



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, September 19, 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 with the exception of Vice Chair Edwards and Ms. Manning who were absent from the meeting.
 - A. **School Board Administrative Matters and Reports:** Ms. Felton reported the reason for her absence at the September 6, 2017 regular School Board meeting was to attend a meeting of the Historical Preservation Committee which she serves on as a committee member, and commented on derogatory remarks made pertaining to her absence as it relates to action taken by the School Board on the Superintendent's contract. As a member of the Ad Hoc Compensation Committee, she explained the work of the committee to develop the proposal for deferred compensation and stated her support for the proposal as presented and approved.
 1. **Bylaw Regarding School Board Meeting Dates:** The School Board discussed amending their Bylaw to change regular School Board meeting dates from the 1st and 3rd Tuesday to the 2nd and 4th Tuesday to avoid conflict with City Council meeting dates. Following discussion regarding the impact on the budget development timeline, the conflict with graduations, and the lack in the volume of business transacted during summer months; there was consensus for the Policy Review Committee to consider a revision, and Superintendent Spence advised he would discuss the budget timeline further with the Chief Financial Officer and bring forth calendar scenarios that would address issues raised for the School Board to consider during their workshop on October 10. Discussion concluded at 4:13 p.m.



- B. Preliminary SAT 8/9 Results: Scott Dunn, Testing Specialist in the Department of Planning, Innovation, and Accountability, presented a report on student performance on preliminary PSAT 8/9 tests including background, models of skills tested in the area of reading, writing and language, and math, and summary of mean scores and college readiness with comparisons at the local, state and national levels. Discussion concluded at 4:38 p.m.
- C. Capital Improvement Program (CIP) Construction Project Update: Tony Arnold, Executive Director of Facilities Services, presented an update on modernization and replacement projects valued at \$198 million for Old Donation School, John B. Dey Elementary School, Thoroughgood Elementary School, and Princess Anne Middle School. Also presented was an overview of summer infrastructure projects for twenty-seven schools valued at \$26.5 million; and strategic projects valued at \$2.4 million for 21st century learning environment improvements and comprehensive long range facility master plan update. He explained the progress on the 2007 Long Range Facilities Master Plan and timeline to include community engagement in updating the Plan. Discussion concluded at 5:16 p.m.
- D. Forecast of Agenda Items FY18 2nd Quarter – October, November, December: The School Board reviewed the Administration's forecast of agenda topics to be presented in the FY18 second quarter – October, November, December 2017. In addition to noting adjustments, Superintendent Spence advised of additions to the October 10 workshop for the School Board to discuss changes in their Bylaws regulating their regular meeting schedule, leave regulations, and the disposition of real property to be discussed in a closed meeting in accordance with the Freedom of Information Act (FOIA). Also discussed was the schedule for budget public hearings where it was later clarified the first public hearing scheduled in February is for the public to provide input within the development phase of the Superintendent's Estimate of Needs. There being no further suggestions for the forecast, discussion concluded at 5:24 p.m.

The workshop concluded at 5:24 p.m.

2. **Closed Meeting**: None
3. **School Board Recess**: The School Board recessed at 5:24 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 with the exception of Vice Chair Edwards and Ms. Manning. Chairwoman Anderson announced Vice Chair Edwards was out of town, and Ms. Manning was absent due to a serious family matter.
5. **Moment of Silence followed by the Pledge of Allegiance**



6. **Student, Employee and Public Awards and Recognition: 2017 Virginia Index of Performance Awards:** The School Board recognized Virginia Beach City Public Schools and 23 division schools that were named 2017 Virginia Index of Performance (VIP) award winners presented annually by the Governor and the state Board of Education (BOE) to schools and school divisions that exceed state and federal accountability standards and achieve excellence in goals. It was noted the 24 awards received is nearly double the number the division received in 2016.
7. **Superintendent’s Report:** In his tradition of recognizing the newest member(s) of the *Compass Keepers Club*¹, Superintendent Spence’s report focused on the partnership with Naval Air Station (NAS) Oceana in promoting the STEM (Science, Technology, Engineering and Math) program during the NAS Oceana Air Show where every fifth-grader was invited to take part in a hands-on learning opportunity in support of a pathway that helps them be career, military or college ready. Eighty-seven military units and commands were reported as being active partners in education with the division with the air show field trip being the largest partnership event.
8. **Hearing of Citizens and Delegations on Agenda Items:** The School Board heard comments from Ainsley Proctor on behalf of the Hampton Roads Chapter of Decoding Dyslexia Virginia in support of the Dyslexia Awareness Month resolution being presented for School Board approval as part of the Consent Agenda.
9. **Approval of Minutes: September 6, 2017 Regular Meeting:** Ms. Riggs made a motion, seconded by Ms. Melnyk, that the School Board approve the minutes of their September 6, 2017 regular meeting as presented. The motion passed (ayes 7, nays 0; 2 abstentions – Felton and Weems who were not present at the September 6 meeting)
10. **Adoption of the Agenda:** There being no proposed changes to the published agenda, Mr. McDonald made a motion, seconded by Ms. Melnyk, that the School Board adopt the agenda as presented. The motion passed (ayes 9, nays 0).
11. **Consent Agenda:** After Chairwoman Anderson’s review of the only item presented as part of the Consent Agenda, Ms. Rye made a motion, seconded by Ms. Riggs, that the School Board approve the Consent Agenda as presented consisting of only one item. The motion passed (ayes 9, nays 0), and the resolution recognizing Dyslexia Awareness Month was approved as follows:

**Resolution for Dyslexia Awareness Month
October 2017**

WHEREAS, dyslexia is a language-based learning disability that causes difficulties with reading, writing, spelling, and word pronunciation; and

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



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WHEREAS, the onset and severity of dyslexia varies for each individual; and

WHEREAS, it takes individuals with dyslexia longer to process phonemic information, thus affecting academic growth, achievement, and self-esteem; and

WHEREAS, it is important to provide effective teaching approaches and educational intervention strategies for individuals with dyslexia; and

WHEREAS, Dyslexia Awareness Month is an opportunity to acknowledge educators utilizing effective teaching strategies, and to celebrate the many achievements of adolescents, students and adults with dyslexia; and

WHEREAS, the School Board of the City of Virginia Beach is committed to a continued focus on educating students, parents, and school staff about effective teaching strategies to address the needs of students with learning disabilities.

NOW, THEREFORE, BE IT

RESOLVED: That the School Board of the City of Virginia Beach designates the month of October to be Dyslexia Awareness Month, and be it

FURTHER RESOLVED: That strategies and interventions to address the needs of students with learning disabilities be ongoing in Virginia Beach City Public Schools, and be it

FURTHER RESOLVED: That a copy of this resolution be spread across the official minutes of this Board.

12. Action

- A. Personnel Report / Administrative Appointments: Ms. Riggs made a motion, seconded by Ms. Holtz, that the School Board approve the appointments and accept the resignations, retirements and other employment actions as listed on the Personnel Report dated September 19, 2017 inclusive of one administrative appointment as recommended by the Superintendent. The motion passed (ayes 9, nays 0), and Superintendent Spence introduced John R. Ogden, III, current Programmer/Analyst in the Department of Technology, as the new Human Resources Specialist in the Department of Human Resources effective September 20, 2017.
- B. Budget Transfers:
1. Budget Transfers Requiring Only School Board Approval:
 2. Resolution Regarding Transfer of Funds from the Operating Budget to the Capital Improvement Program (CIP):
Farrell E. Hanzaker, Chief Financial Officer, presented budget transfers recommended for the non-dedicated portion of funds in year one from the full-day kindergarten and pre-kindergarten expansion to be utilized in support of non-recurring priority needs identified in the spending plan as proposed by the Administration July 18, 2017. Mr. McDonald made a motion, seconded by Ms. Melnyk, that the School Board approve 1) budget transfers as outlined in the Transfer of Appropriations dated September 19, 2017 in the amount of \$3.75



million within the FY2017/18 Operating Budget that was appropriated by the City Council to the School Board in a lump sum appropriation and, as such, approval of these budget transfers by the City Council is not required for the purchase of replacement school buses, white fleet replacement vehicles, interactive white board replacement, the technology initiative to provide access for all students and copier/multifunction device replacement; and 2) a budget resolution requesting City Council approve the transfer of funds from the FY2017/18 Operating Budget to the Schools' PAYGO for Capital Improvement Plan (CIP) projects in the amount of \$900,000 with \$750,000 to be transferred to Project 1-099, Renovations and Replacements – Grounds Phase II, and \$150,000 transferred for Project 1-105, Renovations and Replacements – Various Phase II. The motion passed (ayes 9, nays 0) and the Transfer of Appropriations dated September 19, 2017 in the amount of \$3.75 million approved as presented along with the resolution requesting a transfer from FY2017/18 Operating Budget Funds to the Capital Improvement Program (CIP) as follows:

**Budget Resolution – FY 2017/18 Operating Budget Funds Transfer to
Capital Improvement Program (CIP)**

WHEREAS, On July 18, 2017, the School Board was presented with an overview of the non-dedicated portion of funds in year one from the full-day kindergarten and pre-kindergarten expansion; and

WHEREAS, the School Board supported the priority needs spending plan as proposed by the Administration; and

WHEREAS, as a part of the spending plan, the estimated FY 2017/18 Operating Budget funds available for transfer to the Schools' PAYGO for the CIP is \$900,000; and

WHEREAS, the Administration recommends the following for the available funds in the amount of \$900,000:

- \$750,000 transferred for Project 1-099, Renovations and Replacements – Grounds Phase II, and
- \$150,000 transferred for Project 1-105, Renovations and Replacements – Various Phase II

NOW, THEREFORE, BE IT

RESOLVED: That the School Board of the City of Virginia Beach approves the transfer of funds from the FY 2017/18 Operating Budget to the Schools' PAYGO for CIP projects as shown above in the amount of \$900,000; and be it

FURTHER RESOLVED: That the School Board requests that the City Council approve the transfer of funds from the FY 2017/18 Operating Budget to the Schools' PAYGO for CIP projects as 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.



- C. School Counseling Program (K-12) Evaluation Recommendations: Ms. Rye made a motion, seconded by Ms. McLeod, that the School Board approve administration's four recommendations that resulted from the Department of Planning, Innovation and Accountability's comprehensive evaluation conducted on the School Counseling Program (K-12) with a focus on the operation of the program as it relates to supporting students academically including school counselor responsibilities and activities, staffing, professional learning, and parent engagement; characteristics of the students; progress made toward meeting the goals and objectives related to students' academic preparation; and stakeholders' perceptions. The motion passed (ayes 9, nays 0) and recommendations were approved as follows:
- Recommendation #1: Continue the school counseling program with modifications noted in recommendations 2 through 4 (*Responsible Groups: Department of Teaching and Learning*)
 - Recommendation #2: Develop a plan to provide additional school counselor allocations for 2018-19 at the high school level to ensure students' needs can be met (*Responsible groups: Department of Teaching and Learning, and Department of Budget and Finance*)
 - Recommendation #3: Ensure that middle and high school students identify goals through the academic and career planning process and that they are aware of academic and career pathways to meet their goals (*Responsible Groups: Department of Teaching and Learning*)
 - Recommendation #4: Publicize the school counseling program to parents, including school counselors' responsibilities and activities in working with students, so that parents are aware of the various services and opportunities for assistance that are offered. (*Responsible Groups: Department of Teaching and Learning, and Department of Media and Communications*)
- D. Family Life Education Curriculum: Ms. McLeod made a motion, seconded by Ms. Holtz, that the School Board approve the new Family Life Education (FLE) curriculum to continue to be taught in grades 2, 5, 6, 7, 9 and 10 aligned with Standards of Learning (SOL) updated by the Virginia Department of Education (VDOE) in 2016 with a focus on depth rather than breadth in covering sensitive topics, but also provide the choice for parents/guardians to opt their child out of some or all of the FLE lessons. The motion passed (ayes 9, nays 0).

13. Information

- A. Entrepreneurship and Business Academy Evaluation: Stephen C. Court, Program Evaluation Specialist in the Department of Planning, Innovation, and Accountability, presented key findings and recommendation from the year one implementation evaluation of the Entrepreneurship and Business Academy (EBA) at Kempsville High School. The evaluation resulted in one recommendation that the EBA continue without modifications because the academy's operation was found to largely correspond with



- what had been set forth in the proposal approved by the School Board. William W. Harris, Principal of Kempsville High School, shared Administration's concurrence with the recommendation to continue the program with no modifications proposed.
- B. Budget Calendar for FY2018-19: Farrell E. Hanzaker, Chief Financial Officer, presented the proposed calendar containing specific dates and timeframes for key components and activities of the development process for the division's FY2018/19 School Operating Budget, and FY2018/19 through FY2023/24 Capital Improvement Program (CIP).
- C. Interim Financial Statements – June 2017 (unaudited), July and August 2017: Crystal M. Pate, Director of Business Services, presented highlights of unaudited financial statements for fiscal year end June 30, 2017 explaining the basis for unfavorable trends in revenues resulting in an approximate \$3.8 million shortfall. Expenditures were reported as favorable in all categories with a remaining unspent and unencumbered balance for the fiscal year at \$21.1 million. As a result, she reported the reversion amount for the fiscal year ending June 30, 2017 was projected to be \$17.1 million noting recommended uses for these funds will be presented for the School Board to consider at a later date. She noted July and August interim financial statements were abbreviated because there are no salaries and benefits for ten-month employees, and encumbrances from the prior year had not been brought forward, and, therefore, not as meaningful or comparable as September financial statements will be when presented.
- D. 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 August 17, 2017 meeting.
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 4-6 Equal Employment Opportunity Plan recommended for repeal because language was incorporated in Policy 4-4 Equal Employment Opportunity, Non-discrimination, and Compliance Officers.
 4. Policy 4-36 Payroll Deductions/Tax Sheltered Annuities/Deferred Compensation Plan
 5. Policy 4-37 Insurance/Retirement Plan
 6. Policy 4-39 Employee Professional Development Reimbursement
 7. Policy 4-64 Licensed Personnel: Professional Growth
 8. Policy 4-65 School Meetings and Conferences: After review of the proposed modification, there was consensus to return this policy to the Policy Review Committee for them to consider including a notification timeline clause.



9. Policy 4-70 Licensed Personnel: Salary Schedule
10. Policy 4-84 Classified Personnel: Growth in Job Skills
14. **Standing Committee Reports:** As Chair of the School Board's Legislative Committee, Mr. McDonald reported on the process of drafting the legislative agenda for the 2018 General Assembly Session to include a focus on teacher recruitment and retention to address teacher shortages in the Commonwealth, and thanked School Board members for their input. Other events reported included an upcoming legislative breakfast the committee is co-hosting with the Superintendent to include a school tour, and the month of November being designated "Take Your Legislator to School" month where the delegation is invited to visit schools and observe what the division is doing. He also advised of opportunities for School Board members to meet with legislators individually in December to discuss the School Board's legislative agenda prior to the General Assembly Session, and noted the typical lobbying trip to visit the delegation in Richmond will not be scheduled at this time due to General Assembly offices undergoing renovations. However, he stressed the Committee will continue to communicate with the delegation during the Session.
15. **Conclusion of Formal Meeting:** The formal meeting concluded at 7:03 p.m.
16. **Hearing of Citizens and Delegations on Non-Agenda Items:** The School Board heard comments from First Colonial High School student, Allison McSweeney, regarding concerns with a survey distributed at the school; and Latasha Holloway regarding concerns about treatment of her children.
17. **Recess into Workshop:** None at this time. See Item 1
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 7:07 p.m.

Respectfully submitted:

Dianne P. Alexander, Clerk of the School Board

Approved:

Beverly M. Anderson, School Board Chair