



# VIRGINIA BEACH CITY PUBLIC SCHOOLS

## CHARTING THE COURSE

### School Board Services

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

**Daniel D. Edwards, Vice Chair**  
District 2 – Kempsville

**Sharon R. Felton**  
District 6 – Beach

**Dorothy M. Holtz**  
At-Large

**Victoria C. Manning**  
At-Large

**Joel A. McDonald**  
District 3 – Rose Hall

**Ashley K. McLeod**  
At-Large

**Kimberly A. Melnyk**  
District 7 – Princess Anne

**Trenace B. Riggs**  
District 1 – Centerville

**Carolyn T. Rye**  
District 5 - Lynnhaven

**Carolyn D. Weems**  
District 4 - Bayside

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

### ***School Board Regular Meeting Agenda***

**Tuesday, August 15, 2017**

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.***  
Workshop topics not completed at this time may be conducted under Item 18 as necessary
  - A. School Board Administrative Matters and Reports
    1. Acknowledgements:
      - a. Mermaid Project
      - b. Special Olympics – Little Feat
      - c. United Way SY17 Campaign
  - B. Teacher Professional Learning Focus for 2017-18
2. ***Closed Meeting: Personnel Matters and Legal Matters (as needed)***
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***  
Meritorious Budget Award
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 3 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.



# VIRGINIA BEACH CITY PUBLIC SCHOOLS

## CHARTING THE COURSE

### ***School Board Regular Meeting Agenda (continued)***

**Tuesday, August 15, 2017**

School Administration Building #6, Municipal Center  
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(757) 263-1000

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- 
- 9. Approval of Minutes:** August 1, 2017 Regular Meeting
  - 10. Adoption of the Agenda**
  - 11. Consent Agenda** (none)
  - 12. Action**
    - Personnel Report / Administrative Appointments **UPDATED 8/17/2017**
  - 13. Information**
    - A. Program Evaluation Schedule 2017-18
    - B. Special Education Advisory Committee New Appointments
    - C. Policy Review Committee Recommendations
      1. Policy 3-71 Public-Private Education Facilities and Infrastructure Act Projects
      2. Policy 6-47 Interscholastic Competition
      3. Policy 6-56 Field/Class Trips
      4. Policy 6-57 International Travel
      5. Policy 6-87 Governor's School for the Arts
  - 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. 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 and Legal Matters**
  - 19. Vote on Remaining Action Items**
  - 20. Adjournment**
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***The next regular meeting of the School Board of the City of Virginia Beach is scheduled for  
Wednesday, September 6, 2017***

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Subject: Closed Session Item Number: 2 &/or 18

Section: Closed Meeting Date: August 15, 2017

Senior Staff: N/A

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

Presenter(s): Mr. Daniel D. Edwards, School Board Vice Chair

**Recommendation:**

**MOTION:** That the 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 and 7 of the *Code of Virginia*, 1950, as amended, for

- A. **Personnel Matters:** Discussion of or consideration of interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees, pursuant to Section 2.2-3711, (A) (1); namely to discuss
  - 1. contract amendment for a specific administrator; and
  - 2. petition to revoke Collegiate Professional Teaching License CP-0641268.
- B. **Legal Matters:** Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation where such consultation or briefing in an open meeting would adversely affect the negotiating or litigating posture of the Board or consultation with legal counsel employed or retained by the Board regarding specific legal matters requiring the provision of legal advice by such counsel, pursuant to Section 2.2-3711 (A) (7); namely to discuss contract amendment for a specific administrator.

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**RECONVENE IN OPEN SESSION:**

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**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.

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**ACTION AS NEEDED:**

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**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:**

N/A



**Subject:** Meritorious Budget Award **Item Number:** 6A

**Section:** Student, Employee and Public Awards and Recognition **Date:** August 15, 2017

**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 school division's Department of Budget and Finance for earning the Meritorious Budget Award from the Association of School Business Officials (ASBO) International.

**Background Summary:**

Founded in 1910, ASBO International is an educational association that supports school business officials by providing programs, services and a global network to promote the highest standards of school business management, professional growth and effective use of educational resources. The organization's Meritorious Budget Award is presented to school divisions that demonstrate excellence in budget presentations after a rigorous review by professional auditors based on stringent criteria. Virginia Beach City Public Schools is receiving this award for the 2016-2017 budget year.

**Source:**

ASBO International

**Budget Impact:**

None



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

**Section:** Approval of Minutes **Date:** August 15, 2017

**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 from their August 1, 2017 regular School Board meeting as attached.

**Background Summary:**

**Source:**

Bylaw 1-40

**Budget Impact:**

N/A



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**Carolyn D. Weems**  
District 4 - Bayside

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

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

**TUESDAY, August 1, 2017**

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

### **INFORMAL MEETING**

1. **Convene School Board Workshop:** The School Board convened in the einstein.lab at 4:29 p.m. All School Board members were present with the exception of Mr. McDonald who Chairwoman Anderson announced was absent from the meeting due to a work related responsibility; and Ms. Melnyk who Chairwoman Anderson noted would be arriving for the formal meeting. There being no scheduled workshop presentations by staff, Superintendent Spence was not present for the workshop.

#### **A. School Board Administrative Matters and Reports:**

1. **School Adoption FY18 Sign-Up:** Chairwoman Anderson launched the annual, methodical process of School Board members signing up to adopt schools for the 2017-18 school year. Below reflects the outcome of the sign-up process:

ELEMENTARY SCHOOLS					
Alanton	Weems	Kempsville	Edwards	Providence	Edwards
Arrowhead	Rye	Kempsville Meadows	Riggs	Red Mill	Felton
Bayside	Holtz	King's Grant	Anderson	Rosemont	McDonald
Birdneck	Weems	Kingston	Weems	Rosemont Forest	McDonald
Brookwood	McDonald	Landstown	Anderson	Salem	Anderson
Centerville	Edwards	Linkhorn Park	Anderson	Seatack	McLeod
Christopher Farms	Anderson	Luxford	McDonald	Shelton Park	Manning
College Park	Holtz	Lynnhaven	Anderson	Strawbridge	McDonald
Cooke	Felton	Malibu	Anderson	Tallwood	Felton
Corporate Landing	Melnyk	New Castle	Melnyk	Thalia	Manning
Creeds	Melnyk	Newtown	McLeod	Thoroughgood	McLeod
Diamond Springs	McLeod	North Landing	Melnyk	Three Oaks	Rye

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2512 George Mason Drive | P.O. Box 6038 | Virginia Beach, Virginia 23456-0038

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Fairfield	Riggs	Ocean Lakes	Melnyk	Trantwood	Manning
Glenwood	Riggs	Parkway	Holtz	White Oaks	Holtz
Green Run	McDonald	Pembroke	Weems	Williams	Melnyk
Hermitage	Manning	Pembroke Meadows	Weems	Windsor Oaks	Felton
Holland	Felton	Point O'View	McDonald	Windsor Woods	Holtz
Indian Lakes	Edwards	Princess Anne	Melnyk	Woodstock	Holtz
John B. Dey	Holtz				
<b>MIDDLE SCHOOLS</b>					
Bayside	Rye	Independence	Weems	Old Donation, Brickell	McLeod
Bayside Sixth Grade	McLeod	Kempsville	Riggs	Plaza	Holtz
Brandon	Edwards	Landstown	McDonald	Princess Anne	Rye
Corporate Landing	Rye	Larkspur	Riggs	Salem	Riggs
Great Neck	Manning	Lynnhaven	Anderson	Virginia Beach	Anderson
<b>HIGH SCHOOLS</b>					
Bayside	McLeod	Green Run Collegiate	Edwards	Ocean Lakes	Manning
Cox	Anderson	Kellam	Rye	Princess Anne	Felton
First Colonial	Manning	Kempsville	Riggs	Salem	Rye
Green Run	Felton	Landstown	Melnyk	Tallwood	Edwards
<b>SPECIAL PURPOSE CENTERS/FACILITIES</b>					
Adult Learning Center	Felton	TCE - Technical & Career Educ. Ctr.	Melnyk		
ATC - Advanced Technology Center	McDonald	VB Juvenile Detention Home	Felton		
Renaissance Academy	Weems				

Reports by School Board members were related to the Region II Equity through Excellence Conference, Virginia School Boards Association's (VSBA) acceptance of the presentation proposal "Taking a Proactive Approach: Revising Drug Education Curriculum in Virginia Beach" for their annual conference as well as at the national conference, and the closing ceremony of the 2017 *StarTalk* Chinese and Russian Summer Academies.

Discussion concluded at 4:33 p.m.

2. **Closed Meeting:** Vice Chair Edwards made a motion, seconded by Ms. Riggs, that the School Board recess into a closed meeting pursuant to the exemptions from open meetings allowed by Section 2.2-3711, Part A, Paragraphs 1 and 7 of the *Code of Virginia*, 1950, as amended for the following purposes:
  - A. **Personnel Matters:** Discussion of or consideration of interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees, pursuant to Section 2.2-3711, (A) (1); namely to discuss a determination regarding Employee Grievance Case No. 513-05-26-17; and
  - B. **Legal Matters:** Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation where such consultation or briefing in an open meeting would adversely affect the negotiating or litigating posture of the Board or consultation with legal counsel employed or retained by the Board regarding



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specific legal matters requiring the provision of legal advice by such counsel, pursuant to Section 2.2-3711 (A) (7); namely to discuss procedure for employee grievance case.

The motion passed (ayes 9, nays 0, Melnyk had not yet arrived and McDonald was absent from the meeting), and the School Board entered into a closed meeting at 4:35 p.m.

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

- B. Legal Matters: School Board members with the exception of Ms. Melnyk who arrived later for the formal meeting, and Mr. McDonald who was absent from the meeting; School Board's Legal Counsel, Kamala H. Lannetti, Deputy City Attorney; and Dianne P. Alexander, Clerk of the School Board.
- A. Personnel Matters: School Board members with the exception of Ms. Melnyk who arrived later for the formal meeting, and Mr. McDonald who was absent from the meeting; and Dianne P. Alexander, Clerk of the School Board.

The School Board reconvened in an open meeting at 4:50 p.m.

Certification of Closed Meeting: Vice Chair Edwards made a motion, seconded by Ms. McLeod, that the School Board certifies that to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies, and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered. The motion passed (ayes 9, nays 0, Melnyk had not yet arrived and McDonald was absent from the meeting).

Vice Chair Edwards made a motion, seconded by Ms. McLeod, that the School Board approve a resolution relaying their decision regarding Employee Grievance Case No. 513-05-26-17 to uphold the recommendation of the Hearing Officer that the Grievant be dismissed from employment. The motion passed (ayes 9, nays 0, Melnyk had not yet arrived and McDonald was absent from the meeting), and the resolution was approved as follows:

**RESOLUTION REGARDING GRIEVANCE CASE NO. 513-05-26-17**

**RESOLVED:** That on August 1, 2017, the School Board considered the Findings of Fact and Recommendation of the Hearing Officer, the transcript of the July 13, 2017 hearing and the exhibits and, based upon such consideration, it is;

**RESOLVED:** That the School Board adopts the Findings of Facts and Recommendation of the Hearing Officer that the Grievant be dismissed from employment; and

**FURTHER RESOLVED:** That the Clerk is directed to send a copy of this Resolution to the Grievant, the Grievant's attorney, the City Attorney, the Employee Relations Specialist, the Principal of Kellam High School, and the Chief Human Resources Officer, who is directed to place a copy of this Resolution, the Hearing Officer's Findings of Fact and Recommendation and exhibits in the Grievant's personnel file.





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3. **School Board Recess:** The School Board recessed at 4:57 p.m. to reconvene in the School Board Room at 6:00 p.m. for the formal meeting.

**FORMAL MEETING**

4. **Call to Order and Roll Call:** Chairwoman Anderson called the formal meeting to order at 6:00 p.m. In addition to Superintendent Spence, all School Board members were present with the exception of Mr. McDonald who Chairwoman Anderson announced was absent due to a work related responsibility.
5. **Moment of Silence followed by the Pledge of Allegiance**
6. **Student, Employee and Public Awards and Recognition**
- A. Skills USA – First Place Winners: The School Board recognized Tonia Rocha Garzon, Jesse Bobo, and Josh Rodriguez, students from the Advanced Technology Center, as first place individual or team winners at the 2017 Skills USA State Leadership Conference in the categories of Ad Design and Interactive Application and Video Game Development.
  - B. Educators Rising National Competition – First Place Winners: Christina Zendzian, Tallwood High School student; and Nicole Finocchio, Kellam High School student, were recognized by the School Board for having won first and second place awards at the Educators Rising National Competition.
  - C. Virginia School Bus Road-e-o – First Place Winner: School bus driver, Thomas Pittman, was recognized by the School Board for having won first place in the Virginia School Bus Road-e-o competition hosted by the Virginia Association for Pupil Transportation (VAPT) where bus drivers are judged for their completion of a series of events in accordance with the Virginia Department of Education's curriculum for school bus driver training.
7. **Superintendent's Report:** Five things shared in the Superintendent's monthly report were related to the division being projected to be 100 percent fully accredited, specifically Bayside Sixth-Grade Campus, Bayside Middle, Larkspur Middle, Seatack Elementary and Birdneck Elementary schools who narrowly missed accreditation the prior year to full accreditation this year; summer programs that help to review skills with students including Summer Slide, Summer Jam, STEM camps, STARTALK, and leadership and diversity ambassador workshops; the annual tax free weekend scheduled for August 4 – 6; kindergarten registration reminders; and the annual Administrator's Conference where the theme was "Be Amazing: A Call for Transformational Leaders."
- In addition, Chairwoman Anderson presented accolades on behalf of the School Board related to the Standards of Learning (SOL) accreditation projections in hopes that same would be shared with the entire staff.
8. **Hearing of Citizens and Delegations on Agenda Items:** None



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Tuesday, August 1, 2017  
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9. **Approval of Minutes:** July 17-18, 2017 Retreat/Abridged Regular Meeting: Ms. Riggs made a motion, seconded by Ms. Melnyk, that the School Board approve minutes from their July 17-18, 2017 Retreat/Abridged regular meeting as presented. The motion passed (ayes 10, nays 0).
10. **Adoption of the Agenda:** There being no proposed changes to the published agenda, Ms. Melnyk made a motion, seconded by Ms. Manning, that the School Board adopt the agenda as presented. The motion passed (ayes 10, nays 0).
11. **Consent Agenda:** After Chairwoman Anderson's review of items presented as part of the Consent Agenda, Ms. Holtz made a motion, seconded by Ms. Weems, that the School Board approve the Consent Agenda as presented. The motion passed (ayes 10, nays 0), and the following items were approved as part of the Consent Agenda:
- A. Religious Exemption Case Numbers RE-16-23 through 28; and RE-17-01 through 04
  - B. The School Board authorized the Superintendent to execute a contract with R. J. Smith Construction, Inc. in the amount of \$954,650 for the early site demolition of Princess Anne Middle School
  - C. The School Board approved an adjustment to their schedule of meetings for FY2017-18 to change October meeting dates from the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday (October 3 and 17, 2017) to the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday (October 10 and 24, 2017) as follows:
    - Informal meetings generally convene at 4 p.m. subject to the volume of business to be transacted
    - Board Recess at 5:30 p.m.
    - Formal Meeting Called to Order at 6:00 p.m.

SY2017-18 Schedule of Meetings Adjusted	
2017	2018
July 17 & 18 Retreat/Abridged Regular Meeting	January 9 & 23 (2 <sup>nd</sup> & 4 <sup>th</sup> Tues)
August 1 & 15	February 6 & 20 February 13* & 27*
September 6 (Wed) & 19	March 6 & 20
October 10 & 24	April 10 & 24 (2 <sup>nd</sup> & 4 <sup>th</sup> Tues)
November 8 (Wed) & 21	May 8 & 22 (2 <sup>nd</sup> & 4 <sup>th</sup> Tues)
December 5 & 19	June 5 & 19
	* Budget/CIP Workshop

12. **Action**

- A. Personnel Report/Administrative Appointments: Ms. Manning made a motion, seconded by Ms. McLeod, that the School Board approve the appointments and accept the resignations, retirements and other employment actions as listed on the Personnel Report dated August 1, 2017 inclusive of three administrative appointments as recommended by the Superintendent. The motion passed (ayes 10, nays 0); and Superintendent Spence introduced the following administrative appointees:

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NAME	CURRENT POSITION	RECOMMENDATION
Miranda R. Conover	School Improvement Specialist Landstown Middle School	Assistant Principal Landstown Middle School (effective August 2, 2017)
Leslie A. Lehner	Administrative Assistant Green Run High School	Assistant Principal Green Run High School (effective August 2, 2017)
Kellie A. Mason, Ph.D.	Assistant Principal Green Run High School	Principal Lynnhaven Middle School (effective August 14, 2017)

13. **Information:** None
14. **Standing Committee Reports:** In the absence of Mr. McDonald, Chair of the Legislative Committee, Ms. McLeod reported the two positions proposals submitted to the Virginia School Boards Association (VSBA) Legislative Positions committee related to dual enrollment affordability and teacher preparation had been accepted for inclusion in the proposal going before the Delegate Assembly at the VSBA annual conference in November.
- Both Ms. McLeod and Ms. Holtz, past and present Sister Cities liaisons, respectively, reported on the recent Sister Cities International conference hosted in Virginia Beach.
- Vice Chair Edwards reported the ad hoc committee established to explore compensation issues for a specific administrator will present their report at the School Board's next regular meeting for action to be taken in early September.
15. **Conclusion of Formal Meeting:** The formal meeting concluded at 6:25 p.m.
16. **Hearing of Citizens and Delegations on Non-Agenda Items:** None
17. **Recess into Workshop:** None
18. **Closed Meeting:** None at this time (See Item 2)
19. **Vote on Remaining Action Items:** None
20. **Adjournment:** There being no further business before the School Board, Chairwoman Anderson adjourned the meeting at 6:25 p.m.

Respectfully submitted:

\_\_\_\_\_  
Dianne P. Alexander, Clerk of the School Board

Approved:

\_\_\_\_\_  
Beverly M. Anderson, School Board Chair



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

**Section:** Action **Date:** August 15, 2017

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

**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 August 15, 2017, 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 AUGUST 2017  
ASSIGNED TO THE UNIFIED SALARY SCALE**

**2017-2018**

**SCHOOL/DEPARTMENT****POSITION****APPOINTMENTS - ELEMENTARY SCHOOL****CHRISTOPHER FARMS**

8/29/2017	Moriah A. Kowalczyk	General Assistant, .5; Physical Education Assistant, .5
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**COLLEGE PARK**

8/29/2017	Rebecca R. Dalziel	Special Education Assistant
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**DIAMOND SPRINGS**

8/29/2017	Jie Lian	Title I Assistant
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**FAIRFIELD**

8/29/2017	Bruce Payton	Special Education Assistant
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**KING'S GRANT**

8/1/2017	Kareem D. Harris	Custodian II, Head Night
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**LUXFORD**

8/29/2017	Jonathan M. Blizzard	Physical Education Assistant
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**LYNNHAVEN**

8/29/2017	Yvonne W. Greenside	Pre-Kindergarten Assistant
8/29/2017	Tyler A. Rocke	Physical Education Assistant

**MALIBU**

8/29/2017	Mary-Ellen D. Bostjancic	Kindergarten Assistant
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**PARKWAY**

8/29/2017	Robert D. Galarneau	Physical Education Assistant, .5
8/29/2017	Rosemarie A. Witt	Kindergarten Assistant

**PEMBROKE MEADOWS**

8/18/2017	Jane L. Thrasher	Custodian I, 10 month, night
8/29/2017	Heidi M. Barnett	Pre-Kindergarten Assistant

**PRINCESS ANNE**

8/29/2017	Katherine M. Lehman	Special Education Assistant
8/29/2017	Lori-Anne Hayden	Kindergarten Assistant, .5
8/29/2017	Vinnie M. Principe	Kindergarten Assistant

**PROVIDENCE**

8/29/2017	Dare D. Frey	Pre-Kindergarten Assistant
8/29/2017	Melanie O. Lucy	Special Education Assistant

**ROSEMONT**

8/29/2017	Romy F. Bailey	Title I Assistant
8/29/2017	Saerree Spears	Title I Assistant

**SALEM**

8/18/2017	Cindy M. Dampf	School Office Associate I, 10 month
8/18/2017	Johanna Camacho-Rivera	Custodian I, 10 month, night

**THALIA**

8/29/2017	Hailee Williams	Physical Education Assistant
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**TRANTWOOD**

8/18/2017	Meredith M. Moore	School Office Associate II, 10 month
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**SCHOOL/DEPARTMENT****POSITION****WINDSOR OAKS**

8/29/2017 Alicia Dixon Physical Education Assistant

**APPOINTMENTS - MIDDLE SCHOOL****BAYSIDE 6TH GRADE CAMPUS**

8/24/2017 Shawna M. Payton School Nurse

**GREAT NECK**

8/18/2017 Brian Gisbrecht Custodian I, 10 month, night

**INDEPENDENCE**

8/18/2017 Teresa Walker Custodian I, 10 month, night

**KEMPSVILLE**

8/29/2017 Caitlin D. Trigiani ISS Coordinator

**OLD DONATION**

7/31/2017 Clarence E. Hughes III Custodian I, 12 month

8/18/2017 Kendall M. Fleming Custodian I, 10 month, night

8/18/2017 Tyrek L. Boone Custodian I, 10 month, night

8/29/2017 Natalie M. Hart Clinic Assistant

**PLAZA**

8/18/2017 Anna Bondi School Office Associate II, 10 month

**SALEM**

8/29/2017 Jessica Fiedler Special Education Assistant

**VIRGINIA BEACH**

8/29/2017 Melissa H. Finan-Watkowski Special Education Assistant

**APPOINTMENTS - HIGH SCHOOL****BAYSIDE**

8/18/2017 Jonathan I. Davis Custodian I, 10 month, night

**KELLAM**

8/29/2017 Vasit Leidy Security Assistant

**KEMPSVILLE**

8/29/2017 Lee E. Stephens Security Assistant

**LANDSTOWN**

8/18/2017 Tonya A. Carney Custodian I, 10 month, night

8/29/2017 Mona F. Adams Special Education Assistant

**OCEAN LAKES**

8/18/2017 Imelda P. Agapito Custodian I, 10 month, night

**RENAISSANCE ACADEMY**

8/29/2017 Alex T. Craft Security Assistant

**APPOINTMENTS - MISCELLANEOUS****DEPARTMENT OF TEACHING AND LEARNING**

8/9/2017 Tracy S. Griffin Administrative Office Associate I

**OFFICE OF STUDENT SUPPORT SERVICES**

8/18/2017 Jilynn M. Werth Psychologist, 10 month

8/18/2017 John A. Schmidt Psychologist, 10 month

**RESIGNATIONS - ELEMENTARY SCHOOL****ALANTON**

6/22/2017 Joseph Everette Custodian I, 10 month, night (personal reasons)

**JOHN B. DEY**

6/22/2017 Ronald Quarles Custodian I, 10 month, night (health)

**SHELTON PARK**

6/22/2017 Valerie V. Stokes Cafeteria Manager I (personal reasons)



**SCHOOL/DEPARTMENT****POSITION****THOROUGHGOOD**

6/19/2017 Whitney F. Lee Kindergarten Assistant (family)

**WINDSOR WOODS**

8/1/2017 Aaron J. Moore Custodian I, 10 month (personal reasons)

6/19/2017 Jennifer G. Ramiro Special Education Assistant, .5 (temporary employment agreement expired)

**RESIGNATIONS - MIDDLE SCHOOL****LARKSPUR**

6/16/2017 Joseph Consiglio Cafeteria Assistant, 6 hours (relocation)

**OLD DONATION**

6/22/2017 Justin D. Shaw Student Activities Coordinator (relocation)

**RESIGNATIONS - HIGH SCHOOL****GREEN RUN**

6/19/2017 William J. Newcomb Security Assistant (family)

**RESIGNATIONS - MISCELLANEOUS****OFFICE OF CONSOLIDATED BENEFITS**

8/10/2017 Cora P. Holley Benefits Assistant (career enhancement opportunity)

**OFFICE OF CUSTODIAL SERVICES**

8/16/2017 Robin L. Moore-Hall Custodian II, night (career enhancement opportunity)

**OFFICE OF PROGRAMS FOR EXCEPTIONAL CHILDREN**

6/19/2017 Reid A. Rheinsmith Special Education Assistant (relocation)

**OFFICE OF SAFETY AND LOSS CONTROL**

8/31/2017 Christopher H. Chrystomou Security Officer (health)

**OFFICE OF TRANSPORTATION SERVICES**

6/19/2017 Andreau E. Euart Bus Driver, 5.5 hours (job abandonment)

6/19/2017 Bridget A. Rahn Bus Driver, 5.5 hours (personal reasons)

6/19/2017 Laurie Voltz-Galdo Bus Driver, 5 hours (health)

6/19/2017 Michael Phillips Bus Driver, 5.5 hours (personal reasons)

6/19/2017 Samantha S. Garner Bus Driver, 5 hours (career enhancement opportunity)

**RETIREMENTS - ELEMENTARY SCHOOL****PRINCESS ANNE**

6/19/2017 Jeanette F. Moen Library Media Assistant

**PROVIDENCE**

7/31/2017 Teresa A. Allen General Assistant

**RETIREMENTS - MIDDLE SCHOOL****GREAT NECK**

6/22/2017 Eunice Webb Custodian I, 10 month, night

**LARKSPUR**

6/19/2017 Daniel W. Everton Security Assistant

**RETIREMENTS - HIGH SCHOOL****ADULT LEARNING CENTER**

5/26/2017 Claudia B. Gurganus General Assistant

**KEMPSVILLE**

8/31/2017 Marion A. Lewis Custodian III, Head Night

**SCHOOL/DEPARTMENT****POSITION****RETIREMENTS - MISCELLANEOUS****OFFICE OF SCHOOL PLANT SERVICES**

9/29/2017 Arthur D. Dockery, Jr. HVAC Craftsman I

**OFFICE OF STUDENT SUPPORT SERVICES**

6/22/2017 Lisa A. Anderson Psychologist, 10 month

**OFFICE OF TRANSPORTATION SERVICES**

6/19/2017 Linda L. Pressel Bus Driver, 6 hours

10/31/2017 Gary M. McDonald Fleet Technician III

10/31/2017 John J. Cotthaus Director of Transportation Services

**OTHER EMPLOYMENT ACTIONS****ELEMENTARY****FAIRFIELD**

7/31/2017 Marianita S. Manimbao Custodian I, 10 month (retired) Ms. Manimbao's retirement date has changed from 06/30/2017 to 07/31/2017.

**VIRGINIA BEACH CITY PUBLIC SCHOOLS  
PERSONNEL REPORT AUGUST 2017  
ASSIGNED TO THE INSTRUCTIONAL SALARY SCALE**

**2017-2018**

<u>SCHOOL</u>	<u>SUBJECT</u>	<u>COLLEGE</u>	<u>PREVIOUS</u>
<b><u>APPOINTMENTS - ELEMENTARY SCHOOL</u></b>			
<b><u>BETTIE F. WILLIAMS</u></b>			
8/24/2017	Alexis R. Taylor	Special Education	University of Colorado
8/24/2017	Anna M. Pockl	Grade 4	West Virginia University
8/24/2017	Brooke Dunsmore	Special Education	Slippery Rock University, PA
<b><u>CENTERVILLE</u></b>			
8/24/2017	Mary D. Luteran	Grade 3	Purdue University, IN
8/24/2017	Olivia C. Martin	Grade 3	Regent University
<b><u>CHRISTOPHER FARMS</u></b>			
8/24/2017	Megan Valentine	Grade 4	Old Dominion University
<b><u>COOKE</u></b>			
8/24/2017	Megan I. Foster	Special Education	Radford University
<b><u>DIAMOND SPRINGS</u></b>			
8/24/2017	Stephanie A. Kemether	Title I Kindergarten	University of Mary Washington
<b><u>GREEN RUN</u></b>			
8/24/2017	Jamie L. Docs	Grade 4	Old Dominion University
<b><u>INDIAN LAKES</u></b>			
8/24/2017	Leann M. Henaghan	Kindergarten, .5	Virginia Wesleyan College
8/24/2017	Margaret M. Hoioos	Grade 2	James Madison University
<b><u>KINGSTON</u></b>			
8/24/2017	Meridith Lee	Special Education	Old Dominion University
<b><u>LANDSTOWN</u></b>			
8/24/2017	Samantha Smith	Grade 4	Florida State University
<b><u>LUXFORD</u></b>			
8/24/2017	Christine E. Dow	Grade 2	Simmons College, MA
<b><u>NEWTOWN</u></b>			
8/24/2017	Margaret C. Tiner	Grade 2	University of Connecticut
8/24/2017	Teresa A. Abdulbaaqee	Grade 3	Penn State University
<b><u>ROSEMONT FOREST</u></b>			
8/24/2017	Kathryn A. Arandela	School Counselor	University of the Southwest, NM
8/24/2017	Mackenzie N. Abbey	Grade 3	Western Illinois University

<b><u>SCHOOL</u></b>		<b><u>SUBJECT</u></b>	<b><u>COLLEGE</u></b>	<b><u>PREVIOUS</u></b>
<b><u>SALEM</u></b> 8/24/2017	Chelsea R. Shenefield	Grade 5	Western Kentucky University	Hampton City Schools
<b><u>SEATAK</u></b> 8/24/2017	Sharon L. Welch	Title I Resource	Averett University, VA	Norfolk Public Schools
<b><u>TALLWOOD</u></b> 8/24/2017	Dennis L. Hardy	Special Education	Ferrum College, VA	
<b><u>TRANTWOOD</u></b> 8/24/2017	Melinda Pezzella	Grade 1	Old Dominion University	VBCPS
<b><u>WHITE OAKS</u></b> 8/24/2017	Michael S. Pitchford	Special Education	Virginia State University	
<b><u>WINDSOR OAKS</u></b> 8/24/2017	Janine A. Brown	Grade 4	Western Governors University, UT	
8/24/2017	Nathan B. Davis	Grade 3	Old Dominion University	Military
<b><u>WOODSTOCK</u></b> 8/24/2017	Sheila R. Haas	Grade 5	University of Richmond	Spotsylvania County Public Schools

#### **APPOINTMENTS - MIDDLE SCHOOL**

<b><u>CORPORATE LANDING</u></b> 8/24/2017	Kayla C. Elam	Grade 7 Science	Old Dominion University	
<b><u>KEMPSVILLE</u></b> 8/24/2017	Emily M. Lock	Special Education	The College of William and Mary	
<b><u>LARKSPUR</u></b> 8/24/2017	Brock Sloan	Grade 7 Social Studies	Slippery Rock University, PA	
8/24/2017	Lauren A. Farmer	Grade 6 Social Studies	Radford University	
8/24/2017	Shannon M. Cullifer	Grade 8 English	University of Virginia	VBCPS
<b><u>LYNNHAVEN</u></b> 8/24/2017	Megan Pratt	Grade 7 Science	Illinois State University	
<b><u>VIRGINIA BEACH</u></b> 8/24/2017	Dakota C. Harmon	Grade 8 Social Studies	Emory & Henry College, VA	
8/24/2017	Nicholas A. Veschi	Grade 6 Social Studies	University of Virginia	Hanover County Public Schools

#### **APPOINTMENTS - HIGH SCHOOL**

<b><u>GREEN RUN</u></b> 08/24/17	Zachary M. Johnson	Social Studies	Avila University, MO	
<b><u>KELLAM</u></b> 8/24/2017	Melissa D. Horgan	English	Old Dominion University	

<u>SCHOOL</u>		<u>SUBJECT</u>	<u>COLLEGE</u>	<u>PREVIOUS</u>
<b><u>OCEAN LAKES</u></b>				
8/24/2017	Christopher Robinson	English	Liberty University	United States Navy
8/24/2017	Linda M. Spangler	Science	Naval Post Graduate School, CA	
8/24/2017	Madison L. Davis	Science	Virginia Tech	
<b><u>RENAISSANCE ACADEMY</u></b>				
8/24/2017	Tanisha R. Uzoatuegwu	Grade 8	Clemson University, SC	
<b><u>SALEM</u></b>				
8/24/2017	John E. Mueller	French, .4	The George Washington University	VBCPS

**APPOINTMENTS - MISCELLANEOUS**  
**NONE**

**RESIGNATIONS - ELEMENTARY SCHOOL**

<b><u>COLLEGE PARK</u></b>			
6/19/2017	Cynthia J. Walters	Grade 3 (relocation)	
<b><u>KINGSTON</u></b>			
6/19/2017	Sally B. McMahon	Kindergarten (personal reasons)	
<b><u>LINKHORN PARK</u></b>			
6/19/2017	Christina O. Porter	Grade 4 (personal reasons)	
<b><u>PEMBROKE MEADOWS</u></b>			
8/7/2017	Kelly R. Stewart	Grade 3 (declined position to substitute after first accepting)	
<b><u>TALLWOOD</u></b>			
8/7/2017	Sandra M. Crowley	Grade 5 (relocation)	
<b><u>THOROUGHGOOD</u></b>			
6/30/2017	Meghan A. Manning	Grade 2 (accepted a private sector job)	

**RESIGNATIONS - MIDDLE SCHOOL**

<b><u>BAYSIDE</u></b>			
6/18/2017	Asia A. Garcia	Special Education (family)	
<b><u>CORPORATE LANDING</u></b>			
6/18/2017	Kristin L. Wong	Grade 7 (career enhancement opportunity)	
<b><u>KEMPSVILLE</u></b>			
6/18/2017	Kelly M. Kriss	Special Education (personal reasons)	
<b><u>LARKSPUR</u></b>			
6/18/2017	Amanda K. Philipps	Grade 8 (relocation)	
6/23/2017	Joseph Schober	School Counselor (personal reasons)	

**RESIGNATIONS - HIGH SCHOOL**

<b><u>LANDSTOWN</u></b>			
6/19/2017	Kimberly C. Nurse	Special Education (personal reasons)	
6/19/2017	Stephen J. Roberts	Science(relocation)	

**RESIGNATIONS - MISCELLANEOUS**  
**NONE**

**RETIREMENTS - ELEMENTARY SCHOOL**  
**NONE**

**SCHOOL****SUBJECT****COLLEGE****PREVIOUS****RETIREMENTS - MIDDLE SCHOOL****BRANDON**

6/18/2017

Nancy A. Almer

Library Media Specialist

**CORPORATE LANDING**

6/18/2017

Belinda Graeff

Grade 7

**RETIREMENTS - HIGH SCHOOL****NONE****RETIREMENTS - MISCELLANEOUS****OFFICE OF PROGRAMS FOR EXCEPTIONAL CHILDREN**

6/19/2017

Frank G. McKenna

Program Compliance

Support Teacher

**OTHER EMPLOYMENT ACTIONS****NONE**



August 15, 2017

**VIRGINIA BEACH CITY PUBLIC SCHOOLS  
PERSONNEL REPORT AUGUST 2017  
ADMINISTRATIVE APPOINTMENTS**

**2017-2018**

**SCHOOL/DEPARTMENT**

**POSITION**

**APPOINTMENTS - ELEMENTARY SCHOOL**

**NONE**

**APPOINTMENTS - MIDDLE SCHOOL**

**NONE**

**APPOINTMENTS - HIGH SCHOOL**

**NONE**

**APPOINTMENTS - MISCELLANEOUS**

**DEPARTMENT OF PLANNING, INNOVATION AND ACCOUNTABILITY**

8/28/2017

Allison M.Bock, Ph.D. Program Evaluation Specialist



**Subject:** Program Evaluation Schedule for 2017-2018 **Item Number:** 13A

**Section:** Information **Date:** August 15, 2017

**Senior Staff:** Dr. Donald E. Robertson, Jr., Chief Strategy and Innovation Officer  
Department of Planning, Innovation, and Accountability

**Prepared by:** Dr. Heidi L. Janicki, Director of Research and Evaluation  
Dr. Donald E. Robertson, Jr., Chief Strategy and Innovation Officer  
Department of Planning, Innovation, and Accountability

**Presenter(s):** Dr. Heidi L. Janicki, Director of Research and Evaluation

**Recommendation:**

That the School Board receive the schedule of program evaluations that will be completed by the Department of Planning, Innovation, and Accountability (PIA) during the 2017-2018 school year.

**Background Summary:**

The attached 2017-2018 Program Evaluation Schedule includes programs recommended for evaluation during the 2017-2018 school year based on School Board Policy 6-26. Programs that were previously planned for evaluation during 2017-2018 include An Achievable Dream Academy at Seatack Elementary School which will be fully implemented during the upcoming school year, the Entrepreneurship and Business Academy at Kempsville High School which is in its second year of implementation, the School Counseling Program (K-12) where the year-two evaluation will focus on the program's college and career component, and the ongoing academy and advanced academic programs longitudinal study. Additions to the evaluation schedule include the English as a Second Language (ESL) Program, the LEAD Aspiring Administrators' Program, and Student Response Teams (SRT).

**Source:**

School Board Policy 6-26

**Budget Impact:**



**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
CHARTING THE COURSE

**Department of Planning, Innovation, and Accountability  
Office of Research and Evaluation**

**2017-2018 Program Evaluation Schedule**

**2016-2017 Program Evaluation Schedule\***

<b>Program</b>	<b>Proposed Reporting Schedule</b>
School Counseling Program (K-12)	Fall 2017
Entrepreneurship and Business Academy**	Fall 2017
An Achievable Dream Academy***	Fall 2017
Digital Learning Anchor Schools Initiative**	Fall 2017
Green Run Collegiate**	Fall 2017
Academy and Advanced Academic Programs Longitudinal Study	Spring 2018

**2017-2018 Program Evaluation Schedule**

**(Submitted for School Board approval in accordance with School Board Policy 6-26)**

<b>Program</b>	<b>Proposed Reporting Schedule</b>
School Counseling Program (K-12)	Fall 2018
Entrepreneurship and Business Academy**	Fall 2018
An Achievable Dream Academy**	Fall 2018
English as a Second Language Program (K-12)	Fall 2018
LEAD Aspiring Administrators' Program	Fall 2018
Student Response Teams (SRT)	Fall 2018
Academy and Advanced Academic Programs Longitudinal Study	Spring 2018

\* Once evaluation results have been presented to the School Board, recommendations may include additional evaluations to be completed by the Department of Planning, Innovation, and Accountability (PIA) during the 2017-2018 school year.

\*\* Added to the Program Evaluation Schedule based on School Board Policy 6-26 which stipulates that new educational programs or initiatives that operate with local resources will be evaluated for a minimum of two years. Programs or initiatives that take more than two years to fully implement will also be evaluated during the year in which the program or initiative reaches full implementation.

\*\*\*Added to the Program Evaluation Schedule as a follow-up to the external review conducted during the program's first year.



**Subject:** Special Education Advisory Committee New Appointments **Item Number:** 13B

**Section:** Information **Date:** August 15, 2017

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

**Prepared by:** Veleka S. Gatling, Ph.D., Executive Director, Office of Programs for Exceptional Children

**Presenter(s):** Veleka S. Gatling, Ph.D., Executive Director, Office of Programs for Exceptional Children

**Recommendation:**

That the School Board receive information regarding the Special Education Advisory Committee appointments for the following individuals:

Sheri Hight, Parent  
Brent Ibata, Parent & Advocate  
Lori Shedlock, Parent & Community Representative  
Denise Glatt, Parent

**Background Summary:**

Per *Regulations Governing Special Education Programs for Children with Disabilities in Virginia*, section 8VAC20-81-230.D., "A local advisory committee for special education, appointed by each local school board, shall advise the school board through the division superintendent."

**Source:**

*Regulations Governing Special Education Programs for Children with Disabilities in Virginia* – January 25, 2010

Administration and Governance, 8VAC20-81-230.D., Local Advisory Committee

**Budget Impact:**

None

## VBCPS APPLICATION FOR SEAC MEMBERSHIP

Name: Sheri Hight Date of Application: 6/8/17  
Address: 2509 Oakliff Hollow Pl  
Virginia Beach, VA 23454  
Home Phone: \_\_\_\_\_ E-mail: thehighlights4@cox.net  
Work Phone: \_\_\_\_\_ Cell Phone: 757-589-3667

Are you a (check all that apply)

- ☒ Parent ☐ Person with a disability ☐ Grandparent  
☐ Guardian ☐ Foster parent of a child/youth with a disability  
☐ Teacher  
☐ Representative of a community agency (Please specify) \_\_\_\_\_  
☐ Representative of a business or association in the community (Please specify) \_\_\_\_\_  
☐ Other (Please specify) \_\_\_\_\_

If you are a parent or family member, what is your child's

Age? 9 + 14 School? Red Mill and Princess Anne Middle  
Disability? Dyslexia (9), Dyslexia, Dysgraphia, ADHD (14)

What do you hope to accomplish from your participation on the SEAC?

Literacy programs for all students need to be a focus. Structured literacy is recommended by the IEDA for dyslexia, however best practice for a student with a learning difference is best practice for all students.

What unique experiences, perspectives, talents or skills could you bring to the SEAC?

Both of my son's struggled to read due to their unique strengths and weakness because of dyslexia. I currently tutor my youngest to help him with decoding, encoding and reading.

If invited to serve on the SEAC, what do you see as needs in special education?

(List system-wide issues rather than personal issues.)

more training for new Special Education teachers to ensure they understand a student's IEP, disability, diagnosis, etc. so they can write SMART goals.

How did you hear about the \_\_\_\_\_ SEAC? (Please check one)

- ☐ SEAC Member ☐ Brochure ☐ Teacher  
☐ Parent Resource Center ☐ Other: \_\_\_\_\_

Send completed application to:

Donna Robel SEAC Chairperson  
904 General Lee Drive Va. Beach, VA 23454  
757-496-5573 (fax)

Sheri Hight  
2509 Quail Hollow Place  
Virginia Beach, VA 23454

June 8, 2017

Mrs. Donna Robel  
904 General Lee Drive  
Virginia Beach, VA 23454

Dear Mrs. Robel,

I am applying for membership to the SEAC (Special Education Advisory Committee). Over the past three years I have worked as a PALS teacher and during this time I worked with children with learning differences, specifically, autism, ADHD, dyslexia and ODD.

Last year both of my son's were officially diagnosed with dyslexia. My oldest son is dyslexic, dysgraphic, and ADHD, he has an IEP. My youngest son is twice exceptional (2E) as he is dyslexic and gifted. He receives both special education and gifted resource services.

Navigating through the special education and IEP process with a diagnosis of dyslexia has been challenging. There is a need for district wide education regarding goal setting, accommodations and research based structured literacy to properly remediate dyslexia. In order for all of these to be effective we must implement early screening for dyslexia.

Please consider my application, my personal and professional experiences would be an asset to the SEAC committee.

Truly,

Sheri Hight



## VBCPS APPLICATION FOR SEAC MEMBERSHIP

Name: Brent Iyata, PhD JD MPH FACHE Date of Application: May 22, 2017

Address: 1304 Havena Drive - Virginia Beach, VA 23454

Home Phone: (618) 288-0562 E-mail: brent.ibata@gmail.com

Work Phone: (314) 497-7321 Cell Phone: (314) 497-7321

Are you a (check all that apply)

- ☒ Parent ☐ Person with a disability ☐ Grandparent  
☐ Guardian ☐ Foster parent of a child/youth with a disability  
☐ Teacher  
☐ Representative of a community agency (Please specify) \_\_\_\_\_  
☐ Representative of a business or association in the community (Please specify) \_\_\_\_\_  
☐ Other (Please specify) \_\_\_\_\_

If you are a parent or family member, what is your child's

Age? 17 School? Cox H.S.

Disability? Down Syndrome

What do you hope to accomplish from your participation on the SEAC?

I hope to be a voice for parents and children with disabilities who currently feel invisible to the school.

What unique experiences, perspectives, talents or skills could you bring to the SEAC?

Law degree with certificate in health law. Author of book on the built environment in American Public Schools and past member and parent advocate with COPAA

If invited to serve on the SEAC, what do you see as needs in special education?  
(List system-wide issues rather than personal issues.)

Better communication between schools + parents (both ways)

How did you hear about the \_\_\_\_\_ SEAC? (Please check one)

- ☐ SEAC Member ☐ Brochure ☐ Teacher  
☐ Parent Resource Center ☒ Other: school board member

Send completed application to:

Donna Robel SEAC Chairperson  
904 General Lee Drive Va. Beach, VA 23454  
757-496-5573 (fax)

May 26, 2017

Donna Robel  
SEAC Chairperson  
904 General Lee Drive  
Virginia Beach, VA 23454

Dear SEAC:

I would like to join the Virginia Beach City Public Schools Special Education Advisory Committee (SEAC). The day my oldest child was born was also the day I became an advocate for building school environments that are accessible to all children, regardless of ability. For several years I was a parent advocate with the Council of Parent Attorneys and Advocates (COPAA) in Southern Illinois and Western Kentucky.

I am the author of the book [Public Health Law and Built Environment in American Public Schools](#) and I have spoken at numerous meeting on the intersection of the built environment and health including a 2010 talk for the American Association on Intellectual and Developmental Disabilities (AAIDD) titled “[Adapted Behavior and the School Environment](#)” where I described evidence behind the benefits of an inclusive environment for children with disabilities. Unfortunately, the best scientific evidence related to the education of students with disabilities often diffuses from peer reviewed journals into American public schools at the same rate that a scent of a fresh flower diffuses thru a key hole – glacially slow.

In proposing what is now known as IDEA, Congress observed that a majority of handicapped children “were either totally excluded from school or [were] sitting idly in regular classrooms awaiting the time when they were old enough to ‘drop out’.” Over 40 years later, the education of handicapped children is different in many aspects, but also the same. Students with disabilities are no longer totally excluded from school, but they are not totally included. There are still many disabled students whose disability is invisible to the school or whose presence is invisible to their non-disabled peers – in many ways like the prologue to the [The Invisible Man](#):

*I am an invisible man.*

*No, I am not a spook like those who haunted Edgar Allan Poe; nor am I one of your Hollywood-movie ectoplasms. I am a man of substance, of flesh and bone, fiber and liquids -- and I might even be said to possess a mind. I am invisible, understand, simply because people refuse to see me. Like the bodiless heads you see sometimes in circus sideshows, it is as though I have been surrounded by mirrors of hard, distorting glass. When they approach me they see only my surroundings, themselves, or figments of their imagination -- indeed, everything and anything except me.*

I would like to join SEAC so that I may speak, as a parent advocate, for those parents who feel they do not have a voice and also speak on behalf of those children who feel invisible. The U.S. Supreme Court recently issued the *Brown v. Board of Ed.* for students with disabilities and *de minimus* instruction is no longer FAPE<sup>1</sup> and I hope to speak for those parents of disabled students who feel that their child is idly waiting to age out of the school district with minimal individualized education.

Sincerely,



Brent Ibata, PhD JD MPH FACHE

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<sup>1</sup> *Endrew v. Douglas County School District* (decided March 27, 2017)

## VBCPS APPLICATION FOR SEAC MEMBERSHIP

Name: Lori Shedlock Date of Application: 11/25/2017  
Address: Bayside Special Services Library  
936 S. Independence Blvd, Virginia Beach, VA 23455  
Home Phone: 757-630-5265 E-mail: LShedloc@VBGOV.com  
Work Phone: 757-385-2685 Cell Phone: \_\_\_\_\_

Are you a (check all that apply)

- ☐ Parent ☐ Person with a disability ☐ Grandparent  
☐ Guardian ☐ Foster parent of a child/youth with a disability  
☐ Teacher Virginia Beach Public Library  
☒ Representative of a community agency (Please specify) Bayside Special Services Library  
☐ Representative of a business or association in the community (Please specify) \_\_\_\_\_  
☐ Other (Please specify) \_\_\_\_\_

If you are a parent or family member, what is your child's

Age? 11 School? Lynnhaven Middle

Disability? ADD / Dysgraphia

What do you hope to accomplish from your participation on the SEAC?

I would like to stay abreast of areas of need and concern among school system and parents; I would like to be an advocate for universal programming while also meeting the needs of each child.

What unique experiences, perspectives, talents or skills could you bring to the SEAC?

Worked as an occupational therapy assistant for 16 years, worked at CHKD and made recommendations for accommodations, currently work as Librarian for Special Services, library for the blind.

If invited to serve on the SEAC, what do you see as needs in special education?

(List system-wide issues rather than personal issues.)

Advocacy for more planning time for teachers to address IEP's, transitional services for youth/adults at end of schooling, between school; education of both staff and the community.

How did you hear about the \_\_\_\_\_ SEAC? (Please check one)

- ☐ SEAC Member ☐ Brochure ☐ Teacher  
☐ Parent Resource Center ☒ Other: Library Staff / vb.gov employee

Send completed application to:

Donna Robel SEAC Chairperson  
904 General Lee Drive Va. Beach, VA 23454  
Vbseac.1@gmail.com 757-496-5573 (fax)



# City of Virginia Beach

[VBgov.com](http://VBgov.com)

DEPARTMENT OF PUBLIC LIBRARIES  
757-385-2680  
757-464-6741 FAX

BAYSIDE AREA LIBRARY & SPECIAL SERVICES  
936 INDEPENDENCE BOULEVARD  
VIRGINIA BEACH, VA 23455-6062

June 12, 2017

Donna Robel, SEAC Chairperson  
Special Education Advisory Committee  
904 General Lee Drive  
Virginia Beach, VA 23454

Subject: Application for SEAC Community Representative

Dear Ms. Donna Robel

Please accept my application to serve as a Community Representative on the Virginia Beach Public Schools Special Education Advisory Committee. I am currently the Disability Services Librarian with Bayside Special Services, National Library Service for the blind and physically disabled. I have 16 years of prior experience working as an occupational therapy assistant, including pediatric and young adult, and prior to that worked in therapeutic recreation focusing on teen programming. I have two sons in the Virginia Beach school System, one receives 504 as well as gifted services.

If I can provide further information, please contact me at [LShedloc@vbgov.com](mailto:LShedloc@vbgov.com) or 757-385-2685.

Sincerely,

Lori P. Shedlock

Lori P Shedlock  
Disability Services Librarian

Enclosures (1) VBCPS Application for SEAC Community Representative

## VBCPS APPLICATION FOR SEAC MEMBERSHIP

Name: Denise J. Glatt Date of Application: 5/18/17  
Address: 2448 Litchfield Way  
Virginia Beach, VA 23453  
Home Phone: 203-856-4337 E-mail: rdglatt@gmail.com  
Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Are you a (check all that apply)

- ☒ Parent ☐ Person with a disability ☐ Grandparent  
☐ Guardian ☐ Foster parent of a child/youth with a disability  
☐ Teacher  
☐ Representative of a community agency (Please specify) \_\_\_\_\_  
☐ Representative of a business or association in the community (Please specify) \_\_\_\_\_  
☐ Other (Please specify) \_\_\_\_\_

If you are a parent or family member, what is your child's

Age? 13 School? Princess Anne Middle School  
Disability? Dyslexia (Reading Disability)

What do you hope to accomplish from your participation on the SEAC?

Proficient reading is an essential tool for learning  
a large part of the subject matter taught in  
school. VBCPS should look into updating  
their literacy programs, especially for Dyslexia.

What unique experiences, perspectives, talents or skills could you bring to the SEAC?

My son struggles to read so I  
tutor him and understand the  
research on dyslexia and what helps them  
If invited to serve on the SEAC, what do you see as needs in special education?  
(List system-wide issues rather than personal issues.)  
Schools and administration need more  
training on diagnoses and how to write and  
manage IEPs.

How did you hear about the \_\_\_\_\_ SEAC? (Please check one)

- ☒ SEAC Member ☐ Brochure ☐ Teacher  
☐ Parent Resource Center ☐ Other: \_\_\_\_\_

Send completed application to:

Donna Robel SEAC Chairperson  
904 General Lee Drive Va. Beach, VA 23454  
757-496-5573 (fax)



June 8, 2017

Mrs. Donna Robel  
SEAC Chairperson  
904 General Lee Drive  
Virginia Beach, VA 23454

Dear Mrs. Robel,

I am applying for membership to the SEAC (Special Education Advisory Committee). My son is in Special Education in the VBCPS and has an IEP for dyslexia. As we navigate through the system with an IEP, I see room for improvement and believe more information and training for special education educators on the different diagnoses would be beneficial as well as more specific goal setting on their IEPs and better communication with parents. Also, early screening for dyslexia and structured literacy programs should be implemented to remediate dyslexia.

I am currently tutoring my son and work with his middle school to write in very specific goals to get him to grade level reading. I also attend meetings with another parent to help her do the same.

Lastly, I believe schools and educators should advertise SEAC meetings more effectively so parents can attend and share their concerns.

I would like an opportunity to work on these issues through SEAC. Please consider me for SEAC.

Sincerely,

Denise J. Glatt  
2448 Litchfield Way  
Virginia Beach, VA 23453





**Subject:** Policy Review Committee Recommendations **Item Number:** 13C1-5

**Section:** Information **Date:** August 15, 2017

**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):** Kamala Lannetti, Deputy City Attorney

**Recommendation:**

That the School Board receive for information the Policy Review Committee recommendations regarding review, amendment and/ repeal of certain policies as reviewed by the committee at their June 21, 2017 meeting.

**Background Summary:**

1. New Policy 3-71 Public-Private Education Facilities and Infrastructure Act Projects
2. Revised Policy 6-47 Interscholastic Competition
3. Revised Policy 6-56 Field/Class Trips
4. New Policy 6-57 International Travel
5. Revised Policy 6-87 Governor's School for the Arts

**Source:**

Code of Virginia, 1950, as amended, §22.1-253.12:7 School Board Policies.  
Policy Review Committee Meeting of June 21, 2017

**Budget Impact:**

None

## **BUSINESS AND NONINSTRUCTIONAL OPERATIONS**

### **Public-Private Education Facilities and Infrastructure Act Projects**

#### **I. Background and scope**

The Public-Private Education Facilities and Infrastructure Act of 2002, Virginia Code § 56-575.1, *et. seq.* (the “PPEA”) as amended, grants a public entity the authority to create public-private partnerships for the development of a wide range of projects for public use if the public entity determines that there is a need for a project and that private involvement may provide the project to the public in a timely or cost-effective fashion. The definition of “public entity” in the PPEA includes, *inter alia*, any political subdivision of the Commonwealth including the Virginia Beach City Public Schools (“VBCPS”) through its School Board.

The PPEA is a method of project delivery, and as such, it should be viewed in the context of other methods by which the School Board procures items that are defined as “qualifying project” by the PPEA. For reference, a complete list of the PPEA Guidelines and/or supporting documents can be found at the links below. The PPEA incorporates certain requirements from the Virginia Public Procurement Act (the “VPPA”), and for items not incorporated or referenced, the PPEA is exempted from the requirements of the VPPA.

In order for a project to come under the PPEA, it must meet the definition of a “qualifying project.” The PPEA contains a broad definition of qualifying project that includes any education facility.

#### **A. Responsible public entity**

Either the School Board or the City of Virginia Beach (“City”) can be the “responsible public entity” for a project in the City, depending upon the nature of the project. The PPEA defines “responsible public entity” as “a public entity that has the power to develop or operate the applicable qualifying project.” Typically, the School Board will be the “responsible public entity” under the PPEA for any project involving only the public schools, and the City will be the “affected local jurisdiction” under the PPEA. However, the special relationship, both financial and otherwise, that exists between the School Board and the City makes close coordination and cooperation between the School Board and City desirable for proposals tendered to the School Board under the PPEA. Also, proposals may be made that are for a “mixed” project (for example, projects including both schools and public parks), where, for certain components, the School Board may be the responsible public entity, and for certain components, the City may be the responsible public entity.

The Superintendent and all officers and employees of the School Board shall follow the PPEA and this Policy in any PPEA procurement in which they are involved. The Superintendent may delegate duties under this Policy to members of staff or other designees. The

Superintendent may designate a working group to review and evaluate any proposal submitted pursuant to these guidelines.

The Superintendent shall require as a condition of accepting any proposal for consideration that its proposer agree to be bound by all the terms and conditions of these Guidelines.

## **II. Project Delivery**

The PPEA allows receipt of unsolicited proposals for a qualifying project. The PPEA also allows solicited proposals. For purposes of outlining project delivery steps, a process initiated by an unsolicited proposal will have an additional step at the beginning. Accordingly, the below listed steps shall apply for any PPEA project.

### **A. Unsolicited Proposal an Initiating Step**

The PPEA permits the School Board to receive and evaluate unsolicited proposals from private entities to acquire, design, construct, improve, renovate, expand, equip, maintain, or operate a qualifying project. The School Board's general policy is to reserve acceptance of unsolicited proposals for cases of truly innovative ideas, because, in other cases, traditional procurement process are generally viewed as more likely to achieve full and open competition from the bidding community.

To be considered, one original and eleven (11) copies of any unsolicited proposal must be submitted to Executive Director, Facilities Services, 1568 Corporate Landing Parkway, Suite 200, Virginia Beach, VA 23454. While the School Board reserves the right to charge a review fee as permitted by the PPEA, fees are not required at this time. The unsolicited proposal shall take the form of a conceptual proposal and in a format consistent with the guidelines and supporting documentation.

The Superintendent, after consultation with the School Board, may accept an unsolicited proposal. If the Superintendent determines not to accept the proposal, the Superintendent will return the proposal, together with accompanying documentation, to the proposer. For an unsolicited proposal that purports to develop specific cost savings, the Superintendent shall specify the basis for the rejection in writing.

If the Superintendent accepts the proposal, the Superintendent shall proceed to post the proposal and publish the notice requesting competing proposals. Prior to posting, the Superintendent and the Office of the City Attorney (or other retained legal counsel) shall review any request to protect information in the proposal that the proposer sought to withhold from posting. The posting shall occur within ten (10) business days of the decision to accept the unsolicited proposal. The posting shall include a contact person to receive public input on the concept. Additionally, at least one copy of the unsolicited proposal will be made available for public inspection.

## **B. Solicitation of Conceptual Proposals or Notice of Acceptance of Unsolicited Proposal**

The School Board may solicit proposals for any qualifying project by means of a Solicited PPEA, which usually is initiated by a Request for Proposals (the “RFP”). Alternatively, if the Superintendent has accepted an unsolicited proposal, the Superintendent will publish a notice requesting competing proposals.

The notice or the RFP shall:

- Identify the qualifying project specifically or conceptually;
- Provide a deadline for the submission of competing proposals, which shall be at least 45 days from the notice or solicitation;
- Identify whether the proposals will be reviewed using procedures for competitive sealed bidding or competitive negotiation for nonprofessional services;
- Provide any other conditions for the submission of competing proposals;
- Provide additional information regarding the project, as needed, and to whom questions regarding the notice or solicitation may be directed.

The notice or RFP shall be posted on the VBCPS website and in a manner consistent with the posting of other VBCPS procurement solicitations. The costs of completion of such proposal shall be the sole responsibility of the proposer(s).

Contemporaneous with the notice or solicitation, the Superintendent shall document in writing the decision to proceed with either competitive sealed bidding or competitive negotiation as described by the VPPA. The use of competitive negotiation requires a determination, in writing, that doing so is likely to be advantageous to the Public Schools and the public based upon either: i) the probable scope, complexity or priority of the project; ii) the risk sharing including guaranteed cost or completion guarantees, added value or debt or equity investments proposed by the private entity; or iii) an increase in funding, dedicated revenue source or other economic benefit from the project would not otherwise be available.

## **C. Conceptual Proposal Stage**

Only proposals complying with the requirements of the PPEA and this Policy and supporting Guidelines and documents that contain sufficient information for a meaningful evaluation and that are provided in an appropriate format, as described below, will be considered by the Superintendent for further review at the conceptual stage. At least one copy of each of the proposals shall be made available for public inspection. A scan of the nonproprietary portions of the conceptual proposals will be posted on the VBCPS website within ten (10) business days of initiation of review. The posting shall include a contact person to receive public input on the concept.

After reviewing an unsolicited proposal and any competing proposals submitted, the Superintendent may determine:

1. not to proceed further with any proposal,
2. to proceed to the detailed phase of review one or more of the proposers, or
3. to request modifications or amendments to any proposals.

However, the Superintendent may not proceed to the detailed phase with only one proposer unless it has determined in writing that only one proposer is qualified or that the only proposer to be considered is clearly more highly qualified than any other proposer.

#### **D. Detailed Proposal Stage**

The decision to proceed to the detailed phase shall include sending a request for detailed proposals to the chosen proposers. The costs of completion of such proposal shall be the sole responsibility of the proposer(s).

If expressly approved by the School Board, the Superintendent may include a proposal payment in a fixed amount as an enticement for proposers to submit a detailed proposal. Such proposal payment would be paid to unsuccessful proposers that submit a detailed proposal, and the payment is conditioned upon VBCPS retaining the right to use technical solutions, design concepts, and any other proprietary information contained in the unsuccessful detailed proposal.

Unless otherwise provided in this request, the required components of a detailed proposal will be provided in the Guidelines and supporting documents. The complexity of the request will vary substantially depending on the nature of the project and whether the project includes financing, long-term operations, acquisition of real property, or other complicated components. The decision as to whether to use the financing plan contained in any proposal (whether solicited or unsolicited) is at the School Board's sole discretion.

If the project is principally the design and construction of a facility, the Superintendent may include the form contract utilized in other VBCPS projects.

Only detailed proposals complying with the request for detailed proposals will be considered by the Superintendent. The request for detailed proposals shall provide the method of evaluation, including specifying the factors that will be used in evaluating the proposals and whether numerical scoring will be used in evaluating the proposals.

#### **E. Agreement Negotiation Stage**

If the review of the detailed proposals provides a preferred proposer, the Superintendent may begin negotiation of a comprehensive agreement. However, if there are work items required before a determination of the preferred proposer, the Superintendent may negotiate an Interim Agreement. The work items in an Interim

Agreement include: project planning and development; design and engineering; environmental analysis and mitigation; survey; ascertainment of financing through financial and revenue analysis; establishment of a process and timing of the negotiation of a comprehensive agreement. Because of the required approvals and its tendency to limit competition, the use of an Interim Agreement is disfavored.

The PPEA legislation includes items provided for in a comprehensive agreement in §56-575.9. This list is reproduced in the Guidelines.

Once an interim or comprehensive agreement's material terms have been identified and agreed to in principal between VBCPS and the private entity, the Superintendent shall brief the School Board and provide a recommendation. Using this briefing, the posted conceptual proposals, and any other relevant materials, the School Board shall schedule a public hearing to receive input regarding the proposed project. This public hearing must be at least thirty (30) days prior to any vote to execute either an interim or comprehensive agreement.

After an interim or comprehensive agreement has been negotiated in substantially completed form, a copy of the agreement shall be posted on the VBCPS website. This posting of the agreement should occur at least thirty (30) days prior to any vote to execute the agreement. The posting shall include a contact person for submission of public input. The public input shall be gathered and transmitted to the School Board prior to the requested action to approval an interim or comprehensive agreement.

#### **F. Required Approvals**

After the briefing of the School Board regarding the material terms of an interim or comprehensive agreement, the Superintendent shall request that the City Council take action to approve the proposed interim or comprehensive agreement.

Upon receipt of the City Council approval, the Superintendent shall request the School Board authorize the execution of the interim or comprehensive agreement. The scheduling of this action shall be after the required public hearing and any posting requirements have been completed. An example of the form of an authorizing resolution is provided in the Guidelines and supporting documentation.

As required by Virginia Code § 56-575.9 (F), as amended, when the School Board enters into an agreement pursuant to the PPEA, a copy should be submitted to the Auditor of Public Accounts within thirty (30) days.

### **III. Additional Considerations**

## **A. Protests**

A protest of any PPEA decision may be initiated after the School Board authorizes the execution of a comprehensive agreement. Prior to such authorization, there is no award from which a protest may be made. The timelines for such protest shall follow the VPPA.

## **B. Governing Provisions**

In the event of any conflict between these provisions and the PPEA, the terms of the PPEA shall control.

## **C. Participation of Small and Minority-Owned Business**

The School Board's policy is to facilitate participation of small businesses and businesses owned by women and minorities in its procurement transactions, including procurement transactions under the PPEA. Private entities making proposals to the School Board pursuant to the PPEA should ensure that reasonable efforts are made to facilitate participation of small businesses and businesses owned by women and minorities as part of their proposals.

## **D. Use of Public Funds**

Virginia constitutional and statutory requirements as they apply to appropriation and expenditure of public funds apply to any interim agreement or comprehensive agreement entered into under the PPEA. Accordingly, the processes and procedural requirements associated with the expenditure or obligation of public funds shall be incorporated into planning for any PPEA project or projects.

## **E. The Virginia Freedom of Information Act.**

1. Any confidential and proprietary information provided to a responsible public entity by a private entity pursuant to the PPEA shall be subject to disclosure under the Virginia Freedom of Information Act ("FOIA") except as provided by § 56-575.4(G) of the PPEA.

2. To prevent the release of any confidential and proprietary information that otherwise could be held in confidence pursuant to the PPEA, the private entity submitting the information must: a) invoke the exclusion from FOIA when the data or materials are submitted to VBCPS or before such submission; b) identify the data and materials for which protection from disclosure is sought; and c) state why the exclusion from disclosure is necessary. A private entity may request and receive a determination from the Office of the City Attorney ("City Attorney") as to the anticipated scope of protection prior to submitting the proposal in accordance with Virginia Code § 2.2-3705.6(11), as amended. If a private entity fails to designate trade secrets, financial records, or other confidential or proprietary information for protection from disclosure, such information, records or documents may be subject to disclosure under FOIA.

3. Upon receipt of a request from a private entity that designated portions of a proposal be protected from disclosure as confidential and proprietary, the City Attorney will determine whether such protection is appropriate under applicable law and, if appropriate, the scope of such appropriate protection, and shall communicate its determination to the private entity. If the determination regarding protection or the scope thereof differs from the private entity's request, then VBCPS will afford the private entity a reasonably opportunity to clarify and justify its request. Upon a final determination by the City Attorney to provide less protection than requested by the private entity, the private entity will be given an opportunity to withdraw its proposal. A proposal so withdrawn will be treated in the same manner as a proposal not accepted.

4. VBCPS may withhold from disclosure memoranda, staff evaluations, or other records prepared by VBCPS, its staff, outside advisors, or consultants exclusively for the evaluation and negotiation of proposals where (i) if such records were made public prior to or after the execution of an interim or a comprehensive agreement, the financial interest or bargaining position of VBCPS would be adversely affected, and (ii) the basis for the determination is documented in writing by VBCPS. Cost estimates relating to a proposed procurement transaction prepared by or for VBCPS shall not be open to public inspection.

5. VBCPS may not withhold from public access:

- a. procurement records other than those subject to the written determination of the VBCPS;
- b. information concerning the terms and conditions of any interim or comprehensive agreement, service contract, lease, partnership, or any agreement of any kind entered into by the VBCPS and the private entity;
- c. information concerning the terms and conditions of any financing arrangement that involves the use of any public funds; or
- d. information concerning the performance of any private entity developing or operating a qualifying transportation facility or a qualifying project.

However, to the extent that access to any procurement record or other document or information is compelled or protected as required by law, then VBCPS shall comply with such order.

**F. Timelines for Selecting Proposals and Negotiating Agreements and Accelerated Timelines for Priority Qualifying Facilities.**

Normal expected timelines for selecting proposals and negotiating an interim agreement or comprehensive agreement are set out in the Guidelines and supporting documents. There is a separate timeline for unsolicited proposals that takes into account the additional time required by that process.



For projects deemed a priority by the School Board, the portion of timelines related to selection, review, and documentation may be accelerated. The School Board should generally adhere to these timelines in PPEA procurements, but the School Board may deviate from them when it is in its interests to do so.

**Legal Reference:**

Virginia Code § 56-575.1, *et. seq.*, as amended. The Public-Private Education Facilities and Infrastructure Act of 2002.

Adopted by School Board:



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## Policies and Regulations

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School Board of the City of Virginia Beach  
Policy 6-47

### INSTRUCTION

#### Interscholastic Competition

##### A. Generally

All ~~interscholastic competitions athletic, forensic, debating, public speaking, reading, and school publication dramatic, speech, literary, and academic activities~~ shall be conducted in accordance with the applicable-rules and regulations established by governing organizations such as, but not limited to: by the Virginia High School League through its member schools and handbook and policy manual; ~~and~~ the Virginia Beach Middle School League, through its member schools and handbook; ~~and other organization policies and guidelines; and~~ School Board Policy and Regulation.

The School Board recognizes that it has final responsibility for all interscholastic activities and encourages these activities for the overall development of the student.

##### B. Elementary

Competitive sports of a varsity nature are prohibited as a part of the elementary school program.

#### *Editor's Note*

For eligibility see [School Division Regulation 5-49.1](#) .

Adopted by School Board: May 19, 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: June 6, 2006

[Amended by School Board:](#)

## INSTRUCTION

### Student travel for school sponsored events Field/Class Trips

#### A. Generally

Student trips of significant educational value shall be encouraged and shall be permitted under regulations established by the Superintendent. Student safety and proper care of school vehicles shall be primary considerations. The School Board delegates the approval of all school-sponsored field trips to the Superintendent or ~~his/her~~ designee. The Superintendent shall make an annual written report on such field trips to the School Board.

The School Board shall accept no responsibility for student travel that is not approved in writing in advance by the Superintendent or ~~his/her~~ designee in accordance with established regulations.

No student who is a member of a group shall be denied the opportunity to participate in a field trip activity of that group because of a lack of funds and no fund raising efforts for activities governed by this ~~P~~policy may commence until approval is received.

#### B. Overnight Trips

Student trips out of state or requiring overnight accommodations must be approved at least thirty (30) calendar days in advance by the Superintendent or ~~his/her~~ designee. The thirty (30) calendar day requirement may be waived by the Superintendent or ~~his/her~~ designee only in exceptional circumstances.

#### C. Privately Sponsored Trips

The School Board does not endorse or accept responsibility for any privately sponsored trips for students or any student trips not part of the instructional program. Employees are not permitted to solicit students for such trips. Administrators shall emphasize to any interested students and/or parents that trips of this nature are strictly private enterprises.

#### ~~D. International Travel~~

~~The School Board does not endorse, sanction or approve any planned international travel. Such travel is strictly private and may not be made through the schools. For a student group or organization which occurs during the school year and for which a student requests excused absences, the Superintendent shall develop and implement procedures by which principals may recommend to the Superintendent or designee that student absences should be excused where the following conditions exist: (1) funding for the trip is entirely private; (2) any School Board employee chaperoning the trip has taken personal leave or leave without pay for work time missed; (3) the adult student or minor student's parent/legal guardian have executed a written waiver approved by legal counsel releasing the School Board from liability and have signed a written agreement approved by legal counsel acknowledging that by permitting the principal to excuse such absences, the School Board is not endorsing, sanctioning or approving the trip; (4) the adult student or minor student's parent/legal guardian have obtained and shown proof of adequate flight/travel and health insurance coverage for the trip; (5) the School Division has purchased an International Commercial General Liability Policy for the School Board which provides coverage that is consistent with the Domestic Commercial General Liability Policy maintained by the School Division to cover claims arising during international travel which might~~

~~be brought against the School Board or members of the School Board, resulting from negligent actions or inactions of the School Board, chaperones, or members of the student group or organization making such international travel and that the School Board has been reimbursed for the cost of such insurance; and (6) the trip has sufficient educational merit to justify the loss of instructional time. The Superintendent or designee shall determine whether the named conditions exist and make a final decision on the matter. Exceptions to the international travel policy will be granted to students in their sophomore, junior and senior years who attend the Global Studies and World Languages Academy (GSWLA) when the international travel is directly related to the goals, coursework, and program expectations of the GSWLA. International travel approved for GSWLA students must be directly linked to grant funded trips, dual enrollment, or special projects developed and organized through the GSWLA in partnership with organizations such as corporate partners, colleges, or universities.~~

#### E.D. **Transportation**

##### 1. School-Owned Vehicles/Buses

The School Board prefers the use of school-owned vehicles driven by School Division employees for school-related activities, both curricular and extracurricular. In the event that School Division employees are not available as drivers for such activities, the School Board prefers that School Board vehicles be used. In the event that School Board vehicles are not available for such activities and private vehicles are required, the School Board prefers that such vehicles be driven by School Division employees.

The School Board sanctions the use of school-owned vehicles for school related activities, both curricular and extracurricular, under the following guidelines:

- a. Regular bus runs shall have priority over special trips.
- b. Athletic teams, cheerleaders, or similar student groups may use the school-owned buses for trips after satisfactory arrangements have been made through the Office of Transportation Services.

##### 2. Commercial Carriers

Commercial carriers listed on the School Division's Approved Passenger Motor Carrier List may be used when appropriate. Pre-approval through the School Division's Passenger Carrier Master Agreement must be obtained at least 30 days in advance for the use of non-local and out of state commercial carriers.

##### 3. Privately-Owned Vehicles

###### a. **General Requirements include:**

1) No student, parent/legal guardian, or volunteer who has been convicted of two or more traffic violations within the preceding 12 months, has two or more unresolved traffic violations within the preceding 12 months, or has one conviction and one or more unresolved traffic violation(s) within the preceding 12 months, shall drive students on a field trip or to a school-related event.

2) No student, parent/legal guardian, or volunteer who has been convicted of driving under the influence of drugs or alcohol within the preceding five (5) years or who has a driving under the influence of drugs or alcohol charge pending, shall drive students on a field trip or to a school-related event.

3) The coach, activity sponsor, or building principal shall require any person driving students in a private vehicle to display a valid driver's license and parent permission slip, and to sign a written statement, on a school administration-approved form, that such driver does not have convictions or any pending charge(s) which violate the provisions of subsection E3a paragraphs 1 and/or 2, and further agreeing to provide a DMV abstract in response to a request by school administration, prior to such coach, sponsor, or building principal authorizing such driver to transport students. No driver who refuses to provide a DMV abstract upon the request of school administration shall be permitted to drive students on a field trip or to a school-related event.

#### **b. Field Trips and Other School Events**

Parents/legal guardians, students, volunteers, or other non-division persons, may drive students for field trips or other school events under the following circumstances:

- 1) School bus transportation is not available or feasible because of distance to the event, the limited number of students participating, or in other circumstances designated by the principal.
- 2) Adult students and minor students' parents/guardians are required to complete a field trip permission form, approved by the Department of School Administration, which clearly indicates the type of transportation, the type of driver (e.g. student, parent, volunteer), if not a member of the school staff, and other pertinent field trip information as required by the principal.
- 3) Persons not employed by the School Division and approved for driving for field trips will be required to furnish copies of certificates of insurance showing minimum combined liability limits per person, per accident of \$100,000 and a copy of a valid driver's license which shall be kept on file by the school. (Certificate of insurance coverage may be waived in the event that a rental vehicle is used and insurance with the foregoing limits is part of the rental agreement.) Non-division persons must also sign the certification required by subsection E3a.

#### **c. School Athletic Events**

Parents/legal guardians, students and other non-division personnel may transport student athletes/athletic teams/cheerleaders to school-related athletic events only if:

- 1) Each adult student or minor student's parent/legal guardian has completed an Athletic Field Trip Form at the beginning of the current athletic season; and
- 2) The adult student or minor student's parents/legal guardian has signed the Release, Waiver and Indemnification form and such form is on file with the athletic team coach; and
- 3) No school bus or van transportation is available because of distance to the event, the limited number of students participating or in other circumstances designated by the principal.

No parent/legal guardian, student or other non-School Division persons will be permitted to transport an athlete or athletic team unless a copy of a valid driver's license and proof of liability insurance showing minimum combined liability limits of \$100,000 per person, per accident for such driver are on file with the athletic team coach and such driver has signed the certification required by subsection E3a.

- d. For School Division employees who transport students on special occasions see [Regulation 4-25.1](#).

**e. Scope of School Board Liability Insurance**

School Board liability insurance policies will not cover drivers approved under E(3) from liability claims of passengers or third parties, will not provide such drivers with medical pay insurance, and will not protect against uninsured motorists. Consequently, in emergency situations, such as the unavailability of a bus or insufficient seating in an employee's vehicle, non-division persons who transport students to school-related activities or events do so voluntarily and at their own risk. Such drivers shall comply with the minimum liability insurance requirements set forth in Subsection E3c.

**f. Exceptions**

Nothing in this Policy shall be interpreted to preclude a parent/legal guardian from transporting his/her own children to and from a sporting event or a school-related event with the prior permission of the coach or sponsor.

**Legal References:**

8 VAC 20-110-50, as amended. Virginia Board of Education Regulations Governing Pupil Accounting Records, Approval of school-sponsored field trips and other activities.

Code of Virginia § 22.1-176, as amended. Transportation of pupils authorized; when fee may be charged; contributions; regulations of Board of Education.

Adopted by School Board: October 21, 1969

Amended by School Board: July 20, 1971

Amended by School Board: January 20, 1976

Amended by School Board: April 21, 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: January 18, 1994 (Effective December 21, 1993)

Amended by School Board: February 16, 1999 (Effective February 2, 1999)

Amended by School Board: May 4, 1999

Amended by School Board: August 15, 2000

Amended by School Board: June 6, 2006

Amended by School Board: September 23, 2008

Amended by School Board: November 1, 2011

[Amended by School Board:](#)

## INSTRUCTION

### **International Travel**

The School Board supports international travel by students that supports the School Board's mission to empower every student to become a life-long learner who is a responsible, productive and engaged citizen within the global community. As global citizens, students should have the opportunity to experience other cultures, nations and languages when doing so supports the curriculum. The Superintendent is authorized to develop regulations and guidelines that address international travel and the conditions set forth in this Policy.

#### **A. Authorized international travel.**

International travel by school sponsored groups may be approved if such travel supports the curriculum or is for service/competition opportunities related to the group's purpose. International travel will not be a required part of any curriculum and will be considered additional and voluntary opportunities offered to eligible students. School Division appropriated funds will not be used to The principal will have final authority to determine if the proposed travel meets such criteria. The Superintendent or designee is authorized to develop regulations regarding excusing students and staff members from school and/or work to attend international travel. Proposed international travel must be fully approved by the Superintendent or designee prior to soliciting for trip attendees or beginning fund raising efforts. Planning for such trips will also include, but not be limited to consideration for: disruption of the educational environment; age appropriateness for students involved; adequate and appropriate chaperone coverage; special needs of students and chaperones including disability and economic circumstances; safety of participants; and other and good just cause as determined by the Superintendent or designee.

#### **B. Global Studies and World Language Academy special provisions.**

The Global Studies and World Language Academies (GSWLA) may be granted exceptions to this Policy and applicable regulations for international travel that is directly related to the goals, coursework, and program expectations of the GSWLA . International travel approved for GSWLA students must be directly linked to grant funded trips, dual enrollment, or special projects developed and organized through the GSWLA in partnership with organizations such as corporate partners, colleges, or universities. GSWLA may be authorized to host exchange programs with programs from other countries.

Adopted by School Board:

## INSTRUCTION

### **Governor's School for the Arts**

~~The school board authorizes the division's participation in the Governor's School for the Arts as established in its bylaws.~~

The Governor's School for the Arts (GSA) is a regional school program for exceptionally talented 9<sup>th</sup> – 12<sup>th</sup> grade public school students that provides premiere arts training in a conservatory style in six departments: Dance; Instrumental Music, Musical Theatre; Theatre & Film; Visual Arts; and Vocal Music. The mission and goals of the school include: providing a center for innovation that develops excellence, nurtures creativity, inspires artistic vision and builds communities with a passion for the arts; providing exceptional performance and exhibition experiences in state-of-the art facilities; preparing students to meet the most rigorous admission requirements of colleges, universities, conservatories, internships and other related career opportunities; and offering instruction through classes, performances, and cross-disciplinary opportunities by a faculty of professional instructors, artists and mentors. Students must be recommended by their school divisions and audition for admission to the school.

The Governor's School for the Arts serves the school divisions of Chesapeake, Franklin, Norfolk, Portsmouth, Isle of Wight, Southhampton, Suffolk and Virginia Beach. Each school division participates on the governing board and provides funding and services to support the program. The School Board authorizes ~~participation~~the School Division to participate in the Governor's School for the Arts in accordance with its bylaws and will appoint a School Board liaison to the Governor's School for the Arts.

Adopted by School Board: May 17, 1988  
Amended by School Board: July 13, 1993 (Effective August 14, 1993)

Amended by School Board:







Subject: Closed Session Item Number: 2 &/or 18

Section: Closed Meeting Date: August 15, 2017

Senior Staff: N/A

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

Presenter(s): Mr. Daniel D. Edwards, School Board Vice Chair

**Recommendation:**

**MOTION:** That the 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 and 7 of the *Code of Virginia*, 1950, as amended, for

- A. **Personnel Matters:** Discussion of or consideration of interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees, pursuant to Section 2.2-3711, (A) (1); namely to discuss
  - 1. contract amendment for a specific administrator; and
  - 2. petition to revoke Collegiate Professional Teaching License CP-0641268.
- B. **Legal Matters:** Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation where such consultation or briefing in an open meeting would adversely affect the negotiating or litigating posture of the Board or consultation with legal counsel employed or retained by the Board regarding specific legal matters requiring the provision of legal advice by such counsel, pursuant to Section 2.2-3711 (A) (7); namely to discuss contract amendment for a specific administrator.

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**RECONVENE IN OPEN SESSION:**

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**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.

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**ACTION AS NEEDED:**

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**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:**

N/A