



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

Daniel D. Edwards District 2 – Kempsville	Sharon R. Felton District 6 – Beach	Dorothy M. Holtz At-Large
Victoria C. Manning At-Large	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

School Board Regular Meeting Agenda

Tuesday, April 24, 2018

School Administration Building #6, Municipal Center
2512 George Mason Dr.
P.O. Box 6038
Virginia Beach, VA 23456
(757) 263-1000

In accordance with School Board Bylaw 1-48 §G, "No person attending a meeting of the School Board, in any capacity, shall use or allow to sound any device in a manner that disrupts the conduct of business within the room in which the School Board is meeting"

INFORMAL MEETING

1. **Convene School Board Workshop (einstein.lab) 4:30 p.m.**
 - A. Supporting our Military Connected Students **See website for presentation content during power outage**
 - B. School Board Administrative Matters and Reports
 - C. Real World Pathways **Postponed to date TBD due to power outage 4:55 p.m. - 6:00 p.m.**
2. **Closed Meeting** (as needed, otherwise see Item 18)
3. **School Board Recess..... 5:30 p.m.**

FORMAL MEETING

4. **Call to Order and Roll Call (School Board Chambers) 6:00 p.m.**
5. **Moment of Silence followed by the Pledge of Allegiance**
6. **Student, Employee and Public Awards and Recognition**
 - A. 2018 Operation Homefront Military Child of the Year
 - B. Virginia Music Educators All Virginia Honors Music Ensembles
 - C. State Honor Bands and Blue Ribbon Schools
7. **Superintendent's Report**
8. **Hearing of Citizens and Delegations on Agenda Items**
The Board will hear public comment on items germane to the School Board Agenda for the meeting from citizens who have signed up to speak with the Clerk of the School Board. Citizens are encouraged to sign up by noon the day of the meeting by contacting the Clerk at 263-1016 and shall be allocated 4 minutes each until 7:30 p.m., if time is available. If time does not permit all members of the public to speak before 7:30 p.m., an additional opportunity for public comment on Agenda items may be given after the Information section of the Agenda. All public comments shall meet the [Board Bylaw 1-48](#) requirements for Decorum and Order.
9. **Approval of Minutes:** April 10, 2018 Regular Meeting
10. **Adoption of the Agenda**



VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

School Board Regular Meeting Agenda (continued)

Tuesday, April 24, 2018

School Administration Building #6, Municipal Center

2512 George Mason Dr.

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In accordance with School Board Bylaw 1-48 §G, "No person attending a meeting of the School Board, in any capacity, shall use or allow to sound any device in a manner that disrupts the conduct of business within the room in which the School Board is meeting"

11. Consent Agenda

A. Resolutions

1. Teacher Appreciation Week
2. School Nurse Appreciation Day
3. Virginia High School Student Registration Week

B. Technical and Career Education Carl Perkins SY19 Grant

12. Action

A. Personnel Report / Administrative Appointments **Updated 4/27/2018**

B. FY 2018/19 Budget Reconciliation with State Budget

C. Policy Review Committee Recommendations

1. Bylaw 1-5 Legal Counsel
2. Bylaw 1-28 Committees, Organizations and Boards – School Board Member Assignments
3. Policy 4-18 Dismissal or Placement on Probation
4. Policy 5-29 Awards and Achievement
5. Policy 6-72 Student Evaluation and Grading/Class Rank
6. Policy 6-81 Adult Education
7. Policy 7-15 Distribution/Announcements of Outside Communication

13. Information: Interim Financial Statements – March 2018

14. Standing Committee Reports

15. Conclusion of Formal Meeting

16. Hearing of Citizens and Delegations on Non-Agenda Items

At this time, the School Board will hear public comment on items germane to the business of the School Board that are not on the School Board's Agenda for the meeting from citizens who sign up to speak with the Clerk of the School Board by 3:00 p.m. the day of the meeting and shall be allocated 4 minutes each. All public comments shall meet the [School Board Bylaw 1-48](#) requirements for Decorum and Order.

17. Recess into Workshop (if needed)

18. Closed Meeting: Personnel Matters, Student Disciplinary Matters, and Legal Matters

19. Vote on Remaining Action Items

20. Adjournment

***The next regular meeting of the School Board of the City of Virginia Beach is scheduled for
Tuesday, May 8, 2018***



Subject: Supporting our Military-Connected Students **Item Number:** 1A

Section: Workshop **Date:** April 24, 2018

Senior Staff: Amy E. Cashwell, Ed.D., Chief Academic Officer, Department of Teaching and Learning

Prepared by: Amy E. Cashwell, Ed.D., Chief Academic Officer, Department of Teaching and Learning
Alveta J. Green, Ed.D., Executive Director of Student Support Services

Presenter(s): Amy E. Cashwell, Ed.D., Chief Academic Officer, Department of Teaching and Learning

Recommendation:

That the School Board receive information related to the Supporting our Military-Connected Students workshop.

Background Summary:

The presentation will provide the School Board with an update on the ways the division provides support to students who are military-connected.

Source:

N/A

Budget Impact:

N/A



Citizens' Advisory Committee PROGRESS REPORT

School Board WORKSHOP

April 24, 2018



VIRGINIA BEACH CITY PUBLIC SCHOOLS
CHARTING THE COURSE



Citizens' Advisory Committee School Board Policy and Division Regulation

- School Board Policy 7-21 updates approved February 27, 2018
- Division Regulation 7-21.1 developed to outline the process March 9, 2018



“Call to action” March 29, 2018



VIRGINIA BEACH CITY PUBLIC SCHOOLS
CHARTING THE COURSE

FOR IMMEDIATE RELEASE

Date: 03/29/18

News Release No. 045



Contact: Eileen Cox

Phone: 757.263.1075

Fax: 757.263.1010

Email: eileen.cox@vbschools.com

School division issues "Call to Action" for Citizens' Advisory Committee members

The School Board of the City of Virginia Beach is looking for parents, grandparents, community members and staff to serve as members of the Special Education Advisory Committee (SEAC), the Community Advisory Committee for Gifted Education (CAC) and the General Advisory Council for Technical and Career Education.

The general purpose of each committee is to advise the School Board of the educational needs of students with disabilities, gifted students and those students enrolled in technical and career education programs. In addition, members are asked to provide input on school division priorities and strategies related to the committee's focus area and submit periodic reports and recommendations to the School Board.

Terms of service for newly-appointed advisory committee members will begin July 1, 2018. SEAC and CAC members meet monthly throughout the school year. The General Advisory Council for Technical and Career Education meets quarterly. To see specific duties and responsibilities of these citizen advisory committees and to learn more about terms of service, visit the [Call to Action](#) page on vbschools.com.

Those interested in serving as an advisory committee member must submit a completed [application](#) and letter of interest to the Clerk of the School Board by 5 p.m. Sunday, April 15. If an application is being submitted by U.S. Mail, it must be postmarked on or before April 15, 2018.

Questions about the application or selection process should be directed to Dianne Alexander, clerk of the School Board, by calling 757-263-1016 or by email at Dianne.alexander@vbschools.com.

###

Department of Media and Communications, vbcpsweb@vbschools.com

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3/29/2018

- Call to Action

- Submission Deadline

- CAC Members Invited to Review Applications

- School Board Update

- School Board Recommendations Presented

- School Board Appoints

- Terms of Service Begin



Citizens' Advisory Committee PROGRESS REPORT

School Board WORKSHOP

April 24, 2018



VIRGINIA BEACH CITY PUBLIC SCHOOLS
CHARTING THE COURSE



Subject: Real World Pathways **Item Number:** 1C

Section: Workshop **Date:** April 24, 2018

Senior Staff: Amy E. Cashwell, Ed.D., Chief Academic Officer, Department of Teaching and Learning

Prepared by: Lesley L. Hughes, Ed.D., Executive Director of Elementary Teaching and Learning
James M. Pohl, Ph.D., Executive Director of Secondary Teaching and Learning

Presenter(s): Lesley L. Hughes, Ed.D., Executive Director of Elementary Teaching and Learning
James M. Pohl, Ph.D., Executive Director of Secondary Teaching and Learning

Recommendation:

That the School Board receive information related to the Real World Pathways workshop.

Background Summary:

The presentation will provide the School Board with an update on the real world pathways available to students in the division.

Source:

N/A

Budget Impact:

N/A



Subject: 2018 Operation Homefront Military Child of the Year **Item Number:** 6A

Section: Student, Employee and Public Awards and Recognition **Date:** April 24, 2018

Senior Staff: Ms. Eileen M. Cox, Chief Media & Communications Officer, Department of Media and Communications

Prepared by: Ms. Rosemary Gladden, Public Relations Coordinator

Presenter(s): Mrs. Beverly Anderson, Chairwoman, and Dr. Aaron C. Spence, Superintendent

Recommendation:

That the School Board recognize Ocean Lakes High School senior Roark Corson who was named the 2018 Coast Guard Military Child of the Year by Operation Homefront.

Background Summary:

Each year, Operation Homefront recognizes six outstanding young people, ages 13 to 18, whose families represent each branch of the armed forces and who have excelled through volunteerism, extracurricular involvement and other challenges that face military families. According to Operation Homefront, these awards are the nation's premier celebration of the achievements of military children. Ocean Lakes High School senior Roark Corson was selected as the 2018 Coast Guard Military Child of the Year for his academic achievements and volunteerism. Operation Homefront is a national nonprofit organization that provides financial assistance, housing and family support services to military families in need.

Source:

Office of Student Support Services

Budget Impact:

None



Subject: Virginia Music Educators All Virginia Honors Music Ensembles **Item Number:** 6B

Section: Student, Employee and Public Awards and Recognition **Date:** April 24, 2018

Senior Staff: Ms. Eileen M. Cox, Chief Media & Communications Officer, Department of Media and Communications

Prepared by: Ms. Rosemary Gladden, Public Relations Coordinator

Presenter(s): Mrs. Beverly Anderson, Chairwoman, and Dr. Aaron C. Spence, Superintendent

Recommendation:

That the School Board recognize Virginia Beach City Public Schools students selected as members of the 2017-2018 All Virginia Middle School Chorus, All Virginia High School Chorus, All Virginia Senior Honors Choir, All Virginia Band and Orchestra, and All Virginia Jazz Band.

Background Summary:

These 46 students were selected from among their peers throughout the state for inclusion in the 2017-2018 All Virginia Honors music ensembles. The panel of judges included members of the Virginia Band and Orchestra Directors Association, the Virginia Choral Directors Association and secondary and collegiate music professionals from throughout Virginia. These awards are the highest possible state recognition in music and selected students have distinguished themselves as the top performers in their strand.

Source:

Holly Sunderland, Instructional Specialist, K-12 Performing Arts

Budget Impact:

None



Subject: State Honor Bands and Blue Ribbon Schools **Item Number:** 6C

Section: Student, Employee and Public Awards and Recognition **Date:** April 24, 2018

Senior Staff: Ms. Eileen M. Cox, Chief Media & Communications Officer, Department of Media and Communications

Prepared by: Ms. Rosemary Gladden, Public Relations Coordinator

Presenter(s): Mrs. Beverly Anderson, Chairwoman, and Dr. Aaron C. Spence, Superintendent

Recommendation:

That the School Board recognize the 2017-2018 State Honor Bands and Blue Ribbon Schools.

Background Summary:

Five high schools (Cox, Kellam, Ocean Lakes, Princess Anne and Tallwood) were named 2017-2018 Virginia Honor Bands. These bands received a superior rating at the Marching Band Assessment in the fall and a rating of superior at the Concert Band Assessment in the spring. Selection as a Virginia Honor Band is the highest honor awarded to a high school band in the Commonwealth and is sponsored by the Virginia Band and Orchestra Directors Association of the Virginia Music Educators Association.

In addition, eight schools (Corporate Landing Middle School, Great Neck Middle School, Kempsville Middle School, Old Donation School, Plaza Middle School, Salem Middle School, Cox High School and Ocean Lakes High School) were named Blue Ribbon Schools. To achieve Blue Ribbon status, the band, orchestra and chorus from each school must receive superior ratings at their respective district assessments. This recognition is awarded by the Virginia Music Educators Association.

Source:

Holly Sunderland, Instructional Specialist, K-12 Performing Arts

Budget Impact:

None



Subject: Approval of Minutes **Item Number:** 9

Section: Approval of Minutes **Date:** April 24, 2018

Senior Staff: N/A

Prepared by: Dianne P. Alexander, School Board Clerk

Presenter(s): Dianne P. Alexander, School Board Clerk

Recommendation:

That the School Board adopt the minutes of their April 10, 2018 regular meeting as presented.

Background Summary:

Source:

Bylaw 1-40

Budget Impact:

N/A



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Trenace B. Riggs District 1 – Centerville	Carolyn T. Rye District 5 - Lynnhaven	Carolyn D. Weems District 4 - Bayside

Aaron C. Spence, Ed.D., Superintendent

School Board Regular Meeting MINUTES

Tuesday, April 10, 2018

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 4:01 p.m. In addition to Superintendent Spence, all School Board members were present with the exception of Ms. Melnyk who was absent from the workshop but arrived for the formal meeting. Ms. McLeod arrived at 4:06 p.m. shortly after the workshop began.
 - A. **School Board Administrative Matters and Reports:** Chairwoman Anderson reported several School Board members went to the National School Boards Association (NSBA) Annual Conference and will be presenting notes from workshops they attended. She suggested Superintendent Spence also share at a future workshop the well-received presentation he made along with colleagues from Ed Leader on the profile of a graduate which characterized the school division as a role model in this regard. Other events reported by School Board members were related to performances by the Norwegian Folk Dancers visiting from Wisconsin and the Equity Council Showcase. This portion of the workshop concluded at 4:05 p.m.
 - B. **Technology Update:** Superintendent Spence introduced the presentation as a follow-up to questions raised by School Board members during the budget development process regarding the division's digital learning journey related to Goal 2 of the Compass to 2020 strategic plan. Amy E. Cashwell, Ed.D., Chief Academic Officer, provided a brief update and overview of the division's progress and timeline for the 1:1 digital initiative including information on the scope and cost of Chromebook deployment, logistics in preparing schools, device assignment and management, parent and student responsibilities, procedures for loss or damage, equity of internet access, digital citizenship, privacy of student data, and filtering. Also reported were results of data gathered from teachers and other school staff on functional requirements for interactive whiteboard (IWB)



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

Tuesday, April 10, 2018
School Board Regular Meeting
Page 2 of 7

replacement concluding a desire for interactive display panels to replace IWB's as funding permits with plans to evaluate if the interactive feature is needed in the future. Finally, teachers and students from each school level reflected on the positive influence the digital initiative has had on teaching and learning. This portion of the workshop concluded at 5:11 p.m.

- C. Schoology®: Amy E. Cashwell, Ed.D., Chief Academic Officer; and Donald E. Robertson, Jr., P.D., Chief Strategy and Innovation Officer, presented an overview of implementation and support for expansion of Schoology® – a learning management system that supports delivery of instruction and assessment; enables communication; houses digital resources, tools and instructional resources; and creates opportunities for a student-centered and flexible approach to teaching and learning.

The workshop concluded at 5:42 p.m.

2. **Closed Meeting:** None
3. **School Board Recess:** The School Board recessed at 5:42 p.m. to reconvene in the School Board Chambers for the formal meeting at 6:00 p.m.

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. Virginia ProStart Invitational: Students from the Technical and Career Education Center were recognized by the School Board for having earned first place honors in the Virginia ProStart Invitational, a program developed by the National Restaurant Association that fosters the passion of students who are interested in the culinary industry.
- B. HOSA Future Health Professionals: The School Board recognized 25 students who earned first place honors at the Future Health Professionals, formerly known as Health Occupations Students of America (HOSA), statewide leadership conference.
- C. Virginia State Reading Association Reading Teacher of the Year: Diane Marx, third-grade teacher at Creeds Elementary School, was recognized for being named the Virginia State Reading Association Reading Teacher of the Year.
7. **Superintendent's Report:** Five things shared by Superintendent Spence in his report were related to the formation of a Blue Ribbon Panel on School Safety and Security to analyze current security practices and procedures and provide recommendations on how to best enhance the division's work; a \$37,500 Virginia Department of Education grant earned by the Advanced Technology



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

MINUTES
Tuesday, April 10, 2018
School Board Regular Meeting
Page 3 of 7

Center to help upgrade systems and capabilities; kindergarten registration and orientation events; the division's Career Expo; and the Art of Being a Military Child exhibit.

8. **Hearing of Citizens and Delegations on Agenda Items:** The School Board heard comments from Colleen Stephens and Brian Kirwin regarding proposed revisions to the policy related to class rank.
9. **Approval of Minutes:**
March 27, 2018 Regular School Board Meeting: Vice Chair McDonald made a motion, seconded by Ms. Weems, that the School Board approve the minutes of their March 27, 2018 regular meeting as presented. The motion passed unanimously.
10. **Adoption of the Agenda:** Ms. Manning made a motion, seconded by Ms. Holtz, that the School Board adopt the agenda as published. The motion passed unanimously.
11. **Consent Agenda:** After the School Board Chair's review of items presented as part of the Consent Agenda, Ms. Holtz made a motion, seconded by Ms. Riggs, that the School Board approve the Consent Agenda as presented. The motion passed unanimously, and the following items were approved as part of the Consent Agenda:
 - A. Resolutions
 1. National Month of the Military Child as follows:

**National Month of the Military Child
April 2018**

WHEREAS, approximately 17,510 students enrolled in Virginia Beach City Public Schools are military-connected with the majority having at least one parent serving on active duty or in the reserves of the Armed Forces; and

WHEREAS, these military-connected youth and their families have unique need and face distinct challenges due to high mobility, lengthy deployments of one or both parents and the stress of loved ones serving in times of combat; and

WHEREAS, the school division reaffirms its commitment to providing support, resources and enriching programs to enhance the educational experiences of military-connected youth; and

WHEREAS, the Virginia Beach City Public School Board's *Compass to 2020* strategic plan creates opportunities to actively engage military-connected parents and families in supporting student achievement and outcomes for success; and

WHEREAS, April has been recognized by the Department of Defense since 1986 as the Month of the Military Child;

NOW, THEREFORE, BE IT

RESOLVED: That the School Board of the City of Virginia Beach officially recognizes April as the Month of the Military Child; and be it

FURTHER RESOLVED: That the School Board of the City of Virginia Beach encourages all school staff to initiate, support and participate in special activities to recognize the exceptional role and unique sacrifices our military-connected youth make in our nation's best interest; and be it

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

2. National Volunteer Month as follows:



School Board of the City of Virginia Beach
School Administration Building# 6, Municipal Center
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MINUTES
Tuesday, April 10, 2018
School Board Regular Meeting
Page 4 of 7

**National Volunteer Month - April 2018
RESOLUTION**

WHEREAS, volunteering and community service are integral parts of our national life; and

WHEREAS, volunteerism mobilizes resources from our entire community; and

WHEREAS, volunteers are vital members of the education team who willingly give of their time and talents to support student development and achievement; and

WHEREAS, more than 23,000 volunteers recorded 334,000 volunteer hours of service to our schools last year, with an estimated value of \$8 million; and

WHEREAS, purposeful partnerships with parents and the community are identified as a priority in the division's strategic framework, Compass to 2020; and

WHEREAS, April is recognized as National Volunteer Month:

Now, therefore, be it

RESOLVED: That the School Board of the City of Virginia Beach officially recognizes the month of April as Volunteers in Education Appreciation Month; and be it further

FURTHER RESOLVED: That the School Board of the City of Virginia Beach encourages all school staff to participate in appreciation activities designed to recognize school system volunteers; and be it

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

- B. 2018-2019 Special Education Annual Plan/Part B Flow – Through Application
- C. Recommendation of General Contractors: The School Board authorized the Superintendent to execute contracts with
 - 1. Tidewater Boards and Signs in the amount of \$448,000 for Landstown and Ocean Lakes High Schools floor finish replacement; and
 - 2. Comfort Systems of Virginia, Inc. in the amount of \$388,600 for First Colonial High School make-up air unit and Technical and Career Education Center cafeteria and roof-top unit replacement

12. Action

Personnel Report: 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 April 10, 2018. The motion passed unanimously. There were no administrative appointments recommended.

13. Information

- A. Technical and Career Education (TCE) Carl Perkins SY19 Grant: Sara L. Lockett, Ed.D., Director of Technical and Career Education, presented the local plan for the Carl D. Perkins Grant and proposed budget for the 2018-19 school year in the amount of \$851,171.19 for career and technical education. In presenting grant highlights, a review of performance measures was provided along with an overview of 24 assurances to include providing



challenging academic proficiencies as all other students, programs and activities that reflect the labor market needs and student interest, and student organizations. She reported in the 2016-17 school year, career and technical instruction was delivered to students in grades 6-12 who filled 34,295 seats in TCE classrooms noting although 2,248 members of the class of 2017 completed a TCE program, 4,429 members of the class graduated with one or more industry credentials tied to TCE classes taken during their high school career. In summary, she advised the 2018-19 Carl D. Perkins Local Plan continues the modernization of classroom equipment and lab environments to prepare students for high skill, high wage careers in the region, and provides funding that will support ongoing professional development for teachers, industry credentialing efforts, and co-curricular student activities for students who may face barriers.

- B. 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:
1. Bylaw 1-28 Committees, Organizations and Boards – School Board Member Assignments amended with additional language added to include Citizens Advisory Committees, liaisons and alternates. Aside from the proposed amendment, Ms. McLeod raised concerns regarding inconsistent practices of committee assignments based on qualifications outlined in the bylaw stating her experience serving Sister Cities was not considered for reassignment. Also, she inquired about the process of committees selecting their chair noting the School Board chair designated the chair of the Capital Improvement Program (CIP)/Modernization Review Committee and suggested the Policy Review Committee may want to consider a clarification. Also noted was the varying number of committee members prescribed in the policy specifically pertaining to the Legislative Committee where she suggested the Policy Review Committee consider amending to allow for a minimum of two School Board members but add language stipulating not more than three. Finally, she raised concern regarding the number of non-designated School Board members being in attendance at committee meetings, and cautioned a possible violation of public meeting procedures precipitating public notice.
 2. Policy 4-18 Dismissal or Placement on Probation amended to update language related to the division's/employee's use of due process
 3. Policy 5-29 Awards and Achievement amended to incorporate Virginia Department of Education practice of awarding a Governor's seal on the diploma; incorporate class rank language from Policy 6-72 to be used through the graduating class of 2021; and add language related to honor designations beginning with the 9th grade



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School Administration Building# 6, Municipal Center
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Tuesday, April 10, 2018
School Board Regular Meeting
Page 6 of 7

cohort of students (Class of 2022) entering high school in the fall of 2018 to no longer report class rank instead utilizing a percentile rating of Grade Point Averages (GPA's) for estimating class rank for individual scholarships or military applications that require this information, applying a Latin Honors system for student recognition of graduating seniors, and no longer utilizing the designation of valedictorian and salutatorian. Concerns were raised with the absence of recognizing top performing students by eliminating the designation of valedictorian and salutatorian. Following lengthy School Board discussion, Superintendent Spence suggested a middle ground might be to include language in the policy that directs the development of a division regulation of how top performing students might be recognized either at graduation or otherwise.

4. Policy 6-72 Student Evaluation and Grading/Class Rank amended to remove class rank information dealing with student evaluation and grading being incorporated in Policy 5-29.
5. Policy 6-81 Adult Education amended to update the legal reference.
6. Policy 7-15 Distribution/Announcements of Outside Communication updated to reflect associations as defined in Policy 4-32.
14. **Standing Committee Reports:** As chair of the School Board's Legislative Committee, Vice Chair McDonald reported the committee met prior to the School Board meeting and plans to meet again on May 8 to finalize legislative proposals to be submitted to the Virginia School Boards Association (VSBA) for consideration by their Legislative Positions (LP) Committee.
15. **Conclusion of Formal Meeting:** The formal meeting concluded at 7:26 p.m.
16. **Hearing of Citizens and Delegations on Non-Agenda Items:** The School Board heard comments from Anastazy Maletz, student at the Global Studies and World Languages Academy at Tallwood High School, regarding services for transgender students; Destiny Smith, Tallwood High School student, regarding diversity of effective learning environments; and Maille Nielsen, Salem High School student, regarding school safety and security, and student mental health issues. The hearing concluded at 7:36 p.m.
17. **Recess into Workshop:** None
18. **Closed Meeting:** None
19. **Vote on Remaining Action Items:** None



School Board of the City of Virginia Beach
School Administration Building# 6, Municipal Center
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MINUTES
Tuesday, April 10, 2018
School Board Regular Meeting
Page 7 of 7

20. **Adjournment:** There being no further business before the School Board, Chairwoman Anderson adjourned the meeting at 7:36 p.m.

Respectfully submitted:

Dianne P. Alexander, Clerk of the School Board

Approved:

Beverly M. Anderson, School Board Chair



Subject: Teacher Appreciation Week **Item Number:** 11A1
Section: Consent **Date:** April 24, 2018
Senior Staff: Amy E. Cashwell, Ed.D., Chief Academic Officer, Department of Teaching and Learning
Prepared by: Amy E. Cashwell, Ed.D., Chief Academic Officer, Department of Teaching and Learning
Presenter(s): Amy E. Cashwell, Ed.D., Chief Academic Officer, Department of Teaching and Learning

Recommendation:

That the School Board approve a resolution in observance of May 6-12, 2018 as Teacher Appreciation Week

Background Summary:

Since 1984, the National PTA has designated one week in May as a time to honor the men and women who lend their passion and skills to educating our children. Events at the local, state and national levels celebrate the outstanding contributions teachers make,

Source:

PTA.org

Budget Impact:

N/A

Teacher Appreciation Week Resolution
May 6-12, 2018

WHEREAS, research shows that classroom teachers have significant impact on student achievement and success; and

WHEREAS, teachers' efforts in planning, teaching and assessing directly impacts student growth; and

WHEREAS, teachers work in collaboration with school administrators to engage families and the community to create challenging, authentic learning opportunities for children; and

WHEREAS, the School Board appreciates the hard work and time teachers dedicate to support student achievement both in and outside of the classroom; and

WHEREAS, this dedication contributes to a strong, positive school culture; and

WHEREAS, the school division has partnered with our parents and community members to express our appreciation for teachers through the “We Are VB Schools: Great Dreams need Great Teachers” campaign; and

WHEREAS, the school division uses this campaign to highlight the work of our extraordinary instructional staff throughout the entire school year but especially during Teacher Appreciation Week.

NOW, THEREFORE, BE IT

RESOLVED: That the School Board of the City of Virginia Beach officially recognizes May 6-12, 2018 as Teacher Appreciation Week; and be it

FURTHER RESOLVED: That the School Board of the City of Virginia Beach encourages all community members to support and participate in activities designed to recognize teachers for their tireless work as educational leaders; and be it

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

FURTHER RESOLVED: That a copy of this resolution be distributed to each school in the division to be posted in a prominent location.

Adopted by the School Board of the City of Virginia Beach this 24th day of April, 2018

S E A L

Beverly M. Anderson, School Board Chair

Aaron C. Spence, Ed.D., Superintendent

Attest:

Dianne P. Alexander, Clerk of the Board



Subject: School Nurse Appreciation Day **Item Number:** 11A2

Section: Consent **Date:** April 24, 2018

Senior Staff: Rashard Wright, Chief Schools Officer

Prepared by: Mary S. Shaw, Coordinator of Health Services, VBCPS

Presenter(s): Mary S. Shaw, Coordinator of Health Services, VBCPS

Recommendation:

That the School Board approve the attached resolution designating May 9, 2018 as School Nurse Appreciation Day in Virginia Beach in collaboration with the National Association of School Nurses' day of recognition.

Background Summary:

Historically, the National Association of School Nurses celebrates annually a day of appreciation for school nurses. Wednesday, May 9, 2018, marks the day of celebration. Additionally, the School Board each year has issued a proclamation of recognition of school nurses.

Source:

National Association of School Nurses, Scarborough, ME
Virginia Association of School Nurses, Richmond, VA
Virginia Beach School Nurse Association, Virginia Beach, VA
Virginia Department of Education, Richmond, VA

Budget Impact:

None

SCHOOL NURSE APPRECIATION RESOLUTION

WHEREAS, school nurses are individuals in the forefront who work with families, teachers, and administrators to ensure students of Virginia Beach City Public Schools have the safest and healthiest possible environment in which to learn; and

WHEREAS, good health is essential to the learning process and student achievement; and

WHEREAS, the goal of every professional school nurse is to help each student reach or maintain an optimum level of wellness; and

WHEREAS, school nurses provide direct nursing care, provide health screenings and follow-ups, provide health-related programs within the school system, provide health counseling and act as resources to teachers on health education issues; and

WHEREAS, school nurses serve the children of Virginia Beach schools with dedication, working diligently to make health a priority for children during their regular school day.

NOW, THEREFORE, BE IT

RESOLVED: That the School Board of the City of Virginia Beach designates May 9, 2018, as School Nurse Appreciation Day in Virginia Beach; and be it

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

Adopted by the School Board of the City of Virginia Beach this 24th day of April 2018

Beverly M. Anderson, School Board Chair

SEAL

ATTEST:

Aaron C. Spence, Superintendent

Dianne P. Alexander, Clerk of the Board



Subject: Virginia High School Student Registration Week Resolution **Item Number:** 11A3

Section: Consent **Date:** April 24, 2018

Senior Staff: N/A

Prepared by: School Board

Presenter(s): Dorothy M. Holtz, School Board Member

Recommendation:

That the School Board approve a resolution recognizing the week of April 22-28, 2018 as Virginia High School Student Voter Registration Week to be provided under separate cover upon release of the Governor's proclamation once it has been approved.

Background Summary:

Governor Northam's proclamation acknowledges voter registration for high school students who are 18, or will turn 18 before an election, should be accessible and convenient for all students, and thereby designates April 22-28, 2018 as the third annual Virginia High School Student Registration Week in which teachers and students are encouraged to hold registration drives at their schools so that high school students throughout the Commonwealth who are qualified to register will have the opportunity to do so.

Source:

Governor Proclamation

Budget Impact:

N/A



Subject: Technology and Career Education Carl Perkins SY19 Grant **Item Number:** 11B

Section: Consent **Date:** April 24, 2018

Senior Staff: Amy E. Cashwell, Ed.D., Chief Academic Officer, Department of Teaching and Learning

Prepared by: James M. Pohl, Ph.D., Executive Director of Secondary Teaching and Learning
Sara L. Lockett, Ed.D., Director of Technical and Career Education

Presenter(s): Sara L. Lockett, Ed.D., Director of Technical and Career Education

Recommendation:

That the School Board approve the Local Plan and budget for Perkins Grant Funding for Career and Technical Education 2018-2019.

Background Summary:

“Each eligible participant shall submit to the Department of Education a local career and technical education plan for review and approval. The local plan will be submitted as specified in Federal legislation (Carl D. Perkins Career and Technical Education Act of 2006). In addition to the local career and technical education plan, an annual budget funding application will be submitted to the Department for review and approval.” (8VAC20-120-40 Local Career and Technical Education Plan)

The proposed Local Plan and Budget for Career and Technical Education 2017-2018 contains no substantive changes. Only those changes (e.g., implementation strategies and proposed budgets) required to apply for new funding have been made.

Source:

The Carl D. Perkins Career and Technical Education Act of 2006
Regulations Governing Career and Technical Education in Virginia - 8VAC20-120-40

Budget Impact:

Approval of the Annual Career and Technical Education Plan by the State Board of Education is a prerequisite for the receipt of funds - 8VAC20-120-40.

Revised 11-20-17

Welcome to the 2018-2019 Career and Technical Education (CTE) Local Plan and Budget Application in Excel. Please use the tabs at the bottom of this spreadsheet to complete the Certification and Assurances, Performance Assessment, and the Career and Technical Education Management System (CTEMS) Schedules 1 - 18. Use your local personal computer to prepare the document for submission to the Virginia Department of Education's (VDOE) Online Management of Education Grant Awards (OMEGA) reporting system.

To print Annual Plan Document, please select this button:

Print Annual Plan

To view the Annual Plan Document by pages, click on "Page Break Preview" under View.

NOTE: For additional instructions on how to submit files in OMEGA, please consult the [Omega User's Guide](#)

Or, once you are in OMEGA on the division's opening page, you may click "Help" in the top right sidebar, and the first paragraph has the link to the OMEGA User's Guide. Additionally, you may e-mail questions or concerns regarding OMEGA by clicking on "OMEGA SUPPORT" in the top right sidebar. You may also contact OMEGA Support directly at 804-371-0993 or e-mail them directly at Omega.Support@doe.virginia.gov

For questions concerning the CTE Local Plan and Budget Application, please contact George Willcox, Associate Director, or Bill Hatch, Coordinator, CTE Planning, Administration and Accountability, as assigned in Appendix A, at (804) 786-4206

or CTE@doe.virginia.gov

Do NOT contact OMEGA Support.

Introduction

The Carl D. Perkins Career and Technical Education Act of 2006 (referenced from this point on as the "Perkins Act" or "Perkins IV") requires that each eligible recipient develop and implement a Local Plan for Career and Technical Education that includes specific information in the following three areas:

1. program and services,
2. required uses of funds, and
3. permissible uses of funds.

In an effort to reduce or eliminate redundancy as you respond to the Perkins Act, each requirement is dealt with on a separate schedule. A text box is provided for you to enter comments, additional categories, or narratives needed to describe or explain a particular program. Please follow the specific instructions listed for each schedule.

To be eligible for CTE funding, school divisions must complete the appropriate schedules and include certifications of compliance with all statements of assurance and all conditions. The schedules provided are designed to set forth the proposed career and technical education programs, services, and activities to be funded. The local application for career and technical education funds must be submitted through the Single Sign-On for Web Systems (SSWS) via the OMEGA reporting system. (NOTE: OMEGA will support uploading 2003, 2007 and 2010 Excel .xls, .xlsx or .xlsm formatted files. If you experience any problems, please contact OMEGA Support.)

CTE Local Plan Due Date

In compliance with [federal requirements](#) the school division must submit its application to the VDOE in "substantially approvable form" via OMEGA not later than April 30, 2018. In order to obligate Perkins funds on July 1, 2018, school divisions must adhere to the submission due date.

Federal Grants

Under the provisions of the Perkins Act, all federal grants, as provided from the Basic Grant of the Perkins Act, must be distributed by formula. Application for this grant is made through the Career and Technical Education Management System (CTEMS) and meets all necessary conditions and assurances related to the use of these funds.

Basis for Determining 2018-2019 Perkins Grants to Local Education Agency (LEA)

Grants made to local education agencies are determined by the following formula:

Thirty (30) percent shall be allocated to such local educational agencies in proportion to the number of individuals in grades 9 through 12 (ages 15-19), inclusive, who reside in the school division served by such local education agency for the preceding fiscal year compared to the total number of such individuals who reside in the school divisions served by all local educational agencies in the state for such preceding fiscal year.

Seventy (70) percent shall be allocated to such local educational agencies in proportion to the Census Bureau's estimate of the relative number of children in poverty aged 5 through 17, inclusive, who reside in the school division served by such local educational agency compared to the total number of such individuals who reside in the school divisions served by all local educational agencies in the state for the most recent Census Bureau estimate.

Appropriate Use of Federal Funds (See Appendix B.)

Section 135. Local Uses of Funds

- (a) General Authority - Each eligible recipient receiving funds under this part shall use such funds to improve career and technical education programs.

Program Improvement

As in prior Perkins Acts, Perkins IV does not identify "program improvement" nor was the past definition, in Perkins I, repealed; thus we must refer to previous legislation for a definition and guidance. In the August 14, 1992, Federal Register Part III 34 CFR Part 400, et al.: State Vocational and Applied Technology Education Programs and National Discretionary Programs of Vocational Education: Final Rule; Appendix A-Analysis of Comments and Changes, Part 403-State Vocational and Applied Technology Education Program, pages 36826-36827, you will find the Section titled "Improving Vocational Education" followed by "Comments and Discussion."

The following statement appears under the discussion caption: "The Secretary believes that a State and its eligible recipients should have the flexibility to determine how funds awarded under 403.112, 403.113, or 403.116 will be used to 'improve' career and technical education programs for their students. The Secretary does not believe that it is possible to develop a definition of 'program improvement' that would apply in all cases. Thus, while a State is free to use the guidelines provided in the previous regulations implementing the previous act, they are not required to do so."

Note. As a state agency, Virginia will allow funding for projects, services, or activities beyond three years as long as all Perkins performance standards are showing state-defined continuous improvement: meet, or exceed the adjusted state-level performance standards. If any of the Perkins performance standards fail to show continuous improvement, then school divisions may not utilize Perkins funds for more than three years on any project, service, or activity unless there are justifiable special circumstances. Justification to extend funding beyond the third year on any project, service or activity that failed to show continuous improvement must be submitted to the Office of Career, Technical, and Adult Education prior to further implementation.

The three years began with 2006 - 2007, the initial year of the Perkins IV Act or the year of the project, service or activity's inception, whichever is the later date.

Funds for Administration of the Federal Grant Award

Up to five percent of the total federal grant award may be used to administer activities to carry out purposes of the Perkins Act. In addition, funds may be expended to purchase equipment used for administrative purposes, such as microcomputers.

SPECIAL NOTES

- 1 Allocations for completing the local budget:** Use your **current year allocation** to complete the local budget part of this application. Once the VDOE receives the new allocations for the next school year from the U.S. Department of Education, school divisions will be notified by a Superintendent's Memorandum. If you have already submitted your CTE Local Plan and Budget Application prior to the final allocation, you will need to revise your budget and Budget Worksheet.
- 2 Review of Local Plan and Budget Applications.** Please see the list in Appendix A of these directions to determine who will be reviewing your plan at the VDOE. If you have questions, please contact the appropriate CTE staff.
- 3 Required and Permissive Uses of Perkins Funds:** School divisions must use 60 percent or more on Required Uses of Funds. Virginia allows up to 40 percent of your total Perkins allocation for Permissive Uses of Funds. Both Required and Permissive Uses of Funds are designated by the Perkins Act (refer to Appendix B). If you have questions, please contact the appropriate CTE staff.
- 4 Expenditure Account Descriptions:** Be sure to use Appendix C for accurate assignment of expenditures in the budget segment of your application.
- 5 DO NOT Round Budget Amounts:** In the application, the budget total must match the federal allocation exactly. Do not round budget amounts.
- 6 Regional Career and Technical Centers:** Complete the Local Plan using the schedules identified on the CTEMS Schedules Checklist tab. **NOTE: Effective School Year 2015-2016 and thereafter, regional technical center administrators must obtain from each participating school division the amount of Perkins funding that will be allocated for center use. This total funding amount from all participating school divisions will be used to complete Schedule 17.**
- 7 Accountability Report:** An accountability report will be required at the end of the fiscal period to report actual financial data for items included on CTEMS Schedules 16 and 17 and to report equipment items purchased in whole or in part with federal funds.
- 8 Prior-Year Data: Use prior-year data for projecting 2018-2019 state or federal funding in the following categories:**

Standards of Quality (SOQ) Add-on	Adult Occupation Supplements
Federal Grants	Adult Occupation Teachers, Full-time
Extended Contracts	Adult Occupation Teachers, Part-time
CTE Center Administrators	
(Principals and Assistant Principals)	
- 9 New Programs/Courses:** The [Application for New CTE Programs/Courses](#) is reported outside of the OMEGA system.
- 10 Reserve Fund:** The Virginia Department of Education has revised its procedures for the redistribution of Perkins carryover funds to require that such funds be transferred from the Local Formula Distribution, Secondary Programs - Project Code: 61095 and moved to the Reserve, Secondary Programs – Project Code: 61159. The reserve funds will be reallocated equitably to school divisions which have used 100 percent of their initial school year Perkins allocation with reallocation priority focused on industry credentialing initiatives and innovative CTE program implementation.

Effective August 27, 2015, and thereafter, the reserve funds information is included in the local school divisions Perkins plan application template. Also, the reserve funds guidance has been posted on the CTE Program Administration and Management Web site.

SPECIFIC DIRECTIONS FOR COMPLETING THE LOCAL YEAR PLAN FOR CAREER AND TECHNICAL EDUCATION FUNDS

NOTE: When using hyperlinks, you may return to your original schedule by clicking the tab where you were working at the bottom of this screen.

1 CERTIFICATIONS AND ASSURANCES

information and obtain signatures. The original Certification and Assurances page(s) with appropriate signatures must be retained and filed at the local level. A copy of the signed Certification and Assurances page(s) must be returned to the Office of

Career, Technical, and Adult Education. (Faxed to 804-530-4560 or emailed to CTE@doe.virginia.gov)

For assistance in obtaining access to OMEGA, (User Permission Form for School Divisions - OP1), the OMEGA User's Guide, and requirements for application submission, please refer to the [OMEGA Information Page](#)

2 PERFORMANCE ASSESSMENT REPORT

Complete all required information. This section replaced the Local Improvement Plan as of the 2007 - 2008 school year. Performance standards that are not met must be addressed within the schedules of the plan and the budget.

3 CTEMS SCHEDULES

To ensure compliance with provisions of the Perkins Act, you must provide descriptions of CTE services in the schedules as appropriate. Please indicate in narrative format, where required, your division's practices, policies, and plans. The CTEMS Schedule Checklist tab may be used to move between schedules.

Schedules 1 and 2

Stakeholder/Advisory Committee Participation/Involvement. Describe your local process for involving the required groups in the development, implementation, and evaluation of CTE programs. NOTE: Effective school year 2015-2016 and thereafter, a minimum of three business and industry representatives must be listed representing three different program areas.

Schedule 3

Application for Local Career Cluster/Pathway Plans of Study. As of school year 2012-2103 and thereafter, all divisions shall implement at least one or more Career Pathway Plans of Study representing at least three or more corresponding Career Clusters. However, to ensure your division's previous Plans of Study (submitted over the past 8 years) are preparing students to meet local, regional, and state economic and workforce needs, you are advised to review and revise each as necessary. Please e-mail a Microsoft Word file of your completed 2018-2019 Plan of Study to CTE@doe.virginia.gov for separate approval.

Schedule 4

Special Populations Report. List the number of individuals eligible for services provided by the school division in each of the following special populations: economically disadvantaged (K-12), disabled (K-12), limited English proficient/English language learners (K-12), migrant students (K-12), single parents (7-12), nontraditional--underrepresented gender group (7-12), and displaced homemakers (7-12).

Strategies for Overcoming Access Barriers and Assuring Success for Special Populations. Describe how you will annually review CTE programs and implement strategies to overcome barriers that result in lowering rates of access to and success in the programs for special populations and provide programs designed to enable the special populations to meet the state adjusted levels of performance.

Non-discrimination Statement. Describe how individuals will not be discriminated against on the basis of their status as members of a special populations

Identification of Services. Check the appropriate services offered for each special population in your division.

Please note that child-care, special transportation, and special seminars for fathers, teens, e.g., are only available to single-parents, nontraditional, and displaced homemaker students.

Schedule 5

Strengthen/Improve Academic and Technical Skills. Indicate in the program area checklist activities for school year 2018-2019 that are intended to strengthen and improve the academic and technical skills of participating students. Complete the narrative.

Schedule 6

All Aspects of Industry. Indicate in the program area checklist activities for school year 2018-2019 that are intended to provide students with experience in and understanding of all aspects of industry. Complete the narrative.

Schedule 7

Technology in Career and Technical Education. Indicate in the program area checklist activities for school year 2018-2019 that are intended to develop, improve, or expand the use of technology in CTE. Complete the narrative.

Schedule 8

Professional Development. Indicate in the program area checklist activities for school year 2018-2019 that are intended to provide professional development to teachers, career/school counselors, and administrators associated with any of your CTE programs. Also, in the second program area checklist, indicate the number of teachers who will be participating in professional development activities. Complete the narratives.

Schedule 9

Evaluation of Career and Technical Education Programs. Describe how the state system of Performance Standards and Measures will be used to develop, evaluate, and continuously improve the performance of CTE programs, including an assessment of how the needs of special populations are being met.

Schedule 10

Improvement, Expansion, and Modernization. Indicate in the program area checklist activities for school year 2018-2019 that are intended to initiate, improve, expand and modernize quality career and technical education programs. Complete the narrative.

Schedule 11

Using Data to Improve Career and Technical Education. Describe how you will use the data provided for your school division on the State System of Performance Standards and Measures to improve CTE.

Schedule 12

Secondary/Postsecondary Linkages. Identify and provide details (where applicable) for school year 2018-2019 activities implemented to facilitate linkage between and transition from secondary to postsecondary programs. Career and Academic Counseling. Describe how the career guidance system provides employment counseling to furnish information on available employment opportunities to all students, including students who are disabled. Placement Services and Job-Seeking Skills. Describe placement services provided for all students exiting school. Describe how job-seeking skills are provided to all secondary students including those identified as disabled.

Schedule 13

Equity Provisions of General Education Provision Act. Describe steps that will be taken to ensure equitable access to, and equitable participation in the project or activity to be conducted with such assistance by addressing the special needs of students, teachers, and other program beneficiaries in order to overcome barriers to equitable participation, including barriers based on race, sex, color, national origin, religion, sexual orientation, gender identity, age, political affiliation, or against otherwise qualified persons with disabilities. The policy specifically prohibits discrimination against veterans.

Schedule 14

Labor Market Needs. Describe how labor market needs are reviewed and addressed to ensure programs and courses offered meet local, regional, and state economic and workforce needs.

Schedule 15

Participation in Regional Career and Technical Education Centers. (Only to be completed by school divisions participating in regional CTE centers that serve multiple divisions.)

Column A: Total CTE Students in School Division

Indicate the total number of students enrolled in CTE classes in your division. This should include students participating/enrolled in courses at the home school and in the regional technical center. This should be an **unduplicated count**. Add to your unduplicated count the number of students attending class at a regional technical center. Use current year data.

Column B: Number of CTE Students Enrolled in Courses in Regional CTE Technical Center

Indicate the number of students from your divisions participating in regional technical center. Use current year data.

Column C: Percent of CTE Students

Divide the number in Column B by the number in Column A. Once Columns A and B are completed, the calculation is automatically programmed for Column C.

Column D: Amount of Perkins Funds to be Sent to the CTE Regional Technical Center

The amount of Perkins funding in Column D **must equal** the percentage identified in Column C. (Multiply total Perkins funding allocation times percentage in Column C.) **NOTE: Each school division that participates in a CTE Regional Technical Center must notify the center administrator of the amount of Perkins funding identified in Column D that will be allocated to the center.**

Schedule 15-A

CTE Regional Technical Center Funding. To be completed by CTE Regional Technical Centers only.)

List each school division that participates in the regional center including the Perkins Funding allocated to the center.

Schedule 16

Career and Technical Education Financial Data

Administration (State and Local Funds)

Lines 1 and 2: Principals and Assistant Principals

Indicate the **TOTAL PROJECTED COSTS** of CTE center administrators (principals and assistant principals) by category. Indicate projected state and local for each.

Extended Contracts, Adult Supplements, and Local Funds. (Documentation of local funds provides needed information for maintenance of effort by the locality.)

Line 3: Extended Contracts

Indicate the **PROJECTED TOTAL** costs, by state and local projected expenditures, for extended contracts (11-month, 12-month, and other) in all CTE program areas.

Line 4: Adult Occupation Supplements

Indicate the **PROJECTED TOTAL** costs, by state and local projected expenditures, for adult

Line 5: Adult Occupation Teachers (Full-time)

Indicate the **PROJECTED TOTAL** costs, by state and local projected expenditures, for all full-time adult teachers.

Line 6: Adult Occupation Teachers (Part-time)

Indicate the **PROJECTED TOTAL** costs, by state and local projected expenditures, for all part-time adult teachers.

Line 7: Operational Costs (Local Funds Only)

Indicate the **PROJECTED TOTAL** local expenditures for salaries. Do not include extended contract supplements.

Line 8: Instructional Supplies and Materials (Local Funds Only)

Indicate the **PROJECTED TOTAL** local expenditures for instructional supplies and materials.

Line 9: Other Instructionally Related Costs (Local Funds Only)

Indicate the **PROJECTED TOTAL** local expenditures for other instructionally related costs.

Line 10: Equipment (Local funds Only)

Indicate the **PROJECTED TOTAL** local expenditures for equipment. Localities must meet the state maintenance of effort for equipment.

Schedule 17**Budget of Perkins Funds**

The Perkins Act contains the following statement in Section 135 (a):

General Authority - Each eligible recipient that receives funds under this part shall use such funds to improve career and technical education programs.

- 1 In Column 1, indicate required or permissive funds and the funding requirement code under required or permissive for which expenditures are planned using federal funds. *Use the arrow above the pop-up message to access the drop-down menu to choose codes. A link in the Column heading will take you to Appendix B of the Instructions for code explanations.* A locality must fund professional development, activities to prepare special populations, and one or more additional required uses of funds before permissive items can be funded. Warning: The total amount for permissive items may **not exceed 40 percent** of the total federal grant (a note will appear if you exceed the 40 percent).
- 2 In Column 2, use the drop-down menu to indicate the name of the program area for which expenditures are planned using federal funds. "All" is an option.
- 3 In Column 3, describe how the expenditure will assist your division in continuously improving the academic and technical skills of students participating in career and technical education programs and in meeting the state levels of performance established under Section 113 of the Perkins Act.
- 4 In Column 4, using the drop-down arrow, identify the object code used for budgeting expenditures.
- 5 In Column 5, using the drop-down arrow, identify the source of funding: FED - Federal, ST - State, or LOC - Local. Fill in the amount for each category identified.

Schedule 18**Administration/Administrative Equipment Funds and Budget Summary Worksheet****Administration and Administrative Equipment**

Enter description and amounts to be used for administration of Perkins Act activities, and for the purchase of equipment to be used for administrative purposes, such as microcomputers. **Object Code 5000 - a separate line has been provided to list Indirect Costs.**

The **total amount** for administration may **not exceed five (5) percent** of the total federal grant (a note will appear if you exceed the five (5) percent).

Summary Budget Worksheet

The worksheet will automatically classify the federal proposed activities identified on CTEMS Schedule 17 - Budget of Perkins Funds, and Schedule 18 - Administrative and Administrative Equipment, according to the correct expenditure categories on the Summary Budget Worksheet. Refer to Appendix C for Expenditure Accounts Descriptions. The total amount of all expenditure categories **must equal** the CTEMS Schedule 17 Grand Total.

NOTE: Please coordinate with your finance and/or budget office for the correct placement of budget items into the expenditure categories.

Comments Page

Please use this page for any additional comments you may have on any of the previous schedules. Please identify the schedule number with the comments.

APPENDIX A
LOCAL DIVISION ASSIGNMENTS

CONTACT INFORMATION:			
George Willcox, Associate Director, Career, Technical, and Adult Education CTE@doe.virginia.gov or George.Willcox@doe.virginia.gov 804-786-4206		Bill Hatch, CTE Coordinator for Planning, Administration and Accountability CTE@doe.virginia.gov or William.Hatch@doe.virginia.gov 804-786-4206	
Division Number	Division Name	Division Number	Division Name
002	Albemarle County	001	Accomack County
004	Amelia County	003	Alleghany County
007	Arlington County	005	Amherst County
008	Augusta County	006	Appomattox County
013	Brunswick County	009	Bath County
015	Buckingham County	010	Bedford County
019	Charles City County	011	Bland County
020	Charlotte County	012	Botetourt County
022	Clarke County	014	Buchanan County
025	Cumberland County	016	Campbell County
027	Dinwiddie County	017	Caroline County
029	Fairfax County	018	Carroll County
030	Fauquier County	021	Chesterfield County
032	Fluvanna County	023	Craig County
033	Franklin County	024	Culpeper County
034	Frederick County	026	Dickenson County
039	Greene County	028	Essex County
040	Greensville County	031	Floyd County
041	Halifax County	035	Giles County
052	Lee County	036	Gloucester County
053	Loudoun County	037	Goochland County
055	Lunenburg County	038	Grayson County
058	Mecklenburg County	042	Hanover County
060	Montgomery County	043	Henrico County
062	Nelson County	044	Henry County
067	Nottoway County	045	Highland County
069	Page County	046	Isle of Wight County
070	Patrick County	048	King George County
071	Pittsylvania County	049	King & Queen County
073	Prince Edward County	050	King William County
074	Prince George County	051	Lancaster County
077	Pulaski County	054	Louisa County
078	Rappahannock County	056	Madison County
080	Roanoke County	057	Mathews County
081	Rockbridge County	059	Middlesex County
082	Rockingham County	063	New Kent County
083	Russell County	065	Northampton County
084	Scott County	066	Northumberland County
085	Shenandoah County	068	Orange County
086	Smyth County	072	Powhatan County

CONTACT INFORMATION:

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 804-786-4206

Bill Hatch, CTE Coordinator for Planning, Administration and Accountability
CTE@doe.virginia.gov or
William.Hatch@doe.virginia.gov
 804-786-4206

Division Number	Division Name	Division Number	Division Name
090	Surry County	075	Prince William County
091	Sussex County	079	Richmond County
092	Tazewell County	087	Southampton County
093	Warren County	088	Spotsylvania County
094	Washington County	089	Stafford County
096	Wise County	095	Westmoreland County
097	Wythe County	098	York County
101	Alexandria City	102	Bristol City
104	Charlottesville City	103	Buena Vista City
106	Colonial Heights City	107	Covington city
108	Danville City	110	Fredericksburg City
109	Falls Church City	111	Galax City
114	Hopewell City	112	Hampton City
115	Lynchburg City	113	Harrisonburg City
116	Martinsville City	117	Newport News City
119	Norton City	118	Norfolk City
120	Petersburg City	121	Portsmouth City
122	Radford City	123	Richmond City
124	Roanoke City	127	Suffolk City
126	Staunton City	128	Virginia Beach City
130	Waynesboro City	131	Williamsburg-James City County
132	Winchester City	136	Chesapeake City
135	Franklin City	142	Poquoson City
139	Salem City	202	Colonial Beach
143	Manassas City	207	West Point
144	Manassas Park City	302	Jackson River Technical Center
301	Charlottesville-Albemarle Technical Ctr.	307	New Horizons Technical Center
304	Massanutten Technical Center	308	Pruden Center for Industry & Technology
306	Valley Technical Center	310	Northern Neck Technical Center
309	Rowanty Technical Center	313	Bridging Communities Regional Technical Center
311	Amelia-Nottoway Technical Center		
854	Virginia Community College System		
917	Department of Juvenile Justice		
930	Department of Corrections		

APPENDIX B
REQUIRED AND PERMISSIVE USE OF FUNDS

Section 135. Local Uses of Funds

- (a) **General Authority.** Each eligible recipient receiving funds under this part shall use such funds to improve vocational and technical education programs.
- (b) **Requirements for Uses of Funds.** (Virginia requires that localities fund professional development, activities for special populations, and one other required use before using funds for permissive uses.) Funds made available to eligible recipients under this part of the Perkins Act shall be used to support career and technical education programs that:
1. strengthen the academic and career and technical skills of students participating in career and technical education programs, by strengthening the academic and career and technical education programs, by strengthening the academic and career and technical education components of such programs through the integration of academics with career and technical education programs through a coherent sequence of courses, such as career and technical programs of study described in the Section 122(c)(1)(A), to ensure learning in:
 - A. the core academic subjects (as defined in Section 9101 of the Elementary and Secondary Education Act of 1965) , and
 - B. career and technical education subjects;
 2. link career and technical education at the secondary level and career and technical education at the postsecondary level, including by offering the relevant elements of not less than one career and technical program of study;
 3. provide students with strong experience in and understanding of all aspects of an industry, which may include work-based learning experiences;
 4. develop, improve, or expand the use of technology in career and technical education, which may include:
 - A. training of career and technical education teachers, faculty, and administrators to use technology, which may include distance learning;
 - B. providing career and technical education students with the academic and career and technical skills (including the mathematics and science knowledge that provides a strong basis for such skills) that lead to entry into the technology fields; or
 - C. encouraging schools to collaborate with technology industries to offer voluntary internships and mentoring programs, including programs that improve the mathematics and science knowledge of students;
 5. provide professional development programs that are consistent with Section 122 to secondary and postsecondary teachers, faculty, administrators, and career guidance and academic counselors who are involved in integrated career and technical education programs, including:
 - A. in-service and pre-service training on
 - i. effective integration and use of challenging academic and career and technical education provided jointly with academic teachers to the extent practicable;
 - ii. effective teaching skills based on research that includes promising practices;
 - iii. effective practices to improve parental and community involvement; and

- B. support of education programs for teachers of career and technical education in public schools and other public school personnel who are involved in the direct delivery of educational services to career and technical education students, to ensure that such teachers and personnel stay current with all aspects of an industry;
 - C. internship programs that provide relevant business experience; and
 - D. programs designed to train teachers specifically in the effective use and application of technology to improve instruction;
6. develop and implement evaluations of the career and technical education programs carried out with funds under this title, including an assessment of how the needs of special populations are being met;
 7. initiate, improve, expand, and modernize quality career and technical education programs, including relevant technology;
 8. provide services and activities that are of sufficient size, scope, and quality to be effective; and
 9. provide activities to prepare special populations, including single parents and displaced homemakers who are enrolled in career and technical education programs, for high-skill, high-wage, or high-demand occupations that will lead to self-sufficiency.

(c) **Permissive.** Funds made available to an eligible recipient under this title may be used for the following:

1. to involve parents, businesses, and labor organizations as appropriate, in the design, implementation, and evaluation of career and technical education programs authorized under this title, including establishing effective programs and procedures to enable informed and effective participation in such programs;
2. to provide career guidance and academic counseling, which may include information described in Section 118, for students participating in career and technical education programs, that –
 - A. improves graduation rates and provides information on postsecondary and career options, including baccalaureate degree programs, for secondary students, which activities may include the use of graduation and career plans; and
 - B. provides assistance for postsecondary students, including for adult students who are changing careers or updating skills;
3. for local education and business (including small business) partnerships, including for –
 - A. work-related experiences for students, such as internships, cooperative education, school-based enterprises, entrepreneurship, and job shadowing that are related to career and technical education programs;
 - B. adjunct faculty arrangements for qualified industry professionals; and
 - C. industry experience for teachers and faculty;
4. to provide programs for special populations;
5. to assist career and technical student organizations;
6. for mentoring and support services;
7. for leasing, purchasing, upgrading or adapting equipment, including instructional aids and publications (including support for library resources) designed to strengthen and support academic and technical skill achievement;

8. for teacher preparation programs that address the integration of academic and career and technical education and that assist individuals who are interested in becoming career and technical education teachers and faculty, including individuals with experience in business and industry;
9. to develop and expand postsecondary program offerings at times and in formats that are accessible for students, including working students, including through the use of distance education;
10. to develop initiatives that facilitate the transition of sub-baccalaureate career and technical education students into baccalaureate degree programs, including –
 - A. articulation agreements between sub-baccalaureate degree granting career and technical education postsecondary educational institutions and baccalaureate degree granting postsecondary educational institutions;
 - B. postsecondary dual and concurrent enrollment programs;
 - C. academic and financial aid counseling for sub-baccalaureate career and technical education students that informs the students of the opportunities for pursuing a baccalaureate degree and advises the students on how to meet any transfer requirements; and
 - D. other initiatives –
 - i. to encourage the pursuit of a baccalaureate degree; and
 - ii. to overcome barriers to enrollment in and completion of baccalaureate degree programs, including geographic and other barriers affecting rural students and special populations;
11. to provide activities to support entrepreneurship education and training;
12. for improving or developing new career and technical education courses, including the development of new proposed career and technical programs of study for consideration by the eligible agency and courses that prepare individuals academically and technically for high-skill, high-wage, or high-demand occupations and dual or concurrent enrollment opportunities by which career and technical education students at the secondary level could obtain postsecondary credit to count towards an associate or baccalaureate degree;
13. to develop and support small, personalized career-themed learning communities;
14. to provide support for family and consumer sciences programs;
15. to provide career and technical education programs for adults and school dropouts to complete the secondary school education, or upgrade the technical skills, of the adults and school dropouts;
16. to provide assistance to individuals who have participated in services and activities under this Act in continuing their education or training or finding an appropriate job, such as through referral to the system established under Section 121 of Public Law 105-220 (29 U.S.C. 2801 et seq.);
17. to support training and activities (such as mentoring and outreach) in non-traditional fields;
18. to provide support for training programs in automotive technologies;

19. to pool a portion of such funds with a portion of funds available to not less than one other eligible recipient for innovative initiatives, which may include –

A. improving the initial preparation and professional development of career and technical education teachers, faculty, administrators, and counselors;

B. establishing, enhancing, or supporting systems for –

i. accountability data collection under this Act; or

ii. reporting data under this Act;

C. implementing career and technical programs of study described in Section 122(c)(1)(A); or

D. implementing technical assessments; and

20. to support other career and technical education activities that are consistent with the purpose of this Act.

(d) **Administrative Costs.** Each eligible recipient receiving funds under this part shall not use more than five percent of the funds for administrative costs associated with the administration of activities assisted under this section.

APPENDIX C

EXPENDITURE ACCOUNTS DESCRIPTIONS

These accounts are for budgeting/recording expenditures of the educational agency for activities under its control. Below are definitions of the major expenditure categories. These descriptions provided are examples only. For further clarification on the proper expenditures of funds, contact the grants administrator, Rachel Blanton at 804-225-3349 or CTE@doe.virginia.gov.

OBJECT CODE DEFINITIONS:

1000 PERSONAL SERVICES - All compensation for the direct labor of persons in the employment of the local government, educational agency and/or school division.

- Salaries and wages paid to employees for full and part-time work, including overtime, shift differential and similar compensation.
- Payments for time not worked, including sick leave, vacation, holidays, and other paid absences (jury duty, military pay, etc.), which are earned during the reporting period.

CTE position salary and benefits costs that are considered as “administrative costs” for primary job duties that are associated with the administration of the secondary education programs. Salaries must be reported on the monthly OMEGA Reimbursement Request separately under the “CTE Program Administration” Program Area, rather than reported under “Unspecified.”

Perkins limits the amount of funds to be used for administration to no more than five percent of the grant award (Ref: Carl D. Perkins Career and Technical Education Improvement Act of 2006, Section 135. Local Uses of Funds. (d) Administrative Costs). “Each eligible recipient receiving funds under this part shall not use more than five percent of the funds for administrative costs associated with the administration of the activities assisted under this section.”

Perkins defines “Administration” as activities necessary for the proper and efficient performance of the eligible agency or eligible recipient’s duties under this Act, including the supervision of such activities. The Perkins Act further lists administration as duties for developing the state/local plan, reviewing plans, monitoring and evaluating program effectiveness, assuring compliance with federal laws, providing technical assistance, and supporting and developing state data systems relevant to the provisions of the Perkins Act.

Administration costs does not include curriculum development activities, personnel development, or research activities.

2000 EMPLOYEE BENEFITS - Job related benefits provided employees are part of their total compensation.

- Fringe benefits include the employer's portion of FICA, pensions, and insurance (life, health, disability income, etc.).
- Employee allowances.
- Benefits must be reported on the monthly OMEGA Reimbursement Request separately under the “CTE Program Administration” Program Area, rather than reported under “Unspecified.”

(Continued)

3000 PURCHASED/CONTRACTUAL SERVICES - Services acquired from **outside sources** (i.e., private vendors, public authorities or other governmental entities). Purchase of the service is on a fee basis or fixed time contract basis. Payments for rentals and utilities are not included in this account description.

- CTE Education, Adult Education, or CTE Regional Consortium services and fees paid to another authority, school division or other governmental entity.
- Conference registration fees, airline tickets and/or lodging expenses paid directly to another public authority (VA Tech, UVA, etc.), professional organizations (VACTE, VACTEA, VATIE, VBEA, VAME, VAAE, VTEEA, VATFACS, VAHAMSEA, CTSO, etc.).
- Payments made to county or school division credit cards for conference registration fees, airline tickets or lodging charges.

- **Travel Expenditures**

Each reimbursement request line entry for the travel expenditures must provide the following detailed information, as appropriate:

- Name and Status of individual (i.e., CTE administrator, teacher, advisor, etc.).
- Name of the meeting/training/seminar/conference (must be a Perkins education program related meeting, training and/or conference).
- Date(s) of the travel or meeting/training/seminar/conference.
- Location (City/State) of the travel or meeting/training/seminar/conference.
- Type(s) of travel/training expenditure(s) included in the reimbursement amount must be itemized as follows:
 - Airfare: Number of tickets and total cost, (baggage fee if applicable).
 - Mileage (personal car): Number of miles and rate per mile.
 - Rental car: Number of days, daily rate, taxes and fees, and total cost.
 - Parking & Tolls: Number of days and amount per day.
 - Lodging: Number of rooms; number of nights; rate per night (before taxes/fees); taxes and fees; and total lodging cost.
 - Meals/Per Diem: Individual dates; indicate breakfast and amount, lunch and amount, and/or dinner and amount; or Per Diem amount less meals provided at training or conference.
 - Registration: Number of individuals and amount of registration fee.

4000 INTERNAL SERVICES - Charges from an Internal Service Fund to other functions/activities/elements of the local government for the use of intra-governmental services.

- Data processing.
- Automotive/motor pool usage.
- Central purchasing/central stores.
- Print shop.
- Risk management.

(Continued)

- 5000 OTHER CHARGES** – Includes expenditures that support the CTE program, including school division and CTE administrators, staff, teachers or consultant expenses for training, conference registration, travel, lodging, and meals (payments must be reimbursed directly to the individual).
- Conference registration fees, airline tickets, travel, lodging or meals **expenses reimbursed directly to the individual** rather than another public authority, professional organizations, airlines and/or hotels.
 - Leasing/rental fees for welding gas cylinders, etc.
 - **Indirect cost** charges paid to the educational agency, community college or school division.

Travel Regulations and Expenses

State regulations govern all travel and expenses in connection with federal Perkins grants funds. All local school division CTE program expenditures must adhere by these regulations.

- Travel expenses must adhere to state travel regulations for all federal Perkins funded expenditures.
- Travel, lodging and meal expenses may only be reimbursed at the state approved rate.

Professional Organization Membership Expenditures

Federal Perkins cannot be used for professional organization membership fees for an individual. Professional organization membership fees can only be reimbursed for a school division/organization membership.

Travel Expenditures

Each reimbursement request line entry for the travel expenditures must provide the following detailed information, as appropriate:

- Name and Status of individual (i.e., CTE administrator, teacher, advisor, etc.).
- Name of the meeting/training/seminar/conference (must be a Perkins education program related meeting, training and/or conference).
- Date(s) of the travel or meeting/training/seminar/conference.
- Location (City/State) of the travel or meeting/training/seminar/conference.
- Type(s) of travel/training expenditure(s) included in the reimbursement amount must be itemized as follows:
 - Airfare: Number of tickets and total cost, (baggage fee if applicable).
 - Mileage (personal car): Number of miles and rate per mile.
 - Rental car: Number of days, daily rate, taxes and fees, and total cost.
 - Parking & Tolls: Number of days and amount per day.
 - Lodging: Number of rooms; number of nights; rate per night (before taxes/fees); taxes and fees; and total lodging cost.
 - Meals/Per Diem: Individual dates; indicate breakfast and amount, lunch and amount, and/or dinner and amount; or Per Diem amount less meals provided at training or conference.
 - Registration: Number of individuals and amount of registration fee.

- 6000 MATERIALS AND SUPPLIES** – *Federal Perkins grant award funds cannot be used to purchase materials, supplies and/or commodities that are consumed or materially altered when used.*

Object Code 6000 cannot to be used for the CTE Local Plan and CTEMS Schedules 17 Budget and 18 Administration Budget Summary Worksheet, OMEGA Perkins budget transfers or any federal Perkins grant award funds reimbursement requests.

- Excludes supplies and materials as defined by the [Virginia Department of Planning and Budget's Expenditure Structure](#), Part II.A 13-XX, Supplies and Materials, August 2012, (pages 12-15).

(Continued)

8000 CAPITAL OUTLAY/EQUIPMENT – Expenditures for the acquisition of or additions to capitalized assets. **All equipment purchases, no matter the dollar value of the purchase, MUST BE claimed under Object Code 8000 in order to be reimbursed with federal Perkins grant award funds.**

Equipment means any instrument, machine, apparatus, or set of articles that meets all of the following criteria:

- Listed on the State Approved Equipment for CTE Programs listed on the VDOE Web site at: www.doe.virginia.gov/instruction/career_technical/equipment/index.shtml
- It retains its original shape, appearance, and character with use;
- It does not lose its identity through fabrication or incorporation into a different or more complex unit or substance;
- It is non-expendable;
- Under normal use, it can be expected to serve its principal purpose for at least one year; and

Federal Perkins funds **CANNOT** be used for:

- Capital improvements, upgrades or improvements to physical structures, buildings, classrooms, laboratories, and etc.
- Purchase used or repaired equipment.
- To repair equipment or to purchase repair parts for equipment.
- Installation of equipment unless installation is included in the original purchase price of the equipment.
- Purchase materials, supplies and/or commodities that are consumed or materially altered when used (i.e., welding gases, paints, lumber, sheet metal, batteries, solvents, and etc.).

Federal Perkins funds **CAN** be used for:

- Purchase a classroom reference set of textbooks and instructional resources.
- Computer and software upgrades.
- Rechargeable batteries if part of the original purchase price of equipment (i.e., digital camera, portable drill, etc.).

Equipment expenditures line entry descriptions must provide the following information:

- Description of the item(s) being purchased.
- Number of items purchased.
- Individual item cost.
- Name(s) of the school(s) that the equipment was purchased for.

**Virginia Department of Education
Office of Career, Technical, and Adult Education**

**LOCAL PLAN
FOR
CAREER AND TECHNICAL EDUCATION (CTE) PERKINS FUNDS
2018-2019**

**A copy of this signed form must be faxed to the Office of Career, Technical, and Adult Education at 804-530-4560
or emailed to CTE@doe.virginia.gov**

Division and Contact Information - to be Completed by School Division

Division Applicant Name (Legal Name of Agency)		Division	CTE Administrator	
VIRGINIA BEACH CITY PUBLIC SCHOOLS		Number 128	SARA LOCKETT	
Mailing Address (Street, City or Town, and Zip Code)		Mailing Address (If different than applicant address)		
1800 College Crescent, Virginia Beach, VA 23453				
Phone (ext):	(757) 648-6180	Fax:	(757) 468-4233	
	Numbers Only Ext.		Numbers Only Ext.	
E-mail:		sara.lockett@vbschools.com		

Certification

The eligible recipient does hereby certify that the assurances and conditions stipulated in this plan will be complied with in providing programs and activities for career and technical education and that funds will be used as stipulated in the approved plan. The affixed signatures below ceterfy this division will adhere to the requirements and regulations in the CTE Perkins Local Plan sections listed below:

Requirements of the Carl D. Perkins Career and Technical Education Act of 2006. Please note this includes:

- **Perkins IV Technical Skills Assessment Certification;**
- **Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower tier Covered Transactions (Conditions - Item 10);**
- **Certification of Non-Construction and Construction Programs (Conditions - Item 11);**
- **Disclosure of Lobbying Activities (Conditions - Item 12);**
- **Coordination of Sample Career Cluster/Pathway Plans of Study and/or Academic Career Plan;***
- **Performance Assessment Results (Performance Assessment Tab);**
- **Stakeholder Participation/Involvement CTEMS Schedule 1 (CTEMS Schedule Tab); and**
- **Evaluation of Career and Technical Education Programs CTEMS Schedule 8 (CTEMS Schedule Tab).**

CTE Local Advisory Chairperson (Signature)	4/10/2018 Date
Local Community College Perkins Administrator (Signature)*	4/10/2018 Date
Local CTE Administrator (Signature)	4/10/2018 Date
School Board Chairperson (Signature)	4/10/2018 Date
Division Superintendent (Signature)	4/10/2018 Date

Carl D. Perkins Career and Technical Education Act of 2006**Assurances (continued on next page)**

1. The applicant will provide a career and technical education program that is of such size, scope, and quality to bring about improvement in the quality of career and technical education programs. (Sec. 134(b)(6) and (Sec. 135(b)(8))

Size:

- a. A minimum of 11 courses in career and technical education is offered in each secondary school.
(Standards of Accreditation 8 VAC 20-131-100.B)

Scope:

- b. At least three different career and technical education programs, not courses, that prepare students as a career and technical education completer are provided. (Standards of Accreditation 8 VAC 20-131-100.A.1.)
- c. Instruction in career and technical exploration is provided in each middle school.
(Standards of Accreditation 8 VAC 20-131-90.B)

Quality:

- d. Career and technical education programs incorporated into the K through 12 curricula that include:
- * Knowledge of careers and all types of employment opportunities including, but not limited to, apprenticeships, entrepreneurship and small business ownership, the military, and the teaching profession, and emphasize the advantages of completing school with marketable skills;
 - * Career exploration opportunities in the middle school grades; and
 - * Competency-based career and technical education programs that integrate academic outcomes, career guidance and job-seeking skills for all secondary students. Programs must be based upon labor market needs and student interest. Career guidance shall include counseling about available employment opportunities and placement services for students exiting school. Each school board shall develop and implement a plan to ensure compliance with the provisions of this subdivision. Such plan shall be developed with the input of area business and industry representatives and local community colleges and shall be submitted to the Superintendent of Public Instruction in accordance with the timelines established by federal law. (Standards of Quality § 22.1-253.13:1. Standard 1.D.3.)
- e. Establish the requirements for a standard and an advanced studies high school diploma, which shall each include at least one credit in fine or performing arts or career and technical education and one credit in United States and Virginia history. The requirements for a standard high school diploma shall, however, include at least two sequential electives chosen from a concentration of courses selected from a variety of options that may be planned to ensure the completion of a focused sequence of elective courses. Such focused sequence of elective courses shall provide a foundation for further education or training or preparation for employment. The advanced studies diploma shall be the recommended diploma for students pursuing baccalaureate study. Both the standard and the advanced studies diploma shall prepare students for post-secondary education and the career readiness required by the Commonwealth's economy... (Standards of Quality § 22.1-253.13:4.D.2.) Note: Beginning with students entering ninth grade for the first time in 2013-2014, a student shall earn a board-approved career and technical education credential to graduate with a Standard Diploma (8VAC 20-131-50).
- f. Provide for the award of verified units of credit for passing scores on industry certifications, state licensure examinations, and national occupational competency assessments approved by the Board of Education. School boards shall report annually to the Board of Education the number of Board-approved industry certifications obtained, state licensure examinations passed, national occupational competency assessments passed, Virginia workplace readiness skills assessments passed, and the number of career and technical education completers who graduated. These numbers shall be reported as separate categories on the School Performance Report Card. In addition, the Board may:
- i. For the purpose of awarding verified units of credit, approve the use of additional or substitute tests for the correlated Standards of Learning assessment, such as academic achievement tests, industry certifications or state licensure examinations; and

**Carl D. Perkins Career and Technical Education Act of 2006
Assurances (continued from previous page)**

- ii. Permit students completing career and technical education programs designed to enable such students to pass such industry certification examinations or state licensure examinations to be awarded, upon obtaining satisfactory scores on such industry certification or licensure examinations, the appropriate verified units of credit for one or more career and technical education classes into which relevant Standards of Learning for various classes taught at the same level have been integrated. Such industry certification and state licensure examinations may cover relevant Standards of Learning for various required classes and may, at the discretion of the Board, address some Standards of Learning for several required classes. (Standards of Quality § 22.1-253.13:4.D.6.)
2. Programs, services, and activities included under this agreement will be operated in accordance with the Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV) and all applicable Virginia Public School Laws. (8VAC 20-120-10)
3. None of the funds made available under this Perkins Act (Perkins IV) will be used to provide funding under the Wagner-Peyser Act and Public Law 105-220. (Sec. 118(d)(1-2))
4. The applicant will submit descriptive and statistical reports containing complete, accurate, and reliable data that measure the progress of students, including special populations, as required by Perkins IV, the Education Improvement Act of 1984, and the State Department of Education. (Sec. 122(c)(13))
5. Students who participate in career and technical education programs will be taught the same challenging academic proficiencies as all other students. (Sec. 134(b)(3)(D))
6. The applicant that receives funds under this part will use such funds to improve career and technical education programs. (Sec. 135(a))
7. Funds made available under this Perkins Act for career and technical education activities will supplement and shall not supplant, non-federal funds expended to carry out career and technical education activities. (Sec. 311(a))
8. No funds received under the Perkins Act will be used to require any secondary school student to choose or pursue a specific career path or major or to mandate that any individual participate in a career and technical education program, including a career and technical education program that requires the attainment of a federally funded skill level, standard, or certificate of mastery. (Sec. 314(1))
9. No funds received under this Perkins Act will be used to provide career and technical education programs prior to the seventh grade, except that equipment and facilities purchased with funds under this Act may be used by such students. (Sec. 315)
10. No funds provided under this Perkins Act will be used for the purpose of directly providing incentives or inducement to employers to relocate a business enterprise from one state to another state if such relocation will result in a reduction in the number of jobs available in the state where the business enterprise is located before such incentives or inducements are offered. (Sec. 322)
11. Funds used under this Perkins Act for in-service and pre-service career and technical education professional development programs for career and technical education teachers, administrators, and other personnel may, upon request, permit program participation by career and technical education teachers, administrators, and other personnel in non-profit private schools offering career and technical education programs located in the geographical area served by such agency or recipient. (Sec. 317(a))
12. None of the funds expended under Perkins IV will be used to acquire equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interest of the purchasing entity, the employees of the purchasing entity, or any affiliate of such an organization. (Sec. 122(c)(12))
13. Programs funded under the Perkins Act will be coordinated with the local Workforce Investment Council to avoid duplication with Workforce Investment Act Title I programs, adult education, and other federal training programs (Sec. 118(c)(5)).
14. The local school division will use the state-provided career and technical program area competency list identified for each course to provide instruction for students and to rate the student's level of competency attainment. (8VAC 20-120-120)

Carl D. Perkins Career and Technical Education Act of 2006
Assurances (continued from previous page)

15. The local school division shall:
 - a. identify the number of special population students enrolled in career and technical education programs;
 - b. assess the career and technical needs of the students identified as special populations; and
 - c. develop an adequate plan to provide supplementary services sufficient to meet the needs of such students. (Sec 122(c)(13))
16. This plan has been developed in consultation with the local career and technical education advisory committee, composed of representatives from business and industry, labor organization, Workforce Investment Council, local community colleges, special populations, teachers, parents, students, and other interested community leaders. In addition, the committee should include appropriate representation of both genders and the racial and ethnic minorities in the school, community, or region. (Sec 134(b)(5)) (8VAC 20-120-50)
17. Local programs of career and technical education shall be evaluated annually using the performance standards and measures as approved by the Virginia Board of Education, and in compliance with the requirements of Section 113 of the Carl D. Perkins Career and Technical Education Act of 2006. (Sec. 122(c)(8))
18. Equal opportunities in career and technical education programs will be provided to persons and without discrimination based on gender, race, color, national origin, religion, age, political affiliation, veteran status, persons with disabilities, and equal access to the Boy Scouts and other designated youth groups. (Sec. 134) (8VAC 20-120-100) (See 34 CFR Sections 100-6(d), 106.9, 104.8, 110.25, and 108.9)
19. Statistical, financial, and descriptive reports and data required by the Virginia Board of Education and/or the Virginia Department of Education with regard to career and technical education programs will be submitted as requested and within the specified timelines. (8VAC 20-120-70)
20. Procedures are in place to ensure that lists of essential competencies that are modified for students with Individualized Education Programs (IEPs) or Section 504 plans must, as a group, be selected so that student attainment of the modified list of essential competencies prepare the student for a job or occupation. (Sec. 122(c)(8)) (8VAC 20-120-130)
21. Career and technical services, programs, and activities will reflect labor market needs and student interest. (8VAC 20-120-110)
22. Career and technical student organizations will be an integral and active part of each career and technical program. (8VAC 20-120-160(B))
23. The local plan has been approved by the school board and will be implemented upon approval of the Virginia Department of Education. (8VAC 20-120-10)
24. The school division will conduct a comprehensive self-assessment of the career and technical education program. If applicable, the school division will develop a plan of action to address each unmet requirement and assure timely implementation of the plan. The CTE Federal Program Monitoring Review system requires school divisions to review the CTE program on a six-year cyclical schedule. If applicable, school divisions must complete a comprehensive self-assessment instrument and submit in conjunction with the CTE Local Plan by April 30, 2018.
(Refer to Superintendent's Memorandum #219-17, dated July 28, 2017)

Conditions

1. An inventory of all equipment purchased in whole or part with federal funds provided by the Virginia Board of Education will be maintained, and all such equipment will be available for use by students in the approved career and technical education program for which it was purchased. (8VAC 20-120-80)
2. Recipients of federal funding that plan to use any equipment purchased in whole or in part with federal funds provided by the Virginia Board of Education in any program, project or activity other than the one for which it was originally purchased or who planned to dispose of or trade in such equipment must comply with the provisions of Education Department General Administrative Regulations (EDGAR).
3. Funds will not be expended in any manner other than as budgeted in the original plan or amended plan (if applicable). In the event funds need to be expended (category or dollar amount) in any manner other than stipulated in this CTEMS plan, the eligible recipient must submit, in writing, a request to amend the CTEMS plan. This request must include an explanation of proposed changes along with a revised copy of Schedules 17 and 18.
4. Perkins funds will not be expended prior to the receipt of a letter of approval for the original plan and/or the amended plan (if applicable).
5. The local plan shall be for the same period of time as the State Plan submitted under Section 122 (five-year plan).
6. The locality will not fund any project, service, or activity for more than three years—the year of its inception and the two following years—unless showing continuous improvement, meeting or exceeding all Perkins performance standards.
7. Career and technical education programs will operate consistently with all federal and state requirements and regulations.
8. Reports and other information required by the Virginia Board of Education will be submitted within the dates and timelines established, and documentation will be maintained for five years.
9. Reimbursement requests from school divisions will not be processed for those school divisions that have outstanding data and/or reports required by federal legislation, state legislation, or the Virginia Board of Education.
10. The locality will comply with certification regarding debarment, suspension, ineligibility, and voluntary exclusion – lower tier covered transactions.
11. The locality will comply with all applicable assurances in Office of Management and Budget (OMB) Standard Forms 424B and D (Assurances for Non-Construction and Construction Programs), including the assurances relating to the legal authority to apply for assistance; access to records; conflict of interest; merit systems; nondiscrimination; Hatch Act provisions; labor standards; flood hazards; historic preservation; protection of human subjects; animal welfare; lead-based paint; Single Audit Act; and the general agreement to comply with all applicable federal laws, executive orders and regulations.
12. With respect to the certification regarding lobbying in Department Form 80-0013, no federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making or renewal of federal grants under this program; the State will require the full certification, as set forth in 34 CFR Part 82, Appendix A, in the award documents for all subawards at all tiers; and the State will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," when required (34 CFR Part 82, Appendix B).
13. The Locality will comply with the following provisions of Education Department General Administrative Regulations (EDGAR), as applicable: 2 CFR Part 200—Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards; 34 CFR Part 77—Definitions that Apply to Department Regulations; 34 CFR Part 81—General Education Provisions Act—Enforcement; 34 CFR Part 82—New Restrictions on Lobbying.

Perkins IV Technical Skills Assessment Certification
(To be submitted annually with Local Plan and Budget Application.)

1. I certify that all Career and Technical Education programs in my school division are using the state developed CTE course frameworks to teach essential competencies in each course. It is understood that locally developed competencies may be added as appropriate.
2. I certify that the following operational guidelines are being followed in all CTE programs in my school division.
 - a) Competencies are specified to students prior to instruction.
 - b) Competencies include “all aspects of the industry” and “workplace readiness skills.”
 - c) An internal evaluation system (i.e., state supplied Student Competency Record)* is utilized for rating and documenting the competency performance of each student. (Students may be involved in assessing their work, but only a teacher or administrator may rate and document the performance.)

*Student Competency Records should be used accordingly:

- a) Teachers should review the task definitions for each essential task/competency to examine assessment requirements.
- b) Based on the performance level criteria and task definitions, teachers make independent professional decisions about the performance attainment level of students on each essential competency.
- c) Grading rubrics should be used where appropriate in skill performance applications.
- d) Student competency records should be retained in the school division for five years.

PERFORMANCE ASSESSMENT for 2016-2017
(Annual Submission Required)

The school division's local plan should reflect activities/projects that address Perkins Performance Standards that have not improved or that do not meet the Virginia Agreed Upon Perkins Performance Levels. This information will be used to inform appropriate technical assistance, on-site visits, and/or local Federal Program Monitoring visits.

If a performance standard is not met, the school division must explain why and the actions taken to improve performance on the following page. Once a school division has met the state performance standards, they must maintain or show continuous improvement each year.

Directions: Provide the school division's actual performance levels for 2016-2017 for all completers and special populations.

Perkins Performance Standards		Virginia Agreed Upon Performance Levels for 2016 - 2017	2016 - 2017 Actual Performance from APR	
			All Completers	Special Populations
1S1	Academic Attainment - Reading (English 11)	80.00%	99.10%	98.52%
1S2	Academic Attainment - Mathematics (Highest Level)	80.00%	98.74%	98.13%
2S1A	Technical Skills Attainment - Student Competency Rate	91.00%	95.98%	94.31%
2S1B	Technical Skills Attainment - Completers Participating in Credentialing Tests	80.00%	99.33%	98.92%
2S1C	Technical Skills Attainment - Test Takers (Completers) Passing Credentialing Tests Rate	80.00%	98.02%	96.81%
2S1D	Technical Skills Attainment - Completers Passing Credentialing Test Rate*	72.00%	97.36%	95.77%
2S1E	Technical Skills Attainment - Completers who passed a credentialing test plus Completers who earned an Advanced Studies Diploma and did not pass a credentialing test	75.00%	97.50%	95.92%
3S1	Secondary School Completion	96.00%	100.00%	
4S1	Graduation Rate	93.00%	97.14%	
5S1	Secondary Placement Rate (Transition from Secondary Education to Postsecondary Education, Employment or Military)	93.00%	96.84%	95.88%
5S1	Program Completer Response Rate	75.00%	61.14%	
6S1	Nontraditional Career Preparation Enrollment	31.00%	35.73%	
6S2	Nontraditional Career Preparation Completion	27.00%	30.46%	

** EOC - End-of-Course

PERFORMANCE ASSESSMENT

(Continued from previous page)

Refer to your school division's Annual Performance Report for detailed information.

1. How many performance standard(s)/element(s) were not met for first time .		
Select the performance standard(s) not met from the drop down menu below (click in box - menu will open). Explain why each standard was not met.		
n/a		

2. How many performance standard(s)/element(s) were not met for two consecutive years .		
Select the performance standard(s) not met from the drop down menu below (click in box - menu will open). Explain why each standard was not met and what action was taken in prior years to improve the performance.		

3. How many performance standard(s)/element(s) were not met for three consecutive years .		
Select the performance standard(s) not met from the drop down menu below (click in box - menu will open). Explain why each standard was not met and what action was taken in prior years to improve the performance.		
5S1-Program Completer Response Rate		
The addition of a Qualtrics survey service subscription will allow more data to be gathered from exiting seniors for increased the reach for the follow-up survey. Qualtrics also powers the survey deployed to completers through the Weldon Cooper Center. Virginia Beach will build off a model started by other divisions meeting this goal.		

2017-2018 PERFORMANCE ASSESSMENT TARGETS

School divisions are required to meet or exceed the Virginia Agreed Upon Performance Levels. For your information, the following chart provides the list of Perkins Core Indicators of Performance, the 2017-2018 state (negotiated) agreed upon levels of performance, and the data collection sources. For more detailed information, refer to CTE Memo No. 114-17, dated July 31, 2017.

Perkins Core Indicator of Performance		Virginia Agreed Upon Performance Levels for 2017 - 2018	Data Collection Source
1S1*	Academic Attainment - Reading (English 11)	85.00%	**EOC Standard of Learning Test Scores
1S2*	Academic Attainment - Mathematics (Highest Level)	85.00%	**EOC Standard of Learning Test Scores
2S1A	Technical Skills Attainment - Student Competency Rate	92.00%	Final Completer Demographics Report (CDR) and Career and Technical Education Credential Collection (CTECC)
2S1B	Technical Skills Attainment - Completers Participating in Credentialing Tests	82.00%	
2S1C	Technical Skills Attainment - Test Takers (Completers) Passing Credentialing Tests Rate	83.00%	
2S1D	Technical Skills Attainment - Completers Passing Credentialing Test Rate	75.00%	
2S1E	Technical Skills Attainment - Completers who passed a credentialing test plus Completers who earned an Advanced Studies Diploma and did not pass a credentialing test	78.00%	
	Information Indicator - Completers who earned an Advanced Studies Diploma and passed a credentialing test	Not Applicable	
3S1	Secondary School Completion	96.50%	Final Completer Demographics Report (CDR) and End-of-Year Student Record Collection Drop-out Report
4S1	Graduation Rate	93.50%	Final Completer Demographics Report (CDR)
5S1	Secondary Placement Rate (Transition from Secondary Education to Postsecondary Education, Employment or Military)	93.50%	CTE Follow-up Survey of Program Completers
5S1	Program Completer Response Rate	75.00%	CTE Follow-up Survey of Program Completers
6S1	Nontraditional Career Preparation Enrollment	31.50%	Secondary Enrollment Demographics Form (SEDF)
6S2	Nontraditional Career Preparation Completion	28.00%	Final Completer Demographics Report (CDR)

* Based on Virginia's Annual Measurable Objectives (AMO) for all students under the ESEA Act, flexibility waivers were granted by USDOE in March 2013. Reading – Calculated based on results of the new statewide reading assessments administered for the first time during the 2012-2013 school year. Mathematics – Calculated in fall 2012 based on results of new statewide mathematics assessments administered for the first time during the 2011-2012 school year. In July 2014, USDOE approved the extension of Virginia's ESEA flexibility waiver based on revised methodology.

** EOC - End-of-Course

CTEMS CHECKLIST
2018-2019

1. CTEMS Schedules Required for School Divisions and Regional Centers (All Schedules are required.)

X	Schedule 1 - Stakeholder Participation/Involvement	X	Schedule 10 - Improvement, Expansion, and Modernization
X	Schedule 2 - Advisory Committee Participation/Involvement	X	Schedule 11 - Using Data to Improve Career and Technical Education
X	Schedule 3 - Application for Local Career Cluster/Pathway Plans of Study	X	Schedule 12 - Secondary/Postsecondary Linkages, Employment Counseling, and Placement Services
X	Schedule 4 - Special Populations Report	X	Schedule 13 - Equity Provisions of General Education Provision Act
X	Schedule 5 - Strengthen/Improve Academic and Technical Skills	X	Schedule 14 - Labor Market Needs
X	Schedule 6 - All Aspects of Industry	X	Schedule 15 - Participation in Regional Technical Education Programs
X	Schedule 7 - Technology in Career and Technical Education	X	Schedule 16 - Career and Technical Education Financial Data
X	Schedule 8 - Professional Development Provided	X	Schedule 17 - Budget of Perkins Funds
X	Schedule 9 - Evaluation of Career and Technical Education Programs	X	Schedule 18 - Administration/Administrative Equipment Funds and Budget Summary Worksheet

CTEMS SCHEDULE 1
Stakeholder Participation/Involvement
2018-2019 Plan

Section 134(a): The local plan shall be for the same period of time as the State Plan submitted under Section 122. Please check the types of involvement each of the groups below have had in the development of your local plan.

Section 134(b)(5): Describe how parents, students, academic and career and technical education teachers, faculty, administrators, career guidance and academic counselors, ~~representatives of tech prep consortia (if applicable),~~ representatives of the entities participating in activities described in Section 117 of Public Law 105-220 (if applicable), representatives of business (including small business) and industry, labor organizations, representatives of special populations, and other interested individuals are involved in the development, implementation, and evaluation of career and technical education programs assisted under this Act, and how such individuals and entities are effectively informed about, and assisted in understanding the requirements of this title, including career and technical programs of study.

	supplied information	provided substantive consultation	reviewed and critiqued the plan or sections of the plan
Representatives of business/industry	X	X	X
Representatives of business/industry	X	X	X
Representatives of business/industry	X	X	X
Representatives of labor organization	X	X	X
Representatives of Workforce Investment Council	X		X
Community representatives and other interested individuals	X		X
Representatives of special populations	X		X
Representatives of local community colleges	X		X
Teachers	X	X	X
Parents			X
Students			X

Describe how the required respective groups were involved in the development, implementation, and evaluation of your career and technical programs utilizing data from prior year(s) and/or any local evaluations that may have been conducted during the 2017-2018 school year.

General Advisory Council (GAC) members provide information on local labor market data, assist in developing new courses, and provide assistance in disseminating information to other stakeholders outside the school division. Members support technical and career education (TCE) via presenting at public hearings, emailing legislators, and contacting other educational agencies for the betterment of TCE and education for all students. Members are involved in the evaluation of TCE programs, and programs regularly present to the GAC. GAC members have been instrumental in fostering new partnerships between the TCE office and other local businesses.

CTEMS SCHEDULE 2
Advisory Committee Participation/Involvement
2018-2019 Plan

The local advisory committee for CTE must be involved in the development, implementation, and evaluation of CTE programs. The advisory committee, which meets regularly, is a group of persons representing business and industry, labor organization, Workforce Investment Council, special populations, local community colleges, teachers, parents, students, and other interested community leaders for the purpose of providing recommendations, direction, and assistance to CTE. Other persons may be invited to participate at the discretion of the eligible recipient. Ex-officio members should include the CTE administrator.

This schedule must provide a list of the names of the stakeholders indicated on Schedule 1 that contribute to the development of the local Perkins plan.

List below only one individual from each category (with the exception of business and industry, which must list three-one for each of three different career and technical education programs) on the local advisory committee who have been appointed to serve in the development, implementation, and evaluation of CTE programs. Additional members may be listed on the Comments Page of this application following Schedule 18.

Group ID Letter:	P : Parents S : Students T : Teachers L : Labor Organization W : Workforce Investment Council	B&I : Business and Industry (3 minimum) CC : Local Community College SP : Special Populations O : Community Representative/Other Interested Individuals
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NAME/TITLE OR POSITION	NAME OF COMPANY/BUSINESS/ORGANIZATION	GROUP ID LETTER
Brooks, Jane	Virginia PTA	P
Pope, Jalen	Landstown High School - Dental	S
Spruill, James	Trade & Industry Teacher	T
Mallinson, Amy	Virginia Beach School Federal Credit Union	B&I
Ekker, David - Engineering Dean	Tidewater Community College	CC
Gatling, Veleka - Executive Director Office of	Virginia Beach City Public Schools	SP
Stewart, Jerry - Workforce Development Coordinator	City of Virginia Beach	L
Gall, Huner- Biomodeling Engineer	CIRS	B&I
Wagner, Lorraine - Manufacturing Director	STIHL	B&I
Avery, Shawn Avery - President and CEO	Opportunity Inc. of Hampton Rodes	W
Wrenn, Lori - Community Member	Virginia Beach Resident	O

Describe how members of the CTE advisory committee and the stakeholder participants involved in the development of the plan are annually informed about and assist in the understanding of the Act, and list activities planned in which the stakeholders will be involved for the 2018-2019 school year.

Members of the career and technical General Advisory (GAC) and the stakeholder participants are updated on the Perkins plan during the quarterly meetings. During the third quarter meeting, the proposed Plan is discussed and reviewed prior to submitting for approval of the School Board. During the 2018-19 school year, committee members will be actively engaged in promoting and sharing Virginia Beach CTE via presentations at local, state, and national conferences. Additionally, committee members will continue the review of CTE programs through participation in classroom observations, participation in the STEM Trifecta Challenge, and CTSO events and activities.

CTEMS SCHEDULE 3

Application for Local Career Cluster/Pathway Plans of Study 2018-2019 Plan

INSTRUCTIONS/PROCEDURES

Assistance for completing the CTE Career Cluster/Pathway Plans of Study may be found on the [CTE Career Cluster webpage](#).

Effective school year 2013-2014 and beyond, beginning in middle school, all students shall have an Academic and Career Plan that is reviewed before a student enters the ninth and eleventh grades (8VAC 20-131-140).

Assistance for completing Academic and Career Plans may be found on the [Academic and Career Plan webpage](#).

As of school year 2012-2103 and thereafter, all divisions shall implement at least one or more Career Pathway Plans of Study representing at least three or more corresponding Career Clusters (Section 134(b)(3)(A). However, to ensure your division's previous Plans of Study (submitted over the past 9 years) are preparing students to meet local, regional, and state economic and workforce needs, you are advised to review and revise each as necessary. Please e-mail a Microsoft Word file of your completed 2018-2019 Plan of Study to CTE@doe.virginia.gov for separate approval.

LIST ALL PREVIOUSLY APPROVED PLANS OF STUDY

[illegible]

Application for Local Career Cluster/Pathway Plans of Study 2018-2019 Plan

Please e-mail a Microsoft Word file of your completed 2018-2019 Career Cluster/Pathway Plan of Study template to CTE@doe.virginia.gov for separate approval.

PLANS OF STUDY SUBMITTED FOR 2018-2019 LOCAL PLAN

[illegible]

1. Improve the academic and technical skills of students participating in CTE programs by strengthening the academic and CTE components of such programs through the integration of coherent and rigorous content aligned with challenging academic standards and relevant CTE programs to ensure learning in –
 - i. the core academic subjects (as defined in Section 9101 of the Elementary and Secondary Education Act of 1965); and
 - ii. career and technical education subjects.*
 2. Provide students with strong experience in, and understanding of, all aspects of an industry.*
 3. Ensure that students who participate in such CTE programs are taught to the same coherent and rigorous content aligned with challenging academic standards as are taught to all other students.*
 4. Encourage CTE students at the secondary level to enroll in rigorous and challenging courses in core academic subjects (as defined in section 9101 of the Elementary and Secondary Education Act of 1965).*
 5. May include the opportunity for secondary education students to participate in dual or concurrent enrollment programs or other ways to acquire postsecondary education credits/elements.
 6. Must lead to a high school diploma and, if applicable, an industry certification/state licensure/occupational competency skill assessment at the secondary level and to an industry-recognized credential or certificate at the postsecondary level, or an associate or baccalaureate degree.*
- * Required

CTEMS SCHEDULE 3 (Continued)
Application for Local Career Cluster/Pathway Plans of Study
2018-2019 Plan

Section 134(b)(3)(A): Describe how the school division plans to implement the new Plan of Study to comply with all components listed on previous page (Items 1-6) (Section 122(c)(1)(A)).

Virginia Beach City Public Schools will implement the new plan of study to include expanded dual enrollment offerings in welding through courses at our Virginia Beach Technical and Career Education Center and Tidewater Community College (TCC) in the 2018-19 school year. Our division participates in a regional group (Virginia Beach, Chesapeake, Norfolk, Portsmouth) geared toward dual enrollment with TCC and industry partnerships to create a pipeline and pathway to skilled trades in the maritime industry. This group has helped create industry visits to centers in all four cities and opportunities for dual enrollment to prepare students for entrance into highly competitive maritime apprenticeship programs. Students considering this career track have standard, partial dual enrollment, and full dual enrollment pathways to choose from. By working together the four cities have leveraged the buy in from regional industry.

CTEMS SCHEDULE 4
Special Populations Report
2018-2019 Plan

A. Identify the number of economically disadvantaged, disabled, limited English proficient (LEP)/English Language learners (ELL's), migrant, single-parent, nontraditional (underrepresented gender groups), and displaced-homemaker students eligible for services provided by your school division.

Number of Economically Disadvantaged (including foster children) (Grades K-12)	Number of Disabled (Grades K-12)	Number of Limited English Proficient/English Language Learners (Grades K-12)	Number of Migrant Students (Grades K-12)	Number of Single-parent (including single pregnant women) (Grades 7-12)	Number of Non-traditional (under-represented gender groups) (Grades 7-12)	Number of Displaced-home-makers (Grades 7-12)
26,599	6,834	1,675	67	0	7,155	0

B. Section 134 (b)(8)(A): Describe how you will annually review career and technical education programs, and identify and adopt strategies to overcome barriers that result in lowering rates of access to and lowering success in the programs, for special populations.

CTE programs are open to all students, are publicized/promoted, and are included in the Student Course Guide given to students prior to enrolling/scheduling. Counselors provide information regarding TCE opportunities through in-service sessions conducted by school division personnel. Outreach and recruitment efforts include an Academic and Career Planning Fair that showcases career exploration (elementary, middle, and high). In-service workshops and professional development opportunities targeted for special populations are available. Disadvantaged/disabled youth are evaluated via the Vocational Evaluation program to assess the best fit for student aptitude/interests in CTE courses. Students at risk of dropping out or having little success in a traditional high school setting are referred to the Renaissance Academy for a combined academic and CTE program. At risk students are also served through grant programs with our local workforce development board.

CTEMS SCHEDULE 4 (continued)
Special Populations Report
2018-2019 Plan

C. Section 134 (b)(8)(B): Describe how you will annually provide programs designed to enable the special populations to meet the state adjusted levels of performance.

Virginia Beach City Public Schools' Office of Technical and Career Education may modify CTE programs to enable students to meet the state adjusted levels of performance. Some modifications may include job coaching, transition employment services, and career counseling. Members of special populations are also eligible for funding for participation in Career and Technical Student Organizations for co-curricular leadership and competition opportunities.

D. Section 134 (b)(9): Describe how individuals who are members of special populations will not be discriminated against on the basis of their status as members of the special populations.

Examples of monitoring tools to ensure that individuals are not discriminated against include the following: the Individualized Education Plan (IEP) of each special population student provides a vehicle to monitor the progress of students enrolled in CTE programs. CTE coordinators work with the schools to promote programs for all student populations, including disadvantaged, Limited English Proficiency (LEP), and disabled students. Vocational assessments, school tours, open houses, center brochures, back-to-school nights, individual counseling and planning, and parent involvement are all avenues used in planning the student's five-year program of study.

CTEMS SCHEDULE 4 (continued)**Special Populations Report****2018-2019 Plan**

E. Section 134(b)(8)(C) and (b)(10): Indicate below the activities/services your school division provides to prepare special populations, including single parents and displaced homemakers, for high-skill, high-wage, or high-demand occupations that will lead to self-sufficiency, including promoting preparation for non-traditional fields.

SERVICES PROVIDED	DISADVANTAGED	DISABLED	LEP	MIGRANT	SINGLE-PARENTS	NON-TRADITIONAL	DISPLACED HOME-MAKERS
Supplemental basic academic instruction	X	X	X	X			
Supplemental social growth activities							
High-interest reading materials for struggling readers	X	X	X	X		X	
Instructional or teacher aides	X	X	X				
Mentoring programs							
Systematic tutoring							
Career and technical assessment	X	X	X				
Career counseling	X	X	X	X		X	
Transportation for work experience		X					
Student Apprenticeship							
Work-study programs							
Coop education	X	X	X	X		X	
Job placement and follow-up	X	X	X	X		X	
Job-coach and job-transition services	X	X					
Work-site visitation	X	X	X	X		X	
CT student organizations	X	X	X	X		X	
Field trips	X	X	X	X		X	
Child-care							
Special transportation							
Special seminars for fathers, teens, etc.							
Other: (specify)							
Please indicate if non-federal funds, in whole or in part, are used to support any of the above services.	X	X	X	X		X	

CTEMS SCHEDULE 5**Strengthen/Improve Academic and Technical Skills
2018-2019 Plan**

Section 134(b)(3)(B,D,E): Please follow the directions below to show how you strengthen/improve the academic and technical skills of students participating in career and technical education programs.

Directions

For each of your Perkins supported programs, place an X by each activity that applies to that program and that is intended to improve the academic and technical skills of students participating in that program. For example, if “Using academic/career and technical team teaching” is designed to improve the academic and technical skills of students in Agriculture, place an X in the field marked “Using academic/career and technical team teaching” under Agriculture.

ACTIVITIES		DIVISION PROGRAMS							
		AGRICULTURAL EDUCATION	BUSINESS & INFORMATION TECHNOLOGY	CAREER CONNECTIONS	FAMILY AND CONSUMER SCIENCES	HEALTH AND MEDICAL SCIENCES	MARKETING	TECHNOLOGY EDUCATION	TRADE & INDUSTRIAL EDUCATION
a. Integrating academics with career and technical education programs to ensure learning in the core academic and career and technical subjects		X	X	X	X	X	X	X	X
b. Providing a coherent sequence of courses to ensure learning in the core academic and career and technical subjects		X	X	X	X	X	X	X	X
c. Developing and implementing academic and career and technical collaborative lesson plans		X	X	X	X	X	X	X	X
d. Implementing academic/career and technical team teaching				X	X		X		
e. Providing dual credit options			X		X			X	X
f. Providing joint academic/career and technical instructional assignments		X	X	X	X	X	X	X	X
g. Planning for and participating in joint academic/career and technical field trips to business/industry		X	X	X	X	X	X	X	X
h. Providing a senior research project with academic and career and technical education components									
i. Other (specify)									

CTEMS SCHEDULE 5 (Continued)
Strengthen/Improve Academic and Technical Skills
2018-2019 Plan

Section 134(b)(3)(B,D,E): Describe how the school division will improve the academic and technical skills of students participating in career and technical education programs by strengthening the academic and career and technical education components of such programs through the integration of coherent and rigorous content aligned with challenging academic standards and relevant career and technical programs to ensure learning in the core academic subjects (as defined in Section 9101 of the Elementary and Secondary Education Act of 1965); and career and technical education subjects; ensure that students who participate in such career and technical education programs are taught to the same coherent and rigorous content aligned with challenging academic standards as are taught to all other students; and encourage career and technical education students at the secondary level to enroll in rigorous and challenging courses in core academic subjects (as defined in Section 9101 of the Elementary and Secondary Education Act of 1965).

Curriculum writing teams and individual teachers utilize the crosswalks available through curriculum frameworks at the CTE Resource Center to make connections between CTE competencies, relevant SOL standards, local Virginia Beach Objectives. Professional development for teachers and staff focuses on unpacking the state, local, and industry certification standards to be sure that all students receive rigorous instruction that aligns with each. Curriculum resources are offered for tier 1 instruction, remediation, and personalized enrichment. CTE courses rely on this model to provide world-class instruction. These efforts are enhanced with access to relevant industry credentials and real world internships. Additionally, CTE students enroll in the same rigorous core academic programs as any student in the division.

CTEMS SCHEDULE 6**All Aspects of Industry
2018-2019 Plan**

Section 134(b)(3)(C): Please follow the directions below to show how the school division will provide students with strong experience in, and understanding of, all aspects of an industry.

Directions

For each of your Perkins supported programs, place an X in the field for every activity that applies to that program and provides students with experience in and understanding of all aspects of an industry.

ACTIVITIES		DIVISION PROGRAMS							
		AGRICULTURAL EDUCATION	BUSINESS & INFORMATION TECHNOLOGY	CAREER CONNECTIONS	FAMILY AND CONSUMER SCIENCES	HEALTH AND MEDICAL SCIENCES	MARKETING	TECHNOLOGY EDUCATION	TRADE & INDUSTRIAL EDUCATION
a. CTE curriculum frameworks reviewed by career/technical advisory committee to ensure that the local curriculum provides students with experience in and understanding of all aspects of an industry		X	X	X	X	X	X	X	X
b. Work-site experiences provided									
Clinical Experience						X			
Cooperative Education			X		X		X		
Internship			X		X			X	X
Job Shadowing									
Mentorship									
Service Learning									
Student Apprenticeship									
c. Participation of Business/Industry Reps									
Mentoring opportunities provided			X		X		X	X	X
Shadowing opportunities provided			X		X		X	X	X
Business/industry tours		X	X	X	X	X	X	X	X
Class presentations		X	X	X	X	X	X	X	X
Program Evaluation		X	X	X	X	X	X	X	X
Other Specify:									

CTEMS SCHEDULE 6 (Continued)**All Aspects of Industry****2018-2019 Plan**

Section 134(b)(3)(C): Describe how the school division will provide students with strong experiences in, and understanding of, all aspects of an industry.

Virginia Beach City Public Schools relies on our local industry partners to strengthen real world connections to industry in all CTE classes. These partners serve on the local CTE General Advisory Council (GAC) and volunteer time in CTE classrooms. An example of one such partnership IMS Gear. In the 2017-18 school year IMS Gear hosted plant tours and an information night about careers in mechatronics for students and parents. Engineering students were encouraged to apply for a internship in the second semester. The intent was to give all students involved an understanding of modern manufacturing in our region. Students currently interning at IMS Gear will be eligible for their apprenticeship program upon graduation. IMS Gear, STIHL, Huntington Ingalls and others will take a part in a STEM Career Expo at the 2018 STEM Trifecta event. This event reaches about 1200 students in our city.

CTEMS SCHEDULE 7
Technology in Career and Technical Education
2018-2019 Plan

Section 135(b)(4 and 7): Please follow the directions below to show how the school division will develop, improve, or expand the use of technology in career and technical education.

Directions

For each of your Perkins supported programs, place an X in the field for any activity you will use in that program to develop, improve, or expand the use of technology.

ACTIVITIES		DIVISION PROGRAMS							
		AGRICULTURAL EDUCATION	BUSINESS & INFORMATION TECHNOLOGY	CAREER CONNECTIONS	FAMILY AND CONSUMER SCIENCES	HEALTH AND MEDICAL SCIENCES	MARKETING	TECHNOLOGY EDUCATION	TRADE & INDUSTRIAL EDUCATION
a. Train career and technical personnel to use state-of-the-art technology, which may include distance/virtual learning.		X	X	X	X	X	X	X	X
b. Provide students with the academic and career and technical skills that lead to entry into high-tech and communications fields.		X	X	X	X	X	X	X	X
c. Work with high-tech industries to offer volunteer internship, mentoring, shadowing, and/or cooperative education experience(s).		X	X	X	X	X	X	X	X
d. Provide technology applications in classroom instruction (including computer applications).		X	X	X	X	X	X	X	X
e. Verify that instructional personnel demonstrate proficiency in Virginia Technology Standards.		X	X	X	X	X	X	X	X
f. Other (specify)									

CTEMS SCHEDULE 7 (Continued)
Technology in Career and Technical Education
2018-2019 Plan

Section 135(b)(4 and 7): Describe how the school division will develop, improve, or expand the use of technology in career and technical education.

The division remains committed to exposing students to the latest technologies and tools used in industry. Business partners from our General Advisory Council (GAC) work with curriculum specialists and teachers to make recommendations on technology and equipment purchases. To support these recommendations, the division continues to allot Perkins funds to support purchases of technology and related training.

CTEMS SCHEDULE 8**Professional Development****2018-2019 Plan**

Section 134(b)(4): Please follow the directions below to show how the school division will provide professional development (including initial teacher preparation) for career and technical education, academic, guidance, and administrative personnel that promotes the integration of coherent and rigorous content aligned with challenging academic standards and relevant career and technical education (including curriculum development).

Directions

For each of your Perkins supported programs, place an X in the field for any activity you will use to provide professional development for teachers, counselors or administrators associated with that program.

ACTIVITIES		DIVISION PROGRAMS							
		AGRICULTURAL EDUCATION	BUSINESS & INFORMATION TECHNOLOGY	CAREER CONNECTIONS	FAMILY AND CONSUMER SCIENCES	HEALTH AND MEDICAL SCIENCES	MARKETING	TECHNOLOGY EDUCATION	TRADE & INDUSTRIAL EDUCATION
a. In-service and pre-service professional development:									
(1)Training for guidance on (a) career clusters, career pathways, and career assessment; and (b) implementation of Plans of Study.		X	X	X	X	X	X	X	X
(2)Integration of coherent and rigorous content aligned with challenging academic standards and relevant career and technical education programs to ensure learning in the core academic subjects as defined in section 9101 of the ESEA of 1965; and career and technical education subjects.		X	X	X	X	X	X	X	X
(3)Appropriate postsecondary courses and/or workshops for teachers with provisional licenses and/or career switchers		X	X	X	X	X	X	X	X
(4)State-of-the-art career/technical programs and techniques		X	X	X	X	X	X	X	X
(5)Effective teaching skills based on research		X	X	X	X	X	X	X	X
(6)Effective practices to improve parental and community involvement		X	X	X	X	X	X	X	X
(7)Opportunities for National Board Certification to provide teachers access to Virginia incentives		X	X	X	X	X	X	X	X
b. Programs for teachers and other school personnel to ensure they remain current with all aspects of an industry		X	X	X	X	X	X	X	X
c. Regional, state, and college teacher placement job fairs			X		X			X	
d. Virginia Teachers for Tomorrow training program.					X				
e. Business/industry internship programs for teachers		X	X	X	X	X	X	X	X
f. Other (specify)									

CTEMS SCHEDULE 8 (Continued)**Professional Development****2018-2019 Plan**

Section 134(b)(4): Describe how comprehensive professional development (including initial teacher preparation) for career and technical education, academic, guidance, and administrative personnel will be provided that promotes the integration of coherent and rigorous content aligned with challenging academic standards and relevant career and technical education (including curriculum development).

VBCPS offers professional development opportunities for CTE teachers. To meet teacher needs and licensure requirements, CTE teachers are encouraged to attend summer conference in their curriculum area. They also may attend local seminars for professional development or propose their own professional development activities. These may include internships, shadowing, other conferences, and work with industry representatives. Additionally, the division sends teachers, administrators, and guidance staff to national CTE and industry training/conferences each year. Attendees at these events are required to present best practices from the events to other staff members upon their return. To improve teaching practice and move toward transformational learning, CTE teachers are included with core practitioners in professional development geared toward pedagogy. (ex. VASCD conference)

CTEMS SCHEDULE 8 (Continued)**Professional Development****2018-2019 Plan****Directions**

For each of your Perkins supported programs, indicate the number of teachers who will participate in the activity described below.

ACTIVITIES		DIVISION PROGRAMS							
Note: All professional development provided must meet requirements as identified in Perkins IV. Indicate the number of teachers/ administrators participating within the fields for each program area(s).		AGRICULTURAL EDUCATION	BUSINESS & INFORMATION TECHNOLOGY	CAREER CONNECTIONS	FAMILY AND CONSUMER SCIENCES	HEALTH AND MEDICAL SCIENCES	MARKETING	TECHNOLOGY EDUCATION	TRADE & INDUSTRIAL EDUCATION
a. State conferences, institutes, or workshops (including virtual training programs)		1	18		65	8	11	9	20
b. National conferences, institutes, or workshops		0	5		6	3	4	1	3
c. Local conferences, institutes, or workshops		1	37		75	4	24	56	30
d. Internship in industry									1
e. Other (specify)									

Section 134(b)(12)(A and B): Describe efforts to improve (A) the recruitment and retention of career and technical education teachers, faculty, and career guidance and academic counselors, including individuals in groups underrepresented in the teaching profession; and (B) the transition to teaching from business and industry.

Virginia Beach City Public Schools CTE administrative staff works with human resources to travel to hiring fairs and colleges (traditional and career-switcher) to recruit qualified teachers for hard to staff areas. Once hired, teachers from both traditional preparation programs and career-switchers are assigned veteran CTE mentors. Additionally, new teachers work closely with curriculum coordinators in their subject area to ensure a smooth transition. The accomplishments of teachers and school counselors are recognized each year through a program naming a citywide CTE Teacher (high school and middle school) and a CTE School Counselor of the Year.

CTEMS SCHEDULE 9
Evaluation of Career and Technical Education Programs
2018-2019 Plan

Section 134(b)(7) and Section 135(b)(6): Describe how the school division will use the state system of Performance Standards and Measures to develop, evaluate, and continuously improve the performance of the career and technical education programs carried out with funds under this Act, including an assessment of how the needs of special populations are being met.

Programs are evaluated using a combination of factors. These include student competency mastery as described in the curriculum frameworks provided by the CTE Resource Center, student performance on industry certification exams identified for each course, and completer follow-up survey data. Additionally, teacher performance is evaluated through the same system used to evaluate core subject teachers in Virginia Beach. These benchmarks are combined with site visits from administrative staff and industry partners to provide comprehensive assessments of program performance. The needs of students from special populations are monitored by teachers, parents, CTE staff, and stakeholders from the Office for Programs for Exceptional Children.

CTEMS SCHEDULE 10
Improvement, Expansion, and Modernization
2018-2019 Plan

Section 135(b)(7): Please follow the directions below to show how the school division will initiate, improve, expand, and modernize quality career and technical education programs.

Directions

For each of your Perkins supported programs, place an X in the field for any activity you will use to initiate, improve, expand, or modernize that particular program.

ACTIVITIES		DIVISION PROGRAMS							
		AGRICULTURAL EDUCATION	BUSINESS & INFORMATION TECHNOLOGY	CAREER CONNECTIONS	FAMILY AND CONSUMER SCIENCES	HEALTH AND MEDICAL SCIENCES	MARKETING	TECHNOLOGY EDUCATION	TRADE & INDUSTRIAL EDUCATION
a. Revise/update curriculum.			X		X	X	X	X	X
b. Revise/update instructional materials.			X		X	X	X	X	X
c. Obtain input from business/industry/ community representatives to improve/modernize program.		X	X		X	X	X	X	X
d. Modernize program offerings in occupational area.			X		X	X	X	X	X
e. Conduct labor market analysis related to area.			X		X	X	X	X	X
f. Conduct community surveys (may include surveys of groups such as your local boards and community groups).		X	X		X	X	X	X	X
g. Initiate new program(s) or courses based on labor market needs.			X						X
h. Expand career and technical program offerings to provide greater student choice.			X				X		
i. Incorporate technology applications in the classroom/laboratory.		X	X		X	X	X	X	X
j. Certify teachers in industry or professional/trade association.		X	X		X	X	X	X	X
k. Incorporate industry or professional/trade association certification standards.		X	X		X	X	X	X	X
l. Provide training in high tech or telecommunications occupations.			X					X	X
m. Other (specify)									

CTEMS SCHEDULE 10 (Continued)
Improvement, Expansion, and Modernization
2018-2019 Plan

Section 135(b)(7): Describe how the school division will initiate, improve, expand, and modernize quality career and technical education programs.

Virginia Beach City Public Schools will continue to work with all stakeholders (students, parents, teachers, administration, and industry partners) to evaluate and improve CTE programs for all students. The General Advisory Council (GAC) meets quarterly to review programs and make suggestions for program improvements.

CTEMS SCHEDULE 11
Using Data to Improve Career and Technical Education
2018-2019 Plan

Section 134(b)(7): Describe the process the school division will use to evaluate and continuously improve performance, by using the data provided for your school division on the State System of Performance Standards and Measures, of career and technical education programs within the school division.

1. Chart the academic achievement levels obtained in each program area, focusing on industry certification and project based learning.
2. Compare academic and occupational achievement levels of special needs populations, and set goals for increased student achievement.
3. Conduct meetings with high school principals on industry credentials per building and complete follow-up data.
4. Provide professional development opportunities to all CTE teachers based on industry recommendations and data analysis.
5. Provide curriculum roundtables in all program areas - to include curriculum updates, CTSO planning, industry credentials, data collection, and analysis.

CTEMS SCHEDULE 12**Secondary/Postsecondary Linkages, Employment Counseling, and Placement Services
2018-2019 Plan**

Section 134(b)(11): Describe how career guidance and academic counseling will be provided to career and technical education students, including linkages to future education and training opportunities.

Place an X in the field for each option you have implemented to facilitate linkage between and transition from secondary to postsecondary programs.

Career assessment programs (please indicate programs that you are using).

X	Virginia Education Wizard	
X	Or Other:	Describe: Career Scope is used in our vocational evaluation assessment program. The data provided from Career Scope is currently more valuable than that provided from Virginia Wizard.
X	Career and academic counseling/coaching. Section 134(b)(11): Describe how the career guidance system provides employment counseling to furnish information on available employment opportunities to all students, including students who are disabled.	
	Describe: Student Support Services and the Office of Technical & Career Education have created a comprehensive plan for Academic and Career Planning. This plan includes a website with access to resources for families, an instructional video series, classroom instruction at the elementary, middle and high school levels, one on one career counseling in 7th and 10th grades. These resources have been demonstrated for all principals, all Guidance department chairs, and to the community on a Navigating the Journey night. Schools will implement advisory times for all students in the 2018-19 school year.	
	Career fairs, placement services and job seeking skills. Section 134(b)(11) and Section 134(b)(3)(C) and (8)(C): Describe placement services provided for all students exiting school and describe how job-seeking skills are provided to all secondary students including those identified as disabled.	
	Describe: All graduating seniors complete an exit survey via counseling services on their plans after high school. This survey will be integrated with a predata collection for completer follow-up in the spring of 2018.	

CTEMS SCHEDULE 12 (Continued)
Secondary/Postsecondary Linkages, Employment Counseling, and Placement Services
2018-2019 Plan

	High Schools that Work and/or Making Middle Grades Work (Describe HSTW programs that will be implemented.)
	Describe: N/A
X	Dual Enrollment Options (Specify courses/programs.)
	Describe: Virginia Teachers for Tomorrow, Welding I & II, CISCO, Cybersecurity I & II, Engineering are currently dual enrolled. The Entrepreneurship and Business Academy at Kempsville High School also offers a wide range of courses through Tidewater Community College and students may earn an associates (AS) degree in Business during high school.
X	Other (specify)
	Describe: Old Dominion University Experiential Learning Agreement - Fashion Merchandising and Engineering Technology. The Hotel Marketing program articulates with Johnson & Wales University.

CTEMS SCHEDULE 13
Equity Provisions of General Education Provision Act
2018-2019 Plan

Section 134 (b)(8 and 9): Develop a brief plan stating steps that will be taken annually to ensure equitable access to, and equitable participation in the project or activity to be conducted with such assistance by addressing the special needs of students, teachers, and other program beneficiaries in order to overcome barriers to equitable participation, including barriers based on race, sex, color, national origin, religion, sexual orientation, gender identity, age, political affiliation, or against otherwise qualified persons with disabilities. The policy specifically prohibits discrimination against veterans.

Virginia Beach City Public Schools provides awareness of and sensitivity to the issues listed above through workshops and group counseling; provides awareness of people functioning in nontraditional roles, jobs, and professions through job shadowing, field trips, career days, advisory committees, and tours of school facilities, classrooms, and laboratories that prepare students for nontraditional roles; encourages participation in all programs and activities through active recruitment in all programs and activities of under-represented genders, providing transportation or child care, and exchanges among educators and business representatives. Virginia Beach City Public Schools ensures appropriate representation of genders, race, color, national origins, disabilities, and age in all activities, in all instructional materials, and in all promotional materials.

CTEMS SCHEDULE 14
Labor Market Needs
2018-2019 Plan

Describe how labor market needs are reviewed and addressed to ensure programs and courses offered meet local, regional and state economic and workforce needs.

Labor market needs are reviewed and addressed when Virginia Beach City Public Schools brings a new course proposal to the School Board for approval. The course proposal process requires each new proposal to include data on labor market needs and job outlook for five years. Our General Advisory Council plays a major role in identifying potential new career and technical education courses that match local labor force requirements as determined by Virginia Beach Economic Development; council members provide input and information regarding the job outlook for specific industries in our area. The General Advisory Council resources used to obtain labor market data include Virginia Employment Commission and Virginia Workforce Connection (VMI tools).

CTEMS SCHEDULE 15**Participation in Regional Technical Education Centers**

(Only to be completed by school divisions participating in regional career and technical education centers that serve multiple divisions.)

2018-2019 Plan

COLUMN A: Total CTE Students in Division (Unduplicated Count, Grades 7-12) + Students Attending Regional Technical Center	COLUMN B: Number of CTE Students Participating In Regional Technical Center (Unduplicated Count, Grades 7-12, if applicable)	COLUMN C: Percent of CTE Students Attending Regional Technical Center (Column B/Column A)	COLUMN D: Amount of Perkins Funds Sent to Regional Technical Center (Based on percent in Column C)
		Complete Columns A and B for Calculation	

NOTE: Each school division that participates in a CTE Regional Technical Center must notify the center administrator of the amount of Perkins funding identified in Column D that will be allocated to the center.

CTEMS SCHEDULE 15 - A**CTE Regional Technical Center Funding****TO BE COMPLETED BY CTE REGIONAL TECHNICAL CENTERS ONLY****2018-2019 Plan**

List each school division that participates in the regional center including the Perkins funding allocated to the center.
(The "Amount" column must only contain numeric entries.)

School Division	Amount
TOTAL	\$0.00

CTEMS SCHEDULE 16
Career and Technical Education Financial Data
2018-2019 Plan

ADMINISTRATION		
Funding Categories	State	Local
1. Career and Technical Center Administrator/Principal (includes Special Career and Technical Centers)		\$208,829.92
2. Assistant Principal (includes Special Career and Technical Centers)		\$182,035.99
EXTENDED CONTRACTS, ADULT SUPPLEMENTS		
Funding Categories	State	Local
3. Extended Contract Costs		\$239,212.49
4. Adult Occupation Supplements	\$0.00	\$0.00
5. Adult Occupation Teachers (Full-time)	\$0.00	\$0.00
6. Adult Occupation Teachers (Part-time)		\$149,985.53
LOCAL FUNDS ONLY		
Funding Categories	State	Local
7. Operational Costs (other than Categorical): Teachers' Salaries Less Extended Contract Costs		\$10,768.80
8. Instructional Supplies/Materials		\$181,136.04
9. Other Instructionally Related Costs		\$104,885.15
10. Equipment		\$280,990.69

CTEMS SCHEDULE 17 (Continued on next page)

Budget of Perkins Funds
2018-2019 Plan

1. CAREER AND TECHNICAL ACTIVITIES FUNDED (Indicate Required or Permissive Use of Funds) See Appendix B	2. CAREER AND TECHNICAL PROGRAM AREAS FUNDED	3. NARRATIVE DESCRIPTION (Describe how the expenditure will assist your division in continuously improving the academic and technical skills of students participating in career and technical education programs and in meeting the state levels of performance established under Section 113 of the Perkins IV Act. (Section 134(b)(1, 2 and 10) (Section 135(a-c)	4. OBJECT CODE See Appendix C	5. BUDGETED FUNDS AND SOURCE OF FUNDS	
				Fed., State, or Local	Amount
Required Use: Professional Development	ix. All	VBCPS will provide professional development programs that are consistent with section 122 to secondary teachers, faculty, administrators, and career guidance and academic counselors who are involved in integrating career and technical education programs.	3000 - Purchased Services	FED	136,000.00
			5000 - Other Charges	FED	2,050.00
Required Use: Activities for Special Populations (to include nontraditional)	ix. All	VBCPS will provide programs and support for special populations: instructional materials and equipment as approved by VDOE; as well as supporting a opportunities for non-traditional populations.	8000 - Capital Outlay/Equipment	FED	2,500.00
Required Use: Regional Program Participation (only divisions submitting Schedule 15)					
R4B--Develop, improve, or expand the use of technology in career and technical education, which may include providing career and technical education students with the academic and career and	ix. All	VBCPS will develop, improve, and/or expand the use of technology in career and technical education, which may include providing students with the academic and career skills (including STEM) that lead to entry into the technology fields.	3000 - Purchased Services	FED	23,000.00
R7--Initiate, improve, expand, and modernize quality career and technical education programs, including relevant technology.	ix. All	VBCPS will initiate, improve, expand, and modernize quality career and technical education programs including relevant technology. All instructional materials and equipment purchases will be from the state approved equipment list.	3000 - Purchased Services	FED	60,000.00
			8000 - Capital Outlay/Equipment	FED	390,062.64
P5--To assist career and technical student organizations.	ix. All	VBCPS will assist career and technical education student organizations and support students from special populations and non-traditional genders for regional, state, and national competitions/conferences.	5000 - Other Charges	FED	60,000.00
			3000 - Purchased Services	FED	15,000.00
P7--For leasing, purchasing, upgrading or adapting equipment, including instructional aids and publications (including support for library resources) designed to strengthen and support	ix. All	VBCPS will lease and upgrade equipment designed to strengthen and support academic and technical skill attainment.	8000 - Capital Outlay/Equipment	FED	30,000.00

School Division VIRGINIA BEACH CITY PUBLIC SCHOOLS Division Number: 128

CTEMS SCHEDULE 17 (Continued on from previous page)
Budget of Perkins Funds
2018-2019 Plan

1. CAREER AND TECHNICAL ACTIVITIES FUNDED (Indicate Required or Permissive Use of Funds)	2. CAREER AND TECHNICAL PROGRAM AREAS FUNDED	3. NARRATIVE DESCRIPTION (Describe how the expenditure will assist your division in continuously improving the academic and technical skills of students participating in career and technical education programs and in meeting the state levels of performance established under Section 113 of the Perkins IV Act. (Section 134(b)(1, 2 and 10) (Section 135(a-c)	4. OBJECT CODE See Appendix C	5. BUDGETED FUNDS AND SOURCE OF FUNDS	
				Fed., State, or Local	Amount
See Appendix B P11--To provide activities to support entrepreneurship education and training.	ii. Business and Information Technology	VBCPS will provide support for entrepreneurship education through Virtual Enterprise International and Incubator EDU. Expenditures are limited to those that are consistent with the Act including network fees to access classroom resources, trade fair fee to access trade fair, and teacher training.	3000 - Purchased Services	FED	10,000.00
P18--To provide support for training programs in automotive technologies.	viii. Trade and Industrial Education	VBCPS will provide support for training programs in automotive technologies.	8000 - Capital Outlay/Equipment	FED	10,000.00
P20--To support other career and technical education activities that are consistent with the purpose of this Act.	ix. All	VBCPS will provide support of other career and technical education activities that are consistent with the Act through offering industry credentialing opportunities to students enrolled in career and technical education programs.	3000 - Purchased Services	FED	70,000.00

2018-2019 Plan

1. CAREER AND TECHNICAL ACTIVITIES FUNDED (Indicate Required or Permissive Use of Funds) See Appendix B	2. CAREER AND TECHNICAL PROGRAM AREAS FUNDED	3. NARRATIVE DESCRIPTION (Describe how the expenditure will assist your division in continuously improving the academic and technical skills of students participating in career and technical education programs and in meeting the state levels of performance established under Section 113 of the Perkins IV Act. (Section 134(b)(1, 2 and 10) (Section 135(a-c)	4. OBJECT CODE See Appendix C	5. BUDGETED FUNDS AND SOURCE OF FUNDS	
				Fed., State, or Local	Amount
Career and Technical Education Programs or Activities Funded			Federal	808,612.64	
			State	0.00	
			Local	0.00	
Administration/Administrative Equipment Total from CTEMS Schedule 18 (Line 3)				42,558.55	
Grand Total Career and Technical Education Federal Budget			851,171.19		

CTEMS SCHEDULE 18**Administration/Administrative Equipment Funds and Budget Summary Worksheet
2018-2019 Plan****(Administration/Administrative Equipment not to exceed five percent of the total federal grant)**

Administration - Description		Amount
1000 - Personal Services	Proctors for industry credentialing	28,078.41
2000 - Employee Benefits	Benefits for proctors	2,148.00
3000 - Purchased Services		
4000 - Internal Services		
5000 - Indirect Cost	Indirect costs	12,332.14
5000 - Other Charges		
Line 1 Administration SUBTOTAL		42,558.55
Administrative Equipment - Description - (All Object Code 8000)		Amount
8000 - Capital Outlay/Equip.		
8000 - Capital Outlay/Equip.		
8000 - Capital Outlay/Equip.		
Line 2 Administrative Equipment SUBTOTAL		0.00
Administration/Administrative Equipment		Amount
Line 3 Administration/Administrative Equipment TOTAL (transfers to Schedule 17)		42,558.55

CTEMS SCHEDULE 18 (Continued from previous page)
Administration/Administrative Equipment Funds and Budget Summary Worksheet

2018-2019 Plan

SUMMARY BUDGET WORKSHEET (A summary of the budget worksheets relevant to plan objectives that includes line items under the broad expenditures.)	
Expenditure Categories See Appendix C for Object Code Definitions	Amount
1000 - Personal Services	28,078.41
2000 - Employee Benefits	2,148.00
3000 - Purchased Services	314,000.00
4000 - Internal Services	0.00
5000 - Indirect Costs and Other Charges	74,382.14
6000 – Materials and Supplies (THIS IS NOT ALLOWED for Perkins funds.)	NOT ALLOWED
8000 – Capital Outlay/Equipment	432,562.64
TOTAL <i>Expenditure Category Budget is calculated from the CTEMS Schedule 17 Budget and CTEMS Schedule 18 Administration/Administrative Equipment Funds and Budget Summary Worksheet (Federal)</i>	851,171.19

COMMENTS

2018-2019 Plan

Please use this page for any additional comments you may have on any of the previous schedules.
Please identify the schedule number with the comments.

Schedules 17 & 18 will be adjusted when actual Carl D. Perkins Allotments are released.



Subject: Personnel Report **Item Number:** 12A

Section: Action **Date:** April 24, 2018

Senior Staff: Mr. John A. Mirra, Chief Human Resources Officer

Prepared by: John A. Mirra

Presenter(s): Aaron C. Spence, Ed.D., Superintendent

Recommendation:

That the Superintendent recommends the approval of the appointments and the acceptance of the resignations, retirements and other employment actions as listed on the April 24, 2018, personnel report.

Background Summary:

List of appointments, resignations and retirements for all personnel

Source:

School Board Policy #4-11, Appointment

Budget Impact:

Appropriate funding and allocations

**VIRGINIA BEACH CITY PUBLIC SCHOOLS
PERSONNEL REPORT APRIL 2018
ASSIGNED TO THE UNIFIED SALARY SCALE**

2017-2018

SCHOOL/DEPARTMENT

POSITION

APPOINTMENTS - ELEMENTARY SCHOOL

INDIAN LAKES

4/16/2018

Arron A. Kerbo

Custodian II, Head Night

NEWTOWN

3/29/2018

Rosa A. Molina

Cafeteria Assistant, 6.5 hours

TRANTWOOD

3/28/2018

Sandra A. Long

Physical Education Assistant, .5

APPOINTMENTS - MIDDLE SCHOOL

PLAZA

3/29/2018

Aida P. Ortega

Cafeteria Assistant, 5 hours

APPOINTMENTS - HIGH SCHOOL

GREEN RUN

3/28/2018

Doniqka A. Banks-Packer

Security Assistant

PRINCESS ANNE

3/29/2018

Tiana N. Bailey

School Office Associate II, 10 month

APPOINTMENTS - MISCELLANEOUS

OFFICE OF SCHOOL PLANT SERVICES

4/25/2018

Patrick A. Fitzpatrick

Assistant Director of Environmental
Resources

RESIGNATIONS - ELEMENTARY SCHOOL

BAYSIDE

4/12/2018

Khadija E. Allen

Physical Education Assistant (personal reasons)

COLLEGE PARK

4/10/2018

Brittonee J. Oliver

Special Education Assistant (career enhancement opportunity)

COOKE

3/14/2018

Susan K. Russell

Cafeteria Assistant, 4 hours (death)

DIAMOND SPRINGS

4/13/2018

Jessica L. Sadler

Cafeteria Assistant, 5.5 hours (career enhancement opportunity)

PEMBROKE

6/21/2018

Lonnie G. Wenger

Custodian I, 10 month, night (personal reasons)

PRINCESS ANNE

6/15/2018

Marearia Steverson

Custodian I, 10 month (career enhancement opportunity)

SEATACK

4/11/2018

Renita Gatlin

Custodian I, 10 month (career enhancement opportunity)

4/20/2018

Larry A. Butler

Physical Education Assistant (career enhancement opportunity)

WHITE OAKS

4/24/2018

Shakira A. Rudolph

Kindergarten Assistant (accepted a private sector job)

RESIGNATIONS - MIDDLE SCHOOL

VIRGINIA BEACH

4/9/2018

Karen Compton

Cafeteria Assistant, 5 hours (career enhancement opportunity)

SCHOOL/DEPARTMENT

POSITION

RESIGNATIONS - HIGH SCHOOL

KEMPSVILLE

3/30/2018	Duvon R. Farrone	Security Assistant (career enhancement opportunity)
4/12/2018	Joshua D. Ange	Special Education Assistant (personal reasons)

TALLWOOD

3/23/2018	Cynthia M. Lucero	Custodian I, 10 month, night (health)
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RESIGNATIONS - MISCELLANEOUS

DEPARTMENT OF TEACHING AND LEARNING

7/12/2018	Veleka S. Gatling	Executive Director, Office of Programs for Exceptional Children (career enhancement opportunity)
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DEPARTMENT OF TECHNOLOGY

4/6/2018	Brian D. Hill	Customer Support Technician I (career enhancement opportunity)
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OFFICE OF PROGRAMS FOR EXCEPTIONAL CHILDREN

4/18/2018	Robin B. Butler	Physical Therapist, .4 (personal reasons)
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OFFICE OF TRANSPORTATION SERVICES

3/19/2018	Yuliana G. Delph	Bus Driver, 7.5 hours (family)
4/4/2018	Christopher J. Pinos	Bus Driver, 6.5 hours (job abandonment)
4/13/2018	Deborah Hammer	Bus Driver, 8 hours (other)
4/13/2018	Iesha Langley	Bus Assistant (regular contract returned to temporary)
4/13/2018	Stephanie L. Bell	Bus Assistant (career enhancement opportunity)
4/20/2018	Debra Griffin	Bus Driver, 5 hours (career enhancement opportunity)

RETIREMENTS - ELEMENTARY SCHOOL

BROOKWOOD

6/18/2018	Janet L. Garner	Title I Assistant
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COOKE

6/29/2018	Susan Wolfe	School Administrative Associate I
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DIAMOND SPRINGS

6/18/2018	Diana L. Sheppard	Cafeteria Manager I
6/18/2018	Laverne C. Rollins	Security Assistant

GLENWOOD

6/29/2018	Shirley M. Haywood	Assistant Principal
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HERMITAGE

6/18/2018	Barbara H. Powell	Special Education Assistant
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LANDSTOWN

6/18/2018	Bonny Tymkin	Physical Education Assistant
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LINKHORN PARK

6/29/2018	Barbara L. Sessoms	Principal
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MALIBU

6/18/2018	Kristin C. Peterson	General Assistant
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NEW CASTLE

6/29/2018	Michelle L. Reitz	School Administrative Associate I
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OCEAN LAKES

3/30/2018	Donna Y. Oney	Security Assistant
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PEMBROKE MEADOWS

6/21/2018	Emma L. Mitchell	Custodian I, 10 month
6/29/2018	Jessie M. Johnson	Custodian II, Head Night

PROVIDENCE

6/15/2018	Ann G. Holcombe	School Nurse
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THREE OAKS

6/15/2018	Lisa B. Barranger	School Nurse
6/29/2018	Linda L. Sidone	Principal

SCHOOL/DEPARTMENT**POSITION****RETIREMENTS - MIDDLE SCHOOL****BAYSIDE 6TH GRADE CAMPUS**

6/29/2018	Darnell Wilson	Custodian III, Head Day
6/29/2018	Kimberly B. Dailey	Assistant Principal

LYNNHAVEN

6/18/2018	Vivienne M. Marlowe	Library Media Assistant
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PLAZA

6/29/2018	Carolyn V. Griffin	Custodian I, 12 month
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RETIREMENTS - HIGH SCHOOL**ADULT LEARNING CENTER**

5/25/2018	Joyce G. Halstead	ALC General Assistant ABE
5/25/2018	Rachel S. Lee	ALC General Assistant

COX

6/18/2018	Joyce A. Morreale	Distance Learning Assistant
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KELLAM

6/18/2018	Robert S. Foxwell	Special Education Assistant
6/29/2018	Wanda E. Smith	Custodian III, Head Night

KEMPSVILLE

6/29/2018	William W. Harris	Principal
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LANDSTOWN

4/30/2018	Denise Gillis	Cafeteria Assistant, 7 hours
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PRINCESS ANNE

6/18/2018	Vilma M. Barnett	Special Education Assistant
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SALEM

6/21/2018	Nancy S. Davis	Cafeteria Manager II
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RETIREMENTS - MISCELLANEOUS**DEPARTMENT OF TEACHING AND LEARNING**

6/29/2018	Anne G. Wolcott	Coordinator of Fine Arts
6/29/2018	Brenda M. Fuller	Coordinator of Health and Physical Education

OFFICE OF PROGRAMS FOR EXCEPTIONAL CHILDRENS

6/29/2018	Wilma L. White	Coordinator of Special Education
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OFFICE OF SCHOOL PLANT SERVICES

6/29/2018	John J. Reddy	General Maintenance Craftsman II
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OFFICE OF TRANSPORTATION SERVICES

6/30/2018	Alice F. Williams	Bus Assistant
6/30/2018	Delois A. Etheridge	Bus Driver, 7.5 hours
6/30/2018	Laura J. Lynch	Bus Driver, 8 hours

OTHER EMPLOYMENT ACTIONS

NONE

**VIRGINIA BEACH CITY PUBLIC SCHOOLS
PERSONNEL REPORT APRIL 2018
ASSIGNED TO THE INSTRUCTIONAL SALARY SCALE
2017-2018**

<u>SCHOOL/DEPARTMENT</u>	<u>SUBJECT</u>	<u>COLLEGE</u>	<u>PREVIOUS SCHOOL DISTRICT</u>
<u>APPOINTMENTS - ELEMENTARY SCHOOL</u>			
<u>JOHN B. DEY</u> 3/29/2018	Alexandra M. Holkon	Grade 2	University of Florida
<u>STRAWBRIDGE</u> 3/30/2018	Rachel Z. Schwarting	Grade 1	William Carey University, MS
<u>APPOINTMENTS - MIDDLE SCHOOL</u>			
<u>CORPORATE LANDING</u> 3/29/2018	Karen L. Large	Grade 7 Science	Greenville College, IL
<u>APPOINTMENTS - HIGH SCHOOL</u> NONE			
<u>APPOINTMENTS - MISCELLANEOUS</u> NONE			
<u>RESIGNATIONS - ELEMENTARY SCHOOL</u>			
<u>CENTERVILLE</u> 6/18/2018	Alicia B. Portalatin	Grade 3 (family)	
<u>CREEDS</u> 6/18/2018	Hannah L. Heimberger	Special Education (transfer of spouse)	
<u>GREEN RUN</u> 6/18/2018	Natalie Sightler	Grade 5 (relocating)	
<u>HOLLAND</u> 6/18/2018	Bethany J. McLendon	Grade 2 (family)	
<u>JOHN B. DEY</u> 4/12/2018	Jennifer Connolly	Grade 2 (family)	
<u>PRINCESS ANNE</u> 4/30/2018	Jill Reid	Gifted Resource (accepted a private sector job)	
<u>ROSEMONT</u> 6/18/2018	Regina L. Foster	Reading Specialist (family)	
<u>STRAWBRIDGE</u> 6/18/2018	Kelly M. Saunders	Grade 3 (personal reasons)	
<u>WINDSOR WOODS</u> 4/9/2018	Tarra G. Cohen	Special Education (job abandonment)	
<u>RESIGNATIONS - MIDDLE SCHOOL</u>			
<u>BAYSIDE</u> 4/27/2018	Kevin M. Houston	Grade 8 (career enhancement opportunity)	
<u>PLAZA</u> 6/18/2018	Katherine Elizabeth Gribble Doyle	Grade 7 (relocation)	
6/18/2018	Heather Lee Paulson	Grade 7 (relocation)	
<u>VIRGINIA BEACH</u> 6/18/2018	Brian S. Jinks	Grade 6 (personal reasons)	

<u>SCHOOL/DEPARTMENT</u>	<u>SUBJECT</u>	<u>COLLEGE</u>	<u>PREVIOUS SCHOOL DISTRICT</u>
6/18/2018	Michael S. Flowers	Special Education (personal reasons)	
<u>RESIGNATIONS - HIGH SCHOOL</u>			
<u>BAYSIDE</u>			
6/18/2018	Jeremy R. Michael	Social Studies (personal reasons)	
<u>COX</u>			
6/18/2018	Meghan E. Hall	Latin (personal reasons)	
<u>FIRST COLONIAL</u>			
4/18/2018	Alexander N. Mason	Music (personal reasons)	
<u>GREEN RUN COLLEGIATE</u>			
6/18/2018	Engin Turkmen	Math (personal reasons)	
<u>KEMPSVILLE</u>			
6/18/2018	Joshua T. Bruening	English (transfer of spouse)	
<u>OCEAN LAKES</u>			
6/18/2018	Christy L. Wooden	Math (family)	
<u>SALEM</u>			
6/18/2018	Jennifer A. Berkebile	Spanish (transfer of spouse)	
<u>TALLWOOD</u>			
6/18/2018	Colleen M. Osterdahl	Math (relocation)	
6/18/2018	Kelly A. Powell	Spanish (career enhancement opportunity)	
6/18/2018	Thane S. Osterdahl	Social Studies (relocation)	
<u>RESIGNATIONS - MISCELLANEOUS</u>			
<u>OFFICE OF PROGRAMS FOR EXCEPTIONAL CHILDREN</u>			
6/18/2018	Clayton L. Shampoe, III	Speech/Language Pathologist (relocation)	
6/18/2018	Teresa C. Bozman	Visual Impairment (relocation)	
<u>RETIREMENTS - ELEMENTARY SCHOOL</u>			
<u>ARROWHEAD</u>			
6/18/2018	Patricia A. Williams	Kindergarten	
<u>BETTIE F. WILLIAMS</u>			
6/18/2018	Elizabeth D. Panchik	English Second Language	
<u>BROOKWOOD</u>			
6/18/2018	Victoria A. Quinn	Grade 2	
<u>CENTERVILLE</u>			
6/18/2018	Gerald Scales	Art Teacher	
<u>CHRISTOPHER FARMS</u>			
6/18/2018	Patricia M. Genova	Grade 2	
<u>COOKE</u>			
6/18/2018	Beth F. Lantz	Reading Specialist	
<u>CREEDS</u>			
6/18/2018	Tonna D. Harris	Grade 2	
<u>DIAMOND SPRINGS</u>			
6/18/2018	Mary Ann D.Senecal	Title I Resource	
<u>KING'S GRANT</u>			
6/18/2018	Kristin H. Hunter	Grade 3	
<u>LINKHORN PARK</u>			
6/18/2018	Patricia M. Lehner	Grade 4	
<u>LUXFORD</u>			
6/18/2018	Susan A. Chapman	Grade 1	
<u>LYNNHAVEN</u>			
6/18/2018	Wendell Patrick	Special Education	
<u>MALIBU</u>			
6/18/2018	Carole S. Wasilewski	Grade 2	
6/18/2018	Wanda W. Johnson	Library Media Specialist	

<u>SCHOOL/DEPARTMENT</u>	<u>SUBJECT</u>	<u>COLLEGE</u>	<u>PREVIOUS SCHOOL DISTRICT</u>
<u>NEWTOWN</u>			
6/18/2018	Sharon Murphy	Grade 2	
<u>PARKWAY</u>			
6/18/2018	Michele P. Clements	Grade 4	
6/18/2018	Renee M. Doheny	Title I Resource	
<u>PRINCESS ANNE</u>			
6/18/2018	Jerril F. Killmeyer	Physical Education	
<u>PROVIDENCE</u>			
6/18/2018	Denise A. Adams	Library Media Specialist	
6/18/2018	Donna C. Roenker	Physical Education	
6/18/2018	Helen C. Ryan	Art, .8	
6/18/2018	Melissa M. Knight	Gifted Resource	
6/18/2018	Sarah F. Muth	School Counselor	
<u>ROSEMONT FOREST</u>			
6/18/2018	Martha L. Roberts	Music-Vocal	
6/18/2018	Valerie A. Frederick	Gifted Resource	
<u>SALEM</u>			
6/18/2018	Anne P. Slovic	School Counselor	
<u>THREE OAKS</u>			
6/18/2018	Marilyn P. Jernigan	Grade 3	
<u>WHITE OAKS</u>			
6/18/2018	Colleen M. Cahill	Grade 2	
<u>WOODSTOCK</u>			
6/18/2018	Emily R. Rudiger	Grade 1	
<u>RETIREMENTS - MIDDLE SCHOOL</u>			
NONE			
<u>RETIREMENTS - HIGH SCHOOL</u>			
<u>ADULT LEARNING CENTER</u>			
5/25/2018	Julie A. Rakowski	ALC Teacher 158-day	
<u>COX</u>			
6/18/2018	Mark J. Girard	Social Studies	
<u>KEMPSVILLE</u>			
6/18/2018	Lauren J. Knott	Health and Physical Education	
<u>LANDSTOWN</u>			
6/18/2018	Ann P. King	Marketing Education	
6/18/2018	Elizabeth S. Wivczar	Special Education	
6/18/2018	Karen L. Collins	Math	
6/18/2018	Martha W. Springstead	Music	
6/18/2018	Richard F. Shouldis	Science	
6/18/2018	Suzanne S. Andleton	Art	
<u>PRINCESS ANNE</u>			
6/18/2018	Judy Kittleson	Math	
6/18/2018	Sharon K. Boudreau	Special Education	
<u>TALLWOOD</u>			
6/18/2018	Ruth P. Adams	Marketing Education	
<u>RETIREMENTS - MISCELLANEOUS</u>			
<u>OFFICE OF PROGRAMS FOR EXCEPTIONAL CHILDREN</u>			
6/18/2018	Joan L. Rodgers	Speech/Language Pathologist	
6/18/2018	Paula L. Raines	Testing Assessment Specialist	

<u>SCHOOL/DEPARTMENT</u>	<u>SUBJECT</u>	<u>COLLEGE</u>	<u>PREVIOUS SCHOOL DISTRICT</u>
<u>OTHER EMPLOYMENT ACTIONS</u>			
<u>NEW CASTLE</u> 4/12/2018	Brian A. McLain	Grade 5 (personal reasons) Mr. McLain's resignation date has changed from 6/18/2018 to 4/12/2018.	

**VIRGINIA BEACH CITY PUBLIC SCHOOLS
PERSONNEL REPORT APRIL 2018
ADMINISTRATIVE APPOINTMENTS
2017-2018**

SCHOOL/DEPARTMENT

POSITION

APPOINTMENTS - ELEMENTARY SCHOOL

NONE

APPOINTMENTS - MIDDLE SCHOOL

BAYSIDE 6TH GRADE

7/1/2018

Jessica Rohmann Assistant Principal

BRANDON

7/1/2018

Susan Metsker Assistant Principal

LARKSPUR

7/1/2018

Marcus Turner Assistant Principal

APPOINTMENTS - HIGH SCHOOL

NONE

APPOINTMENTS - MISCELLANEOUS

NONE



Subject: FY2018/19 Budget Reconciliation to State Budget **Item Number:** 12B

Section: Action **Date:** April 24, 2018

Senior Staff: Farrell E. Hanzaker, Chief Financial Officer

Prepared by: Dianne P. Alexander, School Board Clerk

Presenter(s): Dianne P. Alexander, School Board Clerk

Recommendation:

That the School Board consider amendments to the fiscal year 2018-19 Budget to be outlined in a resolution reflecting updates that reconcile to the state approved budget currently under review in a Special Session of the General Assembly.

Supporting documentation will be prepared accordingly upon General Assembly approval and will be sent under separate cover if available prior to the School Board meeting.

Background Summary:

- The Superintendent's Estimate of Needs FY2018-19 was presented to the School Board on February 6, 2018, and the School Board held budget workshops on February 13, February 20, and February 27, 2018
- On March 6, 2018, the School Board approved the FY2018-19 Operating Budget based on the Governor's Proposed Budget and advised that once all State and Local revenues were known, an amended budget would have to be developed and sent to the City Council
- The amended budget resolution will include updates to revenues from all sources

Source:

Budget Impact:



Subject: Policy Review Committee Recommendations **Item Number:** 12C1-7

Section: Action **Date:** April 24, 2018

Senior Staff: Marc A. Bergin, Ed.D., Chief of Staff

Prepared by: Kamala Lannetti, Deputy City Attorney; John Sutton, III, Coordinator, Policy and Constituent Services

Presenter(s): School Board Legal Counsel, Kamala Lannetti, Deputy City Attorney

Recommendation:

That the School Board receive for Action the Policy Review Committee recommendations regarding review, amendment and/ repeal of certain policies as reviewed by the committee at their March 15, 2018 meeting.

Background Summary:

1. Bylaw 1-5 / Legal Counsel
Additional language revision in the April 10, 2018 PRC Meeting
2. Bylaw 1-28 / Committees, Organizations and Boards-School Board Member assignments
Additional language was added to include Citizens Advisory Committees, liaisons and alternates
3. Policy 4-18 / Dismissal or Placement on Probation
Amended to update language related to the Divisions/employees use of due process
4. Policy 5-29 / Awards and Achievement
Amended to incorporate VDOE practice on awarding Governors Seal. Incorporated class rank language from 6-72 and language related to a Latin Honors system for student recognition of graduating seniors.
5. Policy 6-72 / Student Evaluation and Grading / Class Rank
Amended to remove class rank information dealing with student evaluation and grading
6. Policy 6-81 / Adult Education
Amended to update legal reference
7. Policy 7-15 / Distribution / Announcements of Outside communications
Updated to reflect associations as defined in Policy 4-32

Source:

Code of Virginia, 1950, as amended, §22.1-253.12:7 School Board Policies.
Policy Review Committee Meeting of March 15, 2018

Budget Impact:

None

SCHOOL BOARD BYLAWS

Legal Counsel

The School Board will secure legal advice and counsel in accordance with the Code of Virginia as quoted in the legal reference to this Bylaw.

A School Board Member may consult with School Board Legal Counsel at any time.

~~A request by a School Board Member for a written legal opinion should be directed to the Chairman. The Chairman shall forward the request to School Board Legal Counsel. All written legal opinions requested by a School Board Member shall be shared with all School Board Members.~~

School Board Members may request written legal opinions regarding matters related to the School Board and the School Division by providing School Board Legal Counsel and all School Board Members with a written copy of such request. The School Board may discuss the request in closed session and may amend such request. The legal opinion will be provided to all School Board Members and, if not prohibited by the School Board, will be provided to the Superintendent. Waiver of attorney client privilege for legal advice provided to the School Board may only be done after a majority vote of the School Board authorizes such waiver.

A request by a School Board Member for a written conflict of interests opinion shall be made directly by the School Board Member to School Board Legal Counsel or the Commonwealth's Attorney. Conflict of Interests opinions requested by a School Board Member shall not be shared with the Chairman or any other School Board Member except upon consent of the School Board Member making the request.

Editor's Notes

The School Board has an annual Cooperative Agreement with the City Council for provision of legal services by the City Attorney's Office.

For policy regarding employment of outside legal counsel, see [Policy 2-59](#).

For service of process, see [Bylaw 1-27](#).

For conflict of interest advisory legal opinion, see [Bylaw 1-24](#).

For employment of outside counsel and reimbursement of employee legal expenses, see [Policy 2-59](#).

Legal Reference:

Code of Virginia § 2.2-4301, as amended. Definitions.

Code of Virginia § 2.2-4303, as amended. Methods of procurement.

Code of Virginia § 2.2-4344 (2), as amended, Exemptions from competition for certain transactions.

Code of Virginia § 22.1-82, as amended. Employment of counsel to advise or defend school boards and officials; payment of costs, expenses and liabilities; consent of governing bodies required prior to institution of proceedings.

Code of Virginia § 22.1-83, as amended. Payment of employee's legal fees and expenses, as amended.

Code of Virginia § 22.1-128, as amended. Title to school board real estate.

Adopted by School Board: July 21, 1992

Amended by School Board: August 17, 1999

Amended by School Board: February 20, 2001

Amended by School Board: December 2, 2008

Amended by School Board: August 2, 2016

Amended by School Board:

APPROVED AS TO
LEGAL SUFFICIENCY

Kamala H. Lennett



SCHOOL BOARD BYLAWS

Committees, Organizations and Boards – School Board Member assignments

The School Board utilizes committees, boards, and other organizations (hereinafter “Committee”) to accomplish both internal and external goals. School Board Members may be assigned to represent the School Board’s interest on any such Committee. School Board Members have no individual authority when serving in these assignments and may only exercise the authority specifically authorized by the School Board. The School Board recognizes the following types of Committees: 1) Standing School Board Committees; 2) Joint School Board/City Council Committees; 3) Ad Hoc School Board Committees; 4) School Division Standing Committees with School Board Liaisons; and 5) Outside Committees.

A. General matters

1. Creation

When, in the opinion of the School Board, educational concerns need to be addressed which require longer term study, analysis and/or oversight and which concerns lend themselves to a committee approach, committees comprised of School Board Members either alone or in conjunction with members of the School Administration, other public bodies or public organizations, and/or the public-at-large may be created by the School Board. The School Board shall describe the objectives of any such Committee in its minutes or other writing and provide it to the Committee. The School Board, in consultation with the City Council, may create Joint School Board and City Council Committees.

2. Authority

Any such Committee shall have only such authority to bind the School Board as is expressly granted and shall have only such powers as the School Board has expressly granted or which, by implication, are reasonably necessary to accomplish the stated purpose(s).

3. Assignments

School Board Members will be assigned to Committees no later than July 1st of each year. Assignments may be reviewed in January of each year or when otherwise necessary. Each School Board Member should be assigned to at least one (1) Committee. Appointment to a Committee should take into consideration, but not be limited to, the following: 1) equitable distribution of Committee assignments among School Board Members; 2) expressed interests of School Board Members; 3) experience as a School Board Member; 4) a School Board Member’s training, education and/or experience with the purpose of the Committee; 5) continuity of

service and historical knowledge; 6) availability for meetings; 7) the need for diversity; 8) the needs of the School Board; and 9) other good and just reason for assignment. Should one or more representatives of the School Board be needed to attend a Committee meeting prior to the School Board's adoption of Committee assignments, the Chairman is authorized to temporarily appoint School Board Members to that Committee. Assignments to a Committee are effective until June 30th of each year. The School Board is authorized to appoint alternates to Committees, should the School Board Member assigned require another School Board Member to substitute. In the absence of an alternate or when an alternate is unavailable, the Chairman may assign another School Board Member to represent the School Board at a Committee meeting.

4. Individual Authority

Individual School Board Members appointed to any Committee shall have no authority to bind the School Board on any matter unless such authority is expressly granted by the School Board.

5. Reports

Assigned School Board Members shall report to the School Board on Committee activities when and in the format designated by the School Board.

6. Committee Chairmen

The Committee Chairman will be chosen by the Members of the Committee unless otherwise specified. For the purposes of electing a Committee Chairman, the most senior School Board Member attending the first meeting of the year (or the most senior assigned staff member attending the meeting if a School Board Member is not present at the first meeting) shall conduct the election of the Committee Chairman. All School Board created Committees, shall be chaired by an assigned School Board Member unless the Committee structure specifically requires that another person be the Committee Chairman. When choosing a Committee Chairman, the following shall be considered: 1) continuity of membership; 2) expressed interest of assigned School Board Members; 3) diversity of membership; and 4) needs of the School Board Committee.

7. Roles and Responsibilities of the Committee Chairman

The Committee Chairman shall have the responsibility for: 1) presiding over the meetings or designating another Committee Member to preside in the Chairman's absence; 2) setting the direction for and establishing norms and protocols that allow for appropriate function and in an efficient manner; 3) provide guidance and communicate expectations to other Committee Members; 4) ensure that relevant, timely and effective decisions are executed and that all Committee Members are provided the opportunity to participate in the decision making process; 5) ensure compliance

with applicable law, bylaw, policy and regulation; 6) ensure that appropriate notices are made, agendas and supporting materials are provided and that minutes of the meetings are kept if so required by law.

B. Committee Meetings

1. Location of Committee Meetings

The Committee Chairman or the staff member assigned to the Committee will provide the School Board Clerk with notice of the location of all Committee Meetings. Committee Meetings will be held in locations accessible to the public.

2. Public Access

Committee Meetings shall be open to the public but may be closed for all or a portion of the Meeting as permitted by the Virginia Freedom of Information Act and other applicable law or regulation. The Committee Chairman or assigned staff member will make arrangements for any persons needing accommodations or other services to access the Committee Meetings.

3. Notices of Meetings by Committee Chairman

The Committee Chairman or the assigned staff member shall provide the School Board Clerk notice of the date, time, and location of Committee meetings so that the School Board Clerk can give the public notice of meetings consistent with applicable law. The Committee Chairman or the assigned staff member shall make available to the public, upon request, nonexempt agenda materials furnished to Members for the meeting as required by the Virginia Freedom of Information Act and other applicable law.

4. Rules of Order

Committee Meetings shall be run in accordance with the Special Rules of Order found in School Board Bylaws [Appendix A](#) and the current edition of *Robert's Rules of Order Newly Revised*.

C. School Board Standing Committees

The Committees listed below shall be considered Standing Committees of the School Board:

1. Internal Audit Committee

The Internal Audit Committee consists of a minimum of three Members, including at least two Members of the School Board and a third Member from the business community. The Internal Audit Committee assists the full School Board in considering internal and external audit matters, including the timely reporting to the School Board of material actions or inactions of school employees that could

lead to charges of malfeasance in office by School Board Members or School Division employees or agents. The Internal Audit Committee has established the Office of Internal Audit, which reports directly to the Internal Audit Committee, and through the Internal Audit Committee, to the full School Board, as more particularly set forth in [Policy 3-46](#) and the Internal Audit Charter.

2. Legislative Committee

The Legislative Committee will consist of ~~a minimum of threetwo~~ School Board Members, School Board Legal Counsel, the School Board's Legislative Consultant and those staff members appointed by the Superintendent. The Legislative Committee is responsible for the development of the School Board's proposed annual legislative package. The legislative package, priorities and positions shall be based upon input from the School Board and the Superintendent. The Legislative Committee is also responsible for developing the School Board's regional legislative position and for acting as the School Board's liaison to the Virginia General Assembly as well as other publicly elected bodies.

3. Student Discipline Committees

The Chairman shall appoint three Committees of the School Board to hear student discipline cases as needed. Each Committee shall consist of three (3) voting School Board Members and one (1) nonvoting guidance counselor. Each Member of a Committee, excluding the guidance counselor, has authority to make motions and vote on that Committee. Each Committee shall meet to determine cases dealing with expulsions and long-term suspensions as set forth in School Board policy or regulation. A unanimous decision of a Committee consisting of three School Board Members regarding long-term suspensions and expulsions is final. If a Committee's decision is not unanimous, or if the decision is made by a Committee of less than three (3) School Board Members, the decision of the Committee may be appealed to the full School Board.

4. Policy Review Committee

The School Board Policy Review Committee will consist of three School Board Members. The School Board, at its discretion, may appoint a citizen to serve as a voting member. School Board Legal Counsel and the Chief of Staff or designee will serve as liaisons to the Committee but will not be voting members.

The Chief of Staff may assign other staff members to serve on the Policy Review Committee for designated periods of time for the purpose of assisting the Policy Review Committee. The Policy Review Committee will be responsible for advising the School Board and the Superintendent concerning the need to amend, adopt, repeal, and/or merge by-laws, policies and applicable regulations.

5. Building Utilization Committee

The Building Utilization Committee (BUC) annually reviews enrollment projections and impact on optimal building utilization. The Building Utilization Committee shall be chaired by the School Division Demographer. ~~No more than~~ Three School Board Members shall be assigned to the BUC. The Superintendent may assign appropriate staff members to assist the BUC in its review. At its discretion, the BUC may invite input from PTAs or other community groups directly impacted by any recommendation from the BUC.

6. Joint Standing School Board and City Council Committees

The Committees listed below shall be considered Joint Standing Committees of the School Board and the City Council. The Chairman shall seek approval from the School Board for all Member appointments to such Committees. The Chairman shall take into consideration the experience of the School Board Members, their interest in membership, diversity of membership and continuity of membership on a Committee. The Chairman of each Joint Standing School Board/City Council Committee shall be selected by the Committee Members unless otherwise specified.

- a. CIP/Modernization Review Committee
- b. Deferred Compensation Board
- c. Oceanfront Enhancement Committee

D. School Board Ad Hoc Committees

Upon an majority vote of the School Board, a School Board Ad Hoc Committee shall be appointed, 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. The following Committee(s) is designated School Board Ad Hoc Committee(s):

1. Ad Hoc School Site Selection Committee

The School Site Selection Committee is an Ad Hoc School Board Committee that is appointed as needed to assist the School Board in considering proposals for new school sites and construction or renovation of existing schools at those sites. Once the School Board has accepted the final recommendations of the Ad Hoc School Site Selection Committee, the Ad Hoc School Site Selection Committee will be disbanded. An Ad Hoc School Site Selection Committee will consist of a minimum of two School Board Members, two City Council Members, the Superintendent, the City Manager, at least one citizen member, the Director of Facilities Planning and Construction and such other Members as the Superintendent or the City Manager appoint. An Ad Hoc School Site Selection Committee Chairman will be a School Board Member chosen by the Ad Hoc School Site Selection Committee Members. An Ad Hoc School Site Selection Committee may consider more than one school site selection if the School Board so authorizes the Ad Hoc School Site Selection Committee to do so.

E. 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~~School Division Committees~~ to the School Board by July~~June~~ 1st of each year.

1. The following Committees are designated as School Division Standing Committees with School Board Members assigned as Liaisons:

- ~~1.~~ a. Equity Council

The Equity Council addresses issues related to diverse populations and how the organizational climate contributes to fostering: greater student achievement; effective communication across all levels and with the greater community; honoring and listening to all voices; providing focused opportunities discussion, feedback, input and support to the implementation of Compass to 2020 and future School Board goals; reporting on all aspects of diversity and equity with a special focus on students of color; resources and support to further the work educational equity within the School Division. The Superintendent will designate a staff member to serve as the Chairman of the Equity Council. No more than two (2) School Board Members will be assigned as liaisons to the Equity Council.

2. The following Citizens Advisory Committees will have one School Board Liaison and one School Board alternate Liaison assigned:

a. Special Education Advisory Committee;

b. General Advisory Council for Technical and Career Education;

c. Community Advisory Committee for Gifted Education;

d. Interagency Adult Basic Education Advisory Committee;

e. School Health Advisory Committee;

f. Ad Hoc Strategic Plan Committee, as needed;

g. Such other Citizens Advisory Committees as the School Board determines are needed.

F. Outside Committees

The School Board may assign 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 1st of each year. The School Board may appoint School Board Members to such Committees by majority vote. Outside Committees include, but are not limited to:

1. Access - College Foundation
2. Governor's School for the Arts
3. Mayor's Committee for Persons with Disabilities
4. SECEP - Southeastern Cooperative Educational Program
5. VSBA - Virginia School Board Association Delegate Assembly
6. Hampton Roads Educational Telecommunications Association (HRETA)
WHRO Educational Advisory Committee
7. Sister Cities Association of Virginia Beach

Adopted by School Board: July 21, 1992
Amended by School Board: April 19, 1994
Amended by School Board: January 3, 1995
Amended by School Board: August 17, 1999
Amended by School Board: February 20, 2001
Amended by School Board: August 7, 2001
Amended by School Board: August 21, 2001
Amended by School Board: May 28, 2002
Amended by School Board: August 6, 2002
Amended by School Board: July 15, 2008
Amended by School Board: December 2, 2008
Amended by School Board: December 15, 2015
Amended by School Board : August 2, 2016

Amended by School Board: 2018

APPROVED AS TO
LEGAL SUFFICIENCY

Kamala H. Lenoir



PERSONNEL

Dismissal or Placement on Probation

A. Licensed Personnel

In the event the Superintendent determines to recommend the dismissal of any teacher or the placing on probation of a teacher on continuing contract, the procedures set forth in the Code of Virginia at §§ 22.1-307 through 22.1-313, as amended, shall apply.

A majority vote of a quorum of the School Board is necessary for dismissal or placement on probation.

B. Classified Personnel

The Superintendent or designee may place on probation or dismiss classified personnel for failure to satisfactorily perform assigned duties, for noncompliance with School Board policies or regulations, or for other good and just cause. Before taking such action, the Superintendent or designee shall require the Chief Human Resources Officer or designee to investigate the matter by interviewing witnesses to the misconduct, obtaining written statements of the witnesses, and preparing a written report summarizing the findings of the investigation.

The employee must be given written notification of the proposed action, the reason for the proposed action, a summary of the evidence supporting the action, and a ~~meeting with the Superintendent or designee at which time the employee will be~~ given the opportunity to respond to allegations.

~~Before taking such action the Superintendent or designee shall require the Chief Human Resources Officer or designee to interview witnesses to the misconduct, prepare and sign a written report summarizing what the witnesses and/or victims report, and obtain written statements of the witnesses or report in writing why the witnesses would not sign a statement. If~~ For non-probationary employees, the Chief Human Resources Officer or Designee will hold the a due process hearing pursuant to School Board Regulation 4-18.1 ~~subsection 2.c, a designee shall investigate the matter and prepare the required report.~~

For matters specified as grievable, classified employees shall have access to grievance procedures as established in School Board Regulation 4-3.2.

C. Placement on Probation

Placement on probation ~~may will~~ result in up to ~~a two-step reduction in pay or 6% reduction in pay~~ for ~~those employees on the open scale~~ for the term of the probation. During the period of probation, the employee will not be eligible for bonuses or other increases in pay. When probation ceases, the employee may then receive such bonuses or increases ~~as incurred after the final date of~~ he/she would have received if he/she had not been placed on probation. The Superintendent shall

inform any employee recommended for or receiving probation of these consequences.

Editor's Note

See **School Board Regulation 4-3.2**: *Grievance Procedures—Supervisory and Classified Employees*

See **School Board Regulation 4-18.1**: *Dismissal/Placement on Probation*

Legal Reference:

Code of Virginia §§ 22.1-307 through 22.1-313, as amended.

Adopted by School Board: July 16, 1991

Amended by School Board: July 13, 1993 (Effective August 14, 1993)

Amended by School Board: June 16, 1998

Amended by School Board: June 8, 2004

Scrivener's Amendments: February 5, 2014

APPROVED AS TO
LEGAL SUFFICIENCY

Kamela H. Larratti

Policies and Regulations

School Board of the City of Virginia Beach
Policy 5-29

STUDENTS

Awards for Achievement/Class Rank/Honor Designations

A. Generally

The School Board approves of awards for students who achieve high academic standing, outstanding citizenship, physical expertise and other characteristics that contribute to good citizenship. The School Board, however, does not approve of giving awards to students where the basic purpose is obviously commercialism. Awards donated by nonschool agencies which are recognized nationally and approved by the Board may be awarded to students at appropriate ceremonies and times.

B. Honor Rolls

Students should be encouraged to reach their maximum potential in academic programs. Students who do outstanding work shall be recognized through an honor roll system.

C. Awards for Exemplary Performance

1. Students who complete the requirements for a Standard Diploma or Advanced Studies Diploma with a grade average of 4.0 or better in the required courses will receive a Board of Education seal on the diploma.
2. Students who complete the requirements for an Advanced Studies Diploma with a grade point average of 3.0 or better and successfully complete college-level coursework that will earn the student at least one nine transferable college credits in Advanced Placement course (AP) or one college-level course for credit, International Baccalaureate (IB), Cambridge, or dual enrollment courses will and successfully complete at least one advanced placement course (AP) or one college-level course for credit will receive a Governor's seal on the diploma.
3. Students may receive other seals or awards for exceptional academic, vocational, citizenship, or other exemplary performance in accordance with criteria defined by the School Board or the Board of Education of Virginia.

D. Valedictorian(s)/Salutatorian(s)

To be eligible as or valedictorian(s)/salutatorian(s) students must complete the last four (4) consecutive semesters in the high school.

E. Class Rank

Through the graduating class of 2021, a student's grade point average and class rank will be computed for the following purposes:

1. To ~~D~~determine honor graduates.
2. To ~~d~~Determine if the student is eligible for the diploma seal awarded by the Virginia Board of Education.
3. Communication to college admission offices and other agencies designated by the student and/or parent.
4. To ~~d~~Determine the valedictorians and salutatorians for the graduating class.

F-. Honor Designations

Beginning with the 9th grade cohort of students (Class of 2022) entering high school in the fall of 2018, Class Rank will no longer be reported. Each high school will be provided with a percentile rating of Grade Point Averages for estimating class rank for individual scholarships or military applications that require this information. High Schools will not calculate a numerical class rank other than this percentile rating. The principal or school designee shall provide colleges and universities with an explanation of the Latin Honors system through the Virginia Beach City Public Schools transcript profile.

1. A student's grade point average will be computed for the following purposes:

a4. To ~~d~~Determine honor designations.

b2. To ~~d~~Determine if the student is eligible for certain diploma seals awarded by the Virginia Board of Education.

C To communicate-Communication to college admission offices and other agencies designated by the student and/or parent.

2. The following honor designations will be utilized to distinguishrecognize academic achievement for graduating seniors:

a. A student earning a 3.0 cumulative grade point average or higher will be considered an honor graduate.

b. A student earning a 3.5 – 3.75 cumulative grade point average will be awarded the Cum Laude distinction.

c. A student earning a 3.76 – 3.99 cumulative grade point average will be awarded the Magna Cum Laude distinction.

d. A student earning a 4.0 and above cumulative grade point average will be awarded the Summa Cum Laude distinction.

3. The designation of Valedictorian and Salutatorian will not be utilized.

4. The Superintendent shall develop regulations for formally acknowledging academic achievement for graduating seniors, to include the student(s) with the highest GPA.

Virginia Board of Education Regulations Establishing Standards for Accrediting Public Schools in Virginia, § VAC 20-131-10 et seq., as amended.

Adopted by School Board:	October 21, 1969
Amended by School Board:	February 16, 1971
Amended by School Board:	August 21, 1990
Amended by School Board:	July 16, 1991
Amended by School Board:	June 15, 1993 (Effective August 14, 1993)
Amended by School Board:	October 6, 1998
Amended by School Board:	April 20, 2010

APPROVED AS TO
LEGAL SUFFICIENCY

Kamala H. Lennetti

Policies and Regulations

School Board of the City of Virginia Beach
Policy 6-72

INSTRUCTION

Student Evaluation and Grading~~/Class Rank/Class Rank~~

A. Evaluation and Grading

The most important assessment of student learning is conducted by teachers as they observe and evaluate students in the context of ongoing classroom activities. Classroom teachers have the responsibility for evaluating student progress and providing grades to represent scholastic achievement. Grading is not to be used for discipline purposes.

The Superintendent shall be responsible for developing and implementing a uniform procedure for evaluating student progress across the School Division. Each school by grade level, department, or specialized course shall develop and submit grading expectations for approval by the Department of School Leadership. The Superintendent will establish regulations describing procedures for such approval that are consistent with this Policy, administrative grading guidelines, and law. Approved grading expectations will initially be effective for the 2017-18 school year and thereafter reviewed and approved annually.

~~B. Class Rank~~

~~A student's grade point average and class rank will be computed for the following purposes:~~

- ~~1. Determine honor graduates.~~
- ~~2. Determine if the student is eligible for the diploma seal awarded by the Virginia Board of Education.~~
- ~~3. Communication to college admission offices and other agencies designated by the student and/or parent.~~
- ~~4. Determine the valedictorians and salutatorians for the graduating class.~~

~~C. B. Class Rank~~

~~A student's grade point average and class rank will be computed for the following purposes:~~

~~Determine honor graduates.~~

~~Determine if the student is eligible for the diploma seal awarded by the Virginia Board of Education.~~

~~Communication to college admission offices and other agencies designated by the student and/or parent.~~

~~Determine the valedictorians and salutatorians for the graduating class.~~

Appeal of student grades

Grades assigned to students will be presumed final and valid unless changed through appeal. The Superintendent will establish criteria and procedures for appealing specific grades. Such appeals will be final as set forth in applicable regulation and there shall be no right of appeal to the Superintendent or the School Board.

Adopted by School Board: October 21, 1969
Amended by School Board: January 18, 1972
Amended by School Board: December 20, 1977
Amended by School Board: August 4, 1983
Amended by School Board: April 17, 1984
Amended by School Board: May 20, 1986
Amended by School Board: June 16, 1987
Amended by School Board: August 21, 1990
Amended by School Board: July 16, 1991
Amended by School Board: July 13, 1993 (Effective August 14, 1993)
Amended by School Board: September 7, 2016



APPROVED AS TO
LEGAL SUFFICIENCY

Kamala H. Larrick

INSTRUCTION

Adult Education

A. General Objectives

The general objectives of adult education shall be the same as those of other levels of public education, namely to prepare individuals for full democratic citizenship, to provide them with means for economic improvement and cultural development, and to enrich their personal and family lives. The program shall be sponsored by the School Board and shall be controlled and administered in the same general fashion as other parts of the educational program.

B. Scope of the Program

The extent of the program shall be determined by a balance between community needs and the willingness of the School Division residents to provide for the program in the School Board ~~division~~ budget.

C. Types of Activities

The educational needs of adult residents may be met by the offering of activities in the following areas:

- Adult Basic Education
- General Educational Development
- English for Speakers of Other Languages
- Community Education Courses

No continuing curriculum shall be fixed, but activities shall be designed to meet the needs and wishes of individuals and of the community.

D. Fees

Fees are charged to persons admitted to selected adult education classes.

Legal References:

Code of Virginia, § 22.1-223, as amended, Definitions.

Code of Virginia, § 22.1-225, as amended, Authority of school boards.

Code of Virginia, § 22.1-253.13:1, Standard 1. Instructional programs supporting the Standards of Learning and other educational objectives.

~~Department of Education Superintendent's Memorandum No. 5 — Clarification Regarding GED Testing Eligibility (January 10, 2003)~~

Adopted by School Board: October 21, 1969
Amended by School Board: August 18, 1970
Amended by School Board: June 19, 1979
Amended by School Board: August 21, 1990
Amended by School Board: July 16, 1991
Amended by School Board: July 13, 1993 (Effective August 14, 1993)
Amended by School Board: June 6, 2006

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LEGAL SUFFICIENCY

Kamala H. Larrick

COMMUNITY RELATIONS

Distribution/Announcement of Outside Communications

A. Generally

The School Board prohibits the distribution, by means of students, of materials or information which publicly endorse or support groups or organizations involved in a commercial endeavor for profit.

B. Public Announcements

Principals are authorized to arrange for announcements in the schools regarding community programs and scheduled activities or events which have educational or recreational value, as determined by the principal.

C. Distribution of Literature

Communications to ~~families~~parents and other citizens sent home ~~with~~by students ~~or distributed in digital or electronic format as a means of mass communication carry the implication of endorsement by school personnel and the School Board. Such communications~~ shall be reviewed carefully by each principal before permission is granted to distribute pamphlets, notices, and other communications. If a principal is in doubt, he/she shall seek permission from the appropriate supervisor in the Department of School Leadership. If doubt exists at this level as to whether or not distribution should be made, permission shall be denied until the disposition of the matter is made by the Superintendent ~~or designee~~. Outside organizations seeking to distribute communications to more than one school or school administration site will submit the proposed communication to the ~~Department Office~~ of Media and Communications ~~for verification and distribution to the various sites. The Department of Media and Communication will review the communication for compliance with applicable policy, regulation or law and alignment with the educational environment. If approved for distribution, the communication will be provided to applicable principals and be distributed to families.~~

D. Within Schools

The distribution within schools of notices or communications originating with non-school organizations shall be restricted to patron organizations and to those announcements of a specific nature which, in the judgment of the principal, are of significant educational value. Boy Scouts, Girl Scouts, and other patriotic groups (as defined by state or federal law) will be allowed to distribute notices or communications regarding membership to the same extent as other patron organizations.

E. By Students

Students should not be used to distribute notices or communications to parents unless such communications originate with the school, are of an official school nature, including patron organizations affiliated with the school, or possess

significant educational value. Students shall only be used to distribute information of a non-school nature when it pertains to school-related organizations or when, in the judgment of the principal, such notice of information is of educational significance and/or important to the community as a whole.

F. Use of Interoffice (Pony) Mail Services/Communication Systems

The use of the School Division's interschool mail distribution service and communication systems shall be limited to school business and, with the approval of the Superintendent or his/her designee, communications by parent-teacher organizations, other school-related organizations, or employee ~~organizations~~ associations as defined in Policy 4-32.

Legal Reference:

Boy Scouts of America Equal Access Act, 20 U.S.C. §7905, *et seq.*, as amended.

Acts of Assembly Chapter 647 April 1, 2016.

Editor's Note:

For advertising in the schools see School Board Policy 7-14 and any implementing regulations.

For acceptable use of computer systems see School Board Policy 6-64 and School Board Regulation 6-64.1

Adopted by School Board: October 20, 1992

Amended by School Board: May 9, 2006

Amended by School Board: August 19, 2014

Amended by School Board: August 2, 2016

Amended by School Board:

APPROVED AS TO
LEGAL SUFFICIENCY

Kamala H. Lencz



Subject: Interim Financial Statements – March - 2018 **Item Number:** 13

Section: Information **Date:** April 24, 2018

Senior Staff: Farrell E. Hanzaker, Chief Financial Officer

Prepared by: Crystal M. Pate, Director of Business Services

Presenter(s): Farrell E. Hanzaker, Chief Financial Officer; Crystal M. Pate, Director of Business Services

Recommendation:

It is recommended that the School Board review the attached financial statements.

Background Summary:

Pursuant to Section 22.1-115 of the Code of Virginia, as amended, and other applicable sections, the enclosed Interim Financial Statements are presented.

Source:

Section 22.1-115 of the Code of Virginia, as amended

Budget Impact:

None



VIRGINIA BEACH CITY PUBLIC SCHOOLS
CHARTING THE COURSE

INTERIM FINANCIAL STATEMENTS
FISCAL YEAR 2017-2018
MARCH 2018

The financial statements include the following:

	<u>Page</u>
School Operating Fund:	
Revenues by Major Source	A1
Expenditures and Encumbrances by Category.....	A3
Expenditures and Encumbrances by Budget Unit within Category	A5
Revenues and Expenditures/Encumbrances Summary.....	B1
Balance Sheet	B2
Revenues by Account.....	B3
Special Revenue and Proprietary Funds:	
Athletics	B5
Cafeterias.....	B6
Textbooks	B7
Risk Management	B8
Communication Towers/Technology	B9
Grants	B10
Health Insurance	B13
Vending Operations	B14
Instructional Technology	B15
Equipment Replacement.....	B16
Capital Projects Funds Expenditures and Encumbrances.....	B17
Green Run Collegiate Charter School	B18

The financial statements are reported on a cash basis; however, the financial statements include encumbrances (e.g., purchase orders, construction contracts) and reflect the option-payroll (e.g., 10-month employees starting in September electing to be paid over 12-months (i.e., includes the appropriate amount of the July and August salary payments due)) on a monthly basis (September through June). This salary accrual is reflected in each appropriate salary line item within each budget unit and fund for reporting and budgetary control purposes.

School Operating Fund

The School Operating Fund makes up the general operating fund of the School Board. The general fund is used to account for all of the financial resources (except those accounted for in the below funds) that support the Instruction; Administration, Attendance and Health; Pupil Transportation; Operations and Maintenance; and Technology categories.

School Operating Fund Revenues (pages A1-A2, B1, B3-B4)

Revenues realized this month totaled **\$70.6 million**. Revenues realized to date are **72.71%** of the current fiscal year estimate (**73.04%** of FY 2017 actual, **72.33%** of FY 2016 actual). Of the amount realized for the month, **\$38.6 million** was realized from the City, **\$5.4 million** was received in state sales tax, and **\$23.6 million** was received from the Commonwealth of Virginia for Basic School Aid, Standards of Quality (SOQ) entitlements, and other State revenue. A payment of **\$2,532,258** in Impact Aid was received from the Federal Government this month.

School Operating Fund Expenditures (page A3-A7, B1)

The percent of the total current fiscal year budget expended and encumbered through this month was **71.13%**. The percent of expenditures and encumbrances to the total actual expenditures and encumbrances for the same period in FY 2017 was **71.68%**, and FY 2016 was **71.93%**. Please note that **\$8,431,472** of the current year budget is funded by prior year fund balance reserve for encumbrances.

Athletics Fund (page B5)

The Athletics Fund accounts for the revenues and expenditures associated with the middle and high school athletic programs. A total of **\$17,674** in revenue (includes **\$360** in basketball receipts, **\$5,691** in soccer receipts, and **\$8,615** in middle school receipts) was realized this month. This fund has realized **99.4%** of the estimated revenue for the current fiscal year compared to **111.1%** of FY 2017 actual. Expenditures totaled **\$531,224** for this month. This fund has incurred expenditures and encumbrances of **72.1%** of the current fiscal year budget compared to **71.3%** of FY 2017 actual. Please note that **\$6,859** of the current year budget is funded by prior year fund balance reserve for encumbrances.

Cafeterias Fund (page B6)

The Cafeterias Fund accounts for the revenues and expenditures associated with the school cafeteria operations of the School Division. A total of **\$3,531,089** in revenue (includes **\$1,388,463** in charges for services and **\$1,941,672** from National School Meal Program) was realized this month. This fund has realized **61.5%** of the estimated revenue for the current fiscal year compared to **61.2%** of FY 2017 actual. Expenditures totaled **\$3,047,277** for this month. This fund has incurred expenditures and encumbrances of **58.6%** of the current fiscal year budget compared to **64.2%** of FY 2017 actual. Please note that **\$1,096,794** of the current year budget is funded by prior year fund balance.

Textbooks Fund (page B7)

The Textbooks Fund accounts for the financing and acquisitions of textbooks used in the School Division. A total of **\$377,944** in revenue (includes **\$373,710** from the Department of Education) was realized this month. This fund has realized **75.1%** of the estimated revenue for the current fiscal year compared to **75.0%** of FY 2017 actual. Expenditures totaled **\$31,488** for this month. This fund has incurred expenditures and encumbrances of **72.0%** of the budget for the current fiscal year compared to **99.1%** of FY 2017 actual. Please note that **\$663,006** of the current year budget is funded by the prior year fund balance.

Risk Management Fund (page B8)

The Risk Management Fund accounts for and provides insurance and the administration thereof for the School Division. The fund realized **\$8,992** (includes **\$8,917** in interest) in revenue this month. Expenses for this month totaled **\$664,431** (includes **\$300,994** in Worker's Compensation payments, **\$60,844** in General Liability Insurance premiums, and **\$182,485** in Motor Vehicle Insurance premiums).

Communication Towers/Technology Fund (page B9)

The Communication Towers/Technology Fund accounts for the rent receipts relating to the communication towers constructed on School Board property. A total of **\$64,411** in revenue was realized this month (includes **\$1,723** in cell tower rent – Cox High, **\$56,480** in cell tower rent – Ocean Lakes High, **\$3,003** in cell tower rent – Tech Center, and **\$1,233** in cell tower rent – Woodstock Elementary). This fund has realized **91.5%** of the estimated revenue for the current fiscal year compared to **95.1%** of FY 2017 actual. Expenditures totaled **\$21,553** for this month. This fund has incurred expenditures and encumbrances of **16.5%** of the budget for the current fiscal year compared to **60.0%** of FY 2017 actual. Please note that **\$340,000** of the current fiscal year budget is funded by prior year fund balance.

Grants Fund (pages B10-B12)

The Grants Fund accounts for certain private, Commonwealth of Virginia, and Federal grants (with matching local funds, if required). A total of **\$3,919,120** in expenditures was incurred for various grants this month.

Health Insurance Fund (page B13)

The Health Insurance Fund accounts for the health insurance program and the administration thereof for the City and School Board employees. Revenues for this month totaled **\$12,141,651** (including City and School Board (employer and employee) premium payments). Expenses for this month totaled **\$11,317,319**. This includes medical and prescription drug claim payments for City and School Board employees.

Vending Operations Fund (page B14)

The Vending Operations Fund accounts for the receipts and expenditures relating to the drink vending operations in the School Division. This fund has realized **47.6%** of the estimated revenue for the current fiscal year compared to **53.1%** of FY 2017 actual. This fund has incurred expenditures and encumbrances of **58.9%** of the budget for the current fiscal year compared to **100.0%** of FY 2017 actual. Please note that **\$37,152** of the current year budget is funded by the prior year fund balance.

Instructional Technology Fund (page B15)

The Instructional Technology Fund accounts for the financing and acquisitions of instructional technology to assist in the integration of Technology into the K-12 curriculum. A total of **\$5,943** in revenue (interest) was realized this month. Please note that **\$79,579** of the current year budget is funded by the prior year fund balance.

Equipment Replacement Fund (page B16)

The Equipment Replacement Fund accounts for the financial resources provided for an equipment replacement cycle for selected capital equipment for schools and central offices. A total of **\$796** in revenue (interest) was realized this month. Please note that **\$170,193** of the current year budget is funded by the prior year fund balance.

Capital Projects Funds (page B17)

The Capital Projects Funds accounts for the financial resources used for the construction of major capital facilities (e.g., schools). A total of **\$1,420,641** in expenditures was incurred for various school capital projects this month. This includes **\$621,699** for the John B. Dey Elementary Modernization project, **\$26,700** for Kemps Landing/ODC Replacement project, **\$80,212** for Thoroughgood Elementary Replacement project, **\$277,623** for Princess Anne Middle Replacement project, and **\$100,816** for 21st Century Learning Environment Improvements.

Green Run Collegiate Charter School Fund (page B18)

The Green Run Collegiate Charter School Fund accounts for the revenues and expenditures of this public charter school. The School Board is acting in the capacity of a third-party administrator/fiscal agent for all of the public charter school's financial transactions in compliance with School Board Policies and Regulations. The fund has realized **\$3,763,447** or **100.0%** of the estimated revenue for the current fiscal year. This fund has incurred expenditures and encumbrances of **60.5%** of the current year fiscal year budget compared to **67.1%** of FY 2017 actual.

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000
March 1, 2018 through March 31, 2018

5

Entry		Description		Account From		Account To	Transfer Amount
JV NUMBER	18-03-01	To purchase library furniture	FROM	Ocean Lakes HS Library Draw	TO	Ocean Lake HS Instructional Draw	\$ 17,141
JV NUMBER	18-03-01	To cover the cost of conference fees and/or travel expenses for conferences	FROM	Ocean Lakes HS Equipment Draw	TO	Ocean Lake HS Staff Development Draw	\$ 7,636
JV NUMBER	18-03-01	To purchase toner	FROM	Ocean Lakes HS Equipment Draw	TO	Ocean Lake HS Computer Supplies Draw	\$ 775
JV NUMBER	18-03-01	To purchase a computer and laptop cart	FROM	Salem MS Equipment Draw	TO	Salem MS Computer Supplies Draw	\$ 1,039
JV NUMBER	18-03-01	To purchase custodial equipment such as burnishers, scrubbers, and vacuums	FROM	Custodial Services Custodial/Cleaning Supplies	TO	Custodial Services Capital Outlay - Additional	\$ 62,869
JV NUMBER	18-03-01	To cover fall conferences expenses, toner, iPads, and desktop	FROM	Kempsville HS Library Draw	TO	Kempsville HS Instructional Draw Staff Development Draw	\$ 4,225
JV NUMBER	18-03-01	To purchase a multi-functional device (MFD) for the copier/MFD replacement cycle	FROM	Senior High Classroom Controlled Assets – Computer Equipment	TO	Technical and Career Education Computer Equipment - Replacement	\$ 29,335
JV NUMBER	18-03-01	To purchase a multi-functional device (MFD) for the copier/MFD replacement cycle	FROM	Senior High Classroom Controlled Assets – Computer Equipment	TO	Alternative Education – Renaissance Academy Computer Equipment - Replacement	\$ 6,149
JV NUMBER	18-03-01	To pay for the HVAC project at Technical & Career Education Center and furniture for the Office of Facilities Services new conference room	FROM	School Plant Computer Supplies	TO	School Plant General Maintenance and Repairs Office Supplies	\$ 100,000
JV NUMBER	18-03-01	To cover health insurance cost	FROM	Technology Maintenance Health Insurance	TO	Telecommunications Health Insurance	\$ 6,175
JV NUMBER	18-03-01	To purchase computer supplies and toner	FROM	First Colonial HS Library Draw Staff Development Draw Equipment Draw	TO	Frist Colonial HS Computer Supplies Draw	\$ 3,874
JV NUMBER	18-03-01	To purchase paper, post it notes, and staples	FROM	First Colonial HS Equipment Draw	TO	Frist Colonial HS Administrative Draw Instructional Draw	\$ 6,983
JV NUMBER	18-03-01	To cover administrative personnel salaries, health insurance, and life insurance	FROM	School Plant Supervisors and Other Professional Personnel	TO	Facilities Planning and Construction Administrative Personnel Health Insurance Life Insurance	\$ 20,646
JV NUMBER	18-03-01	To purchase computers, printers, and monitors	FROM	Student Activities Other Materials and Supplies	TO	Student Activities Controlled Assets - Computer Equipment	\$ 4,382
JV NUMBER	18-03-01	To cover administrative personnel salaries	FROM	Vehicle Operations – Special Education Special Education Bus Drivers	TO	Vehicle Operations Health Insurance	\$ 70,622
JV NUMBER	18-03-01	To cover health insurance cost	FROM	Vehicle Operations – Special Education Special Education Bus Drivers	TO	Management Administrative Personnel	\$ 20,000
JV NUMBER	18-03-01	To cover part-time salaries	FROM	Custodial Services Health Insurance	TO	Monitoring Services Part-Time/Temporary Personnel	\$ 242,746
JV NUMBER	18-03-01	To purchase instructional supplies	FROM	Renaissance Academy Equipment Draw	TO	Renaissance Academy Instructional Draw	\$ 4,515
JV NUMBER	18-03-01	To purchase computer and instructional supplies	FROM	Renaissance Academy Staff Development Draw	TO	Renaissance Academy Computer Supplies Draw Instructional Draw	\$ 2,000
JV NUMBER	18-03-01	To cover clerical personnel and life insurance	FROM	Office of the Principal - Elementary Elementary Assistant Principals	TO	Student Leadership Clerical Personnel Life Insurance	\$ 13,265
JV NUMBER	18-03-01	To cover computer supplies and trips by teachers and administration	FROM	Princess Anne HS Equipment Draw	TO	Princess Anne HS Staff Development Draw Computer Supplies Draw	\$ 7,879
JV NUMBER	18-03-01	To purchase computer supplies and administration supplies, office envelopes, and other administration meeting needs	FROM	Princess Anne HS Library Draw	TO	Princess Anne HS Administrative Draw Computer Supplies Draw	\$ 2,740
JV NUMBER	18-03-01	To purchase toner, office supplies, and administration meeting needs	FROM	Princess Anne HS Instructional Draw	TO	Princess Anne HS Administrative Draw	\$ 2,978

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000
March 1, 2018 through March 31, 2018

6

Entry		Description		Account From		Account To	Transfer Amount
JV NUMBER	18-03-01	To cover professional development cost for new staff members and an unusually higher volume of advertising for Request for Proposals (RFPs)	FROM	Purchasing Services Technological Services	TO	Purchasing Services Travel/Professional Improvement Advertising	\$ 16,000
JV NUMBER	18-03-04	To purchase instructional materials	FROM	King's Grant ES Equipment Draw	TO	King's Grant ES Instructional Draw	\$ 4,515
JV NUMBER	18-03-04	To purchase instructional materials, toner and special education materials	FROM	King's Grant ES Administrative Draw	TO	King's Grant ES Instructional Draw Computer Supplies Draw Special Ed Draw	\$ 798
JV NUMBER	18-03-04	To cover fees for FETC and VSRAAC, toner, iPad accessories, and various instructional supplies	FROM	John B Dey ES Equipment Draw	TO	John B Dey ES Staff Development Draw Computer Supplies Draw Instructional Draw	\$ 4,515
JV NUMBER	18-03-04	To cover instructional supplies ordered from Amazon, Lakeshore Learning, Borenson and Office Depot	FROM	John B Dey ES Administrative Draw	TO	John B Dey ES Instructional Draw	\$ 1,776
JV NUMBER	18-03-04	To cover instructional supplies ordered from Amazon, Lakeshore Learning, Borenson and Office Depot	FROM	John B Dey ES Library Draw	TO	John B Dey ES Instructional Draw	\$ 1,777
JV NUMBER	18-03-04	To purchase administrative and instructional supplies	FROM	Diamond Springs ES Staff Development Draw	TO	Diamond Springs ES Administrative Draw Instructional Draw	\$ 1,308
JV NUMBER	18-03-04	To purchase instructional supplies, managed print services costs and computer supplies	FROM	Diamond Springs ES Equipment Draw	TO	Diamond Springs ES Instructional Draw Computer Supplies Draw	\$ 4,515
JV NUMBER	18-03-04	To cover the cost of monthly copier/printer usage	FROM	Green Run ES Equipment Draw	TO	Green Run ES Computer Supplies Draw	\$ 1,383
JV NUMBER	18-03-04	To purchase various supplies for instructional, special ed and library use	FROM	Green Run ES Staff Development Draw	TO	Green Run ES Special Ed Draw Instructional Draw Library Draw	\$ 1,163
JV NUMBER	18-03-04	To cover management printing services program and other computer supplies	FROM	Fairfield ES Equipment Draw	TO	Fairfield ES Computer Supplies Draw	\$ 736
JV NUMBER	18-03-04	To purchase copy paper, office supplies, LA card stock and classroom supplies	FROM	Malibu ES Equipment Draw	TO	Malibu ES Administrative Draw Instructional Draw	\$ 4,515
JV NUMBER	18-03-04	To purchase toner for printers and office supplies	FROM	Luxford ES Equipment Draw	TO	Luxford ES Computer Supplies Draw Administrative Draw	\$ 3,515
JV NUMBER	18-03-04	To purchase toner	FROM	Landstown ES Staff Development Draw	TO	Landstown ES Computer Supplies Draw	\$ 958
JV NUMBER	18-03-05	To cover custodial overtime pay	FROM	Teaching and Learning Support Other Purchased Services	TO	Custodial Services Custodians FICA Benefits	\$ 114
JV NUMBER	18-03-06	To purchase iPad Pro, smart keyboard and touch screen laptop	FROM	Gifted Education and Academy Programs Technological Services	TO	Gifted Ed and Academy Programs Support Controlled Assets-Computer Equipment	\$ 1,545
JV NUMBER	18-03-09	To pay for manage print services and purchase administrative supplies and postage	FROM	New Castle ES Equipment Draw	TO	New Castle ES Administrative Draw	\$ 1,000
JV NUMBER	18-03-09	To purchase reading resource materials, equipment for the PE department, musical instruments and art supplies	FROM	New Castle ES Equipment Draw	TO	New Castle ES Instructional Draw	\$ 3,515
JV NUMBER	18-03-10	To cover stipends for VB Digital Campus Online Teachers	FROM	Teaching and Learning Support Other Purchased Services	TO	Senior High Classroom Stipends	\$ 30,000
JV NUMBER	18-03-11	To cover local match for Early Reading Intervention grant	FROM	Elementary Classroom Elementary Teachers	TO	Elementary Classroom Transfer to Other Funds	\$ 208,899
JV NUMBER	18-03-12	To purchase toner for the copier	FROM	Princess Anne ES Administrative Draw	TO	Princess Anne ES Computer Supplies Draw	\$ 151
JV NUMBER	18-03-12	To purchase scissors, easel pad holder, post-it notes, learning kits, number line slider boards, carpet and level E bundle books	FROM	Princess Anne ES Equipment Draw Staff Development Draw	TO	Princess Anne ES Instructional Draw	\$ 2,436

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000
March 1, 2018 through March 31, 2018

7

Entry		Description		Account From		Account To	Transfer Amount
JV NUMBER	18-03-13	To purchase paper, books, classroom materials and supplies	FROM	Old Donation School - ES Staff Development Draw Equipment Draw	TO	Old Donation School - ES Instructional Draw	\$ 2,241
JV NUMBER	18-03-14	To cover custodial overtime pay	FROM	Teaching and Learning Support Other Purchased Services	TO	Custodial Services Custodians FICA Benefits	\$ 71

VIRGINIA BEACH CITY PUBLIC SCHOOLS
INTERIM FINANCIAL STATEMENTS
SCHOOL OPERATING FUND

REVENUES

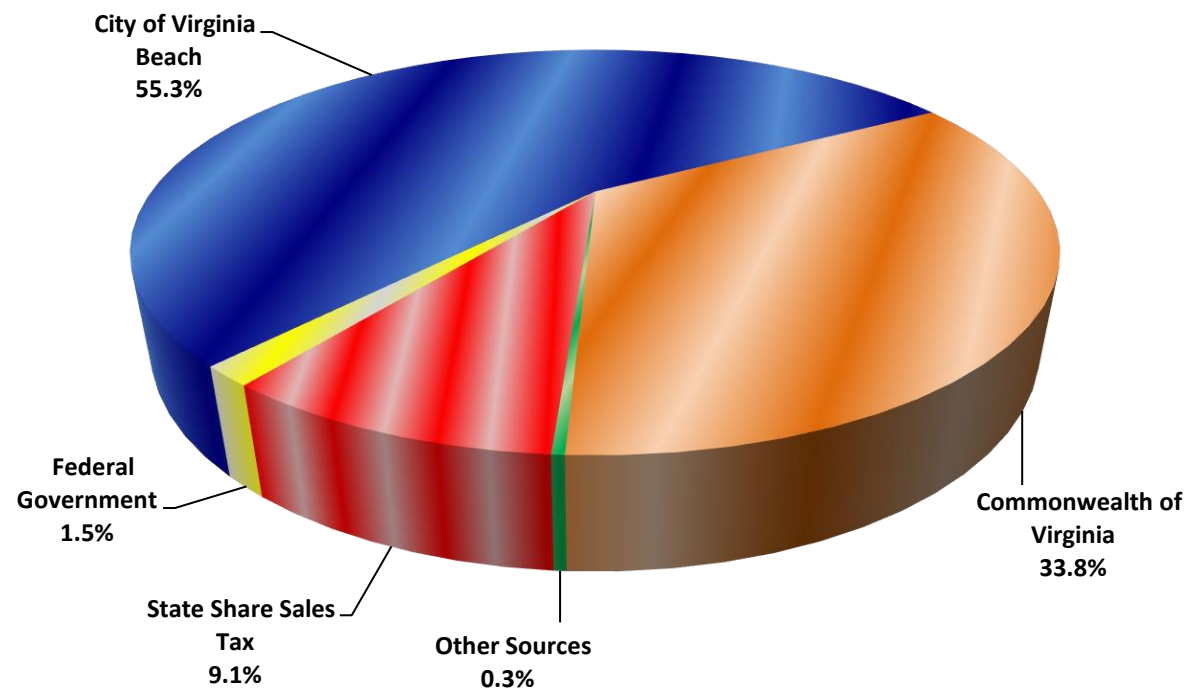
MARCH 2018

<i>BY MAJOR SOURCE</i>	<i>FISCAL</i>	(1)	(2)	(3)	% OF	
	<i>YEAR</i>	<i>BUDGET</i>	<i>ACTUAL</i>	<i>ACTUAL</i>	<i>(3) TO</i>	<i>TREND *</i>
			<i>THROUGH</i>	<i>THROUGH</i>	<i>(2)</i>	
			<i>JUNE</i>	<i>MONTH</i>		
<i>COMMONWEALTH</i>	2018	273,443,481	<-----	191,676,680	70.10%	A
<i>OF VIRGINIA</i>	2017	263,423,825	260,283,753	184,763,549	70.99%	
	2016	250,039,573	249,585,001	177,274,230	71.03%	
<i>STATE SALES TAX</i>	2018	73,718,340	<-----	49,982,457	67.80%	A
	2017	74,741,805	73,084,563	49,338,413	67.51%	
	2016	71,783,907	72,382,606	48,870,170	67.52%	
<i>FEDERAL GOVERNMENT</i>	2018	12,200,000	<-----	10,381,720	85.10%	A
	2017	12,476,532	13,464,377	11,650,797	86.53%	
	2016	12,476,532	10,984,117	4,069,359	37.05%	
<i>CITY OF</i>	2018	447,551,668	<-----	334,402,248	74.72%	A
<i>VIRGINIA BEACH</i>	2017	424,077,954	424,077,954	317,373,020	74.84%	
	2016	412,311,603	412,311,603	308,892,262	74.92%	
<i>OTHER SOURCES</i>	2018	2,782,803	<-----	2,298,363	82.59%	A
	2017	2,782,803	2,759,412	1,954,715	70.84%	
	2016	2,782,803	3,120,071	2,180,341	69.88%	
<i>SCHOOL OPERATING FUND</i>	2018	809,696,292	<-----	588,741,468	72.71%	A
<i>TOTAL</i>	2017	777,502,919	773,670,059	565,080,494	73.04%	
	2016	749,394,418	748,383,398	541,286,362	72.33%	

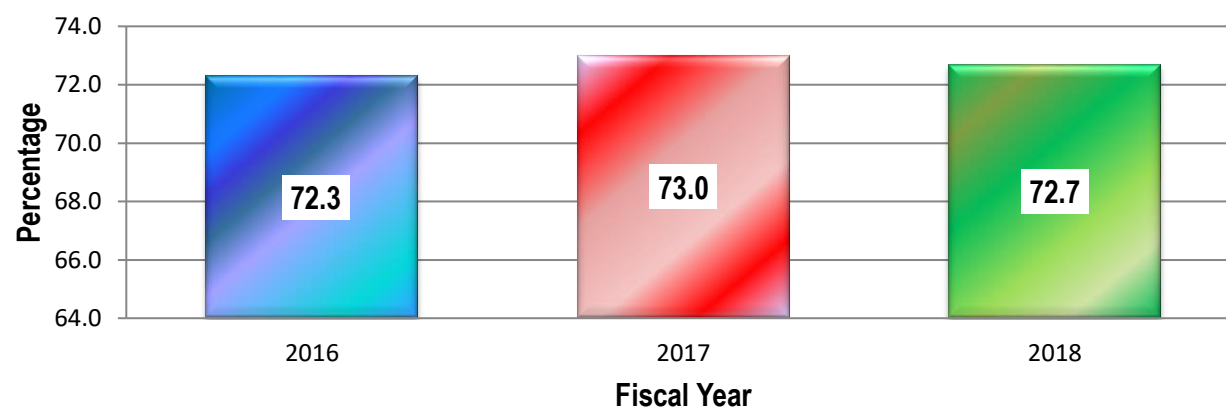
* F=FAVORABLE, U=UNFAVORABLE, A=ACCEPTABLE

VIRGINIA BEACH CITY PUBLIC SCHOOLS
INTERIM FINANCIAL STATEMENTS
SCHOOL OPERATING FUND

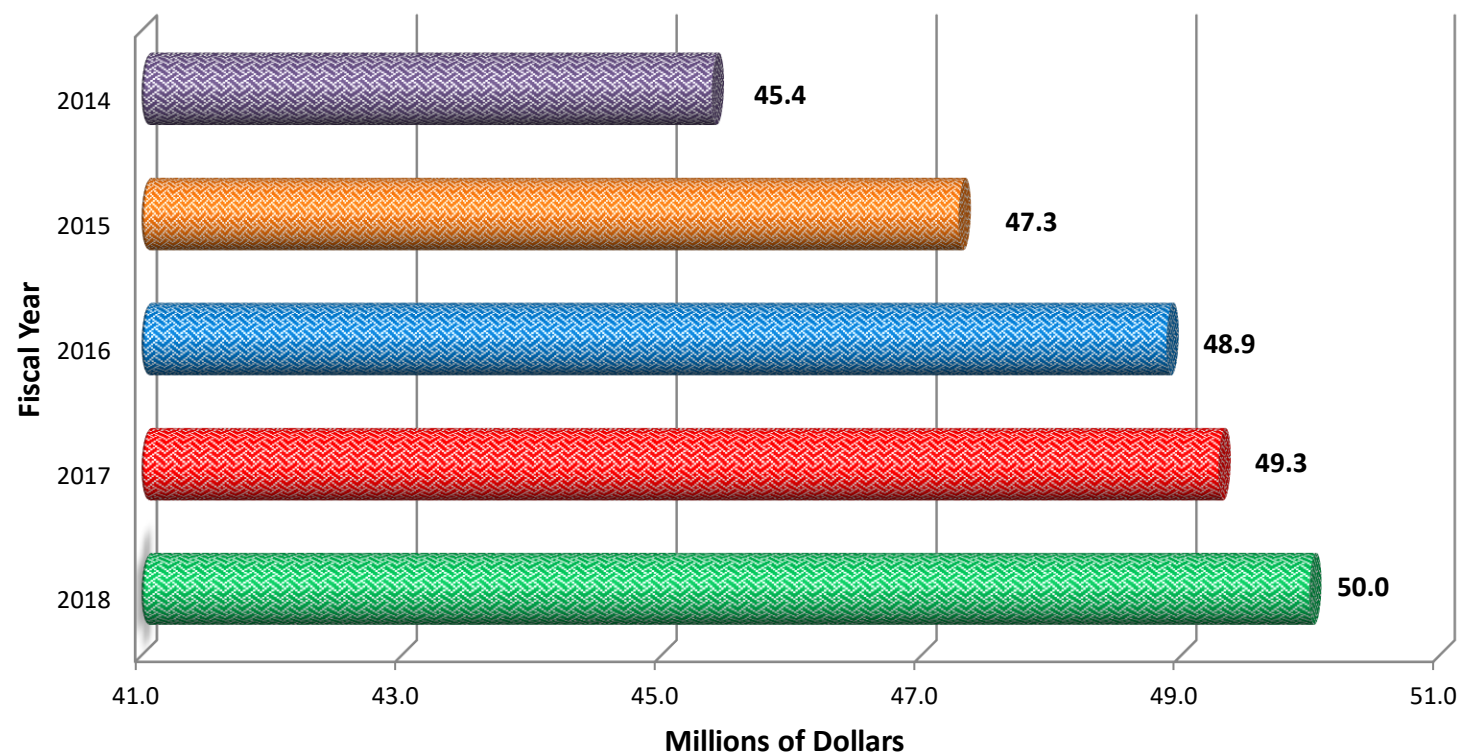
Fiscal Year 2018 Revenue Budget by Major Source



School Operating Fund Revenue
Percentage of Actual to Budget/Actual as of March 31, 2018



State Sales Tax Revenue through March 31, 2018



VIRGINIA BEACH CITY PUBLIC SCHOOLS
INTERIM FINANCIAL STATEMENTS
SCHOOL OPERATING FUND

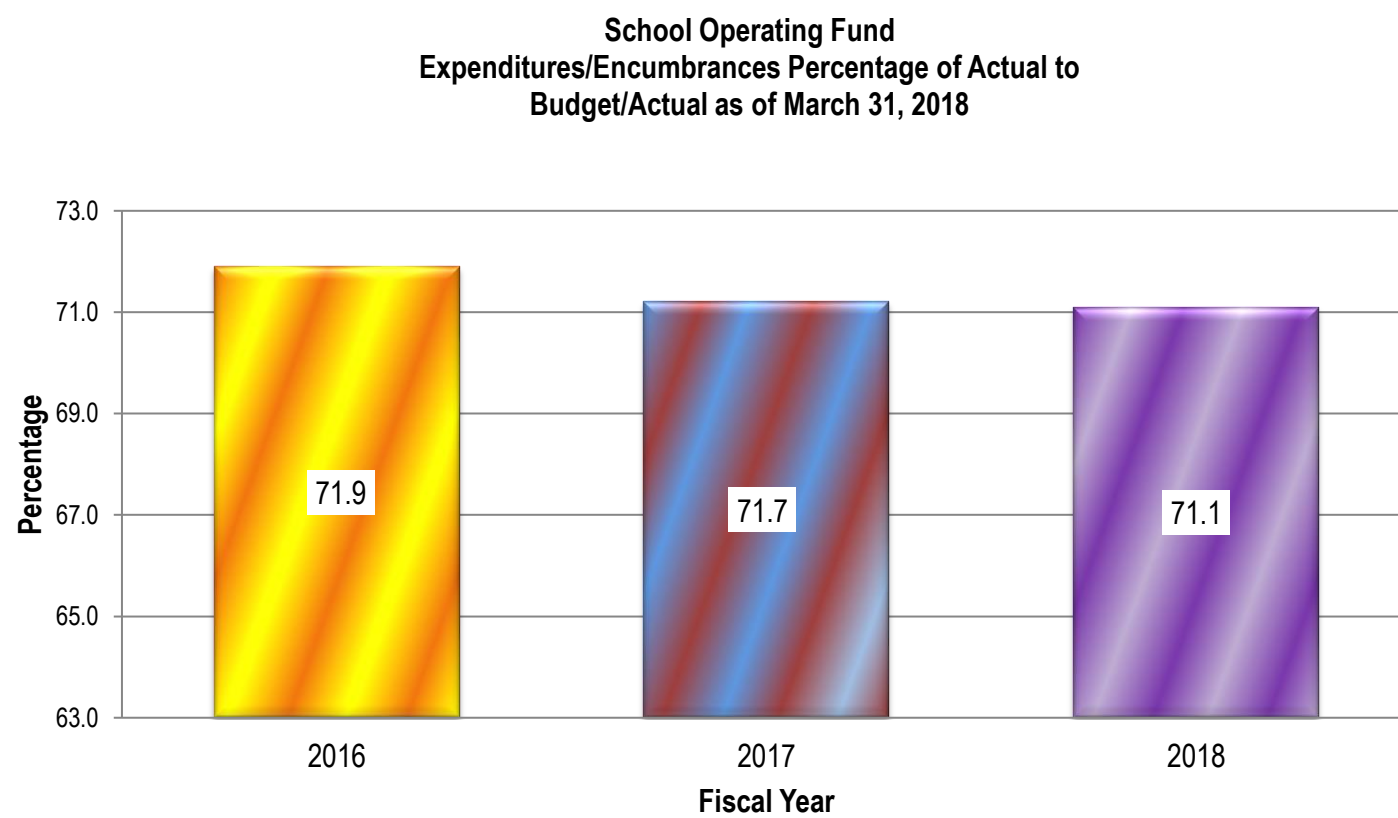
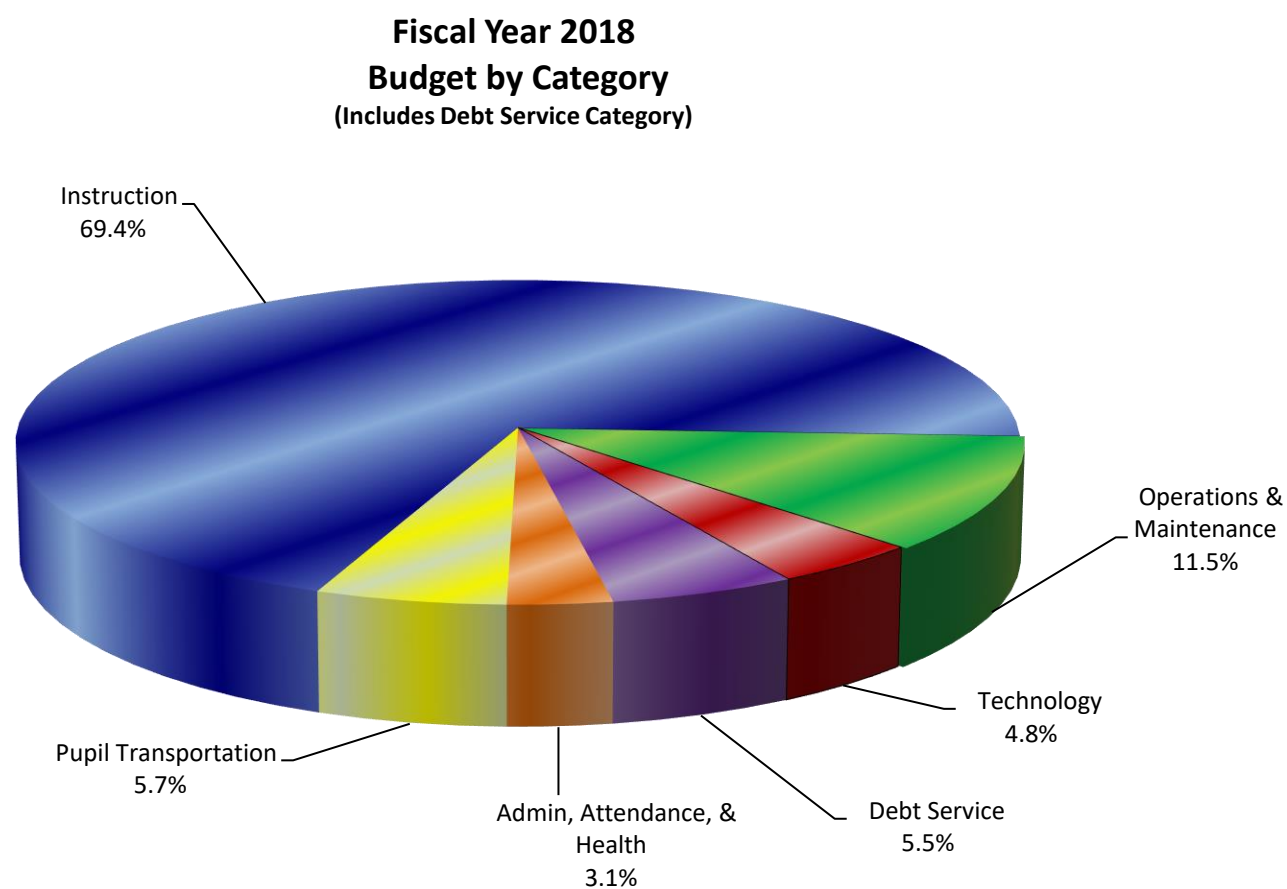
EXPENDITURES/ENCUMBRANCES

MARCH 2018

<i>BY UNIT WITHIN CATEGORY</i>	<i>FISCAL YEAR</i>	(1) <i>BUDGET</i>	(2) <i>ACTUAL THROUGH JUNE</i>	(3) <i>ACTUAL THROUGH MONTH</i>	% OF (3) TO (2)	<i>TREND *</i>
<i>INSTRUCTION CATEGORY</i>	2018	567,819,848	<-----	401,397,681	70.69%	A
	2017	547,382,834	533,960,741	380,622,239	71.28%	
	2016	530,731,819	522,876,753	374,222,609	71.57%	
<i>ADMINISTRATION, ATTENDANCE & HEALTH CATEGORY</i>	2018	25,295,155	<-----	17,529,482	69.30%	A
	2017	24,339,437	23,322,078	17,091,549	73.28%	
	2016	22,937,844	21,876,609	15,804,804	72.25%	
<i>PUPIL TRANSPORTATION CATEGORY</i>	2018	46,276,298	<-----	36,336,061	78.52%	A
	2017	40,132,386	38,393,774	26,589,259	69.25%	
	2016	34,125,890	32,882,137	23,444,249	71.30%	
<i>OPERATIONS AND MAINTENANCE CATEGORY</i>	2018	94,404,938	<-----	63,552,257	67.32%	A
	2017	92,216,393	88,249,457	64,074,138	72.61%	
	2016	93,517,401	89,431,581	64,679,610	72.32%	
<i>TECHNOLOGY CATEGORY</i>	2018	39,383,845	<-----	31,154,505	79.10%	A
	2017	35,470,704	34,587,905	26,656,660	77.07%	
	2016	32,550,920	31,184,463	24,125,963	77.37%	
SCHOOL OPERATING FUND TOTAL (EXCLUDING DEBT SERVICE)	2018	773,180,084	<-----	549,969,986	71.13%	A
	2017	739,541,754	718,513,955	515,033,845	71.68%	
	2016	713,863,874	698,251,543	502,277,235	71.93%	
<i>DEBT SERVICE CATEGORY</i>	2018	44,947,680	<-----	34,478,839	76.71%	A
	2017	45,819,477	45,704,383	37,870,934	82.86%	
	2016	44,756,843	44,115,909	25,144,088	57.00%	

* F=FAVORABLE, U=UNFAVORABLE, A=ACCEPTABLE

VIRGINIA BEACH CITY PUBLIC SCHOOLS
INTERIM FINANCIAL STATEMENTS
SCHOOL OPERATING FUND



VIRGINIA BEACH CITY PUBLIC SCHOOLS
STATEMENT OF EXPENDITURES AND ENCUMBRANCES
SCHOOL OPERATING FUND
JULY 1, 2017 THROUGH MARCH 31, 2018

A 5

	FY 2018 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
INSTRUCTION CATEGORY:						
ELEMENTARY CLASSROOM	149,679,642	14,409,174	102,771,709	33,281	46,874,652	68.7%
SENIOR HIGH CLASSROOM	76,774,571	7,584,649	53,302,850	29,896	23,441,825	69.5%
TECHNICAL AND CAREER EDUCATION	19,311,497	1,652,814	12,038,541	71,001	7,201,955	62.7%
GIFTED EDUCATION AND ACADEMY PROGRAMS	14,411,538	1,326,027	10,043,087	10,692	4,357,759	69.8%
SPECIAL EDUCATION	95,608,167	7,403,935	70,697,734	22,607	24,887,826	74.0%
SUMMER SCHOOL	1,727,245		1,602,586		124,659	92.8%
SUMMER SLIDE PROGRAM	276,002		163,601		112,401	59.3%
GENERAL ADULT EDUCATION	2,018,831	194,117	1,313,919	8,796	696,116	65.5%
ALTERNATIVE EDUCATION-RENAISSANCE	6,986,374	616,258	4,482,373	3,163	2,500,838	64.2%
STUDENT ACTIVITIES	8,010,108	133,321	6,968,284	7,053	1,034,771	87.1%
OFFICE OF THE PRINCIPAL-ELEMENTARY	26,111,041	2,194,649	18,936,933	6,998	7,167,110	72.6%
OFFICE OF THE PRINCIPAL-SENIOR HIGH	11,733,621	980,243	8,651,398	15,037	3,067,186	73.9%
OFFICE OF THE PRINCIPAL-TECHNICAL	667,054	54,005	476,453	281	190,320	71.5%
GUIDANCE SERVICES	17,143,747	1,592,772	12,314,249	31,465	4,798,033	72.0%
SOCIAL WORK SERVICES	4,035,799	392,107	2,850,958	5	1,184,836	70.6%
MEDIA AND COMMUNICATIONS	2,094,529	148,107	1,275,887		818,642	60.9%
TEACHING AND LEARNING SUPPORT	16,705,677	880,562	13,951,839	64,989	2,688,849	83.9%
INSTRUCTIONAL PROFESSIONAL GROWTH AND INNOVATION	1,270,557	77,914	684,672	30,150	555,735	56.3%
OPPORTUNITY AND ACHIEVEMENT	89,860	3,853	42,319	10,000	37,541	58.2%
SPECIAL EDUCATION SUPPORT	3,665,293	312,070	2,629,229		1,036,064	71.7%
GIFTED EDUC AND ACADEMY PROGRAMS SUPPORT	2,336,441	189,530	1,645,797	253	690,391	70.5%
MEDIA SERVICES SUPPORT	13,253,361	1,253,459	9,205,229	99,360	3,948,772	70.2%
PLANNING INNOVATION AND ACCOUNTABILITY	2,669,071	201,388	1,521,001	18,353	1,129,717	57.7%
MIDDLE SCHOOL CLASSROOM	60,926,546	5,940,905	41,427,859	31,825	19,466,862	68.0%
REMEDIAL EDUCATION	8,266,085	799,698	5,794,590		2,471,495	70.1%
OFFICE OF THE PRINCIPAL-MIDDLE	10,706,876	943,145	8,037,247	7,566	2,662,063	75.1%
HOMEBOUND SERVICES	412,268	37,844	178,655		233,613	43.3%
TECHNICAL AND CAREER EDUCATION SUPPORT	1,038,304	73,025	691,680	105	346,519	66.6%
STUDENT LEADERSHIP	1,439,888	76,182	1,187,757		252,131	82.5%
PSYCHOLOGICAL SERVICES	4,631,619	404,412	3,314,095	4,777	1,312,747	71.7%
AUDIOLOGICAL SERVICES	476,513	42,134	371,903	402	104,208	78.1%
SCHOOL LEADERSHIP	1,932,482	178,974	1,384,396		548,086	71.6%
ALTERNATIVE EDUCATION	1,409,241	113,352	919,204	11,592	478,445	66.0%
TOTAL INSTRUCTION	567,819,848	50,210,625	400,878,034	519,647	166,422,167	70.7%
ADMIN., ATTENDANCE, AND HEALTH CATEGORY:						
BOARD, LEGAL, AND GOVERNMENTAL SERVICES	1,135,904	37,318	938,191		197,713	82.6%
OFFICE OF THE SUPERINTENDENT	1,054,711	72,729	707,122		347,589	67.0%
BUDGET AND FINANCE	5,113,259	343,230	3,675,105	4,591	1,433,563	72.0%
HUMAN RESOURCES	5,213,714	383,433	3,583,393		1,630,321	68.7%
INTERNAL AUDIT	466,766	36,775	334,057		132,709	71.6%
PURCHASING SERVICES	1,142,065	94,228	808,395		333,670	70.8%
PROFESSIONAL GROWTH AND INNOVATION	889,795	67,512	589,909	4,000	295,886	66.7%
BENEFITS	2,340,863	222,008	1,426,159	48,000	866,704	63.0%
HEALTH SERVICES	7,938,078	759,490	5,410,560		2,527,518	68.2%
TOTAL ADMIN., ATTENDANCE, AND HEALTH	25,295,155	2,016,723	17,472,891	56,591	7,765,673	69.3%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
STATEMENT OF EXPENDITURES AND ENCUMBRANCES
SCHOOL OPERATING FUND
JULY 1, 2017 THROUGH MARCH 31, 2018

A 6

	FY 2018	MONTH'S	YR-TO-DATE	OUTSTANDING	REMAINING	PERCENT
PUPIL TRANSPORTATION CATEGORY:	APPROPRIATIONS	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	BALANCE	OBLIGATED
MANAGEMENT	2,570,168	208,124	1,887,621		682,547	73.4%
VEHICLE OPERATIONS	28,796,474	4,603,290	22,278,484	1,171,490	5,346,500	81.4%
VEHICLE OPERATIONS-SPECIAL EDUCATION	8,428,481	528,675	4,056,152	2,095,940	2,276,389	73.0%
VEHICLE MAINTENANCE	3,291,110	279,333	2,378,324		912,786	72.3%
MONITORING SERVICES	3,190,065	348,091	2,468,050		722,015	77.4%
TOTAL PUPIL TRANSPORTATION	46,276,298	5,967,513	33,068,631	3,267,430	9,940,237	78.5%
OPERATIONS AND MAINTENANCE CATEGORY:						
FACILITIES PLANNING AND CONSTRUCTION	837,518	68,521	591,840		245,678	70.7%
SCHOOL PLANT	47,544,903	3,330,216	30,241,109	1,570,207	15,733,587	66.9%
DISTRIBUTION SERVICES	1,738,233	125,541	1,152,578	206	585,449	66.3%
GROUNDS SERVICES	4,731,908	1,605,977	3,689,931		1,041,977	78.0%
CUSTODIAL SERVICES	28,526,839	2,288,110	18,645,309	609,012	9,272,518	67.5%
SAFETY AND LOSS CONTROL	7,346,366	681,798	4,955,013	2,143	2,389,210	67.5%
VEHICLE SERVICES	2,624,875	54,718	1,044,388	175,261	1,405,226	46.5%
TELECOMMUNICATIONS	1,054,296	51,183	816,798	58,462	179,036	83.0%
TOTAL OPERATIONS AND MAINTENANCE	94,404,938	8,206,064	61,136,966	2,415,291	30,852,681	67.3%
TECHNOLOGY CATEGORY:						
ELEMENTARY CLASSROOM	2,322,598	185,664	1,551,232	220,345	551,021	76.3%
SENIOR HIGH CLASSROOM	1,926,304	35,902	1,254,629	696,524	(24,849)	101.3%
TECHNICAL AND CAREER EDUCATION	193,089	2,590	159,385	29,335	4,369	97.7%
GIFTED EDUCATION AND ACADEMY PROGRAMS	131,496	183	82,186	892	48,418	63.2%
SPECIAL EDUCATION	268,051	6,051	247,127	10,274	10,650	96.0%
SUMMER SCHOOL	2,489				2,489	
GENERAL ADULT EDUCATION	57,283	(248)	45,672	9,169	2,442	95.7%
ALTERNATIVE EDUCATION-RENAISSANCE	6,223		74	6,149		100.0%
STUDENT ACTIVITIES	5,875		640		5,235	10.9%
OFFICE OF THE PRINCIPAL-ELEMENTARY	114,417	5,884	110,445	4,010	(38)	100.0%
OFFICE OF THE PRINCIPAL-SENIOR HIGH	67,729	7,669	73,746	389	(6,406)	109.5%
OFFICE OF THE PRINCIPAL-TECHNICAL	2,938	144	2,426	235	277	90.6%
GUIDANCE SERVICES	24,353		24,330		23	99.9%
SOCIAL WORK SERVICES	11,742	3,073	11,226		516	95.6%
MEDIA AND COMMUNICATIONS	231,571	1,121	224,189		7,382	96.8%
INSTRUCTIONAL TECHNOLOGY	12,075,737	863,186	9,257,411	1,895	2,816,431	76.7%
TEACHING AND LEARNING SUPPORT	275,658	3,025	271,592		4,066	98.5%
INSTRUCTIONAL PROFESSIONAL GROWTH AND INNOVATION	7,463				7,463	
OPPORTUNITY AND ACHIEVEMENT	4,655		368		4,287	7.9%
SPECIAL EDUCATION SUPPORT	10,149	17	4,148		6,001	40.9%
GIFTED EDUC AND ACADEMY PROGRAMS SUPPORT	57,623	192	42,254	620	14,749	74.4%
MEDIA SERVICES SUPPORT	538,674	10,943	542,683	470	(4,479)	100.8%
PLANNING INNOVATION AND ACCOUNTABILITY	544,281	5,636	407,107	39,612	97,562	82.1%
MIDDLE SCHOOL CLASSROOM	1,244,442	209,762	722,413	413,534	108,495	91.3%
REMEDIAL EDUCATION	18,627	7,335	7,703		10,924	41.4%
OFFICE OF THE PRINCIPAL-MIDDLE	53,087	2,739	55,581	5,589	(8,083)	115.2%
HOMEBOUND SERVICES	50,732	425	21,158	8,170	21,404	57.8%
TECHNICAL AND CAREER EDUCATION SUPPORT	3,011		2,082	421	508	83.1%

STATEMENT OF EXPENDITURES AND ENCUMBRANCES
SCHOOL OPERATING FUND
JULY 1, 2017 THROUGH MARCH 31, 2018

TECHNOLOGY CATEGORY:	FY 2018 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
STUDENT LEADERSHIP	3,619	138	2,760		859	76.3%
PSYCHOLOGICAL SERVICES	17,379	2,348	17,379			100.0%
AUDIOLOGICAL SERVICES	575		575			100.0%
SCHOOL LEADERSHIP	30,289	587	20,859		9,430	68.9%
ALTERNATIVE EDUCATION	161,108	2,797	50,518	26,675	83,915	47.9%
BOARD, LEGAL, AND GOVERNMENTAL SERVICES	2,757		512		2,245	18.6%
OFFICE OF THE SUPERINTENDENT	10,574	850	9,798		776	92.7%
BUDGET AND FINANCE	245,670	467	102,687		142,983	41.8%
HUMAN RESOURCES	313,428	349	275,377	17,952	20,099	93.6%
INTERNAL AUDIT	2,118	42	729		1,389	34.4%
PURCHASING SERVICES	56,681	150	45,065		11,616	79.5%
PROFESSIONAL GROWTH AND INNOVATION	141,507	118	118,811		22,696	84.0%
OFFICE OF TECHNOLOGY	850,189	56,322	617,529	138	232,522	72.7%
BENEFITS	24,207	2,463	16,104	4,793	3,310	86.3%
HEALTH SERVICES	839				839	
MANAGEMENT	206,722	14,427	150,295	251	56,176	72.8%
VEHICLE OPERATIONS	212,666	17,843	161,090		51,576	75.7%
VEHICLE MAINTENANCE	29,645	541	10,279		19,366	34.7%
FACILITIES PLANNING AND CONSTRUCTION	17,997	364	9,276	423	8,298	53.9%
SCHOOL PLANT	1,038,056	69,103	843,204	130,936	63,916	93.8%
DISTRIBUTION SERVICES	54,926	595	42,072	273	12,581	77.1%
CUSTODIAL SERVICES	7,539		6,861		678	91.0%
SAFETY AND LOSS CONTROL	6,060	650	5,255	379	426	93.0%
VEHICLE SERVICES	37,848	3,154	28,386		9,462	75.0%
TELECOMMUNICATIONS	10,420		3,356	6,359	705	93.2%
TECHNOLOGY MAINTENANCE	15,650,729	1,696,739	10,510,386	1,347,723	3,792,620	75.8%
TOTAL TECHNOLOGY	39,383,845	3,221,340	28,170,970	2,983,535	8,229,340	79.1%
 TOTAL SCHOOL OPERATING FUND (EXCLUDING DEBT SERVICE)	 773,180,084	 69,622,265	 540,727,492	 9,242,494	 223,210,098	 71.1%
 DEBT SERVICE CATEGORY:	 44,947,680	 2,194,874	 34,478,839	 	 10,468,841	 76.7%

Virginia Beach City Public Schools
Interim Financial Statements
School Operating Fund Summary
For the period July 1, 2017 through March 31, 2018

B1

Revenues :

	Budget	% of Total	Actual	Unrealized	Percent Realized
Source:					
Commonwealth of Virginia	273,443,481	33.77%	191,676,680	(81,766,801)	70.10%
State Share Sales Tax	73,718,340	9.11%	49,982,457	(23,735,883)	67.80%
Federal Government	12,200,000	1.51%	10,381,720	(1,818,280)	85.10%
City of Virginia Beach	447,551,668	55.27%	334,402,248	(113,149,420)	74.72%
Other Sources	2,782,803	0.34%	2,298,363	(484,440)	82.59%
Total Revenues	809,696,292	100.00%	588,741,468	(220,954,824)	72.71%
Prior Year Local Contribution*	8,431,472				
	<u>818,127,764</u>				

Expenditures/Encumbrances:

	Budget	% of Total	Actual	Unencumbered	Percent Obligated
Category:					
Instruction	567,819,848	69.41%	401,397,681	166,422,167	70.69%
Administration, Attendance and Health	25,295,155	3.09%	17,529,482	7,765,673	69.30%
Pupil Transportation	46,276,298	5.66%	36,336,061	9,940,237	78.52%
Operations and Maintenance	94,404,938	11.54%	63,552,257	30,852,681	67.32%
Technology	39,383,845	4.81%	31,154,505	8,229,340	79.10%
Debt Service	44,947,680	5.49%	34,478,839	10,468,841	76.71%
Total Expenditures/Encumbrances	<u>818,127,764</u>	100.00%	584,448,825	233,678,939	71.44%

*Fiscal year 2016-2017 encumbrances brought forward into the current year

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL OPERATING FUND
BALANCE SHEET
JULY 1, 2017 THROUGH MARCH 31, 2018

B 2

ASSETS:

CASH	2,466,401
DUE FROM GENERAL FUND	58,072,999
DUE FROM COMMONWEALTH OF VA	2,493,695
PREPAID ITEM	134,892

TOTAL ASSETS	<u><u>63,167,987</u></u>
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LIABILITIES:

VOUCHERS PAYABLE	339,618
ACCOUNTS PAYABLE	66,195
ACCOUNTS PAYABLE - SCHOOLS	62,544
DUE TO COMMONWEALTH	2,397
SALARIES PAYABLE-OPTIONS	34,895,795
FICA PAYABLE-OPTIONS	2,654,672
WIRES PAYABLE	2,083,972
ACH PAYABLES	<u>76,331</u>
TOTAL LIABILITIES	<u>40,181,524</u>

FUND EQUITY:

FUND BALANCE	1,019,854
ESTIMATED REVENUE	(809,696,292)
APPROPRIATIONS	818,127,764
ENCUMBRANCES	9,242,494
RESERVE FOR ENCUMBRANCES	(9,242,494)
EXPENDITURES	(575,206,331)
REVENUES	<u>588,741,468</u>
TOTAL FUND EQUITY	<u>22,986,463</u>

TOTAL LIABILITIES AND FUND EQUITY	<u><u>63,167,987</u></u>
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VIRGINIA BEACH CITY PUBLIC SCHOOLS
STATEMENT OF REVENUES
SCHOOL OPERATING FUND
JULY 1, 2017 THROUGH MARCH 31, 2018

B 3

	FY 2018 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED
SUPPLEMENTAL LOTTERY PER PUPIL ALLOCATION	11,232,540	2,027,891	5,069,727	(6,162,813)	45.1%
REIMB-SOCIAL SECURITY	10,570,014	885,083	7,917,078	(2,652,936)	74.9%
REIMB-RETIREMENT	24,270,378	2,032,287	18,178,830	(6,091,548)	74.9%
REIMB-LIFE INSURANCE	731,770	61,274	548,105	(183,665)	74.9%
BASIC SCHOOL AID	177,972,380	14,907,503	133,217,355	(44,755,025)	74.9%
SP ED-SOQ	19,107,333	1,599,959	14,311,642	(4,795,691)	74.9%
VOCATIONAL FUNDS-SOQ	1,870,079	156,592	1,400,714	(469,365)	74.9%
FOSTER HOME CHILDREN-REGULAR	434,143			(434,143)	
SUMMER SCHOOLS-REMEDIAL	228,268	37,038	129,633	(98,635)	56.8%
GIFTED & TALENTED AID-SOQ	1,951,387	163,400	1,461,614	(489,773)	74.9%
REMEDIAL ED-SOQ	4,675,199	391,480	3,501,785	(1,173,414)	74.9%
SP ED-HOME BOUND	160,664	19,261	96,306	(64,358)	59.9%
SP ED-REGIONAL PROG PAYMENT	9,949,380			(9,949,380)	
VOCATIONAL ED-OCCUPATIONAL/TECH ED	324,137			(324,137)	
ENGLISH AS A SECOND LANG PAYMENTS	636,990	53,083	477,743	(159,247)	75.0%
AT-RISK INITIATIVE	2,955,530	310,333	2,015,415	(940,115)	68.2%
CLASS SIZE INITIATIVE	4,578,114	826,225	2,065,563	(2,512,551)	45.1%
SALARY SUPPLEMENT	1,795,175	142,797	1,285,170	(510,005)	71.6%
TOTAL FROM COMMONWEALTH OF VIRGINIA	273,443,481	23,614,206	191,676,680	(81,766,801)	70.1%
STATE SHARE SALES TAX	73,718,340	5,437,688	49,982,457	(23,735,883)	67.8%
TOTAL FROM STATE SHARE SALES TAX	73,718,340	5,437,688	49,982,457	(23,735,883)	67.8%
PUBLIC LAW 874	9,935,191	2,532,258	6,813,731	(3,121,460)	68.6%
DEPT OF THE NAVY-NJROTC	100,000		139,952	39,952	140.0%
OTHER FEDERAL FUNDS		4,180	4,180	4,180	
DEPT OF DEFENSE	1,500,000		1,490,759	(9,241)	99.4%
IMPACT AID-SPECIAL ED			569,955	569,955	
DEPARTMENT OF DEFENSE-SPECIAL ED			578,233	578,233	
MEDICAID REIMBURSEMENT	664,809	73,969	691,650	26,841	104.0%
MEDICAID REIMBURSEMENT-TRANSPORTATION			93,260	93,260	
TOTAL FROM FEDERAL GOVERNMENT	12,200,000	2,610,407	10,381,720	(1,818,280)	85.1%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
STATEMENT OF REVENUES
SCHOOL OPERATING FUND
JULY 1, 2017 THROUGH MARCH 31, 2018

B 4

	FY 2018 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED
CITY OF VIRGINIA BEACH-LOCAL CONTRIBUTION	438,012,233	37,170,181	327,063,787	(110,948,446)	74.7%
TRANSFER FROM SCHOOL RESERVE FUND	8,803,897	733,658	6,602,923	(2,200,974)	75.0%
CITY OF VIRGINIA BEACH-CONSOLIDATED BEN	735,538	735,538	735,538		100.0%
TOTAL TRANSFERS	447,551,668	38,639,377	334,402,248	(113,149,420)	74.7%
SALE OF SCHOOL VEHICLES	15,000	15,233	80,609	65,609	537.4%
RENT OF FACILITIES	450,000	33,603	238,340	(211,660)	53.0%
SECEP-RENT OF FACILITIES		84,500	169,000	169,000	
RENT OF PROPERTY		4,000	36,000	36,000	
TUITION-REGULAR DAY	100,000	16,346	181,441	81,441	181.4%
TUITION-GEN ADULT ED	142,839			(142,839)	
TUITION-SUMMER SCHOOL	700,000	380	546,398	(153,602)	78.1%
TUITION-VOCATIONAL ADULT ED	169,750	2,000	2,000	(167,750)	1.2%
TUITION-DRIVERS ED	322,125	7,227	116,445	(205,680)	36.1%
COLLEGE NIGHT FEES		125	18,625	18,625	
TUITION-LPN PROGRAM	25,575		3,200	(22,375)	12.5%
TUITION-RENAISSANCE ACADEMY	20,811			(20,811)	
PLANETARIUM FEES		128	3,257	3,257	
MISCELLANEOUS REVENUE	224,703	2	204,632	(20,071)	91.1%
SALE OF SALVAGE MATERIALS	12,000	4,181	91,148	79,148	759.6%
INSURANCE PROCEEDS			55,836	55,836	
SALE OF CAPITAL ASSETS			1,600	1,600	
INDIRECT COST-GRANTS	600,000	65,618	475,293	(124,707)	79.2%
PREMIUM ON BONDS		74,539	74,539	74,539	
TOTAL FROM OTHER SOURCES	2,782,803	307,882	2,298,363	(484,440)	82.6%
TOTAL SCHOOL OPERATING FUND	809,696,292	70,609,560	588,741,468	(220,954,824)	72.7%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL ATHLETICS FUND
JULY 1, 2017 THROUGH MARCH 31, 2018

B 5

ASSETS:		LIABILITIES:	
CASH	1,642,713	VOUCHERS PAYABLE	1,763
		TOTAL LIABILITIES	1,763
		FUND EQUITY:	
		FUND BALANCE	53,381
		ESTIMATED REVENUE	(5,099,823)
		APPROPRIATIONS	5,106,682
		ENCUMBRANCES	191,770
		RESERVE FOR ENCUMBRANCES	(191,770)
		EXPENDITURES	(3,489,636)
		REVENUES	5,070,346
		TOTAL FUND EQUITY	1,640,950
TOTAL ASSETS	1,642,713	TOTAL LIABILITIES AND FUND EQUITY	1,642,713

	FY 2018 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY 17 PERCENT OF ACTUAL
REVENUES:						
INTEREST ON BANK DEPOSITS	5,000	1,190	19,516	14,516	390.3%	86.8%
BASKETBALL	120,000	360	96,982	(23,018)	80.8%	100.0%
FOOTBALL	250,000	5	240,272	(9,728)	96.1%	100.0%
GYMNASTICS	4,000		4,773	773	119.3%	100.0%
WRESTLING	13,000	(353)	15,199	2,199	116.9%	100.0%
SOCCER	42,000	5,691	5,691	(36,309)	13.6%	11.7%
MIDDLE SCHOOL	65,000	8,615	58,021	(6,979)	89.3%	72.3%
TRANSFER FROM SCHOOL OPERATING	4,595,823		4,595,823		100.0%	114.6%
OTHER INCOME	5,000	2,166	34,069	29,069	681.4%	96.4%
TOTAL REVENUES	5,099,823	17,674	5,070,346	(29,477)	99.4%	111.1%
PYFB-ENCUMBRANCES	6,859					
TOTAL REVENUES AND PYFB	5,106,682					

	FY 2018 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY 17 PERCENT OF ACTUAL
EXPENDITURES:							
PERSONNEL SERVICES	2,620,770	235,472	1,860,048		760,722	71.0%	77.7%
FICA BENEFITS	200,483	18,013	142,539		57,944	71.1%	77.7%
PURCHASED SERVICES	1,252,029	238,697	752,645	1,650	497,734	60.2%	47.9%
VA HIGH SCHOOL LEAGUE DUES	51,250		20,155		31,095	39.3%	98.6%
ATHLETIC INSURANCE	175,000		187,801		(12,801)	107.3%	100.0%
OTHER CHARGES			1,042		(1,042)		62.7%
MATERIALS AND SUPPLIES	618,159	39,042	518,375	115,245	(15,461)	102.5%	79.4%
CAPITAL OUTLAY	188,991		7,031	74,875	107,085	43.3%	100.0%
TOTAL	5,106,682	531,224	3,489,636	191,770	1,425,276	72.1%	71.3%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL CAFETERIAS FUND
JULY 1, 2017 THROUGH MARCH 31, 2018

B 6

ASSETS:		LIABILITIES:	
CASH	10,813,997	VOUCHERS PAYABLE	140
CASH WITH CAFETERIAS	21,321	SALARIES PAYABLE-OPTIONS	592,171
FOOD INVENTORY	238,727	FICA PAYABLE-OPTIONS	45,300
FOOD-USDA INVENTORY	162,351	ACH PAYABLES	235
SUPPLIES INVENTORY	117,183	UNEARNED REVENUE	458,823
PREPAID ITEM	1,203	TOTAL LIABILITIES	<u>1,096,669</u>
		FUND EQUITY:	
		FUND BALANCE	8,716,290
		ESTIMATED REVENUE	(30,582,456)
		APPROPRIATIONS	31,679,250
		ENCUMBRANCES	219,580
		RESERVE FOR ENCUMBRANCES	(219,580)
		EXPENDITURES	(18,356,680)
		REVENUES	18,801,709
		TOTAL FUND EQUITY	<u>10,258,113</u>
TOTAL ASSETS	<u>11,354,782</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>11,354,782</u>

	FY 2018 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	PERCENT OF ACTUAL
REVENUES:						
INTEREST ON BANK DEPOSITS	25,750	6,620	64,038	38,288	248.7%	62.8%
CHARGES FOR SERVICES	11,620,238	1,388,463	7,327,727	(4,292,511)	63.1%	74.2%
USDA REBATES	350,000	66,895	309,837	(40,163)	88.5%	58.9%
MISCELLANEOUS REVENUE			5,600	5,600		
TOTAL LOCAL REVENUE	<u>11,995,988</u>	<u>1,461,978</u>	<u>7,707,202</u>	<u>(4,288,786)</u>	64.2%	73.1%
SCHOOL MEAL PAYMENTS	500,000	53,934	430,825	(69,175)	86.2%	69.0%
SCHOOL BREAKFAST INITIATIVE			26,116	26,116		51.8%
TOTAL REVENUE FROM COMMONWEALTH	<u>500,000</u>	<u>53,934</u>	<u>456,941</u>	<u>(43,059)</u>	91.4%	67.5%
NATIONAL SCHOOL MEAL PROGRAM	16,232,468	1,941,672	10,255,083	(5,977,385)	63.2%	59.9%
USDA COMMODITIES	1,854,000			(1,854,000)		
SUMMER FEEDING PROGRAM			155,405	155,405		84.1%
CHILD AND ADULT CARE FOOD PROGRAM		73,505	226,378	226,378		57.3%
OTHER FEDERAL FUNDS			700	700		
TOTAL REVENUE FROM FEDERAL GOV'T	<u>18,086,468</u>	<u>2,015,177</u>	<u>10,637,566</u>	<u>(7,448,902)</u>	58.8%	53.9%
TOTAL REVENUES	<u>30,582,456</u>	<u>3,531,089</u>	<u>18,801,709</u>	<u>(11,780,747)</u>	61.5%	61.2%
PRIOR YEAR FUND BALANCE (PYFB)	<u>1,096,794</u>					
TOTAL REVENUES AND PYFB	<u>31,679,250</u>					

	FY 2018 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY 17 PERCENT OF ACTUAL
EXPENDITURES:							
PERSONNEL SERVICES	10,122,611	841,802	6,037,826		4,084,785	59.6%	70.1%
FRINGE BENEFITS	4,501,594	347,543	2,470,703		2,030,891	54.9%	69.7%
PURCHASED SERVICES	472,932	18,457	389,674	177,784	(94,526)	120.0%	81.8%
OTHER CHARGES	74,802	2,264	48,761		26,041	65.2%	84.8%
MATERIALS AND SUPPLIES	16,157,311	1,837,211	9,318,130	22,863	6,816,318	57.8%	59.1%
CAPITAL OUTLAY	350,000		91,586	18,933	239,481	31.6%	94.9%
TOTAL	<u>31,679,250</u>	<u>3,047,277</u>	<u>18,356,680</u>	<u>219,580</u>	<u>13,102,990</u>	58.6%	64.2%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL TEXTBOOKS FUND
JULY 1, 2017 THROUGH MARCH 31, 2018

B 7

ASSETS:		LIABILITIES:	
CASH	6,904,307	TOTAL LIABILITIES	
		FUND EQUITY:	
		FUND BALANCE	6,573,219
		ESTIMATED REVENUE	(4,516,596)
		APPROPRIATIONS	5,179,602
		ENCUMBRANCES	6,689
		RESERVE FOR ENCUMBRANCES	(6,689)
		EXPENDITURES	(3,724,036)
		REVENUES	3,392,118
		TOTAL FUND EQUITY	6,904,307
TOTAL ASSETS	<u>6,904,307</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>6,904,307</u>

	FY 2018 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY 17 PERCENT OF ACTUAL
REVENUES:						
INTEREST ON BANK DEPOSITS	26,611	4,234	38,432	11,821	144.4%	67.2%
LOST AND DAMAGED	27,000		5,352	(21,648)	19.8%	80.7%
MISCELLANEOUS			5,500	5,500		90.2%
TOTAL LOCAL REVENUE	<u>53,611</u>	<u>4,234</u>	<u>49,284</u>	<u>(4,327)</u>	91.9%	75.8%
DEPT OF EDUCATION	4,462,985	373,710	3,342,834	(1,120,151)	74.9%	75.0%
TOTAL REVENUE-COMMONWEALTH	<u>4,462,985</u>	<u>373,710</u>	<u>3,342,834</u>	<u>(1,120,151)</u>	74.9%	75.0%
TOTAL REVENUES	<u>4,516,596</u>	<u>377,944</u>	<u>3,392,118</u>	<u>(1,124,478)</u>	75.1%	75.0%
PRIOR YEAR FUND BALANCE (PYFB)	<u>663,006</u>					
TOTAL REVENUES AND PYFB	<u>5,179,602</u>					

	FY 2018 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY 17 PERCENT OF ACTUAL
EXPENDITURES:							
PERSONNEL SERVICES	83,431	7,379	67,206		16,225	80.6%	74.2%
FRINGE BENEFITS	31,066	3,188	25,687		5,379	82.7%	73.4%
PURCHASED SERVICES	670,431		2,478,040		(1,807,609)	369.6%	100.0%
MATERIALS AND SUPPLIES	4,394,674	20,921	1,153,103	6,689	3,234,882	26.4%	99.1%
TOTAL	<u>5,179,602</u>	<u>31,488</u>	<u>3,724,036</u>	<u>6,689</u>	<u>1,448,877</u>	72.0%	99.1%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL RISK MANAGEMENT FUND
JULY 1, 2017 THROUGH MARCH 31, 2018

B 8

ASSETS:		LIABILITIES:	
CASH	13,848,350	EST CLAIMS/JUDGMENTS PAYABLE	7,367,000
PREPAID ITEM	14,028	TOTAL LIABILITIES	7,367,000
		FUND EQUITY:	
		RETAINED EARNINGS	4,640,579
		ENCUMBRANCES	96,454
		RESERVE FOR ENCUMBRANCES	(96,454)
		EXPENSES	(5,152,599)
		REVENUES	7,007,398
		TOTAL FUND EQUITY	6,495,378
TOTAL ASSETS	<u>13,862,378</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>13,862,378</u>

REVENUES:	MONTH'S REALIZED	YR-TO-DATE REALIZED
INTEREST ON BANK DEPOSITS	8,917	102,112
RISK MANAGEMENT CHARGES		6,805,724
INSURANCE PROCEEDS		96,781
MISCELLANEOUS REVENUE	75	2,781
TOTAL REVENUES	<u>8,992</u>	<u>7,007,398</u>

EXPENSES:	MONTH'S EXPENSES	YR-TO-DATE EXPENSES	OUTSTANDING ENCUMBRANCES
PERSONNEL SERVICES	23,276	203,930	
FRINGE BENEFITS	9,395	76,536	
OTHER PURCHASED SERVICES	65,188	352,336	29,552
FIRE AND PROPERTY INSURANCE		1,529,917	
MOTOR VEHICLE INSURANCE	182,485	741,515	
WORKER'S COMPENSATION	300,994	1,650,004	
SURETY BONDS		200	
GENERAL LIABILITY INSURANCE	60,844	203,371	
MISCELLANEOUS	263	1,791	
MATERIALS AND SUPPLIES	21,836	138,982	
LAND, STRUCTURES, & IMPROVEMENTS	150	254,017	66,902
TOTAL	<u>664,431</u>	<u>5,152,599</u>	<u>96,454</u>

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL COMMUNICATION TOWERS/TECHNOLOGY FUND
JULY 1, 2017 THROUGH MARCH 31, 2018

B 9

ASSETS:		LIABILITIES:	
CASH	3,143,250	VOUCHERS PAYABLE	195
		DEPOSITS PAYABLE	75,000
		TOTAL LIABILITIES	75,195
		FUND EQUITY:	
		FUND BALANCE	2,385,648
		ESTIMATED REVENUE	(510,000)
		APPROPRIATIONS	850,000
		ENCUMBRANCES	15,920
		RESERVE FOR ENCUMBRANCES	(15,920)
		EXPENDITURES	(124,092)
		REVENUES	466,499
		TOTAL FUND EQUITY	3,068,055
TOTAL ASSETS	3,143,250	TOTAL LIABILITIES AND FUND EQUITY	3,143,250

	FY 2018 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY 17 PERCENT OF ACTUAL
REVENUES:						
INTEREST ON BANK DEPOSITS	10,000	1,972	20,202	10,202	202.0%	71.4%
RENT-WIRELESS COMMUNICATION	500,000			(500,000)		
TOWER RENT-BAYSIDE HIGH			25,000	25,000		100.0%
TOWER RENT-COX HIGH		1,723	128,343	128,343		96.2%
TOWER RENT-FIRST COLONIAL HIGH			74,441	74,441		100.0%
TOWER RENT-LANDSTOWN HIGH			31,807	31,807		100.0%
TOWER RENT-OCEAN LAKES HIGH		56,480	82,170	82,170		97.0%
TOWER RENT-SALEM HIGH			77	77		99.5%
TOWER RENT-TALLWOOD HIGH			29,692	29,692		100.0%
TOWER RENT-TECH CENTER		3,003	66,523	66,523		88.1%
TOWER RENT-WOODSTOCK		1,233	8,244	8,244		62.1%
TOTAL REVENUES	510,000	64,411	466,499	(43,501)	91.5%	95.1%
PRIOR YEAR FUND BALANCE (PYFB)	340,000					
TOTAL REVENUES AND PYFB	850,000					

	FY 2018 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY 17 PERCENT OF ACTUAL
EXPENDITURES:							
MATERIALS AND SUPPLIES	850,000	21,553	124,092	15,920	709,988	16.5%	82.8%
TOTAL	850,000	21,553	124,092	15,920	709,988	16.5%	60.0%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
STATEMENT OF REVENUES
SCHOOL GRANTS FUND
JULY 1, 2017 THROUGH MARCH 31, 2018

B10

Revenues :

	FY 2018 Estimated	Month's Realized	Yr-To-Date Realized	Unrealized Revenues	Percent Realized
Source:					
Commonwealth of Virginia	13,500,770	817,952	3,657,690	(9,843,080)	27.09%
Federal Government	39,692,414	4,189,327	12,533,896	(27,158,518)	31.58%
Other Sources	1,056,424	17,736	155,774	(900,650)	14.75%
Transfers from School Operating Fund	4,607,140	224,468	4,607,140		100.00%
Total Revenues	58,856,748	5,249,483	20,954,500	(37,902,248)	35.60%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
STATEMENT OF EXPENDITURES AND ENCUMBRANCES
SCHOOL GRANTS FUND
JULY 1, 2017 THROUGH MARCH 31, 2018

B 11

	FY 2018	MONTH'S	YR-TO-DATE	OUTSTANDING	REMAINING	PERCENT
	<u>APPROPRIATIONS</u>	<u>EXPENDITURES</u>	<u>EXPENDITURES</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>OBLIGATED</u>
ADULT BASIC EDUCATION 16/17	13,443		13,443			100.0%
ADULT BASIC EDUCATION 17/18	321,376	27,292	260,103		61,273	80.9%
ALGEBRA READINESS 16/17	159,539		159,539			100.0%
ALGEBRA READINESS 17/18	994,174	84,375	300,034	796	693,344	30.3%
ASIA SOCIETY CONFUCIUS CLASSROOMS 12/13	2,865		366		2,499	12.8%
ASSESSMENT FOR LEARNING PROJECT 15/16	38,731	3,566	5,929		32,802	15.3%
CAREER & TECHNICAL EDUCATION STATE EQUIP 17/18	82,361		82,361			100.0%
CAREER SWITCHER PROGRAM MENTOR REIMBURSE 17/18	28,000				28,000	
CARL PERKINS 16/17	47,751		47,751			100.0%
CARL PERKINS 17/18	851,171	81,658	469,692	57,703	323,776	62.0%
CTE SPECIAL STATE EQUIP ALLOCATION 17/18	64,500		64,500			100.0%
DODEA SPECIAL EDUCATION 16/17	147,470	6,981	114,959		32,511	78.0%
DODEA-MCASP OPERATION GRIT 17/18	257,289	9,156	142,408		114,881	55.3%
DODEA SPECIAL EDUCATION 17/18	287,175	36,976	140,251		146,924	48.8%
DODEA-MCASP OPERATION GRIT 16/17	72,683		72,683			100.0%
DODEA-MCASP OPERATION PRIDE 15/16	60,223		60,223			100.0%
DODEA-SPECIAL EDUCATION 15/16	8,880		8,880			100.0%
DUAL ENROLLMENT-TCC 17/18	501,886				501,886	
EARLY READING INTERVENTION 16/17	339,478		339,478			100.0%
EARLY READING INTERVENTION 17/18	2,044,015	162,216	703,891		1,340,124	34.4%
GENERAL ADULT EDUCATION-GAE 17/18	30,993		30,993			100.0%
GREEN RUN COLLEGIATE CHARTER SCHOOL SUPPORT 17/18	12,500	12,500	12,500			100.0%
HS PROGRAM INNOVATION PLANNING GRANT-GRHS 17/18	50,000	12,811	29,765		20,235	59.5%
HS PROGRAM PLANNING GRANT-GRHS 16/17	6,124		6,124			100.0%
IDEA CO-TEACHING INITIATIVE THREE OAKS ES PART 1 17/18	10,000		9,865		135	98.7%
IDEA CO-TEACHING INITIATIVE THREE OAKS ES PART 2 17/18	5,000				5,000	
INCLUSION LEADERSHIP SUPPORT GRANT-SALEM HS 10/11	457				457	
INDUSTRY CERTIFICATION EXAMS 17/18	72,688	18,115	46,494	26,194		100.0%
INDUSTRY CERTIFICATION EXAMS-STEM 17/18	27,296	6,675	15,539	11,757		100.0%
ISAP 16/17	5,369		5,369			100.0%
ISAP 17/18	66,349	10,336	30,712	14,481	21,156	68.1%
JAIL EDUCATION PROGRAM 17/18	155,114	16,577	132,496		22,618	85.4%
JAIL EDUCATION PROGRAM 18/19	233,206				233,206	
JUVENILE DETENTION 17/18	832,732	102,365	807,060	141	25,531	96.9%
JUVENILE DETENTION 18/19	790,958				790,958	
LTG (RET) H O PETE TAYLOR PTRNSHIP OF EXCELLENCE AWARD 13/14	3,500		3,500			100.0%
MCKINNEY HOMELESS 16/17	67,507	7,099	37,516	176	29,815	55.8%
MCKINNEY HOMELESS 17/18	73,000				73,000	
MTSS-B EVALUATION 15/16	230,931		19,445		211,486	8.4%
MYCAA-LPN COURSES 17/18	10,000				10,000	
MYCAA-ALC COURSES 17/18	5,000				5,000	
NATIONAL BOARD TEACHERS STIPENDS 17/18	290,000		290,000			100.0%
NATIONAL MATH & SCIENCE INITIATIVE 17/18	516,758	1,743	3,186		513,572	0.6%
NETWORK IMPROVEMENT COMMUNITY (NIC) 17/18	15,000	750	750		14,250	5.0%
NEW TEACHER MENTOR 17/18	30,403				30,403	
ODU RESEARCH FOUNDATION CYBER SECURITY STUDENT INTERNSHIP 16/17	4,500		2,400		2,100	53.3%
OPPORTUNITY INC-ALC 17/18	113,440	5,986	37,186		76,254	32.8%
OPPORTUNITY INC-STEM (ISY) 17/18	153,600	11,151	62,300		91,300	40.6%
OPPORTUNITY INC-STEM (OSY) 17/18	150,000	7,360	22,968		127,032	15.3%
POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORT 17/18	25,000	6,387	12,760		12,240	51.0%
POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORT 16/17	12,473		12,473			100.0%
POST 9/11 GI BILL 17/18	5,000		2,714		2,286	54.3%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
STATEMENT OF EXPENDITURES AND ENCUMBRANCES
SCHOOL GRANTS FUND
JULY 1, 2017 THROUGH MARCH 31, 2018

B 12

	FY 2018	MONTH'S	YR-TO-DATE	OUTSTANDING	REMAINING	PERCENT
	<u>APPROPRIATIONS</u>	<u>EXPENDITURES</u>	<u>EXPENDITURES</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>OBLIGATED</u>
PRESCHOOL INCENTIVE 16/17	54,311		54,311			100.0%
PRESCHOOL INCENTIVE 17/18	492,573	37,767	259,697		232,876	52.7%
PROJECT GRADUATION 16/17	29,018		7,674	10,562	10,782	62.8%
PROJECT GRADUATION 17/18	37,500				37,500	
PROJECT HOPE-CITY WIDE SCA 13/14	3,479	190	190		3,289	5.5%
RACE-TO-GED 17/18	66,160	7,154	47,039		19,121	71.1%
REGION II SUPERINTENDENTS ESCROW 17/18	9,465				9,465	
RESERVE FOR CONTINGENCY	1,918,881				1,918,881	
RISE PROGRAM-INSTRUCTIONAL SUPPORT 17/18	47,586	1,471	1,572		46,014	3.3%
RISK MANAGEMENT GRANT 17/18	2,000		2,000			100.0%
SCHOOL SECURITY EQUIPMENT 17/18	75,990	44,000	75,990			100.0%
STARTALK 16/17	63,335	3,291	59,433		3,902	93.8%
STARTALK 17/18	81,793				81,793	
TECHNOLOGY INITIATIVE 15/16	66,218	(339)	62,194		4,024	93.9%
TECHNOLOGY INITIATIVE 16/17	2,610,315	25,966	2,264,082	8,650	337,583	87.1%
TECHNOLOGY INITIATIVE 17/18	2,618,400				2,618,400	
TITLE I PART A 17/18	11,952,631	1,016,905	5,650,721	54,531	6,247,379	47.7%
TITLE I PART A 16/17	3,075,968	27,770	1,969,472	972,659	133,837	95.6%
TITLE I PART D SUBPART 1 16/17	10,048	852	10,048			100.0%
TITLE I PART D SUBPART 1 17/18	21,000	1,846	4,398		16,602	20.9%
TITLE I PART D SUBPART 2 15/16	36,673		36,673			100.0%
TITLE I PART D SUBPART 2 16/17	184,469	17,171	79,057		105,412	42.9%
TITLE I PART D SUBPART 2 17/18	184,824				184,824	
TITLE II PART A 15/16	32,138		32,138			100.0%
TITLE II PART A 16/17	197,639	2,760	158,351		39,288	80.1%
TITLE II PART A 17/18	1,644,937	176,174	1,124,735		520,202	68.4%
TITLE III PART A IMMIGRANT AND YOUTH 15/16	4,000		4,000			100.0%
TITLE III PART A LANG ACQUISITION 16/17	88,323	9,497	85,399		2,924	96.7%
TITLE III PART A LANG ACQUISITION 17/18	104,702				104,702	
TITLE IV PART A 17/18	298,029				298,029	
TITLE IV PART B 21ST CCLC LYNN ES 16/17	29,977	14,531	26,445	2,350	1,182	96.1%
TITLE IV PART B 21ST CCLC GRC 16/17	91,175	7,905	50,818		40,357	55.7%
TITLE IV PART B 21ST CCLC LYNN ES 17/18	95,660	17,753	46,982	82	48,596	49.2%
TITLE VI-B 16/17	1,136,439	4,534	1,131,602		4,837	99.6%
TITLE VI-B 17/18	14,460,172	1,352,957	8,504,048		5,956,124	58.8%
VA EARNING BACKPACK BAYSIDE 17/18	250,080		214,866	24,794	10,420	95.8%
VA EARNING BACKPACK GREEN RUN 17/18	210,720		177,662	24,278	8,780	95.8%
VA EARNING BACKPACK KEMPSVILLE 17/18	230,880		167,252	54,008	9,620	95.8%
VA EARNING BACKPACK BAYSIDE 14/15	21,780			20,872	908	95.8%
VA EARNING BACKPACK BAYSIDE 15/16	6,703		6,050	626	27	99.6%
VA EARNING BACKPACK BAYSIDE 16/17	45,042	3,825	39,243	2,756	3,043	93.2%
VA EARNING BACKPACK GREEN RUN 14/15	17,028			16,318	710	95.8%
VA EARNING BACKPACK GREEN RUN 15/16	540			518	22	95.9%
VA EARNING BACKPACK GREEN RUN 16/17	33,813		15,667	16,133	2,013	94.0%
VA EARNING BACKPACK KEMPSVILLE 14/15	16,276			15,597	679	95.8%
VA EARNING BACKPACK KEMPSVILLE 15/16	502			481	21	95.8%
VA EARNING BACKPACK KEMPSVILLE 16/17	8,975	2,364	3,400	1,228	4,347	51.6%
VA INITIATIVE FOR AT RISK FOUR YR OLDS 17/18	4,673,375	463,414	3,192,359		1,481,016	68.3%
VA INITIATIVE FOR AT RISK FOUR YR OLDS 16/17	444,839	(215)	160,315		284,524	36.0%
VIRTUAL VIRGINIA 15/16	11,537				11,537	
VIRTUAL VIRGINIA 16/17	9,072				9,072	
VPI-PRESCHOOL EXPANSION GRANT 17/18	705,000	47,296	385,467	40,580	278,953	60.4%
WORKPLACE READINESS SKILLS FOR THE COMMONWEALTH EXAM 17/18	16,850	206	8,235	8,615		100.0%
TOTAL SCHOOL GRANTS FUND	<u>58,856,748</u>	<u>3,919,120</u>	<u>30,740,191</u>	<u>1,386,886</u>	<u>26,729,671</u>	<u>54.6%</u>

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL BOARD/CITY HEALTH INSURANCE FUND
JULY 1, 2017 THROUGH MARCH 31, 2018

B 13

ASSETS:		LIABILITIES:	
CASH	49,762,625	VOUCHERS PAYABLE	292,707
		WIRES PAYABLE	2,012,002
		UNEARNED REVENUE	3,929,791
		EST CLAIMS-JUDGMENTS PAYABLE	7,324,000
		TOTAL LIABILITIES	13,558,500
		FUND EQUITY:	
		RETAINED EARNINGS	25,770,199
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENSES	(100,080,391)
		REVENUES	110,514,317
		TOTAL FUND EQUITY	36,204,125
TOTAL ASSETS	49,762,625	TOTAL LIABILITIES AND FUND EQUITY	49,762,625

REVENUES:	MONTH'S	YEAR-TO-DATE	
	REALIZED	REALIZED	
INTEREST ON BANK DEPOSITS	30,044	258,341	
EMPLOYEE PREMIUMS-CITY	1,144,185	10,547,372	
EMPLOYER PREMIUMS-CITY	3,776,231	35,469,194	
EMPLOYEE PREMIUMS-SCHOOLS	1,569,858	13,991,986	
EMPLOYER PREMIUMS-SCHOOLS	5,620,467	50,240,653	
COBRA ADMINISTRATIVE FEE-CITY	360	2,972	
COBRA ADMINISTRATIVE FEE-SCHOOLS	506	3,799	
TOTAL REVENUES	12,141,651	110,514,317	
EXPENSES:	MONTH'S	YEAR-TO-DATE	OUTSTANDING
	EXPENSES	EXPENSES	ENCUMBRANCES
SALARIES AND BENEFITS	45,066	362,202	
HEALTH CLAIMS AND OTHER EXPENSES-CITY	5,065,831	42,015,982	
HEALTH CLAIMS AND OTHER EXPENSES-SCHOOLS	6,206,422	57,702,207	
POST EMPLOYMENT HEALTH BENEFITS			
TOTAL EXPENSES	11,317,319	100,080,391	

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL VENDING OPERATIONS FUND
JULY 1, 2017 THROUGH MARCH 31, 2018

B 14

ASSETS:		LIABILITIES:	
CASH	1,845	TOTAL LIABILITIES	
		FUND EQUITY:	
		FUND BALANCE	8,254
		ESTIMATED REVENUE	(192,550)
		APPROPRIATIONS	229,702
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENDITURES	(135,257)
		REVENUES	91,696
		TOTAL FUND EQUITY	1,845
TOTAL ASSETS	<u>1,845</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>1,845</u>

	FY 2018 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY 17 PERCENT OF ACTUAL
REVENUES:						
INTEREST ON BANK DEPOSITS		1	71	71		34.6%
VENDING OPERATIONS RECEIPTS	192,550		91,625	(100,925)	47.6%	53.1%
TOTAL REVENUES	<u>192,550</u>	<u>1</u>	<u>91,696</u>	<u>(100,854)</u>	47.6%	53.1%
PRIOR YEAR FUND BALANCE (PYFB)	37,152					
TOTAL REVENUES AND PYFB	<u>229,702</u>					

	FY 2018 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY 17 PERCENT OF ACTUAL
EXPENDITURES:							
SCHOOL ALLOCATIONS	216,248		135,130		81,118	62.5%	100.0%
MATERIALS AND SUPPLIES	13,094	(224)	127		12,967	1.0%	121.5%
PURCHASED SERVICES	360				360		
TOTAL	<u>229,702</u>	<u>(224)</u>	<u>135,257</u>		<u>94,445</u>	58.9%	100.0%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL INSTRUCTIONAL TECHNOLOGY FUND
JULY 1, 2017 THROUGH MARCH 31, 2018

B 15

ASSETS:		LIABILITIES:	
CASH	398,717	TOTAL LIABILITIES	
		FUND EQUITY:	
		FUND BALANCE	217,244
		ESTIMATED REVENUE	
		APPROPRIATIONS	79,579
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENDITURES	
		REVENUES	101,894
		TOTAL FUND EQUITY	398,717
TOTAL ASSETS	398,717	TOTAL LIABILITIES AND FUND EQUITY	398,717

REVENUES:	FY 2018 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED
INTEREST ON BANK DEPOSITS		5,943	101,894	101,894	%
TOTAL REVENUES		5,943	101,894	101,894	
PRIOR YEAR FUND BALANCE (PYFB)	79,579				
TOTAL REVENUES AND PYFB	79,579				

EXPENDITURES:	FY 2018 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
MATERIALS AND SUPPLIES	79,579				79,579	%
TOTAL	79,579				79,579	

VIRGINIA BEACH CITY PUBLIC SCHOOLS
SCHOOL EQUIPMENT REPLACEMENT FUND
JULY 1, 2017 THROUGH MARCH 31, 2018

B 16

ASSETS:		LIABILITIES:	
CASH	1,266,626	TOTAL LIABILITIES	
		FUND EQUITY:	
		FUND BALANCE	1,088,036
		ESTIMATED REVENUE	
		APPROPRIATIONS	170,193
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENDITURES	
		REVENUES	8,397
		TOTAL FUND EQUITY	1,266,626
TOTAL ASSETS	<u>1,266,626</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>1,266,626</u>

REVENUES:	FY 2018 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED
INTEREST ON BANK DEPOSITS		796	8,397	8,397	%
TOTAL REVENUES		796	8,397	8,397	
PRIOR YEAR FUND BALANCE (PYFB)	170,193				
TOTAL REVENUES AND PYFB	<u>170,193</u>				

EXPENDITURES:	FY 2018 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
CAPITAL OUTLAY	170,193				170,193	%
TOTAL	<u>170,193</u>				<u>170,193</u>	

VIRGINIA BEACH CITY PUBLIC SCHOOLS
STATEMENT OF EXPENDITURES AND ENCUMBRANCES
CAPITAL PROJECTS
JULY 1, 2017 THROUGH MARCH 31, 2018

B 17

	FY 2018 APPROPRIATIONS	MONTH'S EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PROJECT-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
1001 RENOV/REPLACMT-ENERGY MGMT	10,699,570			10,699,570			100.00%
1003 RENOV/REPLACMT-ENERGY MGMT II	3,875,000	41,810	840,782	3,315,902	520,388	38,710	99.00%
1004 TENNIS COURT RENOVATIONS II	800,000	7,305	267,468	588,401	7,944	203,655	74.54%
1006 VARIOUS SCHOOL SITE ACQUISITION	8,552,558			8,552,558			100.00%
1008 INSTRUCTIONAL TECHNOLOGY PHASE II	642,448		11,610	473,985	168,463		100.00%
1019 GREAT NECK MIDDLE SCHOOL REPLACEMENT	46,039,062			45,789,062		250,000	99.46%
1025 KEMPSVILLE HS ENTREPRENEURIAL ACADEMY	950,000		38,960	57,660	15,123	877,217	7.66%
1035 JOHN B DEY ES MODERNIZATION	25,989,241	621,699	6,771,175	9,246,078	14,792,933	1,950,230	92.50%
1043 THOROUGHGOOD ES REPLACEMENT	22,888,759	80,212	1,004,125	1,435,194	793,417	20,660,148	9.74%
1056 PRINCESS ANNE MS REPLACEMENT	35,141,000	277,623	3,289,432	4,295,246	2,106,080	28,739,674	18.22%
1062 ADA SCHOOL MODIFICATIONS	7,034,809			7,034,809			100.00%
1078 SCHOOL BUS FACILITY RENOVATION/EXPANSION	21,821,573		17,819	21,817,061	4,512		100.00%
1095 COMPREHENSIVE LONG RANGE FACILITIES PLANNING UPDATE	300,000		86,703	86,703	211,901	1,396	99.53%
1099 RENOV& REPLACE-GROUNDS PHASE II	11,675,000		1,242,377	10,637,123	72,687	965,190	91.73%
1102 21ST CENTURY LEARNING ENVIRONMENT IMPROVEMENTS	2,100,000	100,816	352,209	352,209	1,444,013	303,778	85.53%
1103 RENOV & REPLACE-HVAC SYSTEMS PHASE II	45,367,724	67,656	6,348,442	42,258,921	1,608,918	1,499,885	96.69%
1104 RENOV & REPLACE-REROOFING PHASE II	35,025,639	23,561	1,277,260	29,009,631	679,245	5,336,763	84.76%
1105 RENOV & REPLACE-VARIOUS PHASE II	15,033,273	52,668	977,334	13,726,124	191,108	1,116,041	92.58%
1110 ENERGY PERFORMANCE CONTRACTS PHASE II	10,000,000		4,975,039	9,010,637	672,935	316,428	96.84%
1195 STUDENT DATA MANAGEMENT SYSTEM	12,187,001		177,171	11,222,446	30,000	934,555	92.33%
1233 KEMPS LANDING/ODC REPLACEMENT	63,615,000	26,700	369,742	62,828,415	207,760	578,825	99.09%
1237 SCHOOL HR/PAYROLL	9,196,000			8,867,573		328,427	96.43%
UNALLOCATED CIP SALARIES/BENEFITS		120,591	373,879	373,879		(373,879)	
TOTAL CAPITAL PROJECTS	388,933,657	1,420,641	28,421,527	301,679,187	23,527,427	63,727,043	83.61%

VIRGINIA BEACH CITY PUBLIC SCHOOLS
GREEN RUN COLLEGIATE CHARTER SCHOOL
JULY 1, 2017 THROUGH MARCH 31, 2018

B18

ASSETS:		LIABILITIES:	
CASH	1,683,053	SALARIES PAYABLE-OPTIONS	174,668
PREPAID ITEM	2,100	FICA PAYABLE-OPTIONS	13,362
		TOTAL LIABILITIES	<u>188,030</u>
		FUND EQUITY:	
		FUND BALANCE	5,146
		ESTIMATED REVENUE	(3,763,447)
		APPROPRIATIONS	3,763,447
		ENCUMBRANCES	6,992
		RESERVE FOR ENCUMBRANCES	(6,992)
		EXPENDITURES	(2,271,470)
		REVENUES	<u>3,763,447</u>
		TOTAL FUND EQUITY	<u>1,497,123</u>
TOTAL ASSETS	<u>1,685,153</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>1,685,153</u>

	FY 2018	MONTH'S	YR-TO-DATE	UNREALIZED	PERCENT	FY17
REVENUES:	ESTIMATED	REALIZED	REALIZED	REVENUES	REALIZED	PERCENT
TRANSFER FROM SCHOOL OPERATING	<u>3,763,447</u>		<u>3,763,447</u>		100.0%	110.8%
TOTAL REVENUES	<u>3,763,447</u>		<u>3,763,447</u>		100.0%	110.8%

	FY 2018	MONTH'S	YR-TO-DATE	OUTSTANDING	REMAINING	PERCENT	FY17
EXPENDITURES:	APPROPRIATIONS	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	BALANCE	OBLIGATED	PERCENT
PERSONNEL SERVICES	2,246,851	192,687	1,418,998		827,853	63.2%	70.4%
FRINGE BENEFITS	804,226	71,827	506,289		297,937	63.0%	70.0%
PURCHASED SERVICES	351,820	1,517	136,484	749	214,587	39.0%	40.5%
OTHER CHARGES	89,200	5,363	46,820		42,380	52.5%	55.0%
MATERIALS AND SUPPLIES	271,350	2,189	162,879	6,243	102,228	62.3%	75.4%
TOTAL	<u>3,763,447</u>	<u>273,583</u>	<u>2,271,470</u>	<u>6,992</u>	<u>1,484,985</u>	60.5%	67.1%



Subject: Closed Session Item Number: 18

Section: Closed Meeting Date: April 24, 2018

Senior Staff: N/A

Prepared by: Ms. Kamala Hallgren Lannetti, Deputy City Attorney

Presenter(s): Joel A. McDonald, School Board Vice Chair

Recommendation:

MOTION: That the School Board adopt a motion to recess into a closed meeting pursuant to the exemptions from open meetings allowed by Section 2.2-3711, Part A, Paragraphs 1, 2 and 7 of the *Code of Virginia*, 1950, as amended, for

A. 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

1. Hearing on petition to revoke Collegiate Professional License CP345465;
2. Payment of legal fees for certain legal matters; and
3. Status of an Administrator.

B. STUDENT DISCIPLINE 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 any public institution pursuant to Section 2.2-3711, (A) (2); namely to discuss payment of legal fees for certain legal matters.

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 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. Hearing on petition to revoke Collegiate Professional License CP345465; and
2. Payment of legal fees for certain matters.

RECONVENE IN OPEN SESSION:

CERTIFICATION:

WHEREAS, the School Board of the City of Virginia Beach has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 (D) of the *Code of Virginia* requires a certification by this School Board that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the School Board of the City of Virginia Beach hereby certifies that, to the best of each member's knowledge, (i) 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 (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered.

ACTION AS NEEDED:

Background Summary:

Appropriate requests have been made for a closed meeting.

Source:

Bylaw 1-37 and *Code of Virginia*, Section 2.2-3711

Budget Impact: