



# VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

## School Board Services

**Beverly M. Anderson, Chair**  
At-Large

**Joel A. McDonald, Vice Chair**  
District 3 – Rose Hall

<b>Daniel D. Edwards</b> District 2 – Kempsville	<b>Sharon R. Felton</b> District 6 – Beach	<b>Dorothy M. Holtz</b> At-Large
<b>Victoria C. Manning</b> At-Large	<b>Ashley K. McLeod</b> At-Large	<b>Kimberly A. Melnyk</b> District 7 – Princess Anne
<b>Trenace B. Riggs</b> District 1 – Centerville	<b>Carolyn T. Rye</b> District 5 - Lynnhaven	<b>Carolyn D. Weems</b> District 4 - Bayside

**Aaron C. Spence, Ed.D., Superintendent**

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

**Tuesday, June 26, 2018**

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

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### **INFORMAL MEETING**

1. **Convene School Board Workshop:** The School Board convened in the einstein.lab at 4:02 p.m. In addition to Superintendent Spence, all School Board members were present with Ms. Riggs and Ms. McLeod arriving late at 4:04 p.m. and 4:07 p.m., respectively.
  - A. **School Board Administrative Matters and Reports:** Chairwoman Anderson affirmed a closed meeting would be needed, and reminded the School Board of their July 10 retreat to be held at the Tidewater Community Center (TCC) Student Center.

School Board members then reported on events they attended to include the Virginia Beach Education Foundation reception for the home students built and related scholarship opportunities.

This portion of the workshop concluded at 4:07 p.m.
  - B. **Real World Pathways:** Amy E. Cashwell, Ed.D., Chief Academic Officer, along with Lesley L. Hughes, Ed.D., Executive Director of Elementary Teaching and Learning, presented an overview of K-12 academic and career planning initiatives and related elementary curriculum, career awareness, field experiences, partnership goals, environmental connections, building teacher capacity, and job shadowing. This portion of the workshop concluded at 5:30 p.m.
  - C. **Communications and Social Media Update:** Eileen M. Cox, Chief Media and Communications Officer, along with Lauren Nolasco, Director of Communications, reported the division's new and ongoing communications efforts with a redesigned website and division mobile application, and presented an update on performance of the division's social media channels. This portion of the workshop concluded at 4:54 p.m.



D. Forecast of Agenda Items FY19 1<sup>st</sup> Quarter – July, August, September 2018:

Superintendent Spence presented Administration's forecast of agenda topics to be presented in the FY19 first quarter – July, August, September 2018

The workshop concluded at 4:58 p.m.

2. **Closed Meeting:** Vice Chair McDonald made a motion, seconded by Ms. Melnyk, that the School Board recess into a closed session pursuant to the exemptions from open meetings allowed by Section 2.2-3711, Part A, Paragraph 1 of the *Code of Virginia*, 1950, as amended, for Personnel Matters: Discussion, consideration, or 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 performance evaluation of a specific administrator.

The motion passed unanimously and the School Board recessed at 4:58 p.m. and reconvened in Room 113 in a closed meeting at 5:09 p.m.

Individuals present for discussion: School Board members; 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 5:33 p.m.

Certification of Closed Meeting: Vice Chair McDonald made a motion, seconded by Mr. Edwards, 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.

Ms. Riggs made a motion, seconded by Mr. Edwards, that the School Board authorize the Superintendent to earn performance based compensation in the amount of 92.61% of the five percent maximum set forth in Section 3, Paragraph D, of the Superintendent's Contract for Employment (as amended by Amendments #6 and #7) for the fiscal year ending June 30, 2018, in the amount of \$11,294.75 to be paid to the Superintendent in equal installments each pay period for the fiscal year beginning July 1, 2018, and not considered part of his base salary for calculating pay raises or future performance based pay. The motion passed unanimously.

Vice Chair McDonald made a motion, seconded by Ms. Melnyk, that the School Board approve Amendment #7 to the Superintendent's Contract for Employment amending the term to July 1, 2018 through June 30, 2022, with all other terms of the contract and prior amendments remaining in effect. The motion passed unanimously.

3. **School Board Recess:** The School Board recessed at 5:34 p.m. to reconvene in School Board Chambers for the formal meeting at 6:00 p.m.



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**FORMAL MEETING**

4. ***Call to Order and Roll Call:*** Chairwoman Anderson called the formal meeting to order at 6:00 p.m. All School Board members were present along with Superintendent Spence.
5. ***Moment of Silence followed by the Pledge of Allegiance***
6. ***Student, Employee and Public Awards and Recognition:***
  - A. Outstanding Energy Engineering Design Award: Landstown High School's solar team was recognized by the School Board for being awarded the nation's Outstanding Energy Engineering Design Award presented by the National Energy Education Development (NEED) project.
  - B. Virginia High School League Girls Soccer Champions: The School Board recognized First Colonial High School's girls' soccer team for winning the Virginia High School League (VHSL) Class 6 championships – the first state title for a Hampton Roads girls soccer team in thirteen years.
  - C. Virginia Beach City Public Schools Future Teacher Awards: Thirty-nine high school students selected by their principal were recognized by the School Board for having completed the Virginia Teachers for Tomorrow program and/or Early Childhood Education program, and will receive a provisional contract to become a teacher in the division upon completion of a degree in an approved teacher education program. The School Board approved provisional contracts for these students as part and parcel of the Personnel Report presented under Action.
  - D. 2018 Virginia Governor's Volunteerism and Community Service Awards: The School Board recognized Tony Pirrone and Duane Harver, two Virginia Beach Education Foundation (VBEF) board members, and their companies for their work with the division garnering them the 2018 Governor's Volunteerism and Community Service Awards which honors outstanding groups of Virginians who exemplify the spirit of service, fosters skills of social responsibility, and demonstrates sustained commitment to meeting community needs. RRMM Architects was named Outstanding Corporation for volunteer work with students in planning and designing major projects. Quality Stone Concepts was named Outstanding Small Business for mentoring students enrolled in construction courses.
  - E. School Library Program of the Year: Princess Anne High School was recognized for being named the Virginia Association of School Librarian's (VAASL) School Library Program of the Year which acknowledges an outstanding library program that demonstrates its commitment to ensure that students and staff are effective users of ideas and information. In addition, the selected honoree exemplifies the association's learning standards and has ongoing initiatives to reach out to parents and the larger community.
  - F. Governor's Award for Environmental Excellence: The school division's sustainability program was recognized by the School Board for having received the 2018 Governor's



Award for Environmental Excellence which acknowledges the significant contributions of environmental and conservation leaders. In addition, the division was one of only 12 cities, agencies and universities statewide named a 2018 Virginia Environmental Excellence Program Sustainability Partner (VEEPSP). For each of these awards, the division was honored for not a singular program, but rather its divisionwide sustainability achievements.

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 high school counseling teams and their partnership with students in their journey to graduation and to help in guiding them to the best path to success.
8. **Public Hearing: Three Oaks Elementary School – Agreement of Sale for Conveyance of Property for Princess Anne Road Phase VII:** There were no comments made during the public hearing held for the School Board to determine whether specific parcels in the proximity of Three Oaks Elementary School should be declared surplus and sold to the City of Virginia Beach for right-of-way, temporary construction easement and permanent utility easement purposes associated with the Princess Anne Road Phase VII project, and the proceeds of such sale be retained by the School Board. Action on this topic was taken later in the meeting under Item 13B.
9. **Hearing of Citizens and Delegations on Agenda Items:** The School Board heard comments from Stephen Johnston in opposition to payroll deductions being permitted for association dues suggesting members should utilize electronic banking systems instead.
10. **Approval of Minutes:** June 11, 2018 Regular School Board Meeting: Ms. Rye made a motion, seconded by Ms. Riggs, that the School Board approve the minutes of their June 11, 2018 regular meeting as presented. The motion passed (ayes 10, nays 0; 1 abstention – McLeod who was not present at the June 11 meeting).
11. **Adoption of the Agenda:** There being no proposed changes to the published agenda, Ms. Holtz made a motion, seconded by Ms. McLeod, that the School Board adopt the agenda as published. The motion passed unanimously.
12. **Consent Agenda:** After the School Board Chair's review of items presented as part of the Consent Agenda, Ms. Riggs made a motion, seconded by Ms. Melnyk, that the School Board approve the Consent Agenda as presented. The motion passed unanimously, and the following items were approved as part of the Consent Agenda:
  - A. School Board Organizational Matters for FY19

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<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



1. Superintendent's Designee in the Absence of the Superintendent: The School Board approved the Superintendent's recommendation to appoint Marc A. Bergin, Ed.D., Chief of Staff, and Farrell E. Hanzaker, Chief Financial Officer, as designees of the division superintendent to attend meetings of the School Board in the absence or inability to attend of the superintendent for the 2018-19 fiscal year pursuant to *Code of Virginia* § 22.1-76, ... approval of division superintendent's designee
2. Signature Authority in the Absence of the Superintendent: The School Board authorized the Superintendent's recommendation to extend the term of signature authority for Marc A. Bergin, Ed.D., Chief of Staff; and/or Farrell E. Hanzaker, Chief Financial Officer, through June 30, 2019 to sign all Virginia Department of Education correspondence (VDOE), reports, documents, requisitions and other official correspondence in the absence of the division superintendent
3. Payroll Deductions: The School Board authorized the following payroll deductions for the 2018-19 fiscal year pursuant to Board Policy 4-36 – Payroll Deductions/Tax Sheltered Annuities/Deferred Compensation Plan; and its corresponding Regulation 4-36.1 – Payroll Deductions:
  1. Health Plans
  2. Dental Plans
  3. Tax Sheltered Annuities
  4. Flexible Benefit Plans
  5. Association Dues
  6. United Way
  7. Deferred Compensation
  8. Garnishments
  9. Federal Tax Liens
  10. State Tax Liens
  11. Local Tax Liens
  12. State Education (Student Loans)
  13. Child Support
  14. Court Orders/Bankruptcies
  15. Legal Resources
  16. Direct Deposit
  17. VRS Optional Life Insurance
  18. Salary/Leave Adjustments
  19. Employee Authorized Payment(s) owed to the School Division
  20. VRS Service Buy Back
  21. Workers' Compensation Salary/Leave Adjustments
  22. Travel Advance and Other Purchase Repayments
  23. Voluntary Benefits
  24. State Licensure Fees
  25. Administrative Processing Fees, where applicable
  26. Long Term Disability
  27. Long Term Care
  28. VRS – Member Contribution Rate
  29. Virginia Beach Education Foundation



4. School Board Assignments to Committees: The School Board approved the following committee assignments based on School Board members relaying their preference(s) to School Board leadership for consideration in assignments being proposed for the 2018-19 school year in accordance with Bylaw 1-28: Committees, Organizations and Board – School Board Member Assignments:

BYLAW 1-28 Committees, Organizations and Board – School Board Member Assignments			FY2019 Members
C. SCHOOL BOARD STANDING COMMITTEES			
C1.	Internal Audit:		Dan Edwards Vicky Manning Carolyn Rye Larry Davenport, Citizen Member
C2.	Legislative:		Joel McDonald Ashley McLeod Kim Melnyk
C3.	Policy Review:		Dan Edwards Trenace Riggs Carolyn Rye
C4.	Building Utilization Committee:		Joel McDonald Ashley McLeod Carolyn Rye
C5.	Student Discipline:	Committee I (2 <sup>nd</sup> & 4 <sup>th</sup> Mon) 3:00 PM	Dan Edwards Sharon Felton Dottie Holtz
		Committee II (2 <sup>nd</sup> & 4 <sup>th</sup> Tues) 8:30 AM	Vicky Manning Ashley McLeod Carolyn Weems
		Committee III (1 <sup>st</sup> & 3 <sup>rd</sup> Wed) 3:00 PM	Kim Melnyk Trenace Riggs Carolyn Rye
D. JOINT STANDING SCHOOL BOARD AND CITY COUNCIL COMMITTEES/BOARDS			
D1.	CIP/Modernization Review Committee:		Ashley McLeod Trenace Riggs, Designated Chair Vicky Manning, alternate





**E. SCHOOL BOARD AD HOC COMMITTEES**

School Board Ad Hoc Committee and Ad Hoc Committee Chair shall be proposed by the School Board Chair and appointed by the School Board, as the need arises, to carry out a specified task, at the completion of which that is, on presentation of its final report to the School Board, such Ad Hoc Committee will automatically cease to exist. An Ad Hoc Committee shall have those powers designated by the School Board.

E1.	<b>School Site Selection:</b>	As needed
E2.	<b>Other: An Achievable Dream Academy:</b>	Dan Edwards, Designated Chair Sharon Felton Carolyn Rye Carolyn Weems

**F. SCHOOL DIVISION STANDING COMMITTEES AND  
CITIZENS ADVISORY COMMITTEES WITH SCHOOL BOARD MEMBER LIAISONS**

If requested by the Superintendent or as set forth by policy, the School Board may assign School Board members to serve as members of School Division Standing Committees or Citizens Advisory Committees. In those instances, the appointed School Board members serve only as liaisons and have no authority to bind the School Board on any matter. The Superintendent shall provide a list of all such liaison positions to the School Board by June 1<sup>st</sup> of each year.

<b>F1.</b>	<b>School Division Standing Committees with School Board members assigned as liaisons</b>	
F1a.	<b>Equity Council:</b>	Sharon Felton Kim Melnyk Vicky Manning, alternate
<b>F2.</b>	<b>Citizens Advisory Committees will have one School Board liaison and one School Board alternate liaison assigned</b>	
F2a.	<b>Special Education Advisory Committee</b>	Dottie Holtz Carolyn Weems, alternate
F2b.	<b>General Advisory Council for Technical and Career Education</b>	Joel McDonald Sharon Felton, alternate
F2c.	<b>Community Advisory Committee for Gifted Education</b>	Vicky Manning Carolyn Rye, alternate
F2d.	<b>Interagency Adult Basic Education Advisory Committee</b>	Carolyn Weems Ashley McLeod, alternate
F2e.	<b>School Health Advisory Committee</b>	Carolyn Rye Trenace Riggs, alternate
F2f.	<b>Ad Hoc Strategic Plan Committee (as needed)</b>	N/A
F2g.	<b>Such other Citizens Advisory Committees as the School Board determines are needed</b>	None at this time



## **G. OUTSIDE COMMITTEES**

The School Board Chair will appoint and the School Board will approve School Board members to represent the School Board on outside committees. In those instances, School Board members have authority to bind the School Board for the limited purpose for which the outside committee exists. The Superintendent shall provide a list of all outside committees to the School Board by June 1<sup>st</sup> of each year. The School Board Chair will appoint, subject to approval by the School Board, School Board members to such committees by majority vote.

G1.	<b>ACCESS College Foundation</b>	Dan Edwards
G2.	<b>Governor's School for the Arts:</b>	Kim Melnyk Joel McDonald, alternate
G3.	<b>Mayor's Committee for Persons with Disabilities:</b>	Vicky Manning Dottie Holtz, alternate
G4.	<b>Southeastern Cooperative Education Programs (SECEP):</b>	Carolyn Weems Dottie Holtz, alternate
G5.	<b>Virginia School Boards Association (VSBA) Voting Delegate at Annual Convention held in November in Williamsburg, VA:</b>	Dottie Holtz Sharon Felton, alternate
G6.	<b>Hampton Roads Educational Telecommunications Association (HRETA) WHRO Educational Advisory Committee</b>	Sharon Felton Dottie Holtz, alternate
G7.	<b>Sister Cities Association of Virginia Beach</b>	Trenace Riggs Sharon Felton, alternate
G8.	<b>Deferred Compensation Board</b>	Dan Edwards

## **TASK FORCES**

At the request of the Superintendent, Board members were assigned to serve as liaisons to current administrative working groups upon Board approval on September 1, 2015. The role is to serve as a non-voting member commissioned as a go-between between the group and the full Board, and to answer any questions Board members may have during the process for which the task force was established

<b>Fiber Networking</b>	Joel McDonald
<b>Green Run Charter Board</b>	Carolyn Weems Kim Melnyk, alternate

### **B. Policy Review Committee Recommendations:**

1. Policy 4-17 Suspension from Work of Teachers or Classified Employees: Title and language changes
2. Policy 5-3 Formulation of Student Rules and Regulations: Policy deemed redundant and recommended for repeal
3. Policy 5-11 Age of Compulsory Attendance/Exemptions: Language updated along with adding adult student designation
4. Policy 5-12 Legal Withdrawal: Minor changes made to designations





**13. Action**

- A. Personnel Report/Administrative Appointments: Ms. Melnyk 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 June 26, 2018 along with eight administrative appointments as recommended by the Superintendent. The motion passed unanimously, and Superintendent Spence introduced the following administrative appointments:

NAME	CURRENT POSITION	RECOMMENDATION
Brittney Church	Teacher Leader Coleman Place Elementary School Norfolk Public Schools	Assistant Principal Parkway Elementary School
Laurel Crenshaw	Principal Northampton Middle School Northampton County Public Schools	Assistant Principal Independence Middle School
John "Jack" Freeman	Commanding Officer, Naval Support Activity Hampton Roads	Chief Operations Officer Department of School Division Services
Amber Huffman	Special Education Instructional Coach Hampton City Schools	Coordinator of Special Education, Office of Programs for Exceptional Children Department of Teaching and Learning
Shawn Krisch	Administrative Assistant Birdneck Elementary School	Assistant Principal Centerville Elementary School
Lisa Meyers	Instructional Specialist Office of Programs for Exceptional Children	Coordinator of Special Education, Office of Programs for Exceptional Children Department of Teaching and Learning
Tammy Moore	Program Compliance Teacher Glenwood Elementary School	Assistant Principal Indian Lakes Elementary School
Jessica Windish	Teacher Tallwood High School	Coordinator of Global Studies and World Languages Academy Tallwood High School

- B. Three Oaks Elementary School – Princess Anne Road Phase VII Agreement of Sale for Conveyance of Property: Ms. McLeod made a motion, seconded by Ms. Manning, that the School Board authorize the Chair to execute a resolution and purchase agreement for the conveyance of property to the City of Virginia Beach along with a temporary construction easement and Dominion Energy utility easement at Three Oaks Elementary School associated with the Princess Anne Road Phase VII project having no impact on school operations nor any adverse impact on the school site. The motion passed unanimously and the resolution was approved as follows:



**RESOLUTION REGARDING THE SALE OF SCHOOL BOARD PROPERTY  
FOR THE CITY'S PRINCESS ANNE ROAD PHASE VII PROJECT**

**WHEREAS**, the City of Virginia Beach ("City") has identified the need to purchase certain School Board property located on the Three Oaks Elementary School site and identified as a portion of parcel GPIN 2414-13-3361 ("School Board Property"), for the City's Princess Anne Road Phase VII Project, CIP 2-195 (the "Project");

**WHEREAS**, the Project will provide a four-lane divided roadway within a 143-foot right-of-way with a bike path, from General Booth Boulevard to Fisher Arch, a distance of approximately 1.25 miles;

**WHEREAS**, the City has proposed purchasing the School Board Property in order to complete the Project, which will further include improvements at the intersections of General Booth Boulevard, Elson Green Avenue, and Upton Drive/Sandbridge Road, as well as aesthetic upgrades;

**WHEREAS**, the City's acquisition of the School Board property will enable the City to enhance this roadway corridor, increase property values, and provide an overall benefit to the citizens of Virginia Beach;

**WHEREAS**, Virginia Code §22.1-129 allows the School Board to sell real property that it determines it has no future use for and the School Board has held a public hearing on June 26, 2018 to take public comment on the proposed sale of property to the City and retention of the proceeds therefrom; and

**WHEREAS**, due to the de minimus impact the conveyance of the School Board property will have on the Three Oaks Elementary School site, and the expected benefits that will be derived from this Project for the citizens of Virginia Beach, the School Board is of the opinion that sale of the School Board property would be a benefit to all parties.

**NOW THEREFORE BE IT RESOLVED that:**

1. In accordance with Virginia Code §22.1-129, the School Board finds that, due to the strategic location of the parcel identified as GPIN 2414-13-3361, and the fact that the benefits of this conveyance are greater than the detriment to the remainder of the School Board property, the School Board finds that it does not have further use for such real property and determines that it may be sold.
2. The School Board agrees to accept the total appraised value of \$33,153.00 as payment in full for conveyance of the following to the City: a) a 6,225 sq. ft. (0.1429 acre) portion of GPIN 2414-13-3361, located at 2201 Elson Green Avenue; b) a temporary construction easement of 1,276 sq. ft. (0.0293 acre); and c) a permanent utility easement of 1,687 sq. ft. (0.0387 acre). The permanent utility easement is intended for use by Verizon South, Inc., Dominion Energy, Cox Communications and Virginia Natural Gas.
3. Additionally, the School Board authorizes the Chair or her designee to execute any and all documents desired and necessary to complete the above-referenced transaction and to take all actions necessary to have these funds retained by the School Board.

- C. Community Advisory Committee Appointments: Ms. Manning made a motion, seconded by Vice Chair McDonald, that the School Board approve appointments to Citizens' Advisory Committees to fill vacancies of voting members for a three-year term beginning July 1, 2018 for Gifted Education and Technical and Career Education advisory committees, and a one-year term for the Special Education Advisory Committee while they finalize changes to their bylaws to bring into compliance with School Board policy. The motion passed unanimously, and appointments approved as follows:



Advisory Committee	Position	Recommended Appointment
Community Advisory Committee for Gifted Education (3-year term)	Landstown High School Zone	Beth Deir
	Kellam High School Zone	Jeryl Phillips
	At-Large	Jennifer Krzewinski
General Advisory Council for Technical and Career Education (3-year term)		Alaine Britt
Special Education Advisory Committee (One-year term)	Teacher Representative	Leanna Landry
	Agency/Community Representative	Cheryl Ward, Endependence Center
	Person with Disability or Parent or Student with Disability	Dawn Candia Ainsley Proctor Jill Reid Tina Santee Cheryl Smith Pamela Tanner
	Other	Sandra Hermann Dorothy McGuire Donna Robel Frances Thompson

#### 14. Information

##### A. Citizens' Advisory Committee Reports:

- Gifted Education: As chair of the Community Advisory Committee for Gifted Education, Sandy Beale-Berry reported the committee's review of the Five-Year Local Plan for Gifted Education, and presented an update on activities addressed in the plan along with the committee's findings and recommendations they feel will be in the best interest of students identified for gifted services.
- Special Education: As chair of the Special Education Advisory Committee, Sandy Hermann reported the committee's accomplishments and activities along with the committee's findings and recommendations they feel are in the best interest of students identified for special education services.

- ##### B. Interim Financial Statements – May 2018:
- Crystal M. Pate, Director of Business Services, presented highlights of the interim financial statements as of May 31, 2018. In reporting the overall revenue trend as acceptable, she advised the March 31 Average Daily Membership (ADM) came in slightly higher than budgeted resulting in a small surplus in projected state revenue to be approximately \$97,000. She advised federal revenues continue to remain acceptable noting approximately \$1.4 million had been received in June for Medicaid reimbursements; and reported although a slightly unfavorable trend is projected in this revenue category for year end, approximately 99% of this budgeted category is expected to be collected. Sales tax receipts were reported on an acceptable



trend at \$860,000 higher than the prior year-to-date through May, and an increase of \$78,000 expected in June when compared to the prior year with higher than projected receipts anticipated. Finally, expenditures and encumbrances were reported as acceptable at this point in the fiscal year.

- C. Legal Services Cooperative Agreement FY19: School Board Legal Counsel, Kamala H. Lannetti, Deputy City Clerk, presented an overview of services to be provided in the proposed working agreement for the School Board and City Council to share legal resources by the City Attorney's Office. The agreement provides for 5,775 legal service hours from 3.5 attorneys and one paralegal to serve full-time in-house and draw off the remaining attorneys and staff to provide additional services to the School Board as needed for an annual estimated cost of \$612,793.85. Additionally, she noted the City Attorney's Office will hire a full time office assistant to begin as soon as the hiring process is complete to provide administrative services to the City Attorney's Office for the School Board.

15. **Standing Committee Reports:** As Chair of the Audit Committee, Mr. Edwards reported the committee met to review audit reports for the budget transfer process and food service operations as well as the proposed audit work plan for the next fiscal year noting items were available for School Board members to review via their SharePoint site.

On behalf of An Achievable Dream Academy (AADA) Ad Hoc Committee, Mr. Edwards reported the committee met and agreed to expand membership to include representatives from the Seatack community, City Council, and Virginia Beach AADA Board. He advised of plans to provide preliminary input to the School Board at their July 2018 retreat.

Ms. Weems reported on the SouthEastern Cooperative Education Program (SECEP) meeting she attended where their five year strategic plan was finalized; and the Green Run Collegiate Charter (GRCC) Board meeting where new internship opportunities and timelines were discussed and graduate scholarship data provided.

Ms. Riggs reported on Sister Cities' activities and plans for a visit to Germany.

Recognizing not a Standing Committee Report, Ms. Felton recognized the Office of Student Leadership for their work in overseeing graduation commencement exercises.

16. **Conclusion of Formal Meeting:** The formal meeting concluded at 7:23 p.m.
17. **Hearing of Citizens and Delegations on Non-Agenda Items:** None
18. **Recess into Workshop:** None
19. **Closed Meeting:** None at this time. See Item 2
20. **Vote on Remaining Action Items:** None



- 21. Adjournment:** There being no further business before the School Board, Chairwoman Anderson adjourned the meeting at 7:23 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