original announcement in August due to an omission in point calculations and therefore not included when earlier winners were recognized in September by the School Board. The additional awards brings the 2017 VIP awards total to 29 for the division of which 28 are for individual schools and one presented to the division.
- 7. Superintendent's Report:** In his tradition of recognizing the newest member(s) of the *Compass Keepers Club*<sup>1</sup>, Superintendent Spence's report featured the division's Practical Nursing program which he reported is ranked #1 in the nation for high school Practical Nursing programs.
- 8. Hearing of Citizens and Delegations on Agenda Items:** The School Board heard comments from Michelle McSweeney who suggested reforms in the School Board's Order of Business as it relates to the hearing of citizens and delegations; Reid Greenmun regarding Policy Review Committee procedures and proposed recommendations related to the School Board's Order of Business; and Stephen Johnston suggesting the use of e-books and readers in lieu of the proposed textbooks recommended for adoption as part of the Consent Agenda.
- 9. Approval of Minutes:** October 10, 2017 Regular Meeting: Ms. Rye made a motion, seconded by Ms. Manning, that the School Board approve the minutes of their October 10, 2017 regular meeting as presented. The motion passed unanimously.
- 10. Adoption of the Agenda:** Mr. McDonald made a motion, seconded by Ms. Holtz, that the School Board adopt the agenda with the modification suggested in Workshop to move Item 19 – Vote on

<sup>1</sup> 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



Remaining Action Items to Item 15 preceding the Conclusion of the Formal Meeting so the School Board could potentially take action on Information items during the formal meeting if there was consensus to do so. Additionally, Mr. McDonald and Ms. Holtz agreed to an additional amendment proposed by Ms. Weems to move Consent Item 11A – Title IV Grant to Action as Item 12C. Mr. McDonald then offered an amendment to the motion to strike from the agenda Action Item 12B – Appointment of a Member to the Gifted Community Advisory Committee. Ms. Riggs provided a second. Following discussion, the amendment to the motion was approved (ayes 6; nays 5 – Edwards, Manning, McLeod, Rye and Weems) thereby deleting Action Item 12B from the agenda. The original motion to adopt the agenda along with agreed upon amendments to move Item 19 and Item 11A was then unanimously approved.

- 11. Consent Agenda:** After Chairwoman Anderson’s review of items presented as part of the Consent Agenda, Vice Chair Edwards made a motion, seconded by Ms. Riggs, that the School Board approve the Consent Agenda as presented with modifications approved during Adoption of the Agenda. The motion passed unanimously, and the following items were approved as part of the Consent Agenda:

*Title IV Grant [moved to Action]*

A. Textbook Adoptions:

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.

- B. The School Board approved a communication tower lease agreement with Verizon Wireless for adding equipment to the existing cell tower at Landstown High School

**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 24, 2017. There were no proposed administrative appointments recommended. The motion passed unanimously.



*Appointment of a Member to the Gifted Community Advisory Committee removed from the agenda during Item 10 – Adoption of the Agenda*

- B. Title IV Grant [formerly 11A]: Vice Chair Edwards made a motion, seconded by Ms. Riggs, that the School Board approve the Title IV, Part A, Student Support and Academic Enrichment Grant (SSAE) federal grant application for the 2017-18 school year which will provide revenues for additional resources for schools and the division with an anticipated funding level in excess of \$298,000. Ms. Weems raised a concern regarding funds being used for professional development training outside of the division in Positive Behavioral Interventions and Supports (PBIS) programs in lieu of local training which would free up resources than can be used elsewhere. Following discussion, the motion was approved (ayes 9, nays 2 – Manning and Weems).

**13. Information**

- A. Field Trip Annual Report: The School Board received for information the Field Trip Annual Report for the 2016-17 school year.
- B. Seatack Elementary School – An Achievable Dream Academy Comprehensive Evaluation: Allison M. Bock, PhD., Program Evaluation Specialist in the Department of Planning, Innovation, and Accountability, presented results of the comprehensive evaluation of An Achievable Dream Academy (AADA) at Seatack Elementary School which focused on the operation of the program, characteristics of students, progress made toward meeting goals and objectives, stakeholders' perceptions, and the additional cost to the school division. As a result of the comprehensive evaluation, the following five recommendations were presented along with the rationale for each. Dr. Lee Vreeland, Vice President for Academics for AADA; along with Vincent Darby, Principal of Seatack Elementary School, presented Administration's concurrence with recommendations including highlights of several key actions related to recommendations 2 through 5:
- 1) Continue An Achievable Dream Academy with modifications noted in recommendations 2 through 5;
  - 2) Analyze academic data relative to performance targets and investigate the reasons for declines to ensure instruction and additional instructional time are effective;
  - 3) Leverage the program's interventions, strategies, and supports to provide an environment highly conducive to learning that will improve student behavior;
  - 4) Ensure the attendance procedures and parent educational contracts are being followed; and
  - 5) Increase opportunities for clearer and more consistent communication between the instructional staff, administrators, and AADA





- C. Resolution Regarding FY2016/17 Reversion and Revenue Actual Over Budget Funds: Farrell E. Hanzaker, Chief Financial Officer, presented a proposed resolution regarding reversion funds from the 2016-17 fiscal year estimated in the Athletics fund, Green Run Collegiate Charter School 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. An overview of Administration's recommended uses for the available funds was also presented. The School Board agreed to take action on the resolution as presented during Item 15 – Vote on Remaining Action Items.
- D. Interim Financial Statements – September 2017: Crystal M. Pate, Director of Business Services, presented highlights of interim financial statements as of September 30, 2017. In reporting the overall revenue trend as acceptable, she explained a small surplus of approximately \$105,000 is projected in state revenues due to the September 30 enrollment being higher than the projected March 31 Average Daily Membership (ADM) used in the budget. Sales tax receipts were reported as being \$96,000 higher than the prior year and projected by the state to be slightly higher than the budgeted amount. The expenditures/encumbrances trend was reported as acceptable.
- E. 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 21, 2017 meeting.
1. Bylaw 1-17 Publications Regarding School Board
  2. Bylaw 1-38 Regular Meetings, Time and Place, Order of Business, Recessed Meetings, and Work Session/Public Hearing: The School Board agreed to take action on this item under Item 15 – Vote on Remaining Action Items.
  3. Appendix B School Board Standing Rules: The School Board agreed to take action on this item under Item 15 – Vote on Remaining Action Items.
  4. Policy 3-74 New Construction/Additions/Alterations: Naming of Schools or Parts Thereof, Commemorative Displays
  5. Policy 4-1 Definitions
  6. Policy 4-9 Health Examinations/AIDS Awareness Orientation
  7. Policy 4-65 School Meetings and Conferences
  8. Policy 4-73 Licensed Personnel: Awards for Achievement
  9. Policy 4-88 Holidays
  10. Policy 7-70 Relations with Non-Governmental Organizations: Corporate and Other Private Sponsorship of Interscholastic Activities

14. **Standing Committee Reports:** As Chair of the School Board's Legislative Committee, Mr. McDonald reported on the committee's work to finalize the draft legislative agenda for

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presentation to the School Board. On behalf of the School Board's Audit Committee, Mr. Edwards invited School Board members to review the finalized audit on cafeterias with favorable findings reported in the audit which focused on a new accountability system; and school activity funds where results were reported as very good with no major issues found.

15. **Vote on Remaining Action Items [formerly Item 19]: Resolution Regarding FY2016/17 Reversion and Revenue Actual Over Budget Funds:** Ms. McLeod made a motion, seconded by Mr. McDonald, that the School Board approve the resolution regarding FY2016/17 reversion and revenue actual over budget funds as presented under Information. The motion passed unanimously, and the resolution was approved as follows:

**Budget Resolution Regarding FY 2016/17 Reversion and Revenue Actual Over Budgeted Funds**

**WHEREAS**, on September 19, 2017, the School Board was presented with a summary of the unaudited financial statements for FY 2016/17 (year-ending June 30, 2017) showing the reversion amount to the city's General fund; and

**WHEREAS**, \$360,710 reverted from the Green Run Collegiate Charter School fund, \$16,141,083 reverted from the School Operating fund and \$562,097 reverted from the Athletics fund; and

**WHEREAS**, the estimated total amount available for re-appropriation is \$17,063,890; and

**WHEREAS**, the city is currently indicating a FY 2016/17 revenue actual over budget of the revenues included in the Revenue Sharing Formula, of which the schools portion is \$3,094,987; and

**WHEREAS**, the net reversion funding available for re-appropriation is \$20,158,877; and

**WHEREAS**, on October 10, 2017, 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 \$20,158,877:

- \$8,803,897 to be re-appropriated to the School Reserve Special Revenue fund to cover possible revenue shortfalls in the FY 2018/19 School Operating fund 115
- \$562,097 to be re-appropriated to the Athletics fund 119
- \$900,000 to be re-appropriated to the CIP fund which is inclusive of the \$900,000 cited in our resolution on September 19<sup>th</sup> and obviates that transfer request:  
Project 1-099, Renovations and Replacements Grounds II - \$750,000  
Project 1-105, Renovations and Replacements Various II - \$150,000
- \$9,892,883 to be re-appropriated to the School Operating fund 115 for:  
Replacement school buses (regular education) - \$2,886,883  
Replacement school buses (special education) - \$2,068,000  
Vans to reduce costs for cabs and full-size buses - \$250,000



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Replacement white fleet vehicles - \$573,000  
Replacement equipment and/or vehicles for Landscaping Services-\$564,000  
Technology infrastructure - \$1,029,000  
Technology initiative to provide access for all students - \$628,600  
Copier/multifunction device replacement - \$600,000  
Interactive white board replacement - \$550,000  
E-rate local match - \$418,400  
Baseball/softball field lights for one designated high school - \$325,000; and

**NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board of the City of Virginia Beach approves the recommended uses of the FY 2016/17 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 2016/17 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 this Board, and the Clerk of the 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.

Bylaw 1-38 Regular Meetings, Time and Place, Order of Business, Recessed Meetings, and Work Session/Public Hearing:

Appendix B – School Board Standing Rules: Ms. Manning made a motion, seconded by Ms. Melnyk, that the School Board approve revisions to Bylaw 1-38 and corresponding Appendix B as presented under Information to change regular School Board meeting dates effective January 1, 2018 from the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday to the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday, noting only one regular meeting may be scheduled in the months of July, August and December. Prior to a vote, Vice Chair Edwards explained his opposition to the change opining it was politically motivated instead of functionality being considered citing the impact on the number of meetings typically held in December since the 4<sup>th</sup> Tuesday falls within the holiday break. Additionally, he advised of civic groups who have appreciated attending both events on a single date. The motion passed (eyes 10, nays 1 – Edwards).

16. **Conclusion of Formal Meeting:** The formal meeting concluded at 7:30 p.m.
17. **Hearing of Citizens and Delegations on Non-Agenda Items:** The School Board heard comments from Juanita Taylor and Amira Bethea regarding policies related to students.
18. **Recess into Workshop:** None. See Item 1
19. **Closed Meeting #2 of 2:** Vice Chair Edwards made a motion, seconded by Ms. Melnyk, 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 2, 3 and 7 of the *Code of Virginia*, 1950, as amended, for

- A. Student Matters: Discussion or consideration of admission or disciplinary matters or any other matters that would involve the disclosure of information contained in a scholastic record concerning any student of this school system pursuant to Section 2.2-3711, (A) (2); namely to discuss student complaint.
- B. 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 School Board owned property in the Kempsville district.
- C. 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. Student complaint; and
  2. Disposition of School Board owned property in the Kempsville district.

The motion passed (ayes 10, nays 0; Holtz was absent for the vote but returned shortly thereafter) and the School Board entered into a second closed meeting at 7:47 p.m.

Individuals present for discussion in the order in which matters were discussed:

Real Property and Legal Matters: Disposition of School Board owned property in the Kempsville district: 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; 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.

Student Matters and Legal Matters: Student complaint: School Board members; Superintendent Spence; Marc A. Bergin, Ed.D., Chief of Staff; Rashard J. Wright, Chief Schools Officer; Cheryl R. Woodhouse, Senior Executive Director of Middle Schools; Shirann C. Lewis, Senior Executive Director of Elementary Schools; 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 8:52 p.m.

Certification of Closed Meeting: Vice Chair Edwards 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

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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.

20. **Adjournment:** There being no further business before the School Board, Chairwoman Anderson adjourned the meeting at 8:53 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