



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, December 5, 2017

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

INFORMAL MEETING

1. **Convene School Board Workshop #1 of 2:** The School Board convened in the einstein.lab at 4:02 p.m. In addition to Superintendent Spence, all School Board members were present upon the arrival of Ms. Manning shortly thereafter at 4:07 p.m.
 - A. **School Board Administrative Matters and Reports:** In reviewing the meeting agenda, Chairwoman Anderson advised of two items to be discussed during a closed session related to real estate and contract matters; distributed a correction to minutes presented for adoption, and recommended adjustments be considered during Adoption of the Agenda to 1) move Consent Item 12B to Action as Item 13B, and 2) Consent Item 12D3 – Policy 4-43 pulled to return to the Policy Review Committee for an additional review. A reminder of the December 12, 2017 City/Schools Deferred Compensation briefing was also provided. In response to a request, Superintendent Spence agreed to forward to the School Board information being provided at an upcoming meeting regarding An Achievable Dream Academy at Lynnhaven Middle School for those unable to attend. Additionally, a request for the School Board to discuss stop arm cameras on school buses was redirected as a potential topic for consideration during the pre-budget workshop to follow. School Board Administrative Matters and Reports concluded at 4:06 p.m.
 - B. **Annual Recruitment, Staffing, Retention, and Compensation Update:** Anne C. Glenn-Zeljeznjak, Coordinator of Recruitment and Retention in the Department of Human Resources; along with John A. Mirra, Chief Human Resources Officer; and Judith R. Wood, Human Resources Specialist; presented the annual update on recruitment, staffing, retention and compensation to include an overview of market conditions and challenges, and strategies and results. Information was shared regarding the diversity of the workforce, categorization of potential retirements, and overview of the compensation

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philosophy and programs. Regional comparisons were reported for compensation, allowances, licenses and certifications, additional duty supplements, advanced degrees, beginning teachers, substitute teacher rates, teacher assistants, and employee health benefit costs. Information was also provided on compression related to the unified salary scale including status of outstanding equity adjustments. Finally, an outline of suggested compensation enhancements estimated at a cost of \$14 million inclusive of FICA and benefits was provided. Discussion concluded at 5:00 p.m.

- C. Pre-Budget FY2018/19 Discussion: Due to time constraints, this item was taken up after the formal meeting under Item 18.
- D. Facilities Update – Thoroughgood Elementary School: Due to time constraints, this item was taken up after the formal meeting under Item 18.

The workshop concluded at 5:00 p.m.

2. **Closed Meeting**: 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 3, 7, 8 and 29 of the *Code of Virginia*, 1950, as amended, for the following purposes:

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.

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 disposition of School Board owned property in the Kempsville district.

Legal Matters: Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter pursuant to Section 2.2-3711, (A) (8); namely to discuss terms and obligations related to renewal of a contract.

Contract matters: Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or



negotiating strategy of the public body, pursuant to Section 2.2-3711 (A) (29); namely to discuss terms and obligations related to renewal of a contract.

The motion passed unanimously and the School Board entered into a closed session at 5:05 p.m.

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

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.

Terms and obligations related to renewal of a contract: 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 5:39 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 5:40 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 6:02 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:**
 - A. Outstanding Educator Award: Kathy Turner, Ocean Lakes High School teacher, was recognized by the School Board for being named one of the University of Chicago's 2017 Outstanding Educators after having been nominated by a former advanced placement (AP) chemistry student who entered the University of Chicago in the fall.
 - B. 2017 Economic Educator Award: The School Board recognized Plaza Middle School eighth-grade teacher, Anthony Nobles, who earned first place in the 2017 Economic Educator Awards Program sponsored by the Virginia Council of Economic Education to recognize



educators who demonstrate a commitment and contribution to economic and financial education.

7. **Superintendent's Report:** Five things shared by Superintendent Spence in his report were related to 1) the division receiving the 2017 Learning Counsel Digital Curriculum Strategy Award; 2) being one out of 30 school divisions in the state being named 2017 Certified Green School Division by the Virginia School Boards Association (VSBA); 3) TGIF (Teacher Grants Improve Futures) event where \$150,000 in grants were awarded from the Virginia Beach Education Foundation; 4) annual school report cards known as the *Campus Compass* for the 2017-18 school year being available on the division's website reporting demographics and student progress toward achieving various local and state accountability measures; and 5) invitation to contribute to the division's Beach Bags program with food donations during the holiday season.
8. **Public Hearing on FY2018/19 Schools Operating Budget and FY2018/2019 through FY2023/2024 Capital Improvement Program (CIP):** The School Board heard comments from Melissa Smasal requesting funding for buzzer systems to be installed at schools to allow for doors to remain locked as a safety measure; Sarah Perez Sanders advocating for stop arm cameras on school buses; Kelly Walker, Virginia Beach Education Association (VBEA) requesting funding for a five percent salary increase, comprehensive compensation study, exploration of alternative health care systems, and additional strategic reduction in class size; and Gary McCullum requesting funding for a disparity study.
9. **Hearing of Citizens and Delegations on Agenda Items:** None
10. **Approval of Minutes:** November 21, 2017 Regular Meeting: Mr. McDonald made a motion, seconded by Ms. Holtz, that the School Board approve the minutes of their November 21, 2017 regular meeting inclusive of the adjustment announced and distributed in the workshop prior to the formal meeting. The motion passed (ayes 10, nays 0; 1 abstention – McLeod who was not in attendance at the November 21 meeting).
11. **Adoption of the Agenda:** Prior to a motion, Chairwoman Anderson noted Workshop Items 1C and 1D would be taken up under Item 18; Consent Item 12B moved to 13B; and Consent Item 12D3 – Policy 4-43 removed from the agenda to be sent back to the Policy Review Committee for further review. Ms. Riggs then made a motion, seconded by Vice Chair Edwards, that the School Board adopt the agenda as amended. The motion passed unanimously.
12. **Consent Agenda:** Mr. McDonald made a motion, seconded by Ms. Holtz, that the School Board approve the Consent Agenda. The motion passed unanimously and the following items were approved as part of the Consent Agenda:
 - A. Textbook Adoptions as recommended by the Technical and Career Education Textbook Adoption Committee for implementation in the fall of 2018 as follows:



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Item	Course Title	Textbook	Publisher	Copyright
1	Parenting and Child Development	<i>Child Development: Early Stages through Age 12, 8th Edition</i>	Goodheart-Wellcox	2016
2	Teen Living (6,7,8)	<i>Exploring Life and Career</i>	Goodheart-Wellcox	2017
3	Early Childhood Education (I and II)	<i>Working with Young Children</i>	Goodheart-Wellcox	2016
4	Introduction to Childcare Occupations	<i>Childcare Today</i>	McGraw Hill	2016

- B. *[Special Education Advisory Committee Extension of Current Appointments moved to Action 13B during Item 10 – Adoption of the Agenda]*
- C. The School Board authorized the School Board Chair to execute agreements for Dominion Energy Underground Easements for Tallwood, Windsor Woods and Kempsville elementary schools and Kempsville High School
- D. Policy Review Committee Recommendations as follows:
 - 1. Audit Charter and Related Policies
 - a. Policy 3-96 Office of Internal Audit and the Audit Committee
 - b. Policy 3-46 Audits/Audit Committee/Internal Audit Charter
 - 2. Policy 2-48 Salaries and Compensation
 - 3. *[Policy 4-43 Personnel Protection from Sexual Harassment – pulled during Item 10 – Adoption of the Agenda to be returned to the Policy Review Committee for further review]*
 - 4. Policy 4-77 Bus Drivers/Driver Assistants
 - 5. Policy 4-76 Teacher Assistants
 - 6. Policy 4-75 Conditions of Employment
 - 7. Policy 4-90 Substitute Employees
 - 8. Policy 4-92 Summer School Teachers and Corresponding Regulation
 - 9. Policy 4-93 Employment of Temporary and Part-Time Employees
 - 10. Policy 4-94 Exchange Teachers
 - 11. Policy 4-95 Census Agents
 - 12. Policy 6-83 Private Educational Courses

13. Action

- A. Personnel Report / Administrative Appointments: Ms. Rye made a motion, seconded by Ms. Riggs, that the School Board approve the appointments and accept the resignations, retirements and other employment actions as listed on the Personnel Report dated



December 5, 2017. The motion passed unanimously. There were no administrative appointments recommended.

- B. Special Education Advisory Committee Extension of Current Appointments [formerly Consent Item 12B]: Vice Chair Edwards made a motion, seconded by Ms. Melnyk, that the School Board approve the extension of the current appointments of Sandra Hermann, former parent; Donna Robel, parent; and Cheryl Ward, former parent and agency representative to the Special Education Advisory Committee through the end of the current school year ending June 30, 2018. Ms. Manning made a substitute motion, seconded by Mr. McDonald, to strike the original motion and approve the reappointments of the Ms. Hermann, Ms. Robel, and Ms. Ward to serve a three year term in accordance with the Special Education Advisory Committee’s bylaws. Members of the Policy Review Committee reported the committee is in the process of reviewing current policy in order to propose modifications that implement consistencies and align the appointment process and terms for all advisory committees under one umbrella policy. School Board Legal Counsel, Kamala H. Lannetti, Deputy City Attorney, responded to inquiries regarding the timeline required in order for advisory committees to update their bylaws in accordance with any policy changes that would take effect July 2018. Following discussion, the substitute motion failed (ayes 4 – Manning, McDonald, McLeod and Weems; nays 7). The original motion for the extension of current appointments then passed unanimously with those who voted favorably for the substitute motion to reappointment versus extend explaining their affirmative vote for the main motion is to reflect support for the individuals recommended.

14. Information

- A. Textbook Adoption: Advanced Placement (AP) Human Geography: James M. Pohl, Ph.D., Executive Director of Secondary Teaching and Learning, presented the following textbook recommendation of the Textbook Adoption Committee for the Advanced Placement Human Geography course proposed for implementation in the fall of 2018:

Textbook	Publisher	Copyright
<i>A Cultural Landscape, An Introduction to Human Geography AP edition, with seven-year access to online components</i>	Pearson	2017

- B. Disposition of School Board Owned Property: Anthony L. Arnold, P.E., Executive Director of Facilities Services, presented an overview of a proposed purchase agreement between the School Board of the City of Virginia Beach and Franklin Johnston Group Management and Development, LLC (“Purchaser”) for +/- 10.69 acres of property located at 273 North Witchduck Rd., Virginia Beach (GPIN: 1467-75-8675) for \$4.5 million for the development of a residential apartment complex with proceeds of such sale to be retained by the School Board.. He reviewed the schedule to include a public hearing to declare the property surplus to be held on December 19 for the School Board to take action in January



2018 so that City Council can consider rezoning and authorization to convey property in February 2018.

15. **Standing Committee Reports:** Ms. Rye reported on behalf of the Equity Council on items discussed at a recent meeting, and announced upcoming Council-sponsored events. Ms. McLeod reported on the recent Building Utilization Committee meeting noting there was nothing to indicate the potential for any major rezoning recommendations. Vice Chair Edwards reported on an upcoming meeting of the Audit Committee where a report from the external auditors will be presented and then made available for School Board members to review.
16. **Conclusion of Formal Meeting:** The formal meeting concluded at 6:48 p.m.
17. **Hearing of Citizens and Delegations on Non-Agenda Items:** None
18. **Recess into Workshop:** The School Board reconvened in the einstein.lab in workshop format at 7:01 p.m. In addition to Superintendent Spence, all School Board members were present.
 - A. **[formerly 1D] Facilities Update – Thoroughgood Elementary School:** Anthony L. Arnold, P.E., Executive Director of Facilities Services, provided an update on the Thoroughgood Elementary School replacement project based on feedback from the School Board when an overview of the design was presented November 8, 2017. He reported on historical costs of replacement projects, specific engineering cost savings proposed for Thoroughgood, current trends, round/curvilinear design prototypes and charrettes. Cheryl Zigrang, Ph.D., Principal of Thoroughgood Elementary School reported on stakeholder meetings. Discussion concluded at 7:51 p.m.
 - B. **[formerly 1C] Pre-Budget FY2018/19 Discussion:** Farrell E. Hanzaker, Chief Financial Officer, led a discussion for the School Board to give guidance in the development of the next year's operating budget noting analysis of the forthcoming Governor's budget proposal should be available by the first of the year. He reviewed components of major expense items reported in the Five Year Forecast in the area of salary increases, Virginia Retirement System (VRS) rates, health insurance rates, non-personnel items, and \$3.9 million deficit projected in FY2019/20; along with other budgetary goals and challenges. Cheryl R. Woodhouse, Senior Executive Director of Middle Schools, presented information on class sizes and class loads at the middle school level; and Daniel F. Keever, Senior Executive Director of High Schools, presented the same for high schools. An outline of unmet needs totaling \$120.2 million was also provided for the School Board to consider in establishing priority items. Discussion ensued in which School Board member identified their individual areas of focus. The workshop concluded at 8:41 p.m.
19. **Closed Meeting:** None
20. **Vote on Remaining Action Items:** None



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21. **Adjournment:** There being no further business before the School Board, Chairwoman Anderson adjourned the meeting at 8:41 p.m.

Respectfully submitted:

Dianne P. Alexander, Clerk of the School Board

Approved:

Beverly M. Anderson, School Board Chair