



## VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

### School Board Services

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

**Carolyn D. Weems, Vice Chair**  
District 9

**Beverly M. Anderson**  
At-Large

**Kathleen J. Brown**  
District 10

**Michael R. Callan**  
District 6

**David Culpepper**  
District 8

**Jennifer S. Franklin**  
District 2 – Kempsville

**Victoria C. Manning**  
At-Large

**Staci R. Martin**  
District 4

**Kimberly A. Melnyk**  
District 2

**Jessica L. Owens**  
District 3 – Rose Hall

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

### **School Board Regular Meeting Proposed Agenda Tuesday, June 27, 2023**

**Holland Road Annex**  
2323 Holland Road  
Virginia Beach, VA 23453  
(757) 263-1000

Public seating is available, and members of the public will also be able to observe the School Board Meeting through livestreaming on [schoolboard.vbschools.com/meetings/live](https://schoolboard.vbschools.com/meetings/live), broadcast on VBT Channel 47, and on Zoom through the link below.

Attendee link: <https://us02web.zoom.us/join/wn-glww68cUQaeiWM0-E0tVlg> Call-in (301) 715-8592 ID 862 4571 1914

The School Board's expectations regarding decorum, order and public comments can be found in School Board Bylaws [1-47](#) and [1-48](#). Public comment is always welcome by the School Board through their group e-mail account at [SchoolBoard@VBCPSBoard.com](mailto:SchoolBoard@VBCPSBoard.com) or by request to the Clerk of the School Board at (757) 263-1016. Requests for accommodations should be discussed with the Clerk of the Board by 9:00 a.m. on June 26, 2023.

**Closed Session ..... 3:30 p.m.**

- 1. Administrative, Informal, and Workshop (Holland Road Annex – Einstein Lab (Band/Room 603) ..... 5:00 p.m.\***  
**(\*time approximate – will begin after Closed Session)**

- A. School Board Administrative Matters and Reports
- B. Gifted Services Update
- C. Process for Weighting of Grades
- D. Forecast of Regular School Board Meeting Agenda Topics FY 24 – First Quarter: July, August, September

- 2. Closed Session (as needed)**

- 3. School Board Recess ..... 5:30 p.m.**

- 4. Formal Meeting (Holland Road Annex – School Board Room/Auditorium) ..... 6:00 p.m.**

- 5. Call to Order and Roll Call**

- 6. Moment of Silence followed by the Pledge of Allegiance**

- 7. Student, Employee and Public Awards and Recognition**

- A. Top 20 Under 20 presented by the Hampton Roads Workforce Council, Kempsville High School Entrepreneurship and Business Academy
- B. Outstanding Middle School Principal of Virginia – Bayside Sixth Grade Campus
- C. Exemplar Performance, Virginia Board of Education – Strawbridge, Princess Anne, Three Oaks, Tallwood, North Landing, Parkway, White Oaks elementary schools; Old Donation School; Bayside, Green Run and Kempsville high schools
- D. VHSL Class 5 Baseball Champions – Frank W. Cox High School
- E. VHSL Class 6 Boys Soccer State Champion – Kellam High School

- 8. Adoption of the Agenda**

- 9. Superintendent's Report (second monthly meeting) and recognitions (first and second monthly meetings)**



**10. Approval of Meeting Minutes**

- A. June 6, 2023 Special School Board Meeting
- B. June 12, 2023 Regular School Board Meeting **Added 06/26/2023**

**11. Public Comments (until 8:00 p.m.)**

The School Board will hear public comments at the June 27, 2023, School Board Meeting. Citizens may sign up to speak by completing the [online form here](#) or contacting the School Board Clerk at 263-1016 and shall be allocated three (3) minutes each. Sign up for public speakers will close at noon on June 27, 2023. Speakers will be provided with further information concerning how they will be called to speak. In person speakers should be in the parking lot of the Holland Road Annex, 2323 Holland Road, Virginia Beach, Virginia 23453 by 5:45 p.m. June 27, 2023. Speakers signed up to address the School Board through Zoom or by telephone should be signed into the School Board Meeting by 5:45 p.m. All public comments shall meet School Board Bylaws, [1-47](#) and [1-48](#) requirements for Public Comment and Decorum and Order.

**12. Information**

- A. Interim Financial Statements – May 2023
- B. Policy Review Committee (PRC) Recommendations:
  - 1. Policy 2-40/Principals
  - 2. Policy 2-41/Assistant Principals
  - 3. Policy 2-44/Department /Grade Level Chairpersons
  - 4. Policy 2-48/Salaries and Compensation
  - 5. Policy 2-49/Recruitment and Selection
  - 6. Policy 2-52/Probationary Terms and reassignments of Principals, Assistant Principals and Supervisors
  - 7. Policy 2-53/Evaluation of Administrative Staff
  - 8. Policy 2-54/Administrative Compensation
  - 9. Policy 2-58/Professional Development
  - 10. Policy 3-97/Naloxone Administration in Response To A Suspected Opioid Overdose In A School Setting
  - 11. Policy 4-1/Personnel/Definitions
  - 12. Policy 4-37/Retirement Plans/Insurance
  - 13. Policy 6-64/Acceptable Use
- C. Ad Hoc Committee to Study Open Space Uses for School Property on Jericho Road

**13. Return to public comments if needed**

**14. Consent Agenda**

- A. Citizens' Advisory Committee Appointment Recommendations
- B. Green Run Collegiate Charter Renewal
- C. Recommendation of General Contractor: Birdneck Elementary School Ceiling Replacement
- D. School Board Organizational Matters:
  - 1. Superintendent's Designee in the Absence of the Superintendent
  - 2. Superintendent's Signature Authority
  - 3. Payroll Deductions

**15. Action**

- A. Personnel Report / Administrative Appointments **Updated 06/29/2023**
- B. School Board Committee Assignments FY 2024
- C. Virginia School Board Association (VSBA) Renewal
- D. Salary Resolution **Updated 06/29/2023**

**16. Committee, Organization or Board Reports**

**17. Return to Administrative, Informal, Workshop or Closed Session matters**

**18. Adjournment**



**Subject:** Closed Session **Item Number:** Pre-Meeting

**Section:** Pre- Meeting **Date:** June 27, 2023

**Senior Staff:** \_\_\_\_\_

**Prepared by:** Kamala H. Lannetti, School Board Attorney

**Presenter(s):** Kamala H. Lannetti, School Board Attorney

**Recommendation:**

That the School Board recess into Closed Session in accordance with the exceptions to open meetings law set forth in Code of Virginia §2.2-3711, Part A, Paragraph 2, 7, and 8, as amended, to deliberate on the following matters:

2. Discussion or consideration of admission or disciplinary matters or any other matters that would involve the disclosure of information contained in a scholastic record concerning any student of any public institution of higher education in the Commonwealth or any state school system.

7. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

8. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

Namely to discuss:

- A. Consultation with legal counsel regarding probable litigation and pending litigation matters related to student matters

**Background Summary:**

N/A

**Source:**

Code of Virginia §2.2-3711, as amended

**Budget Impact:**

N/A



**Subject:** Gifted Services Update **Item Number:** 1B

**Section:** Administrative, Informal, and Workshop **Date:** June 27, 2023

**Senior Staff:** Kipp D. Rogers, Ph.D., Chief Academic Officer

**Prepared by:** Lorena L. Kelly, Ph.D., Executive Director of Elementary Teaching and Learning

**Presenter(s):** Lorena Kelly, Ph.D., Executive Director of Elementary Teaching and Learning

**Recommendation:**

That the school board will receive an update on the Old Donation School selection process.

**Background Summary:**

The Department of Teaching and Learning implements a selection process yearly for families who request consideration for Old Donation School. The Department of Teaching and Learning will provide an update.

**Source:**

N/A

**Budget Impact:**

N/A



**Subject:** Process for Weighting of Grades **Item Number:** 1C

**Section:** Administrative, Informal, and Workshop **Date:** June 27, 2023

**Senior Staff:** Kipp D. Rogers, Ph.D., Chief Academic Officer

**Prepared by:** Angela Seiders, Executive Director of Secondary Teaching and Learning

Robert B. Jamison, Executive Director of Student Support Services

**Presenter(s):** Angela L. Seiders, Executive Director of Secondary Teaching and Learning

**Recommendation:**

That the School Board will be provided information regarding the current process Virginia Beach City Public Schools uses to weight credits.

**Background Summary:**

The purpose of this communication is to provide the School Board with an explanation of the Administrative Codes of Virginia 8VAC20-160-10, 8VA20-160-50, 8VAC20-160-60, and the corresponding regulations of Virginia Beach City Public Schools (VBCPS) regarding the calculation of weighted grade point averages and the allocation of weighted credits for courses. Additionally, we will discuss the current methodology employed by VBCPS for determining weighted credits and provide details on the upcoming actions and factors when considering the weighting of credits.

**Source:**

Code of Va., § 8VAC20-160-10

Code of Va., § 8VAC20-160-50

Code of Va., § 8VAC20-160-60

School Board of the City of Virginia Beach Policy 5-29.1

School Board of the City of Virginia Beach Policy 6-89.1

**Budget Impact:**

There is no budget impact.



**Forecast of Regular School Board Meeting Agenda Topics FY 24**

**Subject:** First Quarter: – July, August, September **Item Number:** 1D

**Section:** Administrative, Informal, and Workshop **Date:** June 27, 2023

**Senior Staff:** Donald E. Robertson, Jr., Ph.D., Chief of Staff

**Prepared by:** Donald E. Robertson, Jr., Ph.D., Chief of Staff

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

**Recommendation:**

That the School Board receive the Administration's forecast of agenda topics to be presented at School Board meetings during the first quarter, July, August, September, of the 2023-2024 school year.

**Background Summary:**

Every quarter (July, August, September; October, November, December; January, February, March; April, May, June) topics are discussed by Senior Staff members or recommended by School Board members to be presented at School Board Meetings.

**Source:**

**Budget Impact:**



**Subject:** School Board Recognitions **Item Number:** 7A-E

**Section:** Student, Employee and Public Awards and Recognitions **Date:** June 27, 2023

**Senior Staff:** Natalie Allen, Chief Communications and Community Engagement Officer

**Prepared by:** David Schleck, Public Relations Coordinator

**Presenter(s):** Carolyn Weems, Vice Chair

**Recommendation:**

That the School Board recognize the outstanding accomplishments of those receiving the June 27, 2023, School Board recognitions. These designated achievements should not be taken lightly as they fall within a listing of criteria that require achievements including a national or state-level win in a competition, event, or achievement. Examples would be those of National Merit Finalists, taking first place for a state-level sports competition, or other similar meritorious examples. This meeting we will recognize:

1. Top 20 Under 20 presented by the Hampton Roads Workforce Council, Kempsville High School Entrepreneurship and Business Academy
2. Outstanding Middle School Principal of Virginia, Bayside Sixth Grade Campus
3. Exemplar Performance, Virginia Board of Education - Strawbridge, Princess Anne, Three Oaks, Tallwood, North Landing, Parkway, White Oaks elementary schools; Old Donation School; Bayside, Green Run and Kempsville high schools
4. VHSL Class 5 Baseball Champions, Frank W. Cox High School
5. VHSL Class 6 Boys Soccer State Champion, Kellam High School

**Background Summary:**

That the School Board allow time during School Board meetings to recognize students and/or staff who have accomplished notable recognitions that fit within the parameters of the School Board recognition criteria.

**Recognition Criteria:**

1. Achievement of first or second place in national competitions/events.
2. Achievement of national recognition for outstanding achievements, i.e., National Merit Finalists.
3. Achievement of first place in regional (multi-state) competitions/events.
4. Achievement of first place in state competitions/events.
5. Achievements beyond the scope of regular academics/activities and/or job performance.

**Source:**

Utilizing data from submissions made to the Department of Communications and Community Engagement, which have been approved by school principals or department heads recognizing a notable achievement from a student or staff member fitting the Board recognition parameters.

**Budget Impact:**

None.



**Subject:** Approval of Minutes **Item Number:** 10A-B

**Section:** Approval of Meeting Minutes **Date:** June 27, 2023

**Senior Staff:** N/A

**Prepared by:** Regina M. Toneatto, School Board Clerk

**Presenter(s):** Regina M. Toneatto, School Board Clerk

**Recommendation:**

That the School Board adopt the following sets of minutes as presented:

- A. June 6, 2023 Special School Board Meeting
- B. June 12, 2023 Regular School Board Meeting\*

**\*Note:** Supporting documentation will be provided to the School Board under separate copy and posted to the School Board website.

**Background Summary:**

N/A

**Source:**

Bylaw 1-40

**Budget Impact:**

N/A



## VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

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

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### ***School Board Special Meeting Proposed Agenda*** **Tuesday, June 6, 2023**

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**Holland Road Annex**  
2323 Holland Road  
Virginia Beach, VA 23453  
(757) 263-1000

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### ***NOTICE OF SPECIAL MEETING OF THE SCHOOL BOARD OF THE CITY OF VIRGINIA BEACH***

- 1. Call to Order and Attendance:** Chair Riggs convened the Special Meeting of the School Board at 4:05 p.m. on the 6<sup>th</sup> day of June 2023 and stated in accordance with Bylaw 1-46, and Virginia Code § 2.2-3707, the School Board of the City of Virginia Beach has called for a special meeting to be held at 4:00 p.m., Tuesday, June 6, 2023, at the Holland Road Annex, 2323 Holland Road, Virginia Beach, Virginia 23453. The purpose of the special meeting is for the School Board:

1. To convene in closed session pursuant to the exemptions from open meetings allowed by Section 2.2-3711, Part A, Paragraph 1 of the Code of Virginia, 1950, as amended, for PERSONNEL MATTERS: Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees pursuant to Section 2.2-3711(A) (1); namely to discuss:
  - 1) The Superintendent's evaluation and matters related to the Superintendent's contract; and
  - 2) The superintendent search process; and
  - 3) Consultation with legal counsel.
2. To vote in open session on any matters related to the closed session, if needed.

Chair Riggs also noted the Closed Session portion of the Special Meeting is anticipated to run for several hours. The public may be present for the Open Session portions of the Special Meeting. The Public may also view the Open Session portions of the meeting through Zoom.'

In addition to Superintendent Spence, the following School Board members were present in the Holland Road Annex/Einstein Lab: Chair Riggs, Vice Chair Weems, Ms. Anderson, Ms. Brown, Ms. Franklin, Ms. Manning, Ms. Martin, Ms. Melnyk, and Ms. Owens. The following School Board members were not present: Mr. Callan, and Mr. Culpepper.

- 2. Adoption of the Agenda:** Chair Riggs called for any modifications to the agenda as presented. Hearing none, Chair Riggs called for a motion to approve the agenda as presented. Ms. Franklin made the motion, seconded by Vice Chair Weems. Without discussion, Chair Riggs called for a vote to approve the agenda as presented. The School Board Clerk announced there were nine (9) ayes in favor of the motion to approve the agenda as

School Board of the City of Virginia Beach  
Holland Road Annex  
2323 Holland Road  
Virginia Beach, VA 23453

Tuesday, June 6, 2023  
School Board Special Meeting  
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presented: Chair Riggs, Vice Chair Weems, Ms. Anderson, Ms. Brown, Ms. Franklin, Ms. Manning, Ms. Martin, Ms. Melnyk, and Ms. Owens. The motion passed, 9-0-0.

- 3. Closed Session:** At 4:09 p.m., Vice Chair Weems made the following motion, seconded by Ms. Melnyk that the School Board recess into Closed Session in accordance with the exceptions to open meetings law set forth in Code of Virginia §2.2-3711, Part A, Paragraph 1, and 8 as amended, to deliberate on the following matters:

1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals.

8. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

Namely to discuss:

- A. The Superintendent's evaluation and matters related to the Superintendent's contract.
- B. The superintendent search process.
- C. Consultation with Legal Counsel.

Chair Riggs called for a vote. The School Board Clerk announced there were nine (9) ayes in favor of the motion to recess into Closed Session: Chair Riggs, Vice Chair Weems, Ms. Anderson, Ms. Brown, Ms. Franklin, Ms. Manning, Ms. Martin, Ms. Melnyk, and Ms. Owens. The motion passed, 9-0-0.

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

- A. The Superintendent's evaluation and matters related to the Superintendent's contract: School Board members: Chair Riggs, Vice Chair Weems, Ms. Anderson, Ms. Brown, Ms. Franklin, Ms. Manning, Ms. Martin, Ms. Melnyk, and Ms. Owens; Superintendent Spence; Kamala H. Lannetti, School Board Attorney; Regina M. Toneatto, School Board Clerk.

Superintendent Spence left the Closed Session at 4:16 p.m.

The School Board members took a short break from 5:12 p.m. to 5:21 p.m.

- B. The superintendent search process
- C. Consultation with Legal Counsel

School Board members: Chair Riggs, Vice Chair Weems, Ms. Anderson, Ms. Brown, Ms. Franklin, Ms. Manning, Ms. Martin, Ms. Melnyk, and Ms. Owens; Kamala H. Lannetti, School Board Attorney; Regina M. Toneatto, School Board Clerk.

The School Board reconvened at 7:10 p.m.

Certification of Closed Session: Vice Chair Weems read the Certification of Closed Session:

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Virginia Beach, VA 23453

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**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.

Ms. Melnyk made the motion, seconded by Ms. Anderson. Chair Riggs called for a vote on the Certification of Closed Session. The School Board Clerk announced there were nine (9) ayes in favor of the motion for Certification of Closed Session: Chair Riggs, Vice Chair Weems, Ms. Anderson, Ms. Brown, Ms. Franklin, Ms. Manning, Ms. Martin, Ms. Melnyk, and Ms. Owens. The motion passed, 9-0-0.

4. ***Vote on any matter related to the Closed Session (if needed):*** There were none.
5. ***Adjournment:*** Chair Riggs adjourned the meeting at 7:11 p.m.

Respectfully submitted:

\_\_\_\_\_  
Regina M. Toneatto, Clerk of the School Board

Approved:

\_\_\_\_\_  
Trenace B. Riggs, School Board Chair



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

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### **School Board Regular Meeting MINUTES** **Monday, June 12, 2023**

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**Holland Road Annex**  
2323 Holland Road  
Virginia Beach, VA 23453  
(757) 263-1000

- 1. Administrative, Informal, and Workshop:** Chair Riggs convened the Administrative, Informal, and Workshop session at 3:34 p.m. on the 12<sup>th</sup> day of June 2023 and announced members of the public will be able to observe the School Board meeting through live streaming on [schoolboard.vbschools.com/meetings/live](https://schoolboard.vbschools.com/meetings/live), broadcast on VBT Channel 47, and on Zoom; welcomed members of the public both in person and online.

In addition to Superintendent Spence, the following School Board members were present in the Holland Road Annex/Einstein Lab: Chair Riggs, Vice Chair Weems, Ms. Anderson, Ms. Brown, Mr. Callan, Mr. Culpepper, Ms. Franklin, Ms. Martin, Ms. Melnyk, and Ms. Owens (arrived at 3:38 p.m.)

- A. School Board Administrative Matters and Reports: Chair Riggs mentioned the addition of a student recognition that was left off the agenda; the School Board will be recognizing the NASA HUNCH competition student winners during the Student, Employee and Public Awards and Recognitions; the School Board members received the revised wording on the Committee Assignment coversheet; not going to be recommending the committee members but will be discussing the topic, the revised coversheet was also updated in the online agenda packet provided to the public.
- B. Jericho Road Update: Melisa Ingram, Executive Director, Facilities Services provided the School Board information on Jericho Road as it relates to the upcoming CIP 1-028 Bettie F. Williams Elementary/Bayside 6<sup>th</sup> (Grades 4-6) Replacement project; shared a visual map of Bayside 6<sup>th</sup> Grade Campus possible excess property; currently three parcels of land; subdivide property – create two parcels out of the three; shared a visual map of the two parcels of land; noted survey and title work in process; next steps – while planning is underway for Williams ES/Bayside 6<sup>th</sup> Grade Campus replacement, CIP 1-028, staff will continue planning for the disposal of Bayside 6<sup>th</sup> Grade Campus: finalize survey & title work with consultant, begin work with the City to re-subdivide the property, property can become excess once the Bayside 6<sup>th</sup> Grade building is vacated.
- The presentation continued with questions and comments regarding the property; turning excess into a park; two subdivided parcels – woods/wetlands; community; plan for outdoor green space; property restrictions; having discussions with City Council; property - appraisal and title; creating an Ad Hoc Committee; stakeholders' input; draft information for next School Board meeting regarding an Ad Hoc Committee.
- C. Equity Update: Ty Harris, Director, Office for Diversity, Equity and Inclusion provided the School Board an Equity update; reviewed the presentation topics – overview of partnership with Hanover Research (rationale, services, benefits, cost), next steps; rationale: global research and analytics firm, primary & secondary research, working with K-12 education for 15+ years, focus area – DEI research and implementation support, selected to serve in an advisory role; reviewed timeline of VBCPS actions and Hanover Research support; services: data dashboard development and division action planning, data literacy tools for School level action planning, DEI diagnostic and assistance with multicultural resources; benefits: external dashboard – maintained by VBCPS after initial creation, build internal capacity for future dashboards, workbook for establishing School-level Action Plans, DEI diagnostic

School Board of the City of Virginia Beach  
Holland Road Annex  
2323 Holland Road  
Virginia Beach, VA 23453

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data, tool and process for reviewing multicultural materials; services and cost: advisory support and services, access to research toolkits, unlimited access to research library, member-only webinars, dedicated research team, reports (custom, proprietary), annual cost \$97,500; anticipate a two-year partnership; next steps: action planning with Hanover Research, dashboard development in collaboration with Planning, Innovation and Accountability (PIA) and Department of Technology (DOT).

The presentation continued with questions and comments regarding length of contract; data in database; ownership of data; access to other school divisions for comparison; implementation of plan; internal tracking; areas of need for training/assistance; development of common language; help formalize what we are doing, what is missing, recommendations; School level action plan; plan specific to our division based on analytics.

2. **Closed Session:** At 4:05 p.m., Vice Chair Weems made the following motion, seconded by Ms. Franklin that the School Board recess into Closed Session in accordance with the exceptions to open meetings law set forth in Code of Virginia §2.2-3711, Part A, Paragraph 1, 2, 7, and 8, as amended, to deliberate on the following matters:

1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals.
2. Discussion or consideration of admission or disciplinary matters or any other matters that would involve the disclosure of information contained in a scholastic record concerning any student of any public institution of higher education in the Commonwealth or any state school system.
7. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.
8. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

Namely to discuss:

- A. Superintendent search and discussion regarding decision on Acting Superintendent
- B. Status of pending litigation or administrative cases
- C. Consultation with legal counsel regarding probable litigation and pending litigation matters

Chair Riggs called for a vote. The School Board Clerk announced there were ten (10) ayes in favor of the motion to recess into Closed Session: Chair Riggs, Vice Chair Weems, Ms. Anderson, Ms. Brown, Mr. Callan, Mr. Culpepper, Ms. Franklin, Ms. Martin, Ms. Melnyk, and Ms. Owens. The motion passed, 10-0-0.

At 4:10 p.m., the School Board recessed into Closed Session in the Holland Road Annex/Einstein Lab.

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

- A. Superintendent search and discussion regarding decision on Acting Superintendent: School Board members: Chair Riggs, Vice Chair Weems, Ms. Anderson, Ms. Brown, Mr. Callan, Mr. Culpepper, Ms. Franklin, Ms. Martin, Ms. Melnyk, and Ms. Owens; Kamala H. Lannetti, School Board Attorney; Regina M. Toneatto, School Board Clerk.

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At 4:26 p.m., Donald E. Robertson, Ph.D., Chief of Staff, joined the Closed Session. At 4:29 p.m., Ms. Manning, School Board member, joined the Closed Session. At 5:02 p.m., Donald E. Robertson, Ph.D., Chief of Staff, left the Closed Session.

The School Board reconvened at 5:29 p.m.

Certification of Closed Session: Vice Chair Weems read the Certification of Closed Session:

**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.

Ms. Melnyk made the motion, seconded by Ms. Anderson for Certification of Closed Session. Chair Riggs called for a vote on the Certification of Closed Session. The School Board Clerk announced there were eleven (11) ayes in favor of the motion for Certification of Closed Session: Chair Riggs, Vice Chair Weems, Ms. Anderson, Ms. Brown, Mr. Callan, Mr. Culpepper, Ms. Franklin, Ms. Manning, Ms. Martin, Ms. Melnyk, and Ms. Owens. The motion passed unanimously, 11-0-0.

Vice Chair Weems made the following motion, I move that the School Board hereby appoints Dr. Donald E. Robertson, Jr. as the Acting Superintendent of Virginia Beach City Public Schools upon the Superintendent's vacancy. That the School Board will conduct a Superintendent search to be completed within the statutory timeframe; and that the School Board authorizes the Chair and the School Board Attorney to negotiate contract terms with Dr. Robertson for his appointment as Acting Superintendent, subject to final approval by the School Board; and that the School Board authorizes the Chair and the School Board Attorney to take other actions to have Dr. Robertson appointed as Acting Superintendent and to inform the Virginia Superintendent for Public Instruction, and other agencies or individuals of the appointment.

Ms. Melnyk seconded the motion by Vice Chair Weems. Chair Riggs called for a vote on the motion by Vice Chair Weems. The School Board Clerk announced there were eleven (11) ayes in favor of the motion by Vice Chair Weems: Chair Riggs, Vice Chair Weems, Ms. Anderson, Ms. Brown, Mr. Callan, Mr. Culpepper, Ms. Franklin, Ms. Manning, Ms. Martin, Ms. Melnyk, and Ms. Owens. The motion passed unanimously, 11-0-0.

3. **School Board Recess:** Chair Riggs adjourned the Administrative, Informal, and Workshop session at 5:32 p.m.
4. **Formal Meeting (Holland Road Annex – School Board Room/Auditorium) ..... 6:00 p.m.**
5. **Call to Order and Roll Call:** Chair Riggs convened the meeting on the School Board at the Holland Road Annex, School Board Room/Auditorium at 6:01 p.m. on the 12<sup>th</sup> day of June 2023 and welcomed members of the public both in person and online.  
  
In addition to Superintendent Spence, the following School Board members were present in the Holland Road Annex, School Board Room/Auditorium: Chair Riggs, Vice Chair Weems, Ms. Anderson, Ms. Brown, Mr. Callan, Mr. Culpepper, Ms. Franklin, Ms. Manning, Ms. Martin, Ms. Melnyk, and Ms. Owens.
6. **Moment of Silence followed by the Pledge of Allegiance**
7. **Student, Employee and Public Awards and Recognition**
  - A. Virginia Family, Career and Community Leaders of America-Early Childhood Education — First Place, Virginia Beach Technical & Career Education Center: The School Board recognized Elias Paulino, a senior at Kempsville High School,

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as a first-place state winner in the Family, Career and Community Leaders of America competition. He competed in the Early Childhood Education category.

- B. First Place in Firefighting — Technical & Career Education Center: The School Board recognized Alex Cidlevicz, a senior at Green Run Collegiate, as a first-place state winner in firefighting. At the SkillsUSA Virginia state championships, he competed in a thorough contest that included a physical endurance test for firefighting, a knowledge test and essential skills of a firefighter were also included in the competition.
- C. MATE Mid-Atlantic Regional ROV Competition Champions — Landstown High School: The School Board recognized the Landstown High School Governor's STEM Academy Deep Sea Tactics team who are the Mid-Atlantic Regional ROV (Remotely Operated Vehicle) Competition Champions. The team is qualified to compete at the MATE World Championship in Colorado.
- D. NASA HUNCH Competition — Landstown High School: The School Board recognized from Landstown High School, Chef Suzette Johnson and her Landstown High School students who were selected as NASA HUNCH's Culinary Challenge Winners for 2023. Their Three Sisters Stew recipe won first place and will be processed for spaceflight on an upcoming mission.
- E. VHSL State Forensics — First Place, poetry interpretation, Salem High School: The School Board recognized, Sammi Easmeil, a junior at Salem High School, as a first-place winner in VHSL State Forensics. She won first place in poetry with her interpretation of Mahmoud Darwish's poems, "ID Card" and "Silence for Gaza."
- F. RUBIN America's Next Great Intern — National Finalist, Advanced Technology Center: The School Board recognized Clara Sanchez-Lapitan, a senior at Salem High School, as a finalist in a national internship contest. The contest for American's Next Great Intern was held by RUBIN, an online instruction resource for college and career readiness.
- G. Technology Student Association — First Place State Winners, Advanced Technology Center: The School Board recognized the Advanced Technology Center students who won various first place awards in statewide competitions.

- 8. **Adoption of the Agenda:** Chair Riggs noted the coversheet for agenda item #12E was amended. Chair Riggs called for any modifications to the agenda as presented. Hearing none, Chair Riggs called for a motion to approve the agenda as presented. Vice Chair Weems made the motion, seconded by Ms. Melnyk. Without discussion, Chair Riggs called for a vote to approve the agenda as presented. The School Board Clerk announced there were eleven (11) ayes in favor of the motion to approve the agenda as presented. The motion passed unanimously, 11-0-0.

- 9. **Superintendent's Report (second monthly meeting) and recognitions (first and second monthly meetings):** Chair Riggs noted there was no Superintendent's report this meeting. Chair Riggs shared the following information – the School Board met in Closed Session earlier this afternoon to discuss how the School Board will proceed with appointing an Acting Superintendent and undertaking a superintendent search. The School Board wishes Dr. Spence well as he prepares to begin his next appointment and the School Board assures our stakeholders that your concerns about the School Division will proceed through this time of transition are heard and you will be kept informed of the processes that will be undertaken. Please note that the School Board will be undertaking a superintendent search that will include multiple opportunities for students, employees, family members, and community stakeholders' input, and that information will be brought forward at a later date. The School Board has voted on certain matters that will allow the School Board to begin this transition stage. The School Board voted to approve the following – the School Board hereby appoints Dr. Donald E. Robertson, Jr. as the Acting Superintendent of Virginia Beach City Public Schools upon the Superintendent's vacancy. That the School Board will conduct a Superintendent search to be completed within the statutory timeframe; and that the School Board authorizes the Chair and the School Board Attorney to negotiate contract terms with Dr. Robertson for his appointment as Acting Superintendent, subject to final approval by the School Board; and that the School Board authorizes the Chair and the School Board Attorney to take other actions to have Dr. Robertson appointed as Acting Superintendent and to inform the Virginia Superintendent for Public Instruction, and other agencies or individuals of the appointment.

# 10. **Approval of Meeting Minutes**

- A. May 23, 2023, Regular School Board Meeting: Chair Riggs called for any modifications to the May 23, 2023 regular School Board meeting minutes as presented. Hearing none, Chair Riggs called for a motion to approve the May 23, 2023 minutes as presented. Ms. Brown made the motion, seconded by Ms. Martin. Without discussion, Chair Riggs called for a vote to approve the May 23, 2023 meeting minutes as presented. The School Board Clerk announced there were ten (10) ayes in favor of the motion to approve the May 23, 2023 meeting minutes as presented:

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Chair Riggs, Vice Chair Weems, Ms. Anderson, Ms. Brown, Mr. Callan, Mr. Culpepper, Ms. Manning, Ms. Martin, Ms. Melnyk, and Ms. Owens. There was one (1) abstention: Ms. Franklin due to the fact she was not in attendance at the May 23, 2023 School Board meeting. The motion passed, 10-0-1.

## 11. **Public Comments (until 8:00 p.m.)**

Chair Riggs announced the School Board will hear public comments until 8:00 p.m. on matters relevant to Pre-K – 12 public education in Virginia Beach and the business of the School Board and School Division. Chair Riggs mentioned information regarding speaker process and submitting comments via group email. There were eighty-three (83) in person speakers (including forty-six (46) student speakers) and eight (8) online speakers (including one (1) student speaker); topics discussed were transgender students; preferred name and pronoun; schools a safe place for students; all students feel welcomed; Owens' resolution; inclusive school system; Pride Month banner; protect transgender students; VDOE Model Policy; mental health of students; freedom of expression; respect of students; student rights; human rights; parental rights; authentic identity; bullying; inclusion; thanks to Dr. Spence; library books; Policy 6-65; gun violence; explicit library materials; student representative to School Board; teacher retention; fentanyl; PRC committee; decorum; focus on academics; appreciation of School Board; book ratings; instructional materials; library media specialists; CDC data; COVID vaccines; Bylaw 1-7; student speakers; library opt-out form; and Policy 7-45.

The Public Comments were suspended at 8:00 p.m., to continue with the formal meeting and the items on the Information agenda.

Mr. Culpepper made a motion to continue Public Comments before we continue with our agenda. Ms. Brown seconded Mr. Culpepper's motion. A brief discussion followed regarding the motion; speakers stopping at 8:00 p.m.; few items on Information agenda; student speakers first; general public opportunity to speak; and hearing public comments. Chair Riggs called for a vote on the motion to continue with the public comments now until they are finished and resume our business after that. The School Board Clerk announced there were four (4) ayes in favor of the motion: Ms. Brown, Mr. Callan, Mr. Culpepper, and Ms. Manning. There were seven (7) nays opposed to the motion: Chair Riggs, Vice Chair Weems, Ms. Anderson, Ms. Franklin, Ms. Martin, Ms. Melnyk, and Ms. Owens. The motion did not pass, 4-7-0. The meeting continued with the Information agenda items.

## 12. **Information**

- A. Interim Financial Statements – April 2023: Daniel Hopkins, Director of Business Services, presented the following financial information to the School Board: as of April 30, overall revenue trend remains acceptable; March 31 ADM came in at 63,402 which is 35 students below the State projection and 1,209 students below the ADM used to build our budget; General Assembly has not approved budget, predicted to approve by late June; federal revenues are showing a favorable trend; received Impact Aid of approximately \$14 million year-to-date; other sources of revenue are favorable at this point due to Stop Arm Enforcement and sale of capital assets; sales tax receipts are 5c level; year-to-date through April, approximately \$3.1 million higher than same time last year; May sales tax is down from the previous year by approximately \$485,000; expenditures and encumbrances trend continues to remain acceptable. The presentation continued with brief questions and comments regarding approval/passing of state budget and impact on VBCPS budget.
- B. Citizen's Advisory Committee Appointment Recommendations: Chair Riggs read the list of appointments to the Citizens' Advisory Committees (Citizen Advisory Committee for Gifted Education, Special Education Advisory Committee, General Advisory Council for Technical and Career); shared background summary information; noted the School Board will be voting at the next meeting on the appointment recommendations.
- C. Green Run Collegiate Charter Renewal: Kamala H. Lannetti, School Board Attorney provided the School Board information on the 2023 renewal of the Charter Agreement for Green Run Collegiate Charter School effective July 1, 2023; overview of the background of Green Run Collegiate; charter agreement for five years; five year ends June 30, 2023; reviewed updates and changes in the charter agreement; Ms. Melnyk shared some insights regarding the charter agreement; name of school consistent throughout document; items to match current practices (hiring of GRC administrators); attachments; Chair Riggs suggested School Board members to review documents for next meeting and reach out if there are any questions.
- D. Virginia School Board Association (VSBA) Renewal Dues: Chair Riggs shared the following information regarding the Virginia School Board Association (VSBA); the Virginia School Board Association (VSBA) is a private, voluntary, organization of Virginia public schools boards; VSBA provides training, publications, resources, access to some legal

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assistance, access to some services such as policies, superintendent searches, collective bargaining representation and training, legislative services, conventions and networking and access to other school board associations nationwide; the School Board has been a member of VSBA for over twenty years; the annual dues for VSBA are determined by a formula set by VSBA and member school boards can add additional services at certain costs; for FY23-24, the annual dues for The School Board of the City of Virginia Beach are \$13,779.73; member school boards pay separately for attending conferences, trainings, or other services.

A discussion followed with questions and comments regarding VSBA memberships; other staff benefitting from membership; information for School Board Attorneys; conferences and networking for School Board Clerks and Deputy Clerks; recognitions and awards for school systems; student awards; opportunity for School Board to submit legislation information; vote at next School Board meeting.

- E. School Board Committee Assignments FY 2024: Chair Riggs mentioned committee assignments are done annually at this time of year; terms to begin July 1; Chair Riggs sent an email to all School Board members regarding committee assignments and preferences; School Board member input; reviewed current committee assignments; request to switch discipline committee assignments; interest in serving on Policy Review Committee; interest in serving as VSBA representative; reference to Bylaw 1-28 - ... the School Board Chair in consultation with the Vice Chair will recommend to the School Board School Board Members and others to be assigned to Committees; Chair and Vice Chair will be working together on recommendations; vote at next School Board meeting.

13. **Return to public comments if needed:** The Public Comments resumed at 8:44 p.m., and concluded at 11:33 p.m. See agenda item #11 for topics discussed.

14. **Consent Agenda:** Chair Riggs read the following items on the Consent Agenda:

- A. Policy Review Committee (PRC) Recommendations: Recommended that the School Board approve Policy Review Committee (PRC) recommendations regarding amendments of certain policies as reviewed by the PRC at its May 11, 2023 meeting.
1. Policy 3-46/Audits: The PRC recommends changing the old title of the Comprehensive Annual Financial Report to the Current title of Annual Comprehensive Financial Report (ACFR).
  2. Policy 3-87/Free and Reduced/Priced Meals: The PRC recommends adding the language proposed by the Director of Food Services to align with recent Code of Virginia changes.
  3. Policy 3-96/Office of Internal Audit and the Audit Committee: The PRC recommends making changes to correct the title from the Office of Internal Audit to the Department of Internal Audit and update the title of the department head from the Director of Internal Audit to the Internal Auditor.
  4. Policy 7-36/Soliciting Funds or Sales: There are no recommended changes to this policy.
  5. Policy 7-68/Relations with Non-Governmental Organizations: Parochial and Private Schools: There are no recommended changes to this policy.
- B. Religious Exemption(s): Recommended that the School Board approve Religious Exemption Case No. RE-22-23 and RE-22-24.
- C. Internal Audit Charter Amendments 2023: Recommended that the School Board adopt amendments to the Internal Audit Charter.
- D. Textbook Adoption: Math and Science Academy Chemistry: Recommended that the School Board approve the following high school textbook as recommended by the MSA Chemistry Textbook Adoption Committee for implementation in the fall of 2023.

Course Title	Textbook	Publisher	Copyright
MSA Chemistry	<i>General Chemistry: Ebbing and Gammon</i>	Cengage	2017

After reading the items on the Consent Agenda, Chair Riggs called for any objections to the Consent Agenda items. Hearing none, Chair Riggs called for a motion to approve all the items on the Consent Agenda as presented. Ms. Melnyk made the motion, seconded by Mr. Culpeper. Chair Riggs called for a vote to approve the Consent Agenda as presented. The School Board Clerk announced there were eleven (11) ayes in favor of the motion to approve the Consent Agenda as presented. The motion passed unanimously, 11-0-0.

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## 15. Action

- A. Personnel Report / Administrative Appointments: Chair Riggs called for a motion to approve the June 12, 2023 personnel report and administrative appointments. Ms. Brown made the motion, seconded by Ms. Melnyk that the School Board approve the appointments and the acceptance of the resignations, retirements, and other employment actions as listed on the June 12, 2023 personnel report along with administrative appointments as recommended by the Superintendent. Without discussion, Chair Riggs called for a vote to approve the June 12, 2023 personnel report and administrative appointments. The School Board Clerk announced there were eleven (11) ayes in favor of the motion to approve the June 12, 2023 personnel report and administrative appointments. The motion passed unanimously, 11-0-0.

Superintendent Spence mentioned the following: Jodi C. Benson, Administrative Assistant, Birdneck Elementary School as Assistant Principal, Birdneck Elementary School; Nicole E. Stanley, Administrative Assistant, Point O'View Elementary School as Assistant Principal, Point O'View Elementary School; Amie M. Wetmore, Administrative Assistant, Pembroke Elementary School as Assistant Principal, Pembroke Elementary School; Andrew R. Filipowicz, Assistant Principal, Kellam High School as Principal, Princess Anne Middle School; and Carey C. Manugo, Principal, Larkspur Middle School as Principal, Salem High School.

- B. Policy Review Committee (PRC) Recommendations:

1. Bylaw 1-7/Student Representatives to the School Board: Chair Riggs called for a motion to approve Bylaw 1-7/Student Representatives to the School Board. Ms. Melnyk made the motion, seconded by Ms. Owens. A discussion followed regarding Bylaw 1-7; thanked School Board members for the work on the Bylaw; concerns from public about student speakers; Student Advisory Committee; reasons for student representatives; student input; process for choosing student representatives; opportunity to have one student at each School Board meeting – brings different perspectives; having other community members on School Board (i.e., parent, custodian, etc.); other school districts have student representatives; showing students democratic process; students attending City Council meetings; Chair Riggs thanked School Board members, Ms. Franklin and Ms. Owens for their work. After the discussion, Chair Riggs called for a vote to approve Bylaw 1-7/Student Representatives to the School Board. The School Board Clerk announced there were six (6) ayes in favor of Bylaw 1-7: Chair Riggs, Ms. Anderson, Ms. Franklin, Ms. Martin, Ms. Melnyk, and Ms. Owens. There were five (5) nays opposed to Bylaw 1-7: Vice Chair Weems, Ms. Brown, Mr. Callan, Mr. Culpepper, and Ms. Manning. The motion did not pass, 6-5-0 since seven (7) votes were needed to pass the Bylaw. Note: as per Bylaw 1-30/Adoption, Amendment, Repeal or Suspension of Bylaws – Section A, paragraph 2: *Adoption of or, amendment or repeal of a Bylaw requires an affirmative vote of seven of eleven of the School Board Members if all School Board Members are present.*
2. Policy 6-65/Library Media/Professional Libraries: Kamala H. Lannetti, School Board Attorney mentioned a change in the version of the policy under Section C.2. – Existing Library Materials under (a) Elementary Schools, regarding changing *beginning of the 2023-2024 school year* to January 1, 2024; Ms. Manning stated it was discussed but not changed. Ms. Manning made the motion, I move to approve Policy 6-65 as presented in the agenda packet with the change under item C.2.a. to get rid of beginning 2023-24 school year and change it to January 1, 2024. Mr. Culpepper seconded Ms. Manning's motion. A discussion followed regarding Policy 6-65; book challenge process; parental control; procedures currently in place; classic literature; Policy 6-11; possibility of lawsuits; library media specialist knowledge of books in library; instructional materials verse library materials; Code of Virginia 18.2-390; selection of library books; input from library media specialists; definition of explicit content; age ratings on books; Policy 7-12. After the discussion, Ms. Manning restated her motion and Chair Riggs called for a vote on the motion. The School Board Clerk announced there were five (5) ayes in favor of the motion: Vice Chair Weems, Ms. Brown, Mr. Callan, Mr. Culpepper, and Ms. Manning. There were six (6) nays opposed to the motion: Chair Riggs, Ms. Anderson, Ms. Franklin, Ms. Martin, Ms. Melnyk, and Ms. Owens. The motion did not pass, 5-6-0.
3. Policy 7-45/Recognition of Students and Staff by the School Board: Chair Riggs called for a motion to approve Policy 7-45/Recognition of Students and Staff by the School Board. Ms. Brown made the motion, seconded by Mr. Culpepper. A discussion followed regarding the Policy 7-45; thanks to Ms. Brown for work done on policy; appreciate intent – current practice sufficient; recognition on a school level; time constraints at meetings; enjoy

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recognizing students; revisit policy; possibility of hurt feelings for students not being recognized; conflict of interest; Ms. Brown shared the following information from a letter from the Office of the Commonwealth's Attorney, City of Virginia Beach - *...you requested an opinion under the Virginia Conflicts of Interest Act (hereinafter, "the Act") regarding your participation in an upcoming vote of the Virginia Beach City Public School Board (hereinafter "School Board") regarding a change in School Board policy regarding the recognition of "extraordinary VBCPS student achievements in athletics not sponsored by the School Division." ...Turning to whether you have a personal interest in the transaction regarding the vote to change VBCPSB policy to allow the School Board to recognize extracurricular student athletic achievements upon the request of three (3) or more members, your figure skating coaching business is neither (1) the subject of the transaction, nor (2) will it reasonably foresee a direct or indirect benefit or detriment as a result of whether the School Board approves or rejects the policy change...it is my opinion that with respect to your participation in the discussion and voting on the proposed School Board policy change as well as in a vote to recognize certain VBCPS athletes who have not had, nor are they likely to have, a business relationship with you in your private coaching business, that the Act does not limit your participation nor does it require any specific disclosure on your part.*

The discussion continued regarding recognizing extraordinary; high level recognitions; having three (3) School Board members needed for recognition; trying to improve policy; understanding on both points of view. After the discussion, Chair Riggs called for a vote to approve Policy 7-45/Recognition of Students and Staff by the School Board. The School Board Clerk announced there were three (3) ayes in favor of the motion to approve Policy 7-45: Ms. Brown, Mr. Culpepper, and Ms. Manning. There were eight (8) nays opposed to the motion: Chair Riggs, Vice Chair Weems, Ms. Anderson, Mr. Callan, Ms. Franklin, Ms. Martin, Ms. Melnyk, and Ms. Owens. The motion did not pass, 3-8-0.

- C. Resolution: Affirmation of Commitment to Nondiscrimination and Anti-Harassment of LGBTQ+ Youth and Adults in the VBCPS Educational Environment: Chair Riggs called for a motion to approve the Resolution: Affirmation of Commitment to Nondiscrimination and Anti-Harassment of LGBTQ+ Youth and Adults in the VBCPS Educational Environment. Ms. Melnyk made the motion, seconded by Ms. Owens. Ms. Owens read the following resolution:

#### RESOLUTION

##### **AFFIRMATION OF COMMITMENT TO NONDISCRIMINATION AND ANTI-HARASSMENT OF LGBTQ+ YOUTH AND ADULTS IN THE VBCPS EDUCATIONAL ENVIRONMENT**

**WHEREAS**, the School Board and Virginia Beach City Public Schools (hereinafter "VBCPS") believe that every student is entitled to an education that is responsive to the student's unique needs to work toward reaching their full potential and that all individuals have the right to a safe physical, emotional, and social environment where responsibility and respect are demonstrated daily and where students are engaged in learning and are active participants in the educational environment because they feel accepted and valued; and

**WHEREAS**, LGBTQ+ youth and adults are valued members of the VBCPS community; and

**WHEREAS**, VBCPS acknowledges that LGBTQ+ youth and adults encounter many challenges both in and out of the educational environment; and

**WHEREAS**, VBCPS further acknowledges that federal and state law, regulation and guidance regarding nondiscrimination and anti-harassment based on sex, sexual orientation and gender identity are rapidly changing and at times inconsistent; and

**WHEREAS**, in 2016 the School Board amended School Board Policies 4-4 and 5-7 to prohibit discrimination based on sexual orientation and gender identity; and

**WHEREAS**, the Virginia Human Rights Act §2.2-3900, amended, prohibits discrimination based on sex, sexual orientation and gender identity; and

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**WHEREAS**, the School Board amended its policies and regulations regarding sexual harassment and discrimination in violation of Title IX of the Education Acts of and adopted enhanced Title IX procedures as required by federal law and regulation; and

**WHEREAS**, existing state and federal statutory and case law affirms the rights of both parents/guardians and students on issues of privacy and the right to freedom from discrimination under Title IX, Title VII and the Equal Protection Clause of the Fourteenth Amendment;

**NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board affirms, supports, and values each of our students and staff and will continue to further our efforts to create a welcoming, safe, and inclusive learning environment providing protections for all students and staff regardless of sex, sexual orientation, gender, gender identity, or on any other characteristic protected by state or federal law; and be it

**FURTHER RESOLVED:** VBCPS is committed to eliminating all forms of unlawful discrimination and harassment in the educational environment. Accordingly, no student shall be subjected to unlawful discrimination under any VBCPS education program or non-athletic activity based on sex, sexual orientation, gender, gender identity, or on any other characteristic protected by state or federal law regarding non-discrimination and anti-harassment; and be it

**FURTHER RESOLVED:** That School Board will not adopt, amend, suspend or repeal its bylaws or policies to violate the Virginia Human Rights Act § 2.2-3900, as amended, Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964 with regard to discrimination and harassment based on sex, sexual orientation or gender identity; and be it

**FURTHER RESOLVED:** The School Administration will not adopt, amend, suspend or repeal its regulations to violate the Virginia Human Rights Act § 2.2-3900, as amended, Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964 with regard to discrimination and harassment based on sex, sexual orientation or gender identity; and be it

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

A discussion followed regarding the resolution; student speakers over the past eight months; schools as a safe place for our students; proud of students who came to speak; Human Rights Act; thanks to parents and students for speaking; concerns with paragraph eleven of resolution; limits future actions of School Board; Mr. Culpepper moved to substitute the resolution. Chair Riggs read the following substitute resolution provided by Mr. Culpepper:

**RESOLUTION**

**Non-discrimination Against Youth and Families in Education**

**WHEREAS**, Virginia Beach City Public Schools (VBCPS) believes that every student is entitled to an education that is responsive to one's unique needs to reach their full potential and that provides a safe physical, emotional, and social environment where responsibility and respect are demonstrated daily and where students are engaged in learning and are active participants in the school community because they feel accepted and valued; and

**WHEREAS**, VBCPS, in accordance with its strategic plan, fosters and builds positive relationships between parents, students, and staff; and

**WHEREAS**, VBCPS has adopted policies that prohibit all forms of unlawful discrimination in the education environment; and

**WHEREAS**, per Virginia State Code 1-240.1, parents have a fundamental right to make decisions concerning the upbringing, education, and care of the parent's child; and

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**WHEREAS**, students benefit from a welcoming learning environment for all that focuses on the academic education of all students and embraces parental involvement in the educational process; and

**WHEREAS**, free speech is vital to an open dialog on this or any matter, and is protected under the United States and Virginia Constitutions; public comment, diverse views, and other public displays and assemblies intended to peacefully and civilly express one's interests and beliefs are therefore protected by law.

**NOW, THEREFORE, BE IT RESOLVED:**

That the School Board of the City of Virginia Beach supports and values every student and will continue to further efforts to create a welcoming, safe, and inclusive learning environment for all students and parents; and

**BE IT FURTHER RESOLVED:** That the School Board of the City of Virginia Beach will adopt policies that protect all students and emphasize that parents provide the ultimate oversight and decision making for their children; and

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

Chair Riggs noted, the motion made by Mr. Culpepper was seconded by Ms. Manning. A discussion followed regarding the substitute resolution; public has not reviewed new resolution; parental rights; model policy; valid points in substitute resolution but not as a replacement to original resolution; students to continue to have open dialogue; no reference to LGBTQ+ students in substitute resolution; bring back substitute resolution at a later time; no public input on substitute resolution.

After the discussion, Chair Riggs called for a vote on Mr. Culpepper's substitute resolution. The School Board Clerk announced there were four (4) ayes in favor of the substitute resolution: Ms. Brown, Mr. Callan, Mr. Culpepper, and Ms. Manning. There were seven (7) nays opposed to the substitute resolution: Chair Riggs, Vice Chair Weems, Ms. Anderson, Ms. Franklin, Ms. Martin, Ms. Melnyk, and Ms. Owens. The motion for Mr. Culpepper's substitute resolution did not pass, 4-7-0.

The discussion continued regarding the original resolution presented by Ms. Owens; respect for colleague, Ms. Owens and advocacy; 2022 Model Policies; model policies not finalized; care about all students; does not support discrimination against anyone; parental rights; Title IX regulations; resolution about more than students – families, staff, economic issue; safety and inclusion; unbiased educational environment; student speakers; philosophical perspective; appreciate public comments; Policy 5-7; conflict with model policies. Ms. Brown shared the following substitute resolution:

**RESOLUTION**

**COMMITMENT TO NONDISCRIMINATION OF LGBTQ+ YOUTH IN EDUCATION**

**WHEREAS**, the School Board and Virginia Beach City Public Schools (hereinafter "VBPCS") believe that every student is entitled to an education that is responsive to the student's unique needs to reach their full potential and that all individuals have the right to a safe physical, emotional, and social environment where responsibility and respect are demonstrated daily and where students are engaged in learning and are active participants in the educational environment; and

**WHEREAS**, LGBTQ+ youth and adults are valued members of the VBCPS community; and

**WHEREAS**, VBCPS acknowledges that LGBTQ+ youth encounter many challenges both in and out of the educational environment; and

**WHEREAS**, in 2016 the School Board amended School Board Policies 4-4 and 5-7 to prohibit discrimination based on sexual orientation and gender identity; and

**WHEREAS**, in 2020 the Virginia General Assembly amended the Virginia Human Rights Act § 2.2-3900 to prohibit discrimination based on sex, sexual orientation and gender identity; and

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**WHEREAS**, the School Board amended its policies and regulations regarding sexual harassment and discrimination and adopted enhanced Title IX procedures as required by federal law and regulation; and

**WHEREAS**, existing state and federal statutory and case law affirms the right to freedom from discrimination under Title IX, Title VII and the Equal Protection Clause of the Fourteenth Amendment;

**NOW, THEREFORE, BE IT**

**RESOLVED:** That the School Board supports and values each of our students and staff and will continue our efforts to create a welcoming, safe, and inclusive learning environment that provides protections for all students and staff regardless of sex, sexual orientation, gender identity, race, color, religion, national origin, disability or any other characteristic protected state or federal law; and be it

**FURTHER RESOLVED:** VBCPS is committed to eliminating all forms of unlawful discrimination and harassment in the educational environment. Accordingly, no student shall be excluded from participation in, be denied the benefits of, or be subjected to unlawful discrimination under any VBCPS education program or non-athletic activity based on sex, sexual orientation, gender identity, race, color, religion, national origin, disability or on any other characteristic protected by state or federal law; and be it

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

Chair Riggs asked for copies of the substitute resolution for School Board members and both resolutions should have been sent to the School Board members before tonight. Ms. Franklin stated changes done in the original resolution regarding restrooms, sports, field trips; Chair Riggs asked the School Board Attorney for clarity regarding two substitute motions; Chair Riggs called for a second to Ms. Brown's substitute resolution; Ms. Manning seconded the substitute resolution. A discussion followed regarding Ms. Brown's substitute resolution; Policy 5-7; different values and principles; model policies; original intent of resolution; federal and state government policies; VDOE guidelines; Human Rights Act; Title IX; receiving substitute resolution before meeting; cannot support substitute resolution. After the discussion, Chair Riggs called for a vote on Ms. Brown's substitute resolution. The School Board Clerk announced there was one (1) aye in favor of Ms. Brown's substitute resolution: Ms. Brown. There were ten (10) nays opposed to Ms. Brown's substitute resolution: Chair Riggs, Vice Chair Weems, Ms. Anderson, Mr. Callan, Mr. Culpepper, Ms. Franklin, Ms. Manning, Ms. Martin, Ms. Melnyk, and Ms. Owens. The motion for Ms. Brown's substitute resolution did not pass, 1-10-0.

The discussion continued regarding the original resolution presented by Ms. Owens; Policy 4-4; prohibiting discrimination based on sexual orientation and gender identity; it is a resolution not a policy; model policies; cannot support Owens resolution because of paragraph 11 and 12. Chair Riggs called for a vote on Ms. Owens resolution. The School Board Clerk announced there were six (6) ayes in favor of Ms. Owens resolution: Chair Riggs, Ms. Anderson, Ms. Franklin, Ms. Martin, Ms. Melnyk, and Ms. Owens. There were five (5) nays opposed to Ms. Owens resolution: Vice Chair Weems, Ms. Brown, Mr. Callan, Mr. Culpepper, and Ms. Manning. The motion for Ms. Owens resolution passed, 6-5-0.

- 16. Committee, Organization or Board Reports:** Ms. Franklin mentioned she attended the EBA (Entrepreneurship and Business Academy at Kempsville High School) graduation – 95 EBA seniors completed all academy requirements, 24 EBA students got their associate degree, awarded three \$1,000 scholarships, documented over 11,000 hours of service.
- 17. Return to Administrative, Informal, Workshop or Closed Session matters:** At 2:19 a.m. on Wednesday, June 13, Vice Chair Weems made the following motion, seconded by Ms. Melnyk that the School Board recess into Closed Session in accordance with the exceptions to open meetings law set forth in Code of Virginia §2.2-3711, Part A, Paragraph 1, 2, 7, and 8, as amended, to deliberate on the following matters:
1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals.

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2. Discussion or consideration of admission or disciplinary matters or any other matters that would involve the disclosure of information contained in a scholastic record concerning any student of any public institution of higher education in the Commonwealth or any state school system.

7. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

8. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

Namely to discuss:

- A. Superintendent search and discussion regarding decision on Acting Superintendent
- B. Status of pending litigation or administrative cases
- C. Consultation with legal counsel regarding probable litigation and pending litigation matters

Chair Riggs called for a vote. The School Board Clerk announced there were eleven (11) ayes in favor of the motion to recess into Closed Session. The motion passed unanimously, 11-0-0.

At 2:27 a.m., on Wednesday, June 13, 2023, the School Board recessed in Closed Session in the Holland Road Annex/Einstein Lab.

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

- B. Status of pending litigation or administrative cases
- C. Consultation with legal counsel regarding probable litigation and pending litigation matters

School Board members: Chair Riggs, Vice Chair Weems, Ms. Anderson, Mr. Callan, Mr. Culpepper, Ms. Franklin, Ms. Manning, Ms. Martin, Ms. Melnyk, and Ms. Owens; Kamala H. Lannetti, School Board Attorney; Regina M. Toneatto, Clerk of the Board.

Note: Ms. Brown was not in Closed Session at 2:27 a.m. Ms. Brown entered Closed Session at 2:30 a.m.

A. Superintendent search and discussion regarding decision on Acting Superintendent: Chair Riggs, Vice Chair Weems, Ms. Anderson, Ms. Brown, Mr. Callan, Mr. Culpepper, Ms. Franklin, Ms. Manning, Ms. Martin, Ms. Melnyk, and Ms. Owens; Kamala H. Lannetti, School Board Attorney; Regina M. Toneatto, Clerk of the Board.

The School Board reconvened at 2:45 a.m., on Wednesday, June 13, 2023.

Certification of Closed Session: Vice Chair Weems read the Certification of Closed Session:

**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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Ms. Melnyk made the motion, seconded by Ms. Manning. Chair Riggs called for a vote on the Certification of Closed Session. The School Board Clerk announced there were eleven (11) ayes in favor of the motion for Certification of Closed Session. The motion passed unanimously, 11-0-0.

Chair Riggs read the following resolution:

**RESOLUTION ACCEPTING DR. AARON C. SPENCE'S RESIGNATION AS SUPERINTENDENT**

**WHEREAS**, Dr. Aaron C. Spence, Superintendent of Virginia Beach City Public Schools, has requested that the School Board allow him to resign as Superintendent of Virginia Beach City Public Schools effective August 31, 2023; and

**WHEREAS**, the School Board and Dr. Spence mutually agree to terminate Dr. Spence's Contract for Employment on August 31, 2023; and

**NOW, THEREFORE, BE IT RESOLVED:**

1. That the School Board and Dr. Spence, in accordance with Section VI (A) of Dr. Spence's contract, mutually agree to terminate Dr. Spence's Contract for Employment at 11:59:59 pm on August 31, 2023; and
2. That the School Board authorizes the Chair and the School Board Attorney to take all actions necessary to terminate Dr. Spence's Contract for Employment, subject to final approval by the School Board; and
3. That the parties agree that the Superintendent will forgo the 2022/23 deferred compensation payment in lieu/in exchange for receiving paid leave for August 16-31, 2023.

Adopted by the School Board of the City of Virginia Beach, Virginia this 13th day of June 2023.

Ms. Franklin seconded the resolution. Chair Riggs called for a vote on the resolution. The School Board Clerk announced there were ten (10) ayes in favor of the resolution accepting Dr. Aaron C. Spence's resignation as Superintendent: Chair Riggs, Vice Chair Weems, Ms. Anderson, Ms. Brown, Mr. Callan, Ms. Franklin, Ms. Manning, Ms. Martin, Ms. Melnyk, and Ms. Owens. There was one (1) nay opposed to the resolution accepting Dr. Aaron C. Spence's resignation as Superintendent: Mr. Culpepper. The motion for the resolution accepting Dr. Aaron C. Spence's resignation as Superintendent passed, 10-1-0.

**18. Adjournment:** Chair Riggs adjourned the meeting at 2:48 a.m., on Wednesday, June 13, 2023.

Respectfully submitted:

\_\_\_\_\_  
Regina M. Toneatto, Clerk of the School Board

Approved:

\_\_\_\_\_  
Trenace B. Riggs, School Board Chair



**Subject:** Interim Financial Statements – May 2023 **Item Number:** 12A

**Section:** Information **Date:** June 27, 2023

**Senior Staff:** Crystal M. Pate, Chief Financial Officer

**Prepared by:** Daniel G. Hopkins, Director of Business Services

**Presenter(s):** Crystal M. Pate, Chief Financial Officer  
Daniel G. Hopkins, Director of Business Services

**Recommendations:**

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

**Background Summary:**

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

**Source:**

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

**Budget Impact:**

None



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

**INTERIM FINANCIAL STATEMENTS  
FISCAL YEAR 2022-2023  
MAY 2023**

The financial statements include the following:

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

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

### **School Operating Fund**

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

### **School Operating Fund Revenues** (pages B1, B3-B4)

Revenues realized this month totaled **\$78.7 million**. Of the amount realized for the month, **\$40.7 million** was realized from the City, **\$7.6 million** was received in state sales tax, and **\$28.5 million** was received from the Commonwealth of Virginia for Basic School Aid, Standards of Quality (SOQ) entitlements, and other State revenue.

### **School Operating Fund Expenditures** (page B1)

The percent of the total current fiscal year budget expended and encumbered through this month was **88.51%**. The percent of expenditures and encumbrances to the total actual expenditures and encumbrances for the same period in FY 2022 was **88.88%**, and FY 2021 was **88.96%**. Please note that **\$25,591,033** of the current year budget is funded by the prior year fund balance for encumbrances.

### **Athletics Fund** (page B5)

The Athletics Fund accounts for the revenues and expenditures associated with the middle and high school athletic programs. This fund has realized **\$61,344** (including **\$29,526** in lacrosse receipts and **\$31,308** in soccer receipts this month or **102.5%** of the estimated revenue for the current fiscal year compared to **98.7%** of FY 22 actual. Expenditures totaled **\$571,192** for this month. This fund has incurred expenditures and encumbrances of **99.2%** of the current fiscal year budget compared to **82.7%** of the FY 22 actual. Please note that **\$685,490** of the current year budget is funded by the prior year fund balance for encumbrances.

### **Cafeterias Fund** (page B6)

The Cafeterias Fund accounts for the revenues and expenditures associated with the school cafeteria operations of the School Division. The fund realized **\$2,970,013** (includes **\$930,232** in charges for services and **\$464,349** from the School Breakfast and **\$1,274,477** from the National School Lunch Programs which are federal funds) this month or **79.4%** of the estimated revenue for the current fiscal year compared to **103.8%** of the FY 22 actual. Expenditures totaled **\$3,392,376** for this month. This fund has incurred expenditures and encumbrances of **77.5%** of the current fiscal year budget compared to **78.4%** of the FY 22 actual. Please note that **\$2,237,274** of the current year budget is funded by the prior year fund balance (**\$1,746,509**) and prior year fund balance for encumbrances (**\$490,765**).

### **Textbooks Fund** (page B78)

The Textbooks Fund accounts for the financing and acquisitions of textbooks used in the School Division. The fund realized **\$423,036** (includes **\$418,567** from the Department of Education) this month or **91.6%** of the estimated revenue for the current fiscal year compared to the **90.1%** of the FY 22 actual. Expenditures totaled **\$11,652** for this month. This fund has incurred expenditures and encumbrances of **83.7%** of the budget for the current fiscal year compared to **85.2%** of the FY 22 actual. Please note that **\$2,007,046** of the current year budget is funded by the prior year fund balance (**\$1,859,296**) and prior year fund balance for encumbrances (**\$147,750**).

### **Risk Management Fund** (page B8)

The Risk Management Fund accounts for and provides insurance and the administration thereof for the School Division. The fund realized **\$935,590** in revenue (includes **\$420,152** in insurance proceeds and **\$500,000** transfer from school operating fund from FY 22 reversion) this month. Expenses for this month totaled **\$517,631** (includes **\$300,000** in Motor Vehicle insurance premiums and **\$151,315** in Worker's Compensation payments).

### **Communication Towers/Technology Fund** (page B9)

The Communication Towers/Technology Fund accounts for the rent receipts relating to the communication towers constructed on School Board property. The fund realized **\$25,846** in revenue (includes **\$4,245** in interest on bank deposits, **\$7,408** in tower rent-Cox High, **\$13,009** in tower rent-Tech Center, and **\$1,184** in tower rent-Woodstock Elementary) this month or **125.9%** of the estimated revenue for the current fiscal year compared to **128.2%** of FY 22 actual. Please note that **\$284,000** of the current year budget is funded by the prior year fund balance.

### **Grants Fund** (pages B10-B12)

The Grants Fund accounts for certain private, Commonwealth of Virginia, and Federal grants (with matching local funds, if required). A total of **\$6,760,300** in expenditures was incurred for various grants this month.

### **Health Insurance Fund** (page B13)

The Health Insurance Fund accounts for the health insurance program and the administration thereof for the City and School Board employees. Revenues for this month totaled **\$12,749,528** (including City and School Board (employer and employee) premium payments). Expenses for this month totaled **\$8,396,186**. This includes medical and prescription drug claim payments for City and School Board employees.

### **Vending Operations Fund** (page B14)

The Vending Operations Fund accounts for the receipts and expenditures relating to the soft drink vending operations in the School Division. Revenues for the current fiscal year total **\$115,708** or **183.7%** of the estimated revenue for the current fiscal year compared to **136.7%** of FY 22 actual. This fund has incurred expenditures and encumbrances of **93.0%** of the budget for the current fiscal year compared to **85.0%** of FY 22 actual. Please note that **\$6,000** of the current year budget is funded by the prior year fund balance.

### **Instructional Technology Fund** (page B15)

The Instructional Technology Fund accounts for the financing and acquisitions of instructional technology to assist in the integration of Technology into the K-12 curriculum. The fund realized **\$17,265** in revenue (interest) this month. Expenses for the current fiscal year total **\$48,362**. Please note that **\$611,696** of the current year budget is funded by the prior year fund balance (**\$560,840**) and prior year fund balance for encumbrances (**\$50,856**).

### **Equipment Replacement Fund** (page B16)

The Equipment Replacement Fund accounts for the financial resources provided for an equipment replacement cycle for selected capital equipment for schools and central offices. The fund realized **\$514** in revenue (interest) this month. Expenses for the month totaled **\$4,796**. Please note that **\$400,899** of the current year budget is funded by the prior year fund balance (**\$372,300**) and prior year fund balance for encumbrances (**\$28,599**).

### **Capital Projects Funds** (page B17)

The Capital Projects Funds accounts for the financial resources used for the construction of major capital facilities (e.g., schools). A total of **\$4,663,755** in expenditures was incurred for various school capital projects this month. This includes **\$705,619** for Princess Anne HS Replacement project, **\$801,828** for Renovation and Replacement Ground Phase III projects, **\$448,078** for HVAC Renovation and Replacement Phase III projects, **\$348,726** Renovation and Replacement Reroofing Phase III projects, **\$581,710** for Lynnhaven Middle School Expansion project, and **\$604,478** for Bayside High School Replacement project.

### **Green Run Collegiate Charter School Fund** (page B18)

The Green Run Collegiate Charter School Fund accounts for the revenues and expenditures of this public charter school. The School Board is acting in the capacity of a third-party administrator/fiscal agent for all of the public charter school's financial transactions in compliance with School Board Policies and Regulations. The fund realized **\$4,363,929** in revenue for the current fiscal year (from School Operating Fund) or **100.0%** of the estimated revenue for the current fiscal year. This fund has incurred expenditures and encumbrances of **84.2%** of the current year fiscal year budget compared to **80.2%** of FY 22. Please note that **\$1,421** of the current year budget is funded by the prior year fund balance for encumbrances.

**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000**  
**May 1, 2023 through May 31, 2023**

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Batch Entry Name	Description		Account From		Account To	Transfer Amount
23-05-01	To cover Salesforce managed services.	FROM	Middle Classroom Teacher MS	TO	Technology Maintenance Technology Contracting Services	\$ 74,250
23-05-02	To cover Microsoft moving Virginia Beach City Public Schools infrastructure into the cloud.	FROM	Middle Classroom Teacher MS	TO	Technology Maintenance Technology Contracting Services	\$ 99,358
23-05-03	To cover furniture for Green Run HS lab renovation, Tallwood HS classroom desks and chairs, Ocean Lakes HS desk and chairs, Kellam HS art tables, and Cox HS stools for biology labs.	FROM	High Classroom Part Time or Temp Instructional HS	TO	High Classroom Instructional Supplies	\$ 109,687
23-05-04	To cover the purchase of Chromebook cases.	FROM	Middle Classroom Teacher MS	TO	Instructional Technology Support Technology Supplies	\$ 111,000
23-05-05	To cover the purchase of 50 motorized carts.	FROM	Middle Classroom Teacher MS	TO	Instructional Technology Support Technology Supplies	\$ 49,750
23-05-06	To cover furniture and instructional supplies for Renaissance Academy. media center furniture and clear backpacks.	FROM	High Classroom Part Time or Temp Instructional HS	TO	Alternative Education Classroom Instructional Supplies	\$ 42,756
23-05-07	To cover the purchase of five Chromebooks to be used by students at the Technical & Career Ed Center.	FROM	High Classroom Part Time or Temp Instructional HS	TO	Tech and Career Ed Classroom Controlled Assets Computer Equipment	\$ 1,778
23-05-09	To cover the purchase of televisions.	FROM	School Division Services Travel/Professional Development Travel	TO	Transportation Management Controlled Assets Computer Equipment	\$ 3,300
23-05-10	To cover the purchase of pressure washers for schools.	FROM	School Division Services Part Time or Temp Non-Instructional Records Management, Printing, Reproduction, and Photographic Service Other Purchased Services <u>Dues &amp; Association Membership</u>	TO	Custodial Services Other Materials and Supplies	\$ 12,700
23-05-11	To cover the Gartner renewal.	FROM	Office of Technology Technology Contracting Services Travel/Professional Development Travel Controlled Assets Computer Equipment Computer Software	TO	Technology Maintenance Technology Contracting Services	\$ 75,500
23-05-12	To cover restroom stall replacement at Glenwood ES and Princess Anne ES.	FROM	Teaching and Learning Teacher Substitutes ES	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 51,160

**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000**  
**May 1, 2023 through May 31, 2023**

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Batch Entry Name	Description		Account From		Account To	Transfer Amount
23-05-13	To cover the installation of whisper walls.	FROM	Elementary Classroom Teacher ES	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 21,201
23-05-14	To cover the replacement of intercom speakers at Plaza MS.	FROM	Psychological Services Psychologists or Audiologists or Therapists	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 29,656
23-05-14	To cover parts/supplies for the replacement of intercom speakers at Point O' View ES.	FROM	Psychological Services Psychologists or Audiologists or Therapists	TO	Facilities and Maintenance Services Repair and Maintenance Supplies	\$ 9,585
23-05-15	To replace mini split in the server room at Bayside ES and Cooke ES.	FROM	Psychological Services Psychologists or Audiologists or Therapists	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 24,907
23-05-16	To cover kitchen ceiling tile replacement at Larkspur MS.	FROM	Alternative Education Classroom Teacher MS	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 18,100
23-05-17	To cover mailbox replacement in the main office at Bayside MS.	FROM	Alternative Education Classroom Teacher MS	TO	Facilities and Maintenance Services Repair and Maintenance Supplies	\$ 2,688
23-05-18	To cover the replacement of gym lights at Ocean Lakes HS.	FROM	Elementary Classroom Teacher ES	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 27,181
23-05-18	To cover parts/supplies to replace lighting console at Landstown MS and Larkspur MS and foyer lights at Woodstock ES and Hermitage ES.	FROM	Elementary Classroom Teacher ES	TO	Facilities and Maintenance Services Repair and Maintenance Supplies	\$ 46,907
23-05-19	To cover the install of a mezzanine at Ocean Lakes HS and replace a pergola at Windsor Woods ES.	FROM	Elementary Classroom Teacher ES	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 119,802
23-05-20	To cover waste management due to rising costs/additional pickups and Hampton Roads Recovery Center (HRRC) bulk waste disposal fees.	FROM	High Classroom Teacher HS	TO	Custodial Services Waste/Refuse Removal, Disposal and Recycling Services	\$ 236,000
23-05-21	To cover copier replacements based on DOT's copier replacement cycle of aging copiers and repair ticket information of copiers at school/admin sites.	FROM	Middle Classroom Teacher MS	TO	Elementary Classroom Replace Computer Equipment > \$5,000	\$ 37,071

**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000**  
**May 1, 2023 through May 31, 2023**

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Batch Entry Name	Description		Account From		Account To	Transfer Amount
23-05-21	To cover copier replacements based on DOT's copier replacement cycle of aging copiers and repair ticket information of copiers at school/admin sites.	FROM	Middle Classroom Teacher MS	TO	Middle Classroom Replace Computer Equipment > \$5,000	\$ 57,675
23-05-21	To cover copier replacements based on DOT's copier replacement cycle of aging copiers and repair ticket information of copiers at school/admin sites.	FROM	Middle Classroom Teacher MS	TO	High Classroom Replace Computer Equipment > \$5,000	\$ 25,767
23-05-21	To cover copier replacements based on DOT's copier replacement cycle of aging copiers and repair ticket information of copiers at school/admin sites.	FROM	Middle Classroom Teacher MS	TO	Special Ed Classroom Replace Computer Equipment > \$5,000	\$ 5,030
23-05-21	To cover copier replacements based on DOT's copier replacement cycle of aging copiers and repair ticket information of copiers at school/admin sites.	FROM	Middle Classroom Teacher MS	TO	Tech and Career Ed Classroom Replace Computer Equipment > \$5,000	\$ 5,030
23-05-21	To cover copier replacements based on DOT's copier replacement cycle of aging copiers and repair ticket information of copiers at school/admin sites.	FROM	Middle Classroom Teacher MS	TO	Gifted Classroom Replace Computer Equipment > \$5,000	\$ 5,030
23-05-21	To cover copier replacements based on DOT's copier replacement cycle of aging copiers and repair ticket information of copiers at school/admin sites.	FROM	Middle Classroom Teacher MS	TO	Adult Ed Replace Computer Equipment > \$5,000	\$ 5,030
23-05-21	To cover copier replacements based on DOT's copier replacement cycle of aging copiers and repair ticket information of copiers at school/admin sites.	FROM	Middle Classroom Teacher MS	TO	Guidance Replace Computer Equipment > \$5,000	\$ 5,215
23-05-21	To cover copier replacements based on DOT's copier replacement cycle of aging copiers and repair ticket information of copiers at school/admin sites.	FROM	Middle Classroom Teacher MS	TO	Office of the Principal - Elementary Replace Computer Equipment > \$5,000	\$ 20,984
23-05-21	To cover copier replacements based on DOT's copier replacement cycle of aging copiers and repair ticket information of copiers at school/admin sites.	FROM	Middle Classroom Teacher MS	TO	Office of the Principal - Middle Replace Computer Equipment > \$5,000	\$ 5,030
23-05-21	To cover copier replacements based on DOT's copier replacement cycle of aging copiers and repair ticket information of copiers at school/admin sites.	FROM	Middle Classroom Teacher MS	TO	Communications & Community Engagement Replace Computer Equipment > \$5,000	\$ 10,245
23-05-21	To cover copier replacements based on DOT's copier replacement cycle of aging copiers and repair ticket information of copiers at school/admin sites.	FROM	Middle Classroom Teacher MS	TO	Human Resources Replace Computer Equipment > \$5,000	\$ 5,030

**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000**  
**May 1, 2023 through May 31, 2023**

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Batch Entry Name	Description		Account From		Account To	Transfer Amount
23-05-21	To cover copier replacements based on DOT's copier replacement cycle of aging copiers and repair ticket information of copiers at school/admin sites.	FROM	Middle Classroom Teacher MS	TO	Professional Growth and Innovation Replace Computer Equipment > \$5,000	\$ 5,215
23-05-21	To cover copier replacements based on DOT's copier replacement cycle of aging copiers and repair ticket information of copiers at school/admin sites.	FROM	Middle Classroom Teacher MS	TO	Planning Innovation and Accountability Replace Computer Equipment > \$5,000	\$ 5,215
23-05-21	To cover copier replacements based on DOT's copier replacement cycle of aging copiers and repair ticket information of copiers at school/admin sites.	FROM	Middle Classroom Teacher MS	TO	Psychological Services Replace Computer Equipment > \$5,000	\$ 5,030
23-05-21	To cover copier replacements based on DOT's copier replacement cycle of aging copiers and repair ticket information of copiers at school/admin sites.	FROM	Middle Classroom Teacher MS	TO	Facilities and Maintenance Services Replace Computer Equipment > \$5,000	\$ 5,215
23-05-21	To cover copier replacements based on DOT's copier replacement cycle of aging copiers and repair ticket information of copiers at school/admin sites.	FROM	Middle Classroom Teacher MS	TO	Distribution Services Replace Computer Equipment > \$5,000	\$ 5,030
23-05-22	To cover the replacement protective pads on gym walls at Salem HS.	FROM	Elementary Classroom Teacher ES	TO	Facilities and Maintenance Services Repair and Maintenance Supplies	\$ 4,040
23-05-23	To cover the replacement of the stadium sound system at Cox HS and the specialty sound system in the gymnasium at First Colonial HS.	FROM	Elementary Classroom Teacher ES	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 54,090
23-05-24	To cover flooring replacement in restrooms at Pembroke ES.	FROM	Elementary Classroom Teacher ES	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 5,480
23-05-25	To cover the replacement of monitoring equipment for walk-in freezers at various locations.	FROM	Elementary Classroom Teacher ES	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 85,088
23-05-26	To cover the purchase of laptops, monitors and printers.	FROM	Instructional Technology Support Controlled Assets Computer Equipment	TO	Transportation Management Controlled Assets Computer Equipment	\$ 11,762
23-05-27	To cover the purchase of micro computer boards that allow students to program the device to measure temperature, wind speed, light reactions, etc., and will assist with scientific experiments, coding and computer language.	FROM	Instructional Technology Support Controlled Assets Computer Equipment	TO	Instructional Technology Support Technology Supplies	\$ 44,283

**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000**  
**May 1, 2023 through May 31, 2023**

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Batch Entry Name	Description		Account From		Account To	Transfer Amount
23-05-28	To paint the interior door frames at Bayside 6th Grade Campus.	FROM	Elementary Classroom Teacher ES	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 18,500
05292023JTC	To cover the purchase of 10 computers to better run security camera software in offices.	FROM	Elementary Classroom Transfer to Other School Fund	TO	Office of the Principal - Elementary Controlled Assets Computer Equipment	\$ 15,450
23-05-30	To cover plywood replacement.	FROM	Elementary Classroom Teacher ES	TO	Facilities and Maintenance Services Repair and Maintenance Supplies	\$ 69,640
23-05-31	To cover the purchase of technology supplies.	FROM	Instructional Technology Support Controlled Assets Computer Equipment	TO	Transportation Management Technology Supplies	\$ 649
23-05-32	To cover Genetec server replacement video archiver at Holland Road Annex, Kempsville HS, Larkspur MS, Lynnhaven MS, Bayside HS, Cox HS, First Colonial HS, Independence MS, Kempsville HS, Ocean Lakes HS, Old Donation School, Renaissance Academy, Salem HS, Tallwood HS, Great Neck MS, Kellam HS, John B. Dey ES, Hermitage ES and Maintenance Services.	FROM	Psychological Services Psychologists or Audiologists or Therapists	TO	Facilities and Maintenance Services Replace Computer Equipment > \$5,000	\$ 192,660
23-05-33	To replace kitchen roof top unit (RTU) at Cox HS.	FROM	Elementary Classroom Teacher ES	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 138,115
23-05-34	To replace roof hatch rails at various locations.	FROM	Elementary Classroom Teacher ES	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 184,020
23-05-35	To cover the installation of electronic key boxes at various locations.	FROM	High Classroom Teacher HS	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 134,379
23-05-36	To cover the purchase of laptops to attach to IWB panels in classrooms.	FROM	Middle Classroom Teacher MS	TO	Alternative Education Classroom Controlled Assets Computer Equipment	\$ 80,500
23-05-36	To cover the purchase of laptops to attach to IWB panels in classrooms.	FROM	Middle Classroom Teacher MS	TO	Middle Classroom Controlled Assets Computer Equipment	\$ 16,625

**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000**  
**May 1, 2023 through May 31, 2023**

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Batch Entry Name	Description		Account From		Account To	Transfer Amount
23-05-36	To cover the purchase of laptops to attach to IWB panels in classrooms.	FROM	Middle Classroom Teacher MS	TO	High Classroom Controlled Assets Computer Equipment	\$ 16,625
23-05-36	To cover the purchase of laptops to attach to IWB panels in classrooms.	FROM	Middle Classroom Teacher MS	TO	Elementary Classroom Controlled Assets Computer Equipment	\$ 17,500
23-05-37	To cover the purchase of Chromebook parts.	FROM	Instructional Technology Support Controlled Assets Computer Equipment	TO	Technology Maintenance Technology Supplies	\$ 149,862
23-05-38	To cover the purchase of wireless access points replacements capable of Wi-Fi calling.	FROM	Instructional Technology Support Controlled Assets Computer Equipment	TO	Technology Maintenance Controlled Assets Computer Equipment	\$ 215,058
23-05-39	To cover the grant local match for the 2022/23 Community Oriented Policing Services (COPS) grant	FROM	Security and Emergency Management Security Assistants	TO	Security and Emergency Management Transfers to Other School Fund	\$ 129,675
23-05-40	To cover blue box coil cleanings at Arrowhead ES, Bayside ES, Brookwood ES, Christopher Farms ES, Kempsville Meadows ES, Strawbridge ES, Three Oaks ES, Windsor Oaks ES, Windsor Woods ES and Woodstock ES.	FROM	High Classroom Teacher HS	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 83,654
MAY2341	To cover projector replacements at various sites.	FROM	Elementary Classroom Transfer to Other School Fund	TO	Elementary Classroom Replace Computer Equipment > \$5,000	\$ 94,448
MAY2341	To cover projector replacements at various sites.	FROM	Elementary Classroom Transfer to Other School Fund	TO	Middle Classroom Replace Computer Equipment > \$5,000	\$ 10,485
MAY2341	To cover projector replacements at various sites.	FROM	Elementary Classroom Transfer to Other School Fund	TO	High Classroom Replace Computer Equipment > \$5,000	\$ 18,465
23-05-42	To cover design work for ADA door hardware at Glenwood ES, design for cosmetology lab casework at the Tech Center, design for science room casework at Kempsville MS and design for gym bleachers at Landstown MS and Salem HS.	FROM	High Classroom Teacher HS	TO	Facilities and Maintenance Services Professional SRV Architecture, Engineering & Surveying	\$ 123,266

**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000**  
**May 1, 2023 through May 31, 2023**

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Batch Entry Name	Description		Account From		Account To	Transfer Amount
23-05-43	To cover gym bleacher roller replacement at Cox HS and Ocean Lakes HS.	FROM	High Classroom Teacher HS	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 35,186
23-05-44	To replace basins at Salem ES.	FROM	High Classroom Teacher HS	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 24,262
23-05-45	To replace mini blinds throughout North Landing ES.	FROM	High Classroom Teacher HS	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 11,969
23-05-46	To replace roll up door at First Colonial HS.	FROM	High Classroom Teacher HS	TO	Facilities and Maintenance Services Repair and Maintenance Services Equipment and Facility	\$ 46,000
23-05-47	To cover window pane replacement at Alanton ES.	FROM	High Classroom Teacher HS	TO	Facilities and Maintenance Services Repair and Maintenance Supplies	\$ 11,664
23-05-48	To cover the increase in graduation cost and school reimbursements for graduation expenses.	FROM	High Classroom Teacher HS	TO	Student Activities Other Purchased Services	\$ 88,650
MAY2349	To cover the purchase of replacement security desk workstations for 20 schools.	FROM	High Classroom Teacher HS	TO	Security and Emergency Management Controlled Assets Computer Equipment	\$ 72,128
MAY2350	To cover the purchase of 32 aging-out laptops for administrative staff, coordinators and instructional specialists.	FROM	Special Ed Classroom Social Security Taxes	TO	Special Ed Support Controlled Assets Computer Equipment	\$ 33,120
230551	To cover the funding for Temporary Employee (TEA) requests.	FROM	School Leadership Other Purchased Services Office Supplies	TO	Student Leadership Part Time or Temp Noninstructional	\$ 42,071
230552	To cover the funding for a Temporary Employee (TEA) request.	FROM	Purchasing Services Technology Contracting Services	TO	Purchasing Services Part Time or Temp Noninstructional Social Security Taxes	\$ 8,075
230553	To cover an increase in the cost for food services for graduation.	FROM	High Classroom Teacher HS	TO	Student Activities Food Services	\$ 5,938

**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**SUMMARY OF OPERATING BUDGET TRANSFERS NOT EXCEEDING \$250,000**  
**May 1, 2023 through May 31, 2023**

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Batch Entry Name	Description		Account From		Account To	Transfer Amount
230554	To cover the purchase of various shop supplies and tools.	FROM	Instructional Technology Support Controlled Assets Computer Equipment	TO	Vehicle Maintenance Shop Supplies & Tools	\$ 39,814
230555	To cover the purchase of classroom furniture and supplies for Behavior and Social Emotional (BASE) classrooms.	FROM	High Classroom Teacher HS	TO	Elementary Classroom Instructional Supplies Controlled Assets Computer Equipment	\$ 23,194
230556	To cover the purchase of furniture (security desks, conference rooms, Principal desks, Assistant Principal desks) for various elementary schools.	FROM	High Classroom Teacher HS	TO	Office of the Principal - Elementary Office Supplies	\$ 148,451
230557	To cover six extra CHKD athletic trainers for the addition of lacrosse.	FROM	Instructional Technology Support Controlled Assets Computer Equipment	TO	Student Activities Other Purchased Services	\$ 150,000

**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**INTERIM FINANCIAL STATEMENTS**  
**SCHOOL OPERATING FUND**

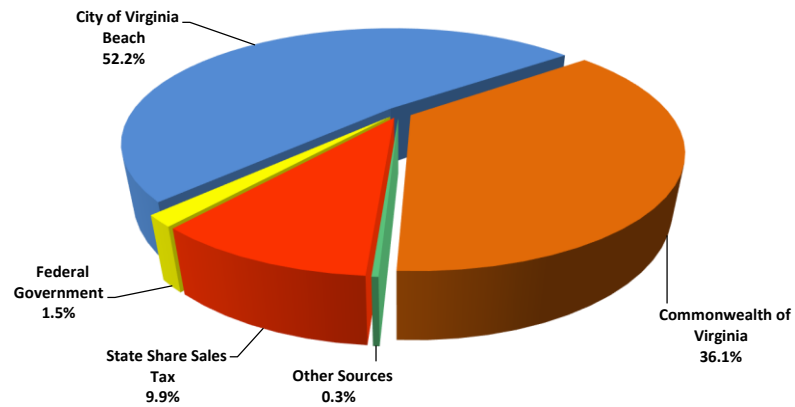
**REVENUES**

**MAY 2023**

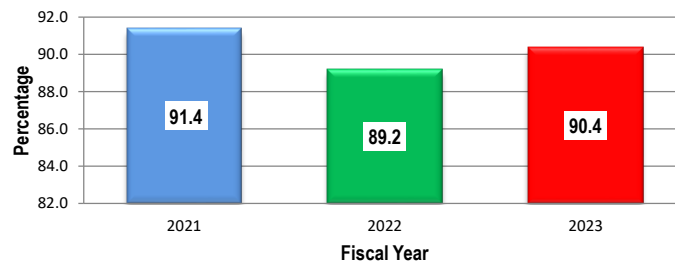
<b>BY MAJOR SOURCE</b>	<b>FISCAL YEAR</b>	<b>(1) BUDGET</b>	<b>(2) ACTUAL THROUGH JUNE</b>	<b>(3) ACTUAL THROUGH MONTH</b>	<b>% OF (3) TO (1)</b>	<b>TREND *</b>
<b>COMMONWEALTH OF VIRGINIA</b>	2023	334,908,997	<-----	290,818,198	86.83%	A
	2022	317,437,827	296,840,759	260,369,444	82.02%	
	2021	297,791,599	295,922,940	269,614,019	90.54%	
<b>STATE SALES TAX</b>	2023	91,767,957	<-----	82,911,453	90.35%	A
	2022	81,922,118	98,227,243	80,940,343	98.80%	
	2021	79,209,739	87,120,778	71,739,399	90.57%	
<b>FEDERAL GOVERNMENT</b>	2023	13,500,000	<-----	17,272,972	127.95%	F
	2022	13,500,000	17,115,879	15,258,186	113.02%	
	2021	13,500,000	18,243,225	15,911,836	117.87%	
<b>CITY OF VIRGINIA BEACH</b>	2023	484,473,810	<-----	443,767,836	91.60%	A
	2022	467,563,377	467,563,377	427,656,949	91.47%	
	2021	460,646,169	460,496,169	421,448,338	91.49%	
<b>OTHER SOURCES</b>	2023	3,182,803	<-----	4,232,158	132.97%	F
	2022	3,132,803	4,747,277	3,876,126	123.73%	
	2021	3,082,803	2,578,886	2,116,490	68.65%	
<b>SCHOOL OPERATING FUND TOTAL</b>	2023	927,833,567	<-----	839,002,617	90.43%	A
	2022	883,556,125	884,494,535	788,101,048	89.20%	
	2021	854,230,310	864,361,998	780,830,082	91.41%	

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

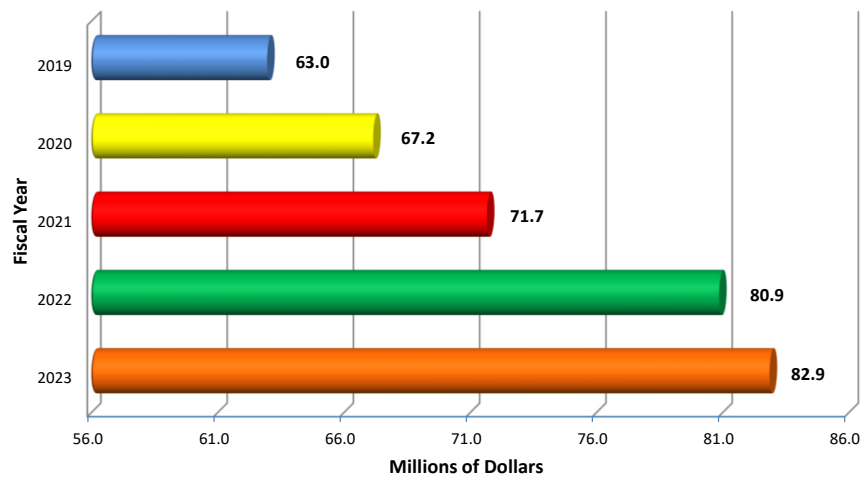
**Fiscal Year 2023 Revenue Budget by Major Source**



**School Operating Fund Revenue  
Percentage of Actual to Budget/Actual as of May 31, 2023**



**State Sales Tax Revenue through May 31, 2023**



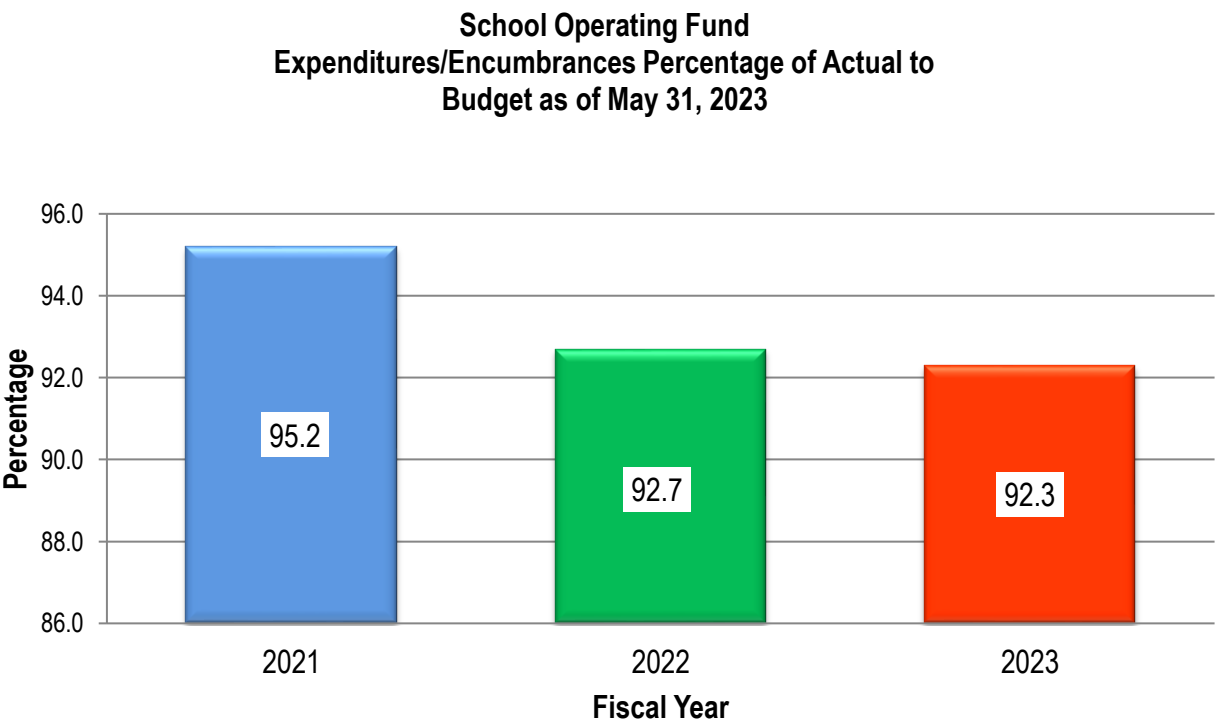
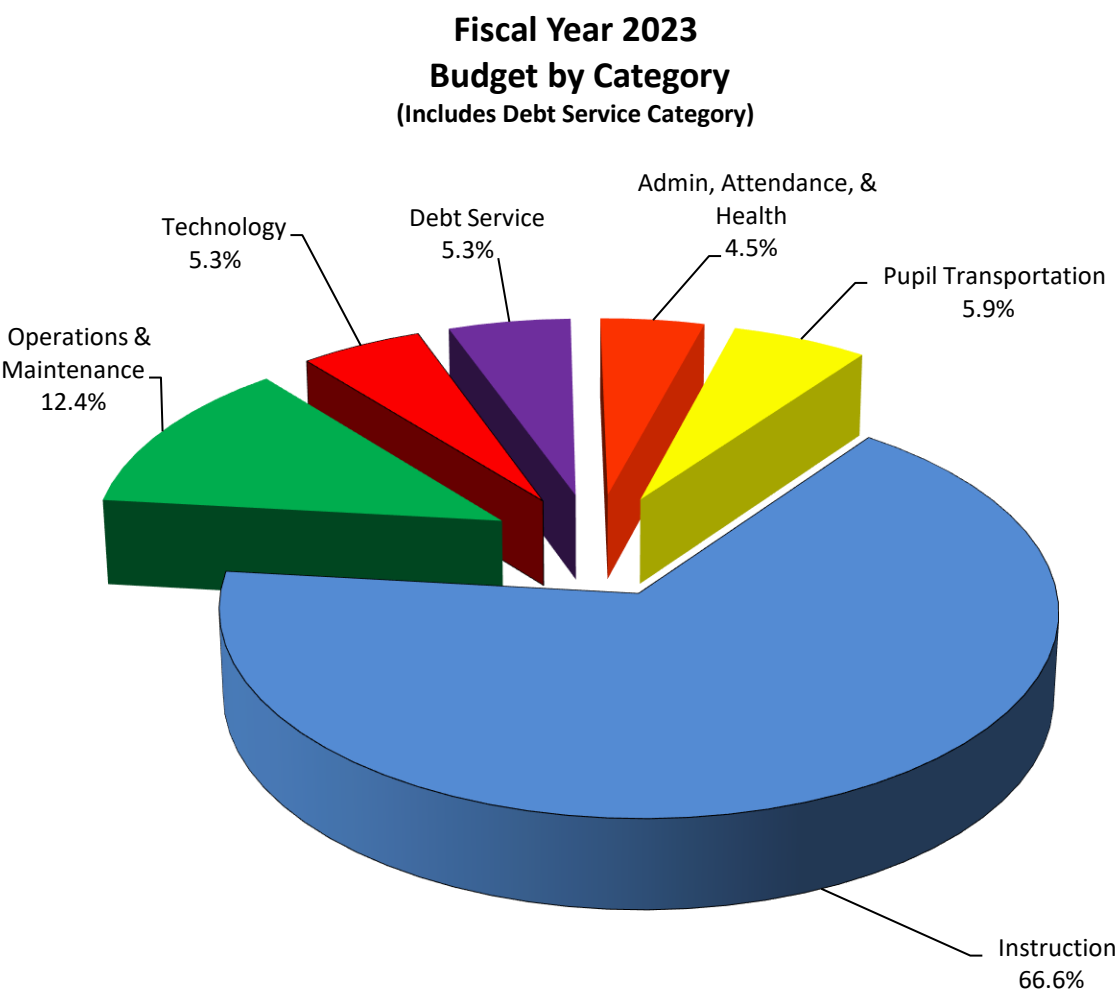
**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**INTERIM FINANCIAL STATEMENTS**  
**SCHOOL OPERATING FUND**

**EXPENDITURES/ENCUMBRANCES**

**MAY 2023**

<b>BY UNIT WITHIN CATEGORY</b>	<b>FISCAL YEAR</b>	<b>(1) BUDGET</b>	<b>(2) ACTUAL THROUGH JUNE</b>	<b>(3) ACTUAL THROUGH MONTH</b>	<b>% OF (3) TO (1)</b>	<b>TREND *</b>
<b>INSTRUCTION</b>	<b>2023</b>	<b>635,314,046</b>	<b>&lt;-----</b>	<b>566,369,685</b>	<b>89.15%</b>	<b>A</b>
<b>CATEGORY</b>	<b>2022</b>	<b>614,547,416</b>	<b>604,384,659</b>	<b>547,701,869</b>	<b>89.12%</b>	
	<b>2021</b>	<b>586,718,111</b>	<b>580,254,096</b>	<b>524,313,956</b>	<b>89.36%</b>	
<b>ADMINISTRATION,</b>	<b>2023</b>	<b>43,370,397</b>	<b>&lt;-----</b>	<b>35,385,156</b>	<b>81.59%</b>	<b>A</b>
<b>ATTENDANCE &amp; HEALTH</b>	<b>2022</b>	<b>39,961,893</b>	<b>37,191,274</b>	<b>33,682,532</b>	<b>84.29%</b>	
<b>CATEGORY</b>	<b>2021</b>	<b>39,954,023</b>	<b>37,155,488</b>	<b>33,670,220</b>	<b>84.27%</b>	
<b>PUPIL TRANSPORTATION</b>	<b>2023</b>	<b>56,397,547</b>	<b>&lt;-----</b>	<b>49,728,723</b>	<b>88.18%</b>	<b>A</b>
<b>CATEGORY</b>	<b>2022</b>	<b>57,925,843</b>	<b>56,231,592</b>	<b>52,426,724</b>	<b>90.51%</b>	
	<b>2021</b>	<b>53,105,367</b>	<b>51,195,223</b>	<b>48,077,367</b>	<b>90.53%</b>	
<b>OPERATIONS AND</b>	<b>2023</b>	<b>117,744,140</b>	<b>&lt;-----</b>	<b>104,824,942</b>	<b>89.03%</b>	<b>A</b>
<b>MAINTENANCE</b>	<b>2022</b>	<b>111,720,045</b>	<b>109,086,784</b>	<b>99,087,811</b>	<b>88.69%</b>	
<b>CATEGORY</b>	<b>2021</b>	<b>99,258,335</b>	<b>98,132,773</b>	<b>85,339,461</b>	<b>85.98%</b>	
<b>TECHNOLOGY</b>	<b>2023</b>	<b>50,464,816</b>	<b>&lt;-----</b>	<b>43,198,679</b>	<b>85.60%</b>	<b>A</b>
<b>CATEGORY</b>	<b>2022</b>	<b>45,257,894</b>	<b>45,104,048</b>	<b>39,803,099</b>	<b>87.95%</b>	
	<b>2021</b>	<b>40,931,369</b>	<b>40,273,374</b>	<b>38,004,239</b>	<b>92.85%</b>	
<b>SCHOOL OPERATING FUND</b>	<b>2023</b>	<b>903,290,946</b>	<b>&lt;-----</b>	<b>799,507,185</b>	<b>88.51%</b>	<b>A</b>
<b>TOTAL</b>	<b>2022</b>	<b>869,413,091</b>	<b>851,998,357</b>	<b>772,702,035</b>	<b>88.88%</b>	
<b>(EXCLUDING DEBT SERVICE)</b>	<b>2021</b>	<b>819,967,205</b>	<b>807,010,954</b>	<b>729,405,243</b>	<b>88.96%</b>	
<b>DEBT SERVICE</b>	<b>2023</b>	<b>50,133,654</b>	<b>&lt;-----</b>	<b>46,294,515</b>	<b>92.34%</b>	<b>A</b>
<b>CATEGORY</b>	<b>2022</b>	<b>49,442,812</b>	<b>45,696,047</b>	<b>45,818,100</b>	<b>92.67%</b>	
	<b>2021</b>	<b>47,630,328</b>	<b>45,227,006</b>	<b>45,349,060</b>	<b>95.21%</b>	

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



VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
SCHOOL OPERATING FUND  
JULY 1, 2022 THROUGH MAY 31, 2023

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INSTRUCTION CATEGORY:	FY 2023 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
ELEMENTARY CLASSROOM	178,611,118	16,898,698	157,133,716	700,030	20,777,372	88.4%
MIDDLE CLASSROOM	65,418,417	6,653,053	57,484,714	1,490,686	6,443,017	90.2%
HIGH CLASSROOM	85,674,211	8,442,255	75,741,220	300,425	9,632,566	88.8%
SPECIAL ED CLASSROOM	104,380,295	7,978,896	95,257,628	214,339	8,908,328	91.5%
TECH AND CAREER ED CLASSROOM	19,069,263	1,837,538	16,366,155	9,269	2,693,839	85.9%
GIFTED CLASSROOM	16,137,279	1,534,083	14,414,131	35,931	1,687,217	89.5%
ALTERNATIVE EDUCATION CLASSROOM	6,328,208	593,344	5,187,171	43,426	1,097,611	82.7%
REMEDIAL ED CLASSROOM	9,921,827	946,791	8,904,697		1,017,130	89.7%
SUMMER SCHOOL CC	1,600,057	3,108	1,139,718		460,339	71.2%
SUMMER SLIDE	269,005				269,005	
ADULT ED	2,231,886	216,950	1,841,803	19,021	371,062	83.4%
GUIDANCE	21,701,463	1,995,839	19,400,250		2,301,213	89.4%
STUDENT SERVICES	781,139	68,228	707,685		73,454	90.6%
SOCIAL WORKERS SCHOOL	5,381,966	876,441	4,466,226		915,740	83.0%
HOMEBOUND	305,184	16,859	110,993		194,191	36.4%
TEACHING AND LEARNING	19,526,890	923,537	17,004,985	359,911	2,161,994	88.9%
INSTRUCTIONAL PROF GROWTH AND INNOVATION	1,269,529	(2,746)	818,825	32,916	417,788	67.1%
OFFICE OF DIVERSITY EQUITY AND INCLUSION	547,834	39,869	364,933	141	182,760	66.6%
STUDENT LEADERSHIP	1,989,438	158,493	1,843,715	660	145,063	92.7%
SCHOOL LEADERSHIP	2,362,051	200,128	2,091,145	10,400	260,506	89.0%
STUDENT ACTIVITIES	9,259,597	440,958	8,723,090	1,240	535,267	94.2%
SPECIAL ED SUPPORT	4,701,175	462,107	4,154,601		546,574	88.4%
TECH AND CAREER ED SUPPORT	1,115,973	104,186	1,018,521		97,452	91.3%
GIFTED ED SUPPORT	2,644,454	193,252	2,184,597	2,400	457,457	82.7%
ALTERNATIVE ED SUPPORT	2,839,781	230,079	2,482,596	5,848	351,337	87.6%
LIBRARY MEDIA SUPPORT	14,514,403	1,422,606	12,884,392	100,134	1,529,877	89.5%
OFFICE OF PRINCIPAL-ELEMENTARY	29,797,169	2,541,735	27,053,649	158,818	2,584,702	91.3%
OFFICE OF PRINCIPAL-MIDDLE	12,505,565	1,033,025	11,181,335	100,870	1,223,360	90.2%
OFFICE OF PRINCIPAL-HIGH	13,662,980	1,122,231	12,082,544	69,091	1,511,345	88.9%
OFFICE OF PRINCIPAL-TECH AND CAREER ED	765,889	64,076	669,094		96,795	87.4%
<b>TOTAL INSTRUCTION</b>	<b>635,314,046</b>	<b>56,995,619</b>	<b>562,714,129</b>	<b>3,655,556</b>	<b>68,944,361</b>	<b>89.1%</b>
<b>ADMIN., ATTENDANCE, AND HEALTH CATEGORY:</b>						
BOARD AND GOVT SERVICES	455,273	36,833	405,967	12,833	36,473	92.0%
LEGAL SERVICES	1,329,300	72,190	1,047,411	3,001	278,888	79.0%
OFFICE OF SUPERINTENDENT	1,273,484	95,169	1,074,792		198,692	84.4%
MEDIA AND COMMUNICATIONS	2,613,116	184,624	2,036,331	24,616	552,169	78.9%
HUMAN RESOURCES SCHOOL	6,155,790	501,209	5,014,158		1,141,632	81.5%
PROFESSIONAL GROWTH AND INNOVATION	1,091,679	86,238	933,605	1,272	156,802	85.6%
CONSOLIDATED BENEFITS	2,606,985	249,557	2,288,107	125	318,753	87.8%
PLANNING INNOVATION AND ACCOUNTABILITY	2,621,359	152,480	1,730,314	13,172	877,873	66.5%
BUDGET AND FINANCE	6,712,119	409,542	5,150,965	1,644	1,559,510	76.8%
INTERNAL AUDIT	535,541	42,201	395,522		140,019	73.9%
PURCHASING SERVICES	1,238,065	85,634	1,024,470	1,268	212,327	82.9%
HEALTH SERVICES	9,094,760	831,955	7,698,124	18,058	1,378,578	84.8%
PSYCHOLOGICAL SERVICES	7,086,013	649,157	6,046,321	2,952	1,036,740	85.4%
AUDIOLOGICAL SERVICES	556,913	42,506	458,081	2,047	96,785	82.6%
<b>TOTAL ADMIN., ATTENDANCE, AND HEALTH</b>	<b>43,370,397</b>	<b>3,439,295</b>	<b>35,304,168</b>	<b>80,988</b>	<b>7,985,241</b>	<b>81.6%</b>

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
SCHOOL OPERATING FUND  
JULY 1, 2022 THROUGH MAY 31, 2023

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	FY 2023	MONTH'S	YR-TO-DATE	OUTSTANDING	REMAINING	PERCENT
	APPROPRIATIONS	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	BALANCE	OBLIGATED
<b>PUPIL TRANSPORTATION CATEGORY:</b>						
TRANSPORTATION MANAGEMENT	4,388,986	293,067	3,163,697	2,518	1,222,771	72.1%
VEHICLE OPERATIONS	34,387,003	3,695,779	28,724,544	3,156,911	2,505,548	92.7%
VEHICLE OPERATIONS-SPECIAL ED	9,550,119	822,627	7,899,560	704,064	946,495	90.1%
MONITORING SERVICES-SPECIAL ED	3,719,332	274,641	2,564,605		1,154,727	69.0%
VEHICLE MAINTENANCE	4,352,107	328,771	3,512,824		839,283	80.7%
<b>TOTAL PUPIL TRANSPORTATION</b>	<b>56,397,547</b>	<b>5,414,885</b>	<b>45,865,230</b>	<b>3,863,493</b>	<b>6,668,824</b>	<b>88.2%</b>
<b>OPERATIONS AND MAINTENANCE CATEGORY:</b>						
SCHOOL DIVISION SERVICES	332,980	28,224	309,114		23,866	92.8%
FACILITIES AND MAINTENANCE SERVICES	62,731,085	3,330,031	48,057,454	7,618,911	7,054,720	88.8%
CUSTODIAL SERVICES SCHOOL	31,228,283	2,712,350	26,324,408	1,142,266	3,761,609	88.0%
GROUNDS SERVICES	4,929,962		4,929,962			100.0%
VEHICLE SERVICES	4,282,205	82,077	3,387,425	517,130	377,650	91.2%
SECURITY AND EMERGENCY MANAGEMENT	10,871,389	1,033,155	9,591,122	19,142	1,261,125	88.4%
DISTRIBUTION SERVICES	2,165,341	205,792	1,749,693	47,463	368,185	83.0%
TELECOMMUNICATIONS CC	1,202,895	33,154	1,084,510	46,342	72,043	94.0%
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>117,744,140</b>	<b>7,424,783</b>	<b>95,433,688</b>	<b>9,391,254</b>	<b>12,919,198</b>	<b>89.0%</b>
<b>TECHNOLOGY CATEGORY:</b>						
ELEMENTARY CLASSROOM	1,942,967	97,787	1,741,522	130,221	71,224	96.3%
MIDDLE CLASSROOM	383,444	11,564	386,358	30,250	(33,164)	108.6%
HIGH CLASSROOM	699,780	3,978	356,144	133,670	209,966	70.0%
SPECIAL ED CLASSROOM	240,463	619	225,415	19,449	(4,401)	101.8%
TECH AND CAREER ED CLASSROOM	910,829	30,068	1,021,051	3,647	(113,869)	112.5%
GIFTED CLASSROOM	447,829	10,723	397,935	36,816	13,078	97.1%
ALTERNATIVE EDUCATION CLASSROOM	383,259		262,455	80,500	40,304	89.5%
REMEDIAL ED CLASSROOM	18,061		51,937		(33,876)	287.6%
SUMMER SCHOOL CC	10,527				10,527	
ADULT ED	171,688	28,453	118,592	9,643	43,453	74.7%
GUIDANCE	67,625	214	40,137		27,488	59.4%
STUDENT SERVICES	1,932				1,932	
SOCIAL WORKERS SCHOOL	44,428	24	10,577		33,851	23.8%
HOMEBOUND	43,110		24,878		18,232	57.7%
TEACHING AND LEARNING	438,151	1,363	530,350	48,444	(140,643)	132.1%
INSTRUCTIONAL PROF GROWTH AND INNOVATION	31,719	12,625	12,625	35,355	(16,261)	151.3%
OFFICE OF DIVERSITY EQUITY AND INCLUSION	9,471	1,074	7,353	170	1,948	79.4%
STUDENT LEADERSHIP	24,396	641	8,306	4,780	11,310	53.6%
SCHOOL LEADERSHIP	71,795	135	41,876	1,195	28,724	60.0%
STUDENT ACTIVITIES	4,999		10,707		(5,708)	214.2%
SPECIAL ED SUPPORT	110,860	654	21,175	33,120	56,565	49.0%
TECH AND CAREER ED SUPPORT	14,954	5	16,754		(1,800)	112.0%
GIFTED ED SUPPORT	139,274	32,048	239,850	5,935	(106,511)	176.5%
ALTERNATIVE ED SUPPORT	169,583	35,373	72,381	53,379	43,823	74.2%
LIBRARY MEDIA SUPPORT	549,395	4,513	546,407	39,682	(36,694)	106.7%
OFFICE OF PRINCIPAL-ELEMENTARY	916,944	9,928	271,845	31,023	614,076	33.0%
OFFICE OF PRINCIPAL-MIDDLE	414,708		143,174	2,230	269,304	35.1%
OFFICE OF PRINCIPAL-HIGH	392,800	7,217	117,911	3,522	271,367	30.9%
OFFICE OF PRINCIPAL-TECH AND CAREER ED	9,270		380		8,890	4.1%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
SCHOOL OPERATING FUND  
JULY 1, 2022 THROUGH MAY 31, 2023

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	FY 2023 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
<b>TECHNOLOGY CATEGORY:</b>						
INSTRUCTIONAL TECHNOLOGY SUPPORT	15,304,114	1,042,205	11,554,376	444,580	3,305,158	78.4%
BOARD AND GOVT SERVICES	13,198		12,057		1,141	91.4%
LEGAL SERVICES	183,978	75	93,644		90,334	50.9%
OFFICE OF SUPERINTENDENT	14,702	3	5,833	210	8,659	41.1%
MEDIA AND COMMUNICATIONS	461,364	24,924	651,502	1,053	(191,191)	141.4%
HUMAN RESOURCES SCHOOL	299,698	3,172	304,689	2,674	(7,665)	102.6%
PROFESSIONAL GROWTH AND INNOVATION	178,574	343	142,298	23,365	12,911	92.8%
CONSOLIDATED BENEFITS	193,447	592	117,207	2,574	73,666	61.9%
PLANNING INNOVATION AND ACCOUNTABILITY	472,067	(950)	200,815	99,849	171,403	63.7%
BUDGET AND FINANCE	430,280	11,093	190,384	13,080	226,816	47.3%
INTERNAL AUDIT	12,476		7,141		5,335	57.2%
PURCHASING SERVICES	601,219	22,485	502,278	67,681	31,260	94.8%
OFFICE OF TECHNOLOGY	1,107,000	95,415	977,565	5,318	124,117	88.8%
HEALTH SERVICES	806				806	
PSYCHOLOGICAL SERVICES	60,351	2,225	23,246	8,581	28,524	52.7%
AUDIOLOGICAL SERVICES	4,180				4,180	
TRANSPORTATION MANAGEMENT	117,943	170	64,469	11,761	41,713	64.6%
VEHICLE OPERATIONS	337,529	20,357	273,922	20,357	43,250	87.2%
VEHICLE OPERATIONS-SPECIAL ED	106,381	6,428	86,317	6,428	13,636	87.2%
VEHICLE MAINTENANCE	38,961		29,244		9,717	75.1%
SCHOOL DIVISION SERVICES	5,932	14	4,549		1,383	76.7%
FACILITIES AND MAINTENANCE SERVICES	1,859,533	222,722	1,113,223	622,280	124,030	93.3%
CUSTODIAL SERVICES SCHOOL	26,333	113	6,324	10,038	9,971	62.1%
VEHICLE SERVICES	92,869	5,556	83,062	5,556	4,251	95.4%
SECURITY AND EMERGENCY MANAGEMENT	868,162	6,542	301,516	541,306	25,340	97.1%
DISTRIBUTION SERVICES	74,697	568	48,811	1,545	24,341	67.4%
TELECOMMUNICATIONS CC	10,008				10,008	
TECHNOLOGY MAINTENANCE	18,924,753	2,377,595	15,607,690	1,527,155	1,789,908	90.5%
<b>TOTAL TECHNOLOGY</b>	<u>50,464,816</u>	<u>4,130,653</u>	<u>39,080,257</u>	<u>4,118,422</u>	<u>7,266,137</u>	85.6%
<b>TOTAL SCHOOL OPERATING FUND (EXCLUDING DEBT SERVICE)</b>	<u>903,290,946</u>	<u>77,405,235</u>	<u>778,397,472</u>	<u>21,109,713</u>	<u>103,783,761</u>	88.5%
<b>DEBT SERVICE CATEGORY:</b>	<u>50,133,654</u>	<u>522,099</u>	<u>46,294,515</u>		<u>3,839,139</u>	92.3%

Virginia Beach City Public Schools  
Interim Financial Statements  
**School Operating Fund Summary**  
For the period July 1, 2022 through May 31, 2023

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**Revenues :**

	Budget	% of Total	Actual	Unrealized	Percent Realized
Source:					
Commonwealth of Virginia	334,908,997	36.10%	290,818,198	(44,090,799)	86.83%
State Share Sales Tax	91,767,957	9.89%	82,911,453	(8,856,504)	90.35%
Federal Government	13,500,000	1.45%	17,272,972	3,772,972	127.95%
City of Virginia Beach	484,473,810	52.22%	443,767,836	(40,705,974)	91.60%
Other Sources	3,182,803	0.34%	4,232,158	1,049,355	132.97%
<b>Total Revenues</b>	<u>927,833,567</u>	<u>100.00%</u>	<u>839,002,617</u>	<u>(88,830,950)</u>	<u>90.43%</u>
Prior Year Local Contribution*	<u>25,591,033</u>				
	<u><u>953,424,600</u></u>				

**Expenditures/Encumbrances:**

	Budget	% of Total	Actual	Unencumbered	Percent Obligated
Category:					
Instruction	635,314,046	66.63%	566,369,685	68,944,361	89.15%
Administration, Attendance and Health	43,370,397	4.55%	35,385,156	7,985,241	81.59%
Pupil Transportation	56,397,547	5.92%	49,728,723	6,668,824	88.18%
Operations and Maintenance	117,744,140	12.35%	104,824,942	12,919,198	89.03%
Technology	50,464,816	5.29%	43,198,679	7,266,137	85.60%
Debt Service	50,133,654	5.26%	46,294,515	3,839,139	92.34%
<b>Total Expenditures/Encumbrances</b>	<u>953,424,600</u>	<u>100.0%</u>	<u>845,801,700</u>	<u>107,622,900</u>	<u>88.71%</u>

\* Fiscal Year 2021-2022 encumbrances brought forward into the current year.

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL OPERATING FUND  
BALANCE SHEET  
JULY 1, 2022 THROUGH MAY 31, 2023

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ASSETS:

CASH	480,727
DUE FROM GENERAL FUND	95,292,569
DUE FROM THE COMMONWEALTH	428,279
PREPAID ITEM	63,298

TOTAL ASSETS	<u>96,264,873</u>
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LIABILITIES:

CHECKS PAYABLE	519,756
WIRES PAYABLE	521,115
ACH PAYABLE	876,781
ACCOUNTS PAYABLE-SCHOOLS	184,562
SALARIES PAYABLE-OPTIONS	48,695,901
FICA PAYABLE-OPTIONS	3,710,577
DUE TO COMMONWEALTH	2,004
UNEARNED REVENUE	<u>428,356</u>
TOTAL LIABILITIES	<u>54,939,052</u>

FUND EQUITY:

FUND BALANCE	1,424,158
ESTIMATED REVENUE	(927,833,567)
APPROPRIATIONS	953,424,600
ENCUMBRANCES	21,109,713
RESERVE FOR ENCUMBRANCES	(21,109,713)
EXPENDITURES	(824,691,987)
REVENUES	<u>839,002,617</u>
TOTAL FUND EQUITY	<u>41,325,821</u>

TOTAL LIABILITIES AND FUND EQUITY	<u>96,264,873</u>
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VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF REVENUES  
SCHOOL OPERATING FUND  
JULY 1, 2022 THROUGH MAY 31, 2023

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	<u>FY 2023 ESTIMATED</u>	<u>MONTH'S REALIZED</u>	<u>YR-TO-DATE REALIZED</u>	<u>UNREALIZED REVENUES</u>	<u>PERCENT REALIZED</u>	<u>YR-TO-DATE REALIZED</u>
COMMONWEALTH VRS RETIREMENT	26,615,056	2,235,383	24,362,986	(2,252,070)	91.5%	22,127,603
SOCIAL SECURITY	11,406,452	958,027	10,441,261	(965,191)	91.5%	9,483,234
GROUP LIFE	790,546	66,397	723,655	(66,891)	91.5%	657,258
BASIC SCHOOL AID	201,994,078	15,400,159	177,113,089	(24,880,989)	87.7%	161,712,930
REMEDIAL SUMMER SCHOOL	146,415	58,464	176,245	29,830	120.4%	117,781
VOCATIONAL EDUCATION	2,183,413	183,991	1,996,719	(186,694)	91.4%	1,812,728
GIFTED EDUCATION	2,070,478	173,832	1,895,495	(174,983)	91.5%	1,721,663
SPECIAL EDUCATION	19,311,914	1,622,606	17,675,860	(1,636,054)	91.5%	16,053,254
PREVENTION, INTERVENTION AND REMEDIATION	4,856,212	407,421	4,446,735	(409,477)	91.6%	4,039,314
COMPENSATION SUPPLEMENT	11,853,631	1,133,079	10,720,832	(1,132,799)	90.4%	9,587,753
SPECIAL EDUCATION HOMEBOUND	78,046	12,325	39,815	(38,231)	51.0%	27,490
SUPPLEMENTAL LOTTERY PER PUPIL ALLOCATION	15,263,862	2,766,714	12,451,644	(2,812,218)	81.6%	9,684,930
FOSTER CARE	377,067	56,806	56,806	(320,261)	15.1%	
SPECIAL ED-REGIONAL TUITION	5,257,273			(5,257,273)		
CAREER AND TECH ED-OCCUPATIONAL	398,204			(398,204)		
SPECIAL ED-FOSTER CARE		82,134	82,134	82,134		
ENGLISH AS A SECOND LANGUAGE	2,134,724	151,250	1,790,192	(344,532)	83.9%	1,638,942
AT-RISK	10,107,666	1,025,036	8,953,428	(1,154,238)	88.6%	7,928,392
K-3 PRIMARY CLASS SIZE REDUCTION	5,328,516	974,180	4,383,811	(944,705)	82.3%	3,409,631
OTHER STATE FUNDS	14,735,444	1,227,954	13,507,491	(1,227,953)	91.7%	12,279,537
TOTAL FROM COMMONWEALTH OF VIRGINIA	<u>334,908,997</u>	<u>28,535,758</u>	<u>290,818,198</u>	<u>(44,090,799)</u>	86.8%	<u>262,282,440</u>
STATE SHARE SALES TAX	<u>91,767,957</u>	<u>7,642,561</u>	<u>82,911,453</u>	<u>(8,856,504)</u>	90.3%	<u>75,268,892</u>
TOTAL FROM STATE SHARE SALES TAX	<u>91,767,957</u>	<u>7,642,561</u>	<u>82,911,453</u>	<u>(8,856,504)</u>	90.3%	<u>75,268,892</u>
IMPACT AID PUBLIC LAW 874	9,935,191	1,287,872	9,523,667	(411,524)	95.9%	8,235,795
IMPACT AID SPECIAL ED		113,504	1,065,112	1,065,112		951,608
IMPACT AID DEPT OF DEFENSE	1,500,000		2,857,287	1,357,287	190.5%	2,857,287
DEPT. OF THE NAVY NJROTC	100,000		209,405	109,405	209.4%	209,405
DEPT OF DEFENSE SPECIAL ED			2,253,058	2,253,058		2,253,058
MEDICAID REIMB-MEDICAL	1,964,809		1,247,126	(717,683)	63.5%	1,247,126
MEDICAID REIMB-TRANSPORTATION			117,253	117,253		117,253
OTHER FEDERAL REVENUE			64	64		64
TOTAL FROM FEDERAL GOVERNMENT	<u>13,500,000</u>	<u>1,401,376</u>	<u>17,272,972</u>	<u>3,772,972</u>	127.9%	<u>15,871,596</u>

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF REVENUES  
SCHOOL OPERATING FUND  
JULY 1, 2022 THROUGH MAY 31, 2023

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	FY 2023 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	YR-TO-DATE REALIZED
CITY OF VIRGINIA BEACH-LOCAL CONTRIBUTION	483,071,090	40,649,680	442,421,410	(40,649,680)	91.6%	401,771,730
TRANSFER FROM SCHOOL RESERVE FUND	667,182	56,293	610,888	(56,294)	91.6%	554,595
CITY OF VIRGINIA BEACH-CONSOLIDATED BEN	735,538		735,538		100.0%	735,538
TOTAL TRANSFERS	484,473,810	40,705,973	443,767,836	(40,705,974)	91.6%	403,061,863
RENT OF FACILITIES SCHOOLS	450,000	27,027	321,232	(128,768)	71.4%	294,205
TUITION CHARGES	20,811			(20,811)		
SERVICE CHARGES		42,478	42,478	42,478		
TUITION REGULAR DAY	100,000	26,191	108,114	8,114	108.1%	81,923
TUITION GEN ADULT ED	142,839			(142,839)		
TUITION VOCATIONAL ADULT ED	169,750			(169,750)		
TUITION LPN PROGRAM	25,575	1,000	1,300	(24,275)	5.1%	300
TUITION SUMMER SCHOOL	700,000		609,814	(90,186)	87.1%	609,814
TUITION DRIVERS ED	322,125	7,770	141,785	(180,340)	44.0%	134,015
COLLEGE NIGHT FEES			18,835	18,835		18,835
PLANETARIUM FEES		(50)	2,643	2,643		2,693
VENDING OPERATING RECEIPTS		74	458	458		384
DONATION			500	500		500
STOP ARM ENFORCEMENT	400,000	128,716	1,096,369	696,369	274.1%	967,653
SALE OF SALVAGE MATERIALS	12,000	1,835	83,273	71,273	693.9%	81,438
REIMB SYSTEM REPAIRS		695	14,900	14,900		14,205
LOST AND STOLEN-TECHNOLOGY			7,227	7,227		7,227
DAMAGED-TECHNOLOGY		22,507	100,749	100,749		78,242
LOST AND DAMAGED-CALCULATORS			1,957	1,957		1,957
LOST AND DAMAGED-HEARTRATE MONITORS			123	123		123
SALE OF CAPITAL ASSETS AND VEHICLES	15,000	46,454	347,500	332,500	2316.7%	301,046
SALE OF SCHOOL BUSES		20,925	68,232	68,232		47,307
MISCELLANEOUS REVENUE	224,703		107,756	(116,947)	48.0%	107,756
INDIRECT COST-GRANTS	600,000	94,375	1,156,913	556,913	192.8%	1,062,538
TOTAL FROM OTHER SOURCES	3,182,803	419,997	4,232,158	1,049,355	133.0%	3,812,161
TOTAL SCHOOL OPERATING FUND	927,833,567	78,705,665	839,002,617	(88,830,950)	90.4%	760,296,952

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL ATHLETICS FUND  
JULY 1, 2022 THROUGH MAY 31, 2023

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ASSETS:		LIABILITIES:	
CASH	445,725	CHECKS PAYABLE	11,340
		ACH PAYABLE	166,143
		TOTAL LIABILITIES	177,483
		FUND EQUITY:	
		FUND BALANCE	
		ESTIMATED REVENUE	(5,478,274)
		APPROPRIATIONS	6,163,764
		ENCUMBRANCES	81,163
		RESERVE FOR ENCUMBRANCES	(81,163)
		EXPENDITURES	(6,034,747)
		REVENUES	5,617,499
		TOTAL FUND EQUITY	268,242
TOTAL ASSETS	445,725	TOTAL LIABILITIES AND FUND EQUITY	445,725

	FY 2023 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY 2022 PERCENT REALIZED
REVENUES:						
INTEREST ON BANK DEPOSITS	5,000	510	27,822	22,822	556.4%	331.4%
BASKETBALL	120,000		142,503	22,503	118.8%	72.2%
FOOTBALL	250,000		306,104	56,104	122.4%	101.2%
LACROSSE		29,526	39,123	39,123		
GYMNASTICS	4,000		5,067	1,067	126.7%	107.0%
SOCCER	42,000	31,308	52,788	10,788	125.7%	16.6%
WRESTLING	13,000		29,430	16,430	226.4%	145.7%
MIDDLE SCHOOL	65,000		28,807	(36,193)	44.3%	8.9%
TRANSFER FROM SCHOOL OPERATING	4,974,274		4,974,274		100.0%	100.0%
OTHER INCOME	5,000		11,581	6,581	231.6%	567.4%
TOTAL REVENUES	5,478,274	61,344	5,617,499	139,225	102.5%	98.7%
PYFB-ENCUMBRANCES	685,490					
TOTAL REVENUES AND PYFB	6,163,764					

	FY 2023 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY 2022 PERCENT OBLIGATED
EXPENDITURES:							
PERSONNEL SERVICES	2,787,930	405,610	3,061,311		(273,381)	109.8%	94.5%
FRINGE BENEFITS	213,274	31,330	236,854		(23,580)	111.1%	100.7%
PURCHASED SERVICES	1,282,029	50,544	1,293,701		(11,672)	100.9%	68.2%
VA HIGH SCHOOL LEAGUE DUES	51,250	630	24,421		26,829	47.7%	45.7%
ATHLETIC INSURANCE	190,000		185,164		4,836	97.5%	84.3%
MATERIALS AND SUPPLIES	1,307,736	83,078	1,089,242	81,163	137,331	89.5%	74.4%
CAPITAL OUTLAY	331,545		144,054		187,491	43.4%	76.3%
TOTAL	6,163,764	571,192	6,034,747	81,163	47,854	99.2%	82.7%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL CAFETERIAS FUND  
JULY 1, 2022 THROUGH MAY 31, 2023

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ASSETS:		LIABILITIES:	
CASH	20,966,356	CHECKS PAYABLE	751
CASH WITH CAFETERIAS	15,509	ACH PAYABLE	99,326
FOOD INVENTORY	354,221	SALARIES PAYABLE-OPTIONS	1,019,243
FOOD-USDA INVENTORY	406,005	FICA PAYABLE-OPTIONS	78,038
SUPPLIES INVENTORY	207,786	UNEARNED REVENUE	643,820
PREPAID ITEMS	7,290	TOTAL LIABILITIES	<u>1,841,178</u>
		FUND EQUITY:	
		FUND BALANCE	17,752,748
		ESTIMATED REVENUE	(37,013,146)
		APPROPRIATIONS	39,250,420
		ENCUMBRANCES	1,149,482
		RESERVE FOR ENCUMBRANCES	(1,149,482)
		EXPENDITURES	(29,251,267)
		REVENUES	<u>29,377,234</u>
		TOTAL FUND EQUITY	<u>20,115,989</u>
TOTAL ASSETS	<u>21,957,167</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>21,957,167</u>

	FY 2023 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY 22 PERCENT REALIZED
REVENUES:						
INTEREST ON BANK DEPOSITS	75,000	17,572	223,597	148,597	298.1%	54.5%
SERVICE CHARGES	11,864,445	930,232	7,637,738	(4,226,707)	64.4%	3.6%
USDA REBATES FROM VENDORS	600,000	142,230	608,741	8,741	101.5%	140.2%
TOTAL LOCAL REVENUE	<u>12,539,445</u>	<u>1,090,034</u>	<u>8,470,076</u>	<u>(4,069,369)</u>	67.5%	9.6%
SCHOOL BREAKFAST INITIATIVE	50,000		17,098	(32,902)	34.2%	42.8%
SCHOOL LUNCH	280,000	10,000	401,765	121,765	143.5%	99.2%
SCHOOL BREAKFAST	220,000	99,505	413,055	193,055	187.8%	112.0%
TOTAL REVENUE FROM COMMONWEALTH	<u>550,000</u>	<u>109,505</u>	<u>831,918</u>	<u>281,918</u>	151.3%	99.2%
SCHOOL BREAKFAST PROGRAM	5,790,785	464,349	4,641,404	(1,149,381)	80.2%	127.2%
NATIONAL SCHOOL LUNCH PROGRAM	15,632,916	1,274,477	14,882,734	(750,182)	95.2%	193.3%
USDA COMMODITIES	2,000,000			(2,000,000)		
CHILD AND ADULT CARE FOOD PROGRAM	350,000	31,648	305,956	(44,044)	87.4%	76.4%
USDA SUMMER FEEDING PROGRAM	150,000		228,897	78,897	152.6%	504.6%
OTHER FEDERAL REVENUE			16,249	16,249		
TOTAL REVENUE FROM FEDERAL GOV'T	<u>23,923,701</u>	<u>1,770,474</u>	<u>20,075,240</u>	<u>(3,848,461)</u>	83.9%	159.7%
TOTAL REVENUES	<u>37,013,146</u>	<u>2,970,013</u>	<u>29,377,234</u>	<u>(7,635,912)</u>	79.4%	103.8%
PRIOR YEAR FUND BALANCE (PYFB)	1,746,509					
PYFB-ENCUMBRANCES	490,765					
TOTAL REVENUES AND PYFB	<u>39,250,420</u>					

	FY 2023 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY 22 PERCENT OBLIGATED
EXPENDITURES:							
PERSONNEL SERVICES	13,612,194	1,111,837	10,341,843		3,270,351	76.0%	76.8%
FRINGE BENEFITS	5,559,441	448,281	3,929,392		1,630,049	70.7%	69.4%
PURCHASED SERVICES	578,751	64,525	484,877	595,418	(501,544)	186.7%	62.2%
OTHER CHARGES	50,698	5,022	44,322		6,376	87.4%	23.6%
MATERIALS AND SUPPLIES	18,002,282	1,741,925	13,713,111	32,325	4,256,846	76.4%	83.8%
CAPITAL OUTLAY	1,447,054	20,786	737,722	521,739	187,593	87.0%	71.4%
TOTAL	<u>39,250,420</u>	<u>3,392,376</u>	<u>29,251,267</u>	<u>1,149,482</u>	<u>8,849,671</u>	77.5%	78.4%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL TEXTBOOKS FUND  
JULY 1, 2022 THROUGH MAY 31, 2023

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ASSETS:		LIABILITIES:	
CASH	5,575,727	TOTAL LIABILITIES	
PREPAID ITEMS	573,736		
		FUND EQUITY:	
		FUND BALANCE	5,193,647
		ESTIMATED REVENUE	(5,039,936)
		APPROPRIATIONS	7,046,982
		ENCUMBRANCES	227,489
		RESERVE FOR ENCUMBRANCES	(227,489)
		EXPENDITURES	(5,670,082)
		REVENUES	4,618,852
		TOTAL FUND EQUITY	6,149,463
TOTAL ASSETS	<u>6,149,463</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>6,149,463</u>

	FY 2023 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	2022 PERCENT REALIZED
REVENUES:						
INTEREST ON BANK DEPOSITS	29,483	4,469	52,279	22,796	177.3%	81.6%
LOST AND DAMAGED	27,000		4,832	(22,168)	17.9%	102.8%
TOTAL LOCAL REVENUE	<u>56,483</u>	<u>4,469</u>	<u>57,111</u>	<u>628</u>	101.1%	93.0%
DEPT OF EDUCATION	4,983,453	418,567	4,561,741	(421,712)	91.5%	90.0%
TOTAL REVENUE-COMMONWEALTH	<u>4,983,453</u>	<u>418,567</u>	<u>4,561,741</u>	<u>(421,712)</u>	91.5%	90.0%
TOTAL REVENUES	<u>5,039,936</u>	<u>423,036</u>	<u>4,618,852</u>	<u>(421,084)</u>	91.6%	90.1%
PRIOR YEAR FUND BALANCE (PYFB)	1,859,296					
PYFB-ENCUMBRANCES	<u>147,750</u>					
TOTAL REVENUES AND PYFB	<u>7,046,982</u>					

	FY 2023 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	2022 PERCENT OBLIGATED
EXPENDITURES:							
PERSONNEL SERVICES	93,997	7,908	90,936		3,061	96.7%	88.3%
FRINGE BENEFITS	36,102	3,381	33,869		2,233	93.8%	84.3%
MATERIALS AND SUPPLIES	<u>6,916,883</u>	<u>363</u>	<u>5,545,277</u>	<u>227,489</u>	<u>1,144,117</u>	83.5%	85.1%
TOTAL	<u>7,046,982</u>	<u>11,652</u>	<u>5,670,082</u>	<u>227,489</u>	<u>1,149,411</u>	83.7%	85.2%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL RISK MANAGEMENT FUND  
JULY 1, 2022 THROUGH MAY 31, 2023

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ASSETS:		LIABILITIES:	
CASH	18,511,097	ACH PAYABLE	10,428
PREPAID ITEM	271,671	ACCOUNTS PAYABLE	49,458
		EST CLAIMS/JUDGMENTS PAYABLE	11,120,619
		TOTAL LIABILITIES	11,180,505
		FUND EQUITY:	
		RETAINED EARNINGS	4,355,785
		ENCUMBRANCES	911,856
		RESERVE FOR ENCUMBRANCES	(911,856)
		EXPENSES	(8,026,939)
		REVENUES	11,273,417
		TOTAL FUND EQUITY	7,602,263
TOTAL ASSETS	18,782,768	TOTAL LIABILITIES AND FUND EQUITY	18,782,768

REVENUES:	MONTH'S REALIZED	YR-TO-DATE REALIZED
INTEREST ON BANK DEPOSITS	15,237	214,213
RISK MANAGEMENT CHARGES		8,995,919
INSURANCE PROCEEDS	420,152	554,095
MISCELLANEOUS REVENUE	201	9,190
TRANS FROM SCHOOL OPERATING	500,000	1,500,000
TOTAL REVENUES	935,590	11,273,417

EXPENSES:	MONTH'S EXPENSES	YR-TO-DATE EXPENSES	OUTSTANDING ENCUMBRANCES
PERSONNEL SERVICES	34,288	372,538	
FRINGE BENEFITS	12,651	129,648	
OTHER PURCHASED SERVICES	17,408	581,827	907,515
FIRE AND PROPERTY INSURANCE		3,222,314	
MOTOR VEHICLE INSURANCE	300,000	1,401,317	
WORKER'S COMPENSATION	151,315	1,687,351	
GENERAL LIABILITY INSURANCE		198,260	
MISCELLANEOUS	319	301,958	
MATERIALS AND SUPPLIES	1,650	131,726	4,341
TOTAL	517,631	8,026,939	911,856

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL COMMUNICATION TOWERS/TECHNOLOGY FUND  
JULY 1, 2022 THROUGH MAY 31, 2023

B 9

ASSETS:		LIABILITIES:	
CASH	5,114,399	DEPOSITS PAYABLE	75,000
		TOTAL LIABILITIES	75,000
		FUND EQUITY:	
		FUND BALANCE	4,105,770
		ESTIMATED REVENUE	(516,000)
		APPROPRIATIONS	800,000
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENDITURES	
		REVENUES	649,629
		TOTAL FUND EQUITY	5,039,399
TOTAL ASSETS	5,114,399	TOTAL LIABILITIES AND FUND EQUITY	5,114,399

	FY 2023 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	FY 2022 PERCENT REALIZED
REVENUES:						
INTEREST ON BANK DEPOSITS	16,000	4,245	56,238	40,238	351.5%	110.6%
RENT-WIRELESS COMMUNICATION	500,000			(500,000)		
TOWER RENT-BAYSIDE HIGH			27,500	27,500		
TOWER RENT-COX HIGH		7,408	188,340	188,340		
TOWER RENT-FIRST COLONIAL HIGH			35,265	35,265		
TOWER RENT-LANDSTOWN HIGH			83,073	83,073		
TOWER RENT-OCEAN LAKES HIGH			69,527	69,527		
TOWER RENT-TALLWOOD HIGH			51,819	51,819		
TOWER RENT-TECH CENTER		13,009	123,117	123,117		
TOWER RENT-WOODSTOCK ELEM		1,184	14,750	14,750		
TOTAL REVENUES	516,000	25,846	649,629	133,629	125.9%	128.2%
PRIOR YEAR FUND BALANCE (PYFB)	284,000					
TOTAL REVENUES AND PYFB	800,000					

	FY 2023 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	FY 2022 PERCENT OBLIGATED
EXPENDITURES:							
MATERIALS AND SUPPLIES	800,000				800,000		
TOTAL	800,000				800,000		

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF REVENUES  
SCHOOL GRANTS FUND  
JULY 1, 2022 THROUGH MAY 31, 2023

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**Revenues :**

	FY 2023 Estimated	Month's Realized	Yr-To-Date Realized	Unrealized Revenues	Percent Realized
Source:					
Commonwealth of Virginia	23,414,558	3,192,403	12,177,932	(11,236,626)	52.0%
Federal Government	153,968,503	3,488,323	59,584,296	(94,384,207)	38.7%
Other Sources	621,407	18,176	420,287	(201,120)	67.6%
Transfers from School Operating Fund	9,038,700		9,301,724	263,024	102.9%
<b>Total Revenues</b>	<b>187,043,168</b>	<b>6,698,902</b>	<b>81,484,239</b>	<b>(105,558,929)</b>	<b>43.6%</b>

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
SCHOOL GRANTS FUND  
JULY 1, 2022 THROUGH MAY 31, 2023

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	<u>FY 2023 APPROPRIATIONS</u>	<u>MONTH'S EXPENDITURES</u>	<u>YR-TO-DATE EXPENDITURES</u>	<u>OUTSTANDING ENCUMBRANCES</u>	<u>REMAINING BALANCE</u>	<u>PERCENT OBLIGATED</u>
2 REVOLUTIONS	17,717				17,717	
ADULT BASIC EDUCATION	363,595	27,653	331,030		32,565	91.0%
ALGEBRA READINESS	2,927,336	118,350	741,557	566,542	1,619,237	44.7%
ARP BEFORE & AFTER SCHOOL	424,536	80,939	129,634	75,000	219,902	48.2%
ARP HOMELESS GRANT II	366,158	7,027	63,235		302,923	17.3%
ARP HOMELESS I	50,000		17,202		32,798	34.4%
ARP MENTOR TEACHER	39,258	39,258	39,258			100.0%
ARP SUMMER LEARNING	234,895				234,895	
ARP UNFINISHED LEARNING	1,747,782	49,551	280,402	79,377	1,388,003	20.6%
ARPA BONUS PAYMENTS	6,472,855		6,472,855			100.0%
ARPA ESSER III	70,717,816	1,689,526	29,783,314	11,571,183	29,363,319	58.5%
ASIA SOCIETY CONFUCIUS CLASSROOMS NETWORK	991				991	
BAYPORT FOUNDATION	250,000			131,307	118,693	52.5%
BUS DRIVER INCENTIVE	27,365		27,365			100.0%
CAREER & TECH ED STATE EQUIP ALLOC	77,278		77,278			100.0%
CAREER SWITCHER PROG MENTOR REIMB	13,400	5,680	5,680		7,720	42.4%
CARES ACT ESSER	1,857,737		1,856,611		1,126	99.9%
CARES ESSER CLEANING SUPPLIES	1,536		1,519		17	98.9%
CARES ESSER FACILITIES AND PPE	325				325	
CARES ESSER INS DELIVERY SUPPORT	4,266		4,258		8	99.8%
CARES ESSER SE UNIVERSAL SCRNR	674		674			100.0%
CARES ESSER SPED SRVCS SUPPORT	118,016		116,756		1,260	98.9%
CARES GEER VISION	88,644		88,644			100.0%
CARL PERKINS	1,191,363	92,291	1,000,417	116,428	74,518	93.7%
CDC VA DEPT OF HEALTH-OEPI	2,569,500	2,191	2,169,962	399,538		100.0%
COPS SCHOOL VIOLENCE PREVENTION	518,700	140,467	140,467		378,233	27.1%
CORRECTIONS ED & OTHER INSTITUTIONALIZED	1,098		1,098			100.0%
CRRSA ACT ESSER II	2,671,670	29,639	2,425,610	102,702	143,358	94.6%
CTE SPECIAL STATE EQUIP ALLOC	60,498		60,498			100.0%
DODEA SPANISH IMMERSION	330,227	12,473	227,449	8,875	93,903	71.6%
EARLY READING INTERVENTION	5,825,166	233,711	1,755,231	41	4,069,894	30.1%
GENERAL ADULT ED	30,993	351	30,993			100.0%
HAMPTON ROADS COMMUNITY FOUNDATION	47,495	47,495	47,495			100.0%
HAMPTON ROADS WORKFORCE COUNCIL - ALC	150,000	28,963	109,300		40,700	72.9%
HAMPTON ROADS WORKFORCE COUNCIL - STEM (OSY)	150,000	10,254	91,832		58,168	61.2%
HVAC CSLFRF	13,016,072	39,750	81,750	2,710,803	10,223,519	21.5%
INDUSTRY CERT EXAMINATIONS	67,632		67,632			100.0%
INDUSTRY CERT EXAMINATIONS STEM-H	25,397		25,397			100.0%
ISAEP	65,622	7,200	43,884	14,892	6,846	89.6%
JAIL EDUCATION PROGRAM	341,926	14,194	151,278		190,648	44.2%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
SCHOOL GRANTS FUND  
JULY 1, 2022 THROUGH MAY 31, 2023

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	<u>FY 2023</u>	<u>MONTH'S</u>	<u>YR-TO-DATE</u>	<u>OUTSTANDING</u>	<u>REMAINING</u>	<u>PERCENT</u>
	<u>APPROPRIATIONS</u>	<u>EXPENDITURES</u>	<u>EXPENDITURES</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>OBLIGATED</u>
JUVENILE DETENTION HOME	1,834,783	100,866	1,006,879		827,904	54.9%
LEARNING LOSS INSTRUCTIONAL SUPPORTS	76,812	5,581	68,386		8,426	89.0%
MCKINNEY VENTO	164,668	19,027	67,456		97,212	41.0%
NATIONAL BOARD CERTIFICATION INCENTIVE	350,000		350,000			100.0%
NEW TEACHER MENTOR	41,731	41,731	41,731			100.0%
NJROTC	70,500				70,500	
POSITIVE BEHAVIOR INTERVENTIONS & SUPPORT	47,869	674	20,714		27,155	43.3%
POST 9/11 GI BILL	4,720	1,000	4,720			100.0%
PRE-K - GRADE 2 ACTIVE LEARNING	30,172	6,465	7,098		23,074	23.5%
PRESCHOOL - IDEA SECTION 619	900,117	36,691	394,831	366	504,920	43.9%
PROJECT GRADUATION	149,787	3,246	65,635	20,000	64,152	57.2%
PROJECT HOPE - CITY WIDE SCA	2,454				2,454	
RACE TO GED	65,191	664	65,191			100.0%
RECRUITMENT & RETENTION SUPPORT	30,000		9,689		20,311	32.3%
RESERVE FOR CONTINGENCY	3,088,481				3,088,481	
ECSE PROV LICENSED TEACHER INCENTIVE	30,000	21,234	21,234		8,766	70.8%
SCHOOL SECURITY EQUIPMENT	239,452		239,452			100.0%
SCHOOL SECURITY OFFICER PROGRAM	562,485	40,135	118,346		444,139	21.0%
SCHOOL-BASED HEALTH WORKFORCE	322,969	10,093	246,800	61,853	14,316	95.6%
STARTALK	112,648	450	830		111,818	0.7%
TECHNOLOGY INITIATIVE	7,983,928	16,622	1,889,757	4,924,285	1,169,886	85.3%
TITLE I PART A	18,724,049	1,095,672	11,434,631	499,035	6,790,383	63.7%
TITLE I PART D SUBPART 1	109,990	727	17,761		92,229	16.1%
TITLE I PART D SUBPART 2	486,159	12,822	195,495	18,658	272,006	44.0%
TITLE II PART A	2,802,198	157,235	1,515,441		1,286,757	54.1%
TITLE III PART A LANGUAGE ACQUISITION	393,124	12,204	171,052		222,072	43.5%
TITLE IV PART A	1,927,639	36,155	647,805	3,729	1,276,105	33.8%
TITLE IV PELL	50,060		11,365		38,695	22.7%
TITLE VI-B IDEA SECTION 611	21,383,134	1,560,352	14,238,432		7,144,702	66.6%
TITLE VI-B IDEA SECTION 611 ARP	3,470,796	156,002	982,966	888,255	1,599,575	53.9%
TITLE VI-B IDEA SECTION 619 ARP	253,775	96,292	185,985	16,874	50,916	79.9%
VA HUMANITIES BENEATH THE SURFACE	4,905				4,905	
VA PRESCHOOL INITIATIVE	7,703,411	651,397	5,808,348		1,895,063	75.4%
VISSTA	648,833				648,833	
WORKPLACE READINESS	15,678		15,678			100.0%
NSLP EQUIPMENT ASSISTANCE	95,111				95,111	
TOTAL SCHOOL GRANTS FUND	<u>187,043,168</u>	<u>6,760,300</u>	<u>88,311,273</u>	<u>22,209,743</u>	<u>76,522,152</u>	<u>59.1%</u>

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL BOARD/CITY HEALTH INSURANCE FUND  
JULY 1, 2022 THROUGH MAY 31, 2023

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ASSETS:		LIABILITIES:		
CASH	87,231,505	CHECKS PAYABLE	64,819	
		ACH PAYABLE	93,105	
		AP GENERAL	1,081	
		ACCOUNTS PAYABLE-HRA	4	
		ACCOUNTS PAYABLE-HSA	(106)	
		UNEARNED REVENUE	7,050,683	
		EST CLAIMS-JUDGMENTS PAYABLE	7,613,000	
		TOTAL LIABILITIES	14,822,586	
		FUND EQUITY:		
		RETAINED EARNINGS	71,928,179	
		ENCUMBRANCES		
		RESERVE FOR ENCUMBRANCES		
		EXPENSES	(141,482,890)	
		REVENUES	141,963,630	
		TOTAL FUND EQUITY	72,408,919	
TOTAL ASSETS	87,231,505	TOTAL LIABILITIES AND FUND EQUITY	87,231,505	
REVENUES:		MONTH'S REALIZED	YEAR-TO-DATE REALIZED	
INTEREST ON BANK DEPOSITS		70,147	904,214	
EMPLOYEE PREMIUMS-CITY		1,020,591	11,839,461	
EMPLOYER PREMIUMS-CITY		4,039,760	47,243,096	
EMPLOYEE PREMIUMS-SCHOOLS		772,022	12,268,970	
EMPLOYER PREMIUMS-SCHOOLS		6,846,258	69,700,436	
COBRA ADMINISTRATIVE FEE-CITY		430	4,233	
COBRA ADMINISTRATIVE FEE-SCHOOLS		320	3,220	
TOTAL REVENUES		12,749,528	141,963,630	
EXPENSES:		MONTH'S EXPENSES	YEAR-TO-DATE EXPENSES	OUTSTANDING ENCUMBRANCES
SALARIES AND BENEFITS		513,823	4,842,517	
HEALTH CLAIMS AND OTHER EXPENSES-CITY		2,837,082	55,510,771	
HEALTH CLAIMS AND OTHER EXPENSES-SCHOOLS		5,045,281	81,129,602	
TOTAL EXPENSES		8,396,186	141,482,890	

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL VENDING OPERATIONS FUND  
JULY 1, 2022 THROUGH MAY 31, 2023

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ASSETS:		LIABILITIES:	
CASH	221,325	TOTAL LIABILITIES	
		FUND EQUITY:	
		FUND BALANCE	163,815
		ESTIMATED REVENUE	(63,000)
		APPROPRIATIONS	69,000
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENDITURES	(64,198)
		REVENUES	115,708
		TOTAL FUND EQUITY	221,325
TOTAL ASSETS	221,325	TOTAL LIABILITIES AND FUND EQUITY	221,325

	FY 2023 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	2022 PERCENT REALIZED
REVENUES:						
INTEREST ON BANK DEPOSITS		276	625	625		
VENDING OPERATIONS RECEIPTS	63,000		115,083	52,083	182.7%	133.5%
TOTAL REVENUES	63,000	276	115,708	52,708	183.7%	136.7%
PRIOR YEAR FUND BALANCE (PYFB)	6,000					
TOTAL REVENUES AND PYFB	69,000					

	FY 2023 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	2022 PERCENT OBLIGATED
EXPENDITURES:							
SCHOOL ALLOCATIONS	58,280		64,210		(5,930)	110.2%	101.0%
MATERIALS AND SUPPLIES	10,520		(12)		10,532	-0.1%	-1.7%
PURCHASED SERVICES	200				200		
TOTAL	69,000		64,198		4,802	93.0%	85.0%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL INSTRUCTIONAL TECHNOLOGY FUND  
JULY 1, 2022 THROUGH MAY 31, 2023

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ASSETS:		LIABILITIES:	
CASH	1,521,586	TOTAL LIABILITIES	
		FUND EQUITY:	
		FUND BALANCE	723,591
		ESTIMATED REVENUE	
		APPROPRIATIONS	611,696
		ENCUMBRANCES	
		RESERVE FOR ENCUMBRANCES	
		EXPENDITURES	(48,362)
		REVENUES	234,661
		TOTAL FUND EQUITY	1,521,586
TOTAL ASSETS	<u>1,521,586</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>1,521,586</u>

	FY 2023 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED
REVENUES:					
INTEREST ON BANK DEPOSITS		17,265	234,661	234,661	%
TOTAL REVENUES		<u>17,265</u>	<u>234,661</u>	<u>234,661</u>	
PRIOR YEAR FUND BALANCE (PYFB)	560,840				
PYFB-ENCUMBRANCES	50,856				
TOTAL REVENUES AND PYFB	<u>611,696</u>				

	FY 2023 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
EXPENDITURES:						
PURCHASED SERVICES	9,817		9,109		708	92.8%
MATERIALS AND SUPPLIES	588,569		25,943		562,626	4.4%
CAPITAL OUTLAY	13,310		13,310			100.0%
TOTAL	<u>611,696</u>		<u>48,362</u>		<u>563,334</u>	7.9%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL EQUIPMENT REPLACEMENT FUND  
JULY 1, 2022 THROUGH MAY 31, 2023

B 16

ASSETS:		LIABILITIES:	
CASH	616,482	TOTAL LIABILITIES	
		FUND EQUITY:	
		FUND BALANCE	299,052
		ESTIMATED REVENUE	
		APPROPRIATIONS	400,899
		ENCUMBRANCES	174,142
		RESERVE FOR ENCUMBRANCES	(174,142)
		EXPENDITURES	(91,035)
		REVENUES	7,566
		TOTAL FUND EQUITY	616,482
TOTAL ASSETS	<u>616,482</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>616,482</u>

	FY 2023 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED
REVENUES:					
INTEREST ON BANK DEPOSITS		514	7,566	7,566	%
TOTAL REVENUES		<u>514</u>	<u>7,566</u>	<u>7,566</u>	
PRIOR YEAR FUND BALANCE (PYFB)	372,300				
PYFB-ENCUMBRANCES	28,599				
TOTAL REVENUES AND PYFB	<u>400,899</u>				

	FY 2023 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
EXPENDITURES:						
PURCHASED SERVICES	1,213	4,747	47,465	72,563	(118,815)	9895.1%
MATERIALS AND SUPPLIES	394,224	49	38,108	23,339	332,777	15.6%
CAPITAL OUTLAY	5,462		5,462	78,240	(78,240)	1532.4%
TOTAL	<u>400,899</u>	<u>4,796</u>	<u>91,035</u>	<u>174,142</u>	<u>135,722</u>	66.1%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
CAPITAL PROJECTS  
JULY 1, 2022 THROUGH MAY 31, 2023

B 17

	FY 2023 APPROPRIATIONS	MONTH'S EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PROJECT-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED
601001-RENOV-REPLACENT-ENERGY MGMT II	13,175,000	284,615	1,096,185	9,017,131	2,436,279	1,721,590	86.93%
601002-TENNIS COURT RENOVATIONS II	1,800,000	3,518	392,259	1,613,647	52,118	134,235	92.54%
601005-JOHN B DEY ES MODERNIZATION	28,040,076		28,007	27,680,605		359,471	98.72%
601006-THOROUGHGOOD ES REPLACEMENT	32,470,000			32,426,266	25,997	17,737	99.95%
601007-PRINCESS ANNE MS REPLACEMENT	77,238,759	10,336	331,497	76,866,524	50,498	321,737	99.58%
601013-RENOV & REPLACE-REROOFING PHASE II	35,025,639		140	35,021,821	3,818		100.00%
601015-PRINCESS ANNE HS REPLACEMENT	133,609,497	705,619	705,619	719,619	6,172,333	126,717,545	5.16%
601016-ENERGY PERFORMANCE CONTRACTS PHASE II	32,500,000		3,412,986	29,109,580	3,266,543	123,877	99.62%
601017-RENOV & REPLACE-GROUND PH III	16,437,887	801,828	2,373,053	12,728,911	3,286,866	422,110	97.43%
601018-RENOV & REPLACE-HVAC PH III	39,708,316	448,078	7,508,579	27,760,640	4,348,524	7,599,152	80.86%
601019-RENOV & REPLACE-REROOFING PH III	22,150,000	348,726	2,377,837	14,306,901	7,368,456	474,643	97.86%
601020-RENOV & REPLACE - VARIOUS PH III	16,125,000	77,347	4,818,532	11,027,952	3,063,141	2,033,907	87.39%
601021-PLAZA ANNEX-LASKIN ROAD ADDITION	13,750,000	3,159	32,744	13,613,800	89,588	46,612	99.66%
601022-ELEMENTARY PLAYGROUND EQUIPMENT REP	2,584,737		321,849	1,336,532		1,248,205	51.71%
601023-STUDENT DATA MANAGEMENT SYSTEM	12,187,001		42,827	12,183,527		3,474	99.97%
601025-SCHOOL HR-PAYROLL	9,196,000			8,867,573		328,427	96.43%
601026-LYNNHAVEN MIDDLE SCHOOL EXPANSION	13,850,000	581,710	7,434,645	10,352,384	3,058,429	439,187	96.83%
601027-RENOV & REPLACE-SAFE SCHOOLS IMPROVEMENTS	600,000	18,644	190,246	587,763	11,715	522	99.91%
601028-B F WILLIAMS ES-BAYSIDE 6TH REPLACEMENT	26,547,220	270,237	270,237	286,237	2,363,848	23,897,135	9.98%
601029-BAYSIDE HIGH SCHOOL REPLACEMENT	20,276,775	604,478	604,478	618,478	5,288,029	14,370,268	29.13%
601030-REPLACEMENT PAYROLL SYSTEM	7,382,407					7,382,407	
601031-SCHOOL BUS & FLEET REPLACEMENT	7,713,000	117,344	2,214,799	2,240,929	5,238,904	233,167	96.98%
601032-PHONE SYSTEM REPLACEMENT	7,266,223	240,881	2,662,526	2,662,526	1,573,004	3,030,693	58.29%
601999-PAYROLL ALLOCATION		147,235	299,966	299,966		(299,966)	
TOTAL CAPITAL PROJECTS	569,633,537	4,663,755	37,119,011	331,329,312	47,698,090	190,606,135	66.54%

VIRGINIA BEACH CITY PUBLIC SCHOOLS  
GREEN RUN COLLEGIATE CHARTER SCHOOL  
JULY 1, 2022 THROUGH MAY 31, 2023

B 18

ASSETS:		LIABILITIES:	
CASH	987,368	CHECKS PAYABLE	
		ACH PAYABLE	11,604
		SALARIES PAYABLE-OPTIONS	266,620
		FICA PAYABLE-OPTIONS	20,396
		TOTAL LIABILITIES	<u>298,620</u>
		FUND EQUITY:	
		FUND BALANCE	
		ESTIMATED REVENUE	(4,363,929)
		APPROPRIATIONS	4,365,350
		ENCUMBRANCES	131
		RESERVE FOR ENCUMBRANCES	(131)
		EXPENDITURES	(3,676,602)
		REVENUES	<u>4,363,929</u>
		TOTAL FUND EQUITY	<u>688,748</u>
TOTAL ASSETS	<u>987,368</u>	TOTAL LIABILITIES AND FUND EQUITY	<u>987,368</u>

	FY 2023 ESTIMATED	MONTH'S REALIZED	YR-TO-DATE REALIZED	UNREALIZED REVENUES	PERCENT REALIZED	2022 PERCENT REALIZED
REVENUES:						
TRANSFER FROM GENERAL FUND	<u>4,363,929</u>	<u></u>	<u>4,363,929</u>	<u></u>	100.0%	100.0%
TOTAL REVENUES	<u>4,363,929</u>	<u></u>	<u>4,363,929</u>	<u></u>	100.0%	100.0%
PYFB-ENCUMBRANCES	<u>1,421</u>	<u></u>	<u></u>	<u></u>		
	<u>4,365,350</u>					

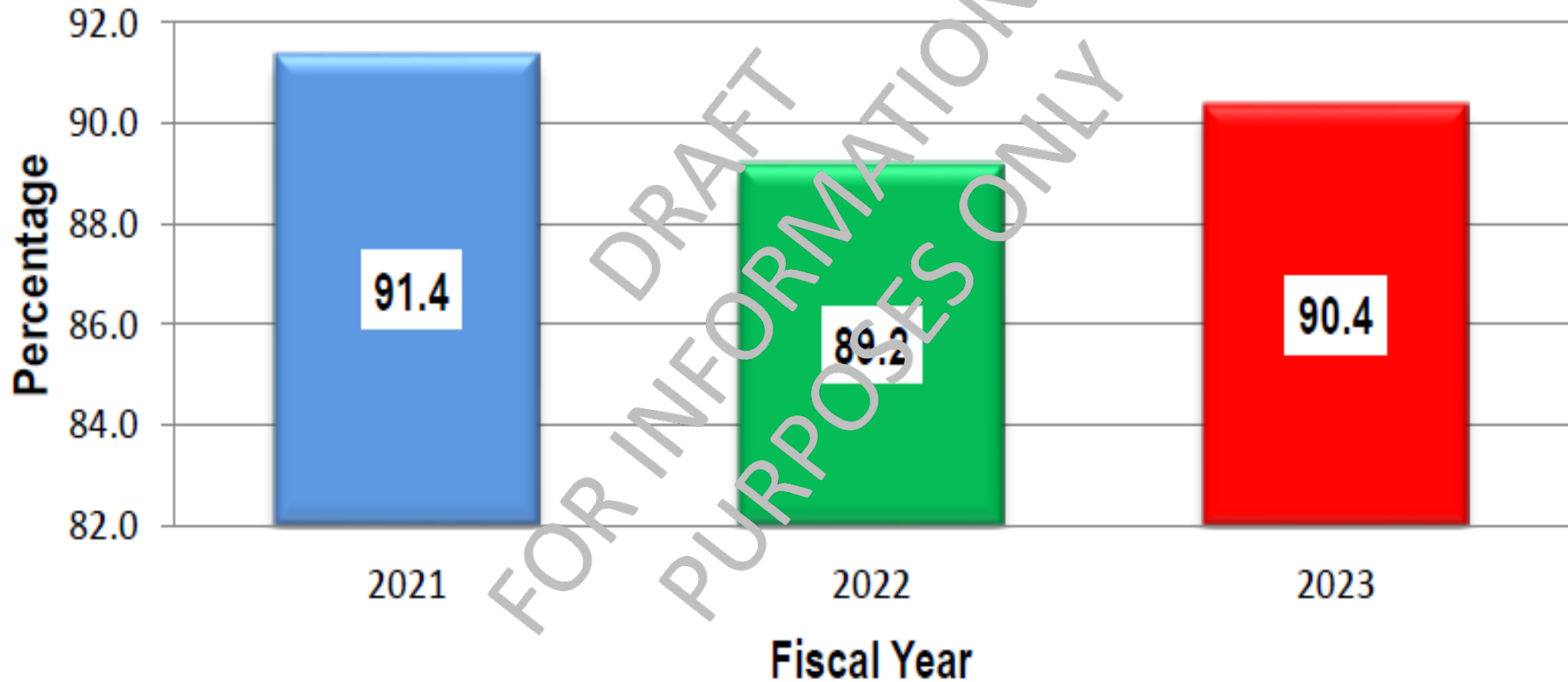
	FY 2023 APPROPRIATIONS	MONTH'S EXPENDITURES	YR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE	PERCENT OBLIGATED	2022 PERCENT OBLIGATED
EXPENDITURES:							
PERSONNEL SERVICES	2,653,113	251,755	2,351,380		301,733	88.6%	86.7%
FRINGE BENEFITS	918,668	94,203	849,507		69,161	92.5%	84.9%
PURCHASED SERVICES	416,422	105,170	302,777		113,645	72.7%	67.0%
OTHER CHARGES	77,339	1,369	67,111		10,228	86.8%	54.4%
MATERIALS AND SUPPLIES	<u>299,808</u>	<u>(5,730)</u>	<u>105,827</u>	<u>131</u>	<u>193,850</u>	35.3%	37.7%
TOTAL	<u>4,365,350</u>	<u>446,767</u>	<u>3,676,602</u>	<u>131</u>	<u>688,617</u>	84.2%	80.2%



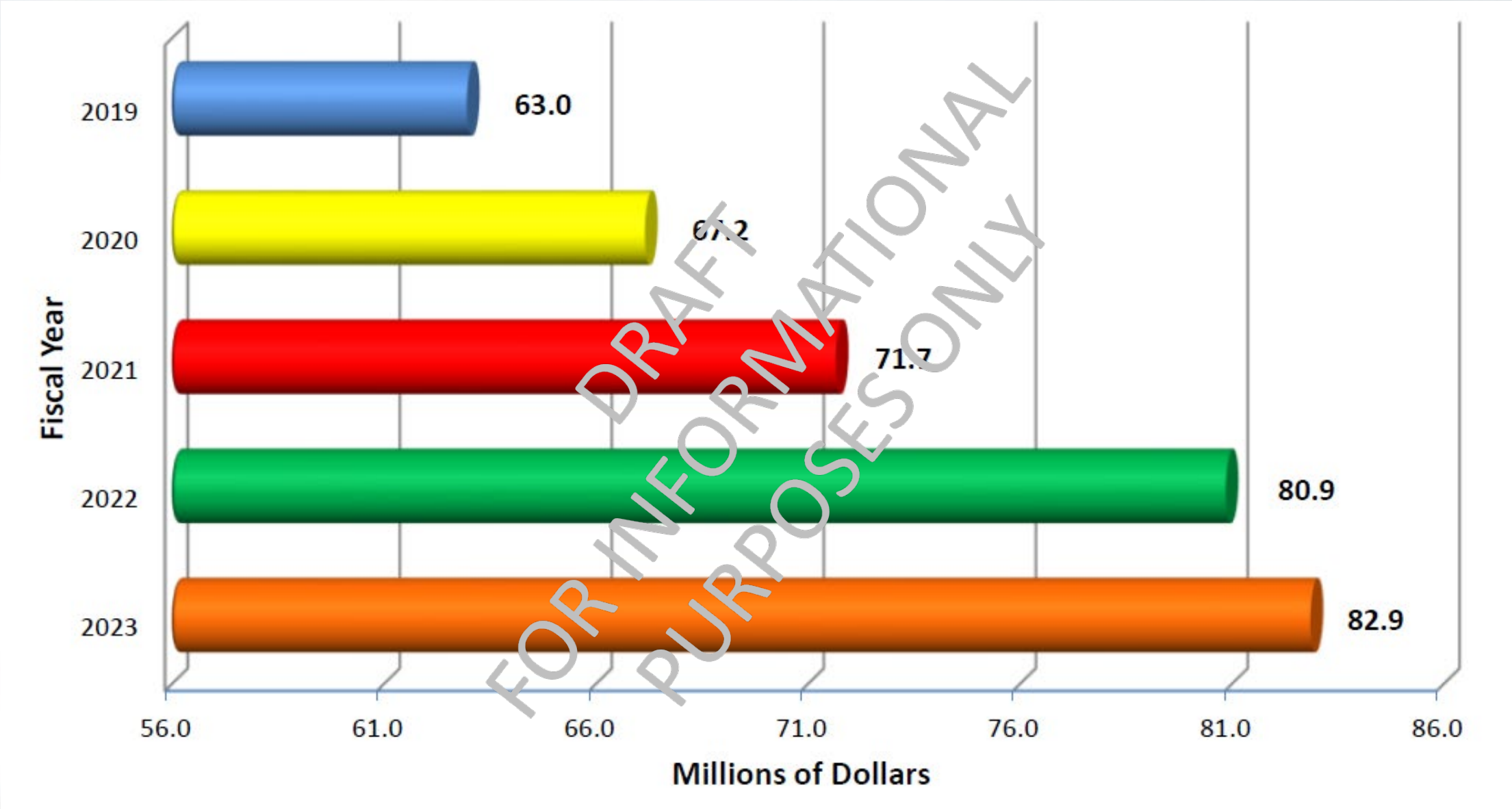
# A Presentation to the School Board

By: The Department of Budget and Finance, Office of Business Services  
Monday, June 27, 2023

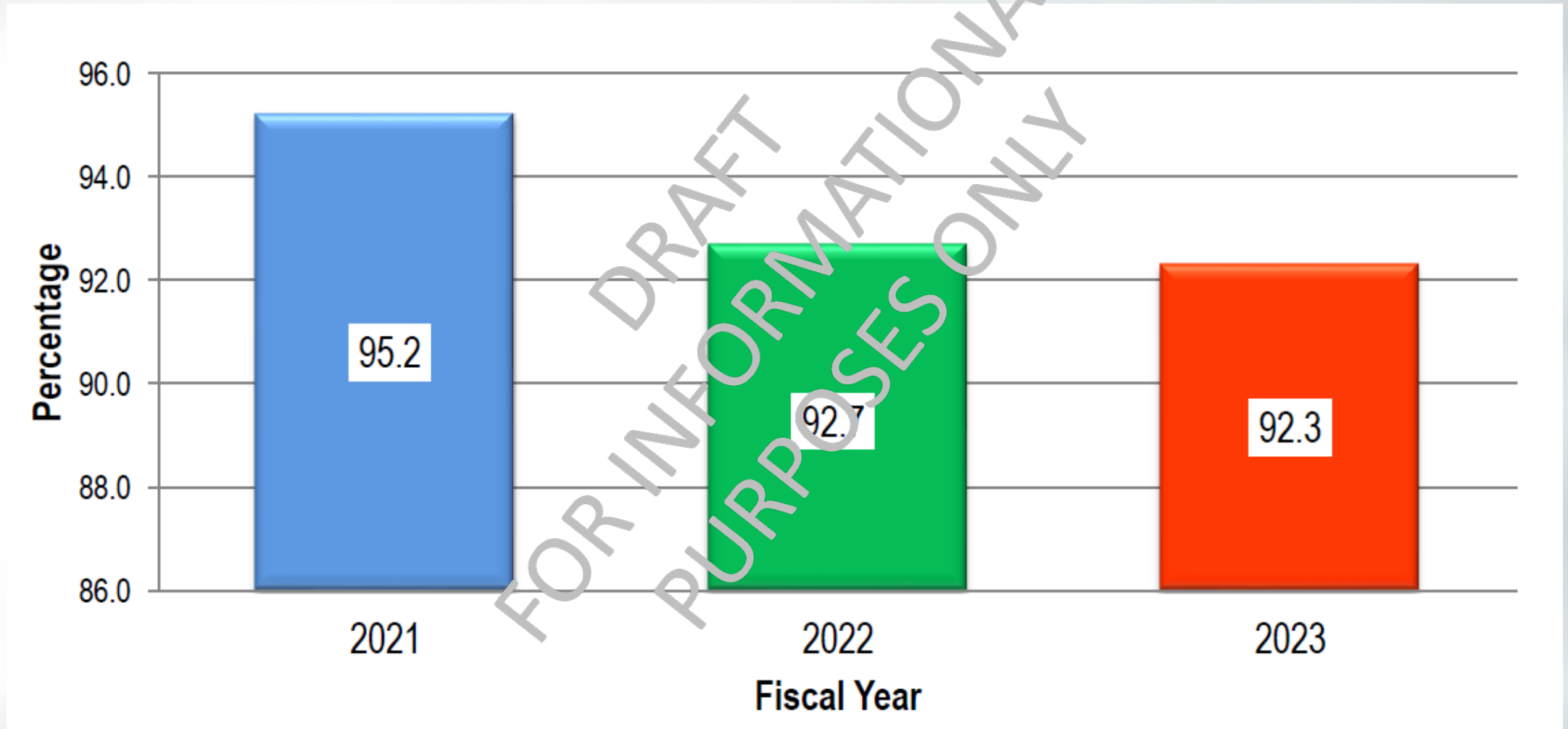
# School Operating Fund Revenue Percentage of Actual to Budget as of May 31, 2023



# State Sales Tax Revenue through May 31, 2023



# School Operating Fund Expenditures/Encumbrances Percentage of Actual to Budget as of May 31, 2023





**Subject:** Policy Review Committee Recommendations **Item Number:** 12B1-13

**Section:** Information **Date:** June 27, 2023

**Senior Staff:** Donald E Robertson, Ph.D. , Chief of Staff

**Prepared by:** Victoria Manning, PRC Chair, Kamala Lannetti, School Board Attorney

**Presenter(s):** Kamala Lannetti, School Board Attorney

**Recommendation:**

That the School Board approve Policy Review Committee (PRC) recommendations regarding amendments or reviews of certain policies from its June 8, 2023 meeting.

**Background Summary**

1. **Policy 2-40 - Principals** - the PRC recommends amending the Policy to remove the Editor's Notes which provides links also located in the Related Links section.
2. **Policy 2-41 - Assistant Principals** – the PRC has no recommended changes to this Policy.
3. **Policy 2-44 - Department /Grade Level Chairpersons** – the PRC has no recommended changes to this Policy.
4. **Policy 2-48 - Salaries and Compensation** - the PRC recommends amending the Policy to remove the Editor's Notes which provides links also located in the Related Links section.
5. **Policy 2-49 - Recruitment and Selection** – the PRC recommends amending the Policy to remove the Editor's Notes which provides links also located in the Related Links section.
6. **Policy 2-52 - Probationary Terms and reassignments of Principals, Assistant Principals and Supervisors** - the PRC recommends amending the Policy to remove the Editor's Notes which provides links also located in the Related Links section.
7. **Policy 2-53 - Evaluation of Administrative Staff** – the PRC has no recommended changes to this Policy.
8. **Policy 2-54 - Administrative Compensation** -the PRC has no recommended changes to this Policy.
9. **Policy 2-58 - Professional Development** - the PRC recommends amending the Policy to remove the Editor's Notes which provides links also located in the Related Links section.
10. **Policy 3-97 - Naloxone Administration in Response To A Suspected Opioid Overdose In A School Setting** – the PRC recommends adopting the proposed Policy drafted by the Office of Health Services in response to the February 10, 2023 Virginia Department of Health Standing Order permitting School Board employees who have completed training to administer Naloxone.
11. **Policy 4-1 - Personnel/Definitions** – the PRC recommends amending the Policy to incorporate changes proposed by Human Resources to update the definition of a full-time employee. These changes will allow VRS retirees to work more hours with the School Division and without having any effect on their current VRS benefits.
12. **Policy 4-37 - Retirement Plans/Insurance** – the PRC recommends amending the Policy to incorporate changes proposed by Human Resources in order for employees to more easily locate information on the benefits they are entitled to. These changes were made by working closely with VDOE and VRS to make sure that current employee's benefits are not affected.
13. **Policy 6-64 - Acceptable Use** – the PRC recommends amending the Policy to incorporate changes proposed by the Department of Technology which are needed to align with changes recently made to Regulation 6-64.1 in order to match COPPA and continue receiving federal funding.

**Source:**

Code of Virginia, 1950, as amended, § 22.1-253.12:7 School Board Policies.  
Policy Review Committee Meeting of June 8, 2023

## **ADMINISTRATION**

### **Principals**

#### **A. Primary Function**

A principal is responsible for the administration and supervision of school operations and its educational programs.

#### **B. Evaluation**

The School Board shall adopt for use by the Superintendent clearly defined written criteria for a performance evaluation process for principals, assistant principals, and supervisors that are consistent with the performance standards set forth in the Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers, Principals, and Superintendents as provided in Virginia Code § 22.1-253.13:5, as amended, and that include, among other things: an assessment of such administrators' skills and knowledge; student academic progress and school gains in student learning; and effectiveness in addressing school safety and enforcing student discipline. Principals and assistant principals who have achieved continuing contract status shall be formally evaluated at least once every three years and evaluated informally at least once each year that they are not formally evaluated. Probationary principals and assistant principals shall be evaluated each school year. The Superintendent shall consider such evaluations , among other things, in making employment recommendations to the School Board pursuant to Virginia Code § 22.1-293, as amended.

## C. Duties and Responsibilities

The principal shall be responsible to the Superintendent and shall represent the Superintendent in matters concerning the operation of the school. Only at the direction of the Superintendent or the School Board will central office staff have line authority over decisions or practices at the school site.

The principal shall set the standards and establish the ideals of the school within the framework as established by the Code of Virginia, Virginia Department of Education Regulations Establishing Standards for Accrediting Public Schools in Virginia, 8 VAC 20-131-10 *et seq.*, and School Board Policies and Division Regulations. The principal is responsible to the Superintendent and the School Board to operate the school in compliance with School Board Policies and Division Regulations, Virginia Department of Education Regulations and local, state and federal law.

Principals are designated as attendance officers for the School Division and shall act in accordance with the law as set forth in the legal reference below. The principal may designate other staff members to act as attendance officers at his or her school.

### **Editor's Note**

~~See School Board Policy 2-42 and implementing regulations for the School Improvement Process.~~

~~See School Board Policy 2-49 and any implementing regulations for recruitment and selection of principals.~~

~~See School Board Regulation 2-53.1 for the evaluation of administrative personnel.~~

~~See School Board Policy 4-62 for procedures used to evaluate employees in which principals must be trained.~~

~~See School Board Policy 5-17 and any implementing regulations regarding Absences/Truancy/Parental Notification.~~

## **Legal Reference**

Code of Virginia § 22.1-293, as amended. School boards authorized to employ principals and assistant principals; license required; powers and duties.

~~Virginia Department of Education Regulations Establishing Standards for Accrediting Public Schools in Virginia,~~ 8 VAC 20-131-110, *et seq.*, as amended, Standard and verified units of credit.

Code of Virginia § 22.1-294, as amended. Probationary terms of service for principals, assistant principals, and supervisors; evaluation; reassigning principal, assistant principal, or supervisor to teaching position.

Code of Virginia § 22.1-253.13:5, as amended. Standard 5. Quality of classroom instruction and educational leadership.

Virginia Board of Education Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers, Administrators, and Superintendents.

Code of Virginia § 22.1-260, as amended. Reports of children enrolled and not enrolled; nonattendance; ~~social security numbers required.~~

Code of Virginia § 22.1-261, as amended. Attendance officer to make list of children not enrolled; duties of attendance officer.

Code of Virginia § 22.1-262, as amended. Complaint to court when parent fails to comply with law.

## **Related Links**

School Board [Policy 2-42](#)

School Board [Policy 2-49](#)

School Board [Regulation 2-53.1](#)

School Board [Policy 4-62](#)

School Board [Policy 5-17](#)

Adopted by School Board: October 20, 1992  
Amended by School Board: January 19, 1999  
Amended by School Board: March 7, 2000  
Amended by School Board: May 9, 2006  
Amended by School Board: December 3, 2013

Amended by School Board: 2023

APPROVED AS TO  
LEGAL SUFFICIENCY

Kamala H. Lennetti

## **ADMINISTRATION**

### **Assistant Principals**

#### **A. Primary Function**

An assistant principal is responsible for assisting the school principal in the coordination, supervision, and management of the school program and operation.

#### **B. Evaluation**

The School Board shall adopt for use by the Superintendent clearly defined written criteria for a performance evaluation process for principals, assistant principals, and supervisors that are consistent with the performance standards set forth in the Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers, Principals, and Superintendents as provided in Virginia Code § 22.1-253.13:5, as amended, and that includes, among other things: an assessment of such administrators' skills and knowledge; student academic progress and school gains in student learning; and effectiveness in addressing school safety and enforcing student discipline. Principals and assistant principals who have achieved continuing contract status shall be formally evaluated at least once every three years and evaluated informally at least once each year that they are not formally evaluated. Probationary principals and assistant principals shall be evaluated each school year.

The Superintendent shall consider such evaluations, among other things, in making employment recommendations to the

School Board pursuant to Virginia Code § 22.1-293, as amended.

### **C. Duties and Responsibilities**

The School Division's job description for the position of assistant principal further describes the essential tasks of and work performed by assistant principals. School principals shall assign duties and responsibilities for the assistant principal(s) in their respective schools.

### **D. Authority in Absence of Principal**

Assistant principals shall, in the absence of the principal, act as the executive officer of the school, assume responsibility for the operation of the school, and make any necessary emergency decisions involving students, teachers, or other personnel. When there is more than one assistant principal in a school the principal shall designate the one who shall act as the executive officer in his or her absence.

### **Legal Reference**

Code of Virginia § 22.1-293, as amended. School boards authorized to employ principals and assistant principals; license required; powers and duties.

Code of Virginia § 22.1-294, as amended. Probationary terms of service for principals, assistant principals, and supervisors; evaluation; reassigning principal, assistant principal, or supervisor to teaching position.

Code of Virginia § 22.1-253.13:5, as amended. Standard 5. Quality of classroom instruction and educational leadership.

Adopted by School Board: October 20, 1992

Amended by School Board: December 3, 2013

Reviewed by School Board: 2023

APPROVED AS TO  
LEGAL SUFFICIENCY

Kamala H. Kanakis

## **ADMINISTRATION**

### **Department/Grade Level Chairpersons**

#### **A. Appointment**

School principals are authorized to appoint members of the teaching staff to act as department or grade level chairpersons.

#### **B. Duties and Responsibilities**

The principal shall establish duties and responsibilities for these positions.

#### **C. Remuneration**

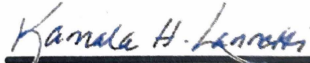
Remuneration for department and grade level chairpersons shall be in salary supplements based upon the number of members in each department or grade level as determined annually by the School Board in the School Division's Compensation Plan.

Adopted by School Board: October 20, 1992

Amended by School Board: December 3, 2013

Reviewed by School Board: 2023

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LEGAL SUFFICIENCY

  
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## ADMINISTRATION

### **Salaries and Compensation**

Salary and compensation will be determined by the School Board in the Compensation Plan or as otherwise determined by the School Board. Regulations governing salaries will be promulgated by the Superintendent. No base compensation/salary rate will be paid unless contained in the Compensation Plan (except as outlined below) developed annually by the Superintendent in accordance with the current operating budget, School Board directives, or written regulations promulgated by the Superintendent; or, such compensation is separately submitted to and approved by the School Board.

The Superintendent or his/her designee is authorized to provide a salary and/or benefit options which addresses compression, equity and competition for individuals with critical knowledge, skills, and expertise; provided the given base salary is within the approved Compensation Plan developed annually, and is in accordance with the current operating budget.

Appropriate written notification of such actions where the base salary is beyond the pay range shall be made by the Superintendent or his/her designee to the School Board.

#### ***Editor's Note***


*See School Board Regulation 2-48.1, Salary Adjustments for Promotions/Demotions.*

### **Related Links**

School Board [\*\*Regulation 2-48.1\*\*](#)

Adopted by School Board: October 20, 1992  
Amended by School Board: September 15, 1998  
Amended by School Board: March 21, 2000  
Amended by School Board: June 11, 2002  
Amended by School Board: May 9, 2006  
Amended by School Board: November 9, 2010  
Amended by School Board: December 3, 2013  
Amended by School Board: December 4, 2017  
Amended by School Board: 2023

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LEGAL SUFFICIENCY

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## **ADMINISTRATION**

### **Recruitment and Selection**

#### **A. Recruitment**

1. When an administrative or supervisory vacancy occurs the Superintendent is authorized to issue a notice of vacancy.
2. Employees who desire consideration for vacancies may submit a letter of application to the Chief Human Resources Officer.
3. Advertisements outside the School Division shall be at the discretion of the Superintendent.

#### **B. Selection**

1. Central Office Personnel
  - a. The department head or administrative designee shall review the pool of applications. In those instances where an applicant will report directly to an administrator other than the department head that administrator will also review the applications.
  - b. The department head or administrative designee, in cooperation with another administrator if necessary, shall select a minimum of three candidates who have

the required qualifications to fill the vacancy.

- c. Interviews shall be conducted by a team approved by the department head. Additional interviews may be conducted at the discretion of the Superintendent.
- d. The Superintendent will submit a nominee to the School Board as provided in School Board Policy 2-50.
- e. When a vacancy occurs at the deputy superintendent level and/or department head level, the search for candidates shall be the Superintendent's responsibility.

## 2. Principals

- a. When an administrative vacancy occurs at the school principal level, the search for candidates shall be the responsibility of the Department of School Leadership, in consultation with the Superintendent.
- b. The Superintendent will submit a nominee to the School Board as provided in School Board Policy 2-50.

### **Related Links**

School Board [\*\*Policy 2-50\*\*](#)

Adopted by School Board: October 20, 1992

Amended by School Board: May 9, 2006

Amended by School Board: December 3, 2013

Reviewed by School Board:

APPROVED AS TO  
LEGAL SUFFICIENCY

Kamala H. Lenzetti

## ADMINISTRATION

### **Probationary Terms and Reassignment of Principals, Assistant Principals, and Supervisors**

Probationary terms of service for principals, assistant principals or supervisors and their reassignment to teaching positions shall be as mandated by law.

#### **Editor's Note**

*~~See School Board Policy 2-40 for policy regarding performance evaluation of principals, assistant principals and supervisors.~~*

### **Legal Reference**

Code of Virginia, § 22.1-294, as amended. Probationary terms of service for principals, assistant principals, and supervisors; evaluations; reassigning principal, assistant principal, or supervisor to teaching position.

### **Related Links**

School Board [Policy 2-40](#)

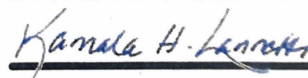
Adopted by School Board: October 20, 1992

Amended by School Board: April 4, 2000

Scrivener's Amendments: December 3, 2013

[Amended by School Board: 2023](#)

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LEGAL SUFFICIENCY

  
Kamala H. Lennetti

## **ADMINISTRATION**

### **Evaluation of Administrative Staff**

#### **A. Generally**

The evaluation of the administrative staff is the responsibility of the Superintendent or his/her designee. Implementing the evaluations shall be done under the following guidelines:

1. Performance responsibilities shall be stated in a job description.
2. The accomplishment of both short and long range performance responsibilities shall be evaluated.
3. The judgment of the administrator's immediate supervisor shall be considered during the evaluation process.

These evaluations shall be the basis for the Superintendent's recommendations as to the continued employment and compensation of the individuals concerned.

#### **Legal Reference**

Code of Virginia, § 22.1-253.13:7, as amended. Standard 7. School board policies.

Adopted by School Board: March 18, 1975

Amended by School Board: August 21, 1990

Amended by School Board: July 16, 1991

Amended by School Board: October 20, 1992

Amended by School Board: May 9, 2006  
scrivener's Amendments: December 3, 2013

Amended by School Board: 2023

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LEGAL SUFFICIENCY

Kamala H. Lantieri

## **ADMINISTRATION**

### **Administrative Compensation**

#### **A. Generally**

The School Board shall adopt and annually review a system of compensation for administrative employees. Compensation should be based upon the responsibilities required in the job description for the position and the employee's experience and training.

The School Board shall adopt a salary range for each administrative position. The employee's advancement within the salary range for his/her position shall be determined annually by the School Board upon the recommendation of the Superintendent. The recommendation for advancement shall be based upon the evaluation of the employee's performance in meeting the requirements in the job description, experience, training and other considerations defined by the Superintendent.

#### **B. Employees New in a Position**

Newly-appointed administrative employees will be placed on the appropriate pay grade commensurate with their experience and training, upon approval of the Superintendent.

#### **Editor's Note**

*See the School Division's Compensation Plan for current fiscal year.*

Adopted by School Board: June 16, 1970  
Amended by School Board: July 1, 1978  
Amended by School Board: August 21, 1990  
Amended by School Board: July 16, 1991  
Amended by School Board: October 20, 1992  
Scrivener's Amendments: December 3, 2013

Reviewed by School Board: 2023

APPROVED AS TO  
LEGAL SUFFICIENCY

Kamala H. Lemos

## ADMINISTRATION

### **Professional Development**

The Superintendent shall provide an organized program of professional development designed to assist administrators in acquiring the skills needed to work with all students, including but not limited to, gifted students, special needs students, and students who are at risk of academic failure and to increase proficiency in instructional leadership and management, including training in the evaluation and documentation of teacher and administrator performance based upon student academic progress and the skills and knowledge of such instructional or administrative personnel.

The Superintendent shall allocate such time of administrative employees as may be necessary for the program.

The Superintendent is authorized to employ non-school persons to assist or conduct professional development programs to the extent that funds have been approved by the School Board in the annual budget.

For the purpose of professional development, administrators may attend conferences, meetings and institutes to the extent that funds have been approved by the School Board in the annual budget and after obtaining approval of the Superintendent or designee. The Superintendent may attend conferences or meetings which may prove beneficial to the School Division. Reimbursement of reasonable expenses will be made on the basis of submission of a request listing costs incurred.

### **Editor's Note**

*~~See School Board Policy 4-62 for training of principals in evaluation of employee performance.~~*

## **Legal Reference**

Code of Virginia § 22.1-253.13:5, as amended. Standard 5. Quality of classroom instruction and educational leadership.

8 VAC 20-450 et seq., as amended. Regulations Governing Professional Development.

## **Related Links**

School Board [Policy 4-62](#)

Adopted by School Board: October 20, 1992

Amended by School Board: April 4, 2000

Amended by School Board: May 9, 2006

Amended by School Board: December 3, 2013

[Amended by School Board: 2023](#)

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BUSINESS AND NON-INSTRUCTIONAL OPERATIONS

NALOXONE ADMINISTRATION IN RESPONSE TO A SUSPECTED OPIOID OVERDOSE  
IN A SCHOOL SETTING

**A. Purpose**

Opioid overdoses and deaths are an epidemic nationally and in the Commonwealth of Virginia. Recent changes in the law have made access to and administration of opioid reversing medications more practical for staff in school settings to obtain and administer. The purpose of this Policy is to establish procedures, training and access to supplies for providing emergency medical care to an individual experiencing symptom of, or reasonably believed to be suffering from, a possible opioid overdose, including the administration of opioid-reversal medications.

**B. Definitions**

1. *Opioids*- are substances that contain opium or opium derivatives that are legally prescribed for paid relief or treatment of an opioid use disorder. They may come in a variety of forms and may also be manufactured and sold illegally for non-prescription use.
2. *Opioid overdose*- means an occurrence when a toxic amount of an opioid, including when mixed with other substances, overwhelms the body's ability to process it. Opioid overdose can result in life-threatening symptoms, including respiratory depression.
3. *Opioid reversal medications (e.g., naloxone, or similar medication)*- work temporarily to counteract the toxic effects of opioid overdose. Naloxone is considered safe to administer even in symptoms are not due to an opioid overdose, or it an individual in unconscious. Naloxone is most often administered via a single-use intranasal spray but can also be administered via injectable routes. This Policy anticipates that other opioid reversal medications or treatments may developed and approved in the future and the term opioid reversal medication should be interpreted to include approved developments.

4. School setting- will include all middle and high school facilities, buildings and grounds, vehicles owned, leased, or operated by the School Board and the School Division while on middle and high school grounds, those locations when and where the School Board or the School Division are conducting school sponsored events. When school facilities, buildings, grounds or vehicles are rented or lent to outside groups or when school or business are not in session, this Policy is not in affect.

### **C. Authorization to stock and training to administer opioid reversing medications**

All middle and high schools in the School Division are authorized to stock and maintain a minimum of four (4) doses of Naloxone or other opioid reversing medication. Only authorized school staff or contractors are authorized to have or administer Naloxone or other opioid reversing medication in the school setting. The Department of School Leadership, Office of Health Services will be responsible for developing the procedures and/or protocols to implement this Policy.

The school nurse and clinic assistant will be trained as well as building administrators (principals, assistant principals, or designees as determined by the principal or building administrator) on

1. obtaining, storage, and replacement of opioid reversing medications
2. identification of individuals who are experiencing actual or suspected opioid overdoses in the school setting
3. administering of opioid reversing medications and other aid to such individuals
4. procedures for obtaining emergency and/health services for such individual
5. the procedure for notifying the emergency contact for an adult student or the parent/legal guardian/emergency contact for a minor student who has been administered an opioid reversing medication
6. the procedure for notifying the emergency contact or other individual for a staff member or authorized contractor or volunteer
7. the identification of at least three staff members at each school site who are trained to administer opioid reversing medications and the scheduling of at least one of those individuals to provide coverage at the school setting during school, business or school sponsored event hours take place in the school setting
8. Other training and procedures determined necessary

### **D. Intent of provision of opioid reversing medication or assistance and conditions**

The School Board does not condone the use of unauthorized opioids or the misuse of authorized opioids in the school setting. The authorization to stock and administer opioid reversing medication is solely provided for the purpose of addressing life threatening opioid overdose until such time as emergency and/or medical assistance can be obtained.

Nothing in this Policy or its supporting procedures/protocols should be interpreted to guarantee that the administration of opioid reversing medication or assistance will be effective or will not cause further harm to the individual receiving the medication/assistance. Nothing in this Policy guarantees that the School Division will have sufficient supplies and trained individuals to meet all incidents of opioid overdose in the school setting.

The following conditions will also apply:

1. No person who has been administered opioid reversing medication or assistance in the school setting will be allowed to return to the school setting until authorized to do so by the principal or designee.
2. Discipline may be imposed for violations of the Code of Student Conduct or related to the opioid overdose or suspected overdose.
3. Law enforcement may be contacted and provided with necessary information to address the health or safety concerns.
4. Costs related to the obtaining of emergency and/or medical treatment due to the overdose or the administration of opioid reversing medication/assistance will be the responsibility of the adult or the parent/legal guardian of the minor individual who received such services.
5. No person other than authorized school staff, authorized School Division contractors or law enforcement/emergency services personnel may possess or administer opioid medication in the school setting.
6. All opioid overdoses or suspected overdoses as well as the administration of opioid reversing medications/assistance in the school setting will be reported to principal/designee as soon as possible for the purposes of ensuring the health and safety of the school setting.
7. Authorized school staff or School Division contractors who administer opioid medication or assistance reasonably in accordance with this Policy and/or its supporting procedures/protocols will be defended by the School Board in accordance with its risk management programs and as required by law.

### **Related Links**

### **Legal References:**

Code of Virginia §8.01-225, as amended. Professional use by practitioners.

Code of Virginia §54.1-3408, as amended. Persons rendering emergency care, obstetrical services exempt from liability

VBCPS Health Services Manual- as amended

Virginia Department of Education School Health Guidelines: Best Practices on Naloxone Possession and Administration in Response to a Suspected Opioid Overdose in the School Setting, as amended.

Virginia Department of Education Naloxene Administrative Procedures, as amended

Adopted by School Board: 2023

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Kamala H. Larrick

## PERSONNEL

### **Definitions**

For the purpose of differentiating between various employees of the School Board the following definitions shall apply:

#### **A. Employees of the Board**

All employees are "Employees of the School Board:" and whenever reference is made to employees without distinction, such statement shall refer to all employees with the exception of the School Division Superintendent.

##### **1. Full-time**

With the exception of Bus Drivers/Bus Assistants, ~~and Food Service employees~~ and other position classifications as defined in School Board Regulation 4-37.3, a full-time employee is defined as a School Board employee ~~who is scheduled to routinely work thirty five (35) hours (0.875 FTE) or more per consecutive workweek and~~ who fills one hundred ~~(100)~~ percent (100%) of a budgeted full-time equivalency position. Such employee's hours and workday shall be specified by the Superintendent/designee. ~~All newly hired Bus Drivers/Bus Assistants and Food Service employees who actually work twenty five (25) hours (0.625 FTE) or more per consecutive work week shall be considered to be full time employees. Bus Drivers/Bus Assistants and Food Service employees hired prior to September 5, 2007, will be grandfathered in at the original rate of twenty (20) hours per week for Bus Drivers/Bus Assistants and fifteen (15) hours per week for Food Service Employees. Position classifications defined in School Board Regulation 4-37.3 are considered fFull-time employees.~~ Full-

time employees shall be entitled to ~~the full range of~~ benefits provided by the School Board. Refer to School Board Policy 4-37, as amended, ~~and School Board Regulation 4-37.3.~~

## 2. Part-time

With the exception of Bus Drivers/Bus Assistants, ~~and Food Service~~ employees, and other position classifications as defined in School Board Regulation 4-37.3, ~~employees defined in Section A.1.,~~ a part-time employee is ~~defined as~~ an employee ~~who is scheduled to work less than thirty-five (35) hours per week (0.875 FTE) and~~ who fills less than ~~one hundred~~ 100 percent ~~(100%)~~ of a budgeted full-time equivalency position. ~~Refer to School Board Policy 4-37, as amended, regarding benefits provided to part-time employees, and School Regulation 4-37.3 regarding benefits eligibility. Part-time employees may be entitled to School Board provided leave benefits on a pro-rated basis; however, an employee must fill fifty percent (50%) or more of an allocated position in order to be eligible for pro-rated leave benefits and other employee benefits. Part-time employees are eligible for certain retirement plans and employee benefit plans. Refer to School Board Policy 4-37, as amended.~~

## **B. Licensed Personnel**

Licensed personnel shall include those employees who are required to have teaching licenses or other licensure from the Virginia Board of Education to perform the job to which they are currently assigned. For the purpose of this Policy, school psychologists, school social workers, and school counselors are included in this category.

## **C. Classified Personnel**

Classified personnel shall include those employees designated in the Compensation Plan as approved by the School Board. Classified

personnel are employees who perform clerical, instructional assistance, labor, and other support functions for the School Division.

#### **D. Administrative Personnel**

Administrative personnel shall be those employees designated in the Compensation Plan as approved by the School Board which include, but are not limited to, non--school-based instructional and non-instructional administrators, principals, assistant principals, and instructional supervisors as that term is defined by the Virginia Board of Education Regulations.

#### **E. Professional Personnel**

Professional personnel shall be those employees designated in the Compensation Plan as approved by the School Board. This category includes but is not limited to, occupational therapists, physical therapists, psychologists, nurses, computer programming and systems analysts, and accountants.

#### **F. Temporary Employee**

A temporary employee is one who is employed for a specified purpose over a limited period of time and does not fill a budgeted full-time equivalency position, including those persons employed pursuant to a temporary employment agreement. All categories of substitutes are temporary employees. ~~A written contract shall be required for a substitute teacher who fills a teacher vacancy for longer than ninety (90) days in one school year. No license shall be required for substitute teachers employed to substitute for a contracted teacher, for a period of less than twenty (20) consecutive days. A temporarily employed teacher means: (a) one who is employed to substitute for a contracted teacher for a temporary period of time during the contracted teacher's absence: or (b) one who is employed to fill a teacher vacancy for a period of time, but for no longer than ninety (90) teaching days in such vacancy<sup>1</sup>, unless otherwise approved by the Virginia Department of Education~~

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<sup>1</sup> During the 2023-2024 and 2024-2025 school years, the School Board may employ a temporarily employed teacher to fill such a vacancy for a period of time not to exceed 180 days during one school year.

(VDOE) on a case-by-case basis, during one school year. A temporarily employed teacher is not required to be licensed by VDOE, nor will a written contract be issued for a temporarily employed teacher.

~~Long-term substitute teachers, defined as those substitutes teaching for more than twenty (20) consecutive days in the same position, shall hold or be eligible for a Virginia license.~~ Employees who are regular full-time contracted personnel may also be employed in a temporary status, e.g., full-time contracted teachers may be temporarily employed as summer schoolteachers or for one school year only. Temporary employees are not eligible for most benefits arising out of their service in this capacity unless such benefits are specifically designated in the temporary employment agreement or as outlined in School Board Policy 4-37, as amended ~~as certain retirement plans and employee benefit plans are available to Temporary employees.~~ Temporary employees shall not have the right to access the grievance procedure in any matter regarding dismissal, ~~probation~~probation, or other disciplinary action.

#### **G. Probationary Employees**

All employees, other than those subject to §§ 22.1-303 and 22.1-294 of the Code of Virginia (as amended), during the initial eighteen (18) months from the first day of employment or re-employment in a full-time position with the School Board are considered to be in a probationary status and shall have no right to access the grievance procedure in any matter regarding dismissal, ~~probation~~probation, or other disciplinary matter.

#### **Legal Reference**

Code of Virginia § 22.1-79, as amended. Powers and duties.

Code of Virginia § 22.1-294, as amended. Probationary terms of service for principals, assistant principals, and supervisors; evaluation; reassigning principal, assistant principal, or supervisor to teaching position.

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Code of Virginia § 22.1-302, as amended. Written contracts required; execution of contracts; qualifications of temporarily employed teachers; rules and requirements.

Code of Virginia § 22.1-303, as amended. Probationary terms of service for teachers.

### **Related Links**

School Board ~~[Policy 4-37](#)~~[Policy 4-37](#)

School Board ~~[Policy 4-56](#)~~[Policy 4-56](#)

School Board ~~[Policy 4-75](#)~~[Policy 4-754-10](#)

School Board ~~[Regulation 4-90.1](#)~~[Regulation 4-90.1](#)

School Board ~~[Policy 4-92](#)~~[Policy 4-92](#)

~~[School Board Regulation 4-37.31](#)~~

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

Amended by School Board: September 7, 1999

Amended by School Board: September 5, 2007

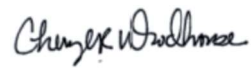
Amended by School Board: November 9, 2010

Scrivener's Amendments: August 16, 2013

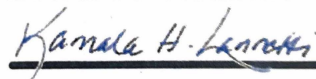
Amended by School Board: November 8, 2017

Amended by School Board: September 14, 2021

~~[Amended by School Board: 2023](#)~~



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## PERSONNEL

### Employee Benefits/Retirement Plans/Benefits/Insurance

The School Board designates the Superintendent or designee to procure, administer, and make all final decisions pertaining to any employee benefit ~~or and~~ retirement plans.

#### A. Eligibility

The following categories will apply:

##### 1. Full-Time Employees

\_\_\_\_ Full-Time Employees as defined by School Board Policy 4-1 are eligible for all plans outlined ~~in Regulation 4-37~~ herein, as amended, ~~(except as defined by an employee's Virginia Retirement System (VRS) plan)~~ and any other employee benefit plan that the School Division may contract with now or in the future and as communicated by the Office of Consolidated Benefits.

##### 2. Part-Time Employees

~~2. \_\_\_\_\_~~

~~a. Leave Benefits: Part-Time Employees, as defined by School Board Policy 4-1, who fill 50% of an allocated position are eligible for the same benefits as Full-Time Employees. fifty percent (50%) (0.5 FTE) or more of an allocated position may be eligible entitled to for School Board provided:~~

~~1) Leave benefits on a pro-rated basis:~~

~~2) Health Care and other employee benefit plans or programs plans outlined in section B herein, as amended, except for~~

benefit plans under the Virginia Retirement System (VRS benefits include: VRS defined benefit, VRS defined contribution, VLDP, VRS Cash Match, VRS Health Credit, Basic Life Insurance, and Optional Life Insurance); and

- 3) (except for benefit plans under the Virginia Retirement System (VRS)) and Any other employee benefit that the School Division may contract with now or in the future and as communicated by the Office of Consolidated Benefits. (except for benefit plans under the Virginia Retirement System (VRS)).

Benefit plans under the Virginia Retirement System (VRS) may be available for employees as defined in School Board Regulation 4-37.3. Health Care Benefits: Part-time employees are eligible for health insurance coverage if deemed eligible as defined by the Employer Mandate of the Patient Protection and Affordable Care Act., and any other limited benefits as may be communicated by the Office of Consolidated Benefits.

a. —

- b. Other Benefits: Part-Time Employees, as defined by School Board Policy 4-1, as defined by School Board Policy 4-1 who fill less than 50% of an allocation who fill less than fifty percent (50%) (0.5 FTE) of an allocated position may be eligible forentitled to School Board Provided:

- 1) Health Care Benefits if deemed eligible as defined by the Employer Mandate of the Patient Protection and Affordable Care Act, and
- 2) are eligible for the Employee Assistance/Work Life Program, 403(b) Retirement Savings Plan, and 457 Deferred Compensation Plan; and any other limited benefits as may be communicated by the Office of Consolidated Benefits. health coverage if deemed

~~eligible as defined the Employer Mandate of the Patient Protection and Affordable Care Act, and any other limited benefits as may be communicated by the Office of Consolidated Benefits.~~

~~b.---~~

### 3. Temporary Employees

Temporary Employees as defined by Policy 4-1 may be entitled to School Board Provided:~~are eligible for the Employee Assistance/Work Life Program, 403(b) Retirement Savings Plan, 457 Deferred Compensation Plan, health coverage if deemed eligible as defined by the Employer Mandate of the Patient Protection and Affordable Care Act, and any other limited benefits as may be communicated by the Consolidated Benefits Office.~~

a. Health Care Benefits if deemed eligible as defined by the Employer Mandate of the Patient Protection and Affordable Care Act; and

b. Employee Assistance/Work Life Program, 403(b) Retirement Savings Plan, 457 Deferred Compensation Plan and any other limited benefits as may be communicated by the Office of Consolidated Benefits.

## **B. Employee Benefit Plans/Programs**

The following plans, programs, and services will be offered by the School Board to eligible employees:

### 1. Health Coverage

A plan, or plans, to provide medical, behavioral health, vision, and pharmacy benefits. The School Board shall contribute an

employer contribution, determined annually, towards health coverage for eligible employees and as defined by leave policies.

2. Health Savings Account

A tax-advantaged savings account owned by an employee that can be used to pay for qualified medical expenses. The employee must be enrolled in a qualified high deductible health plan to be eligible for the plan. An employer contribution may be provided by the School Board, as determined annually.

3. Flexible Spending Account (Health Care)

A pre-tax benefit account that can be used to pay for qualified medical expenses.

4. Flexible Spending Account (Dependent Care)

A pre-tax benefit account used to pay for qualified dependent care services while at work.

5. Dental Coverage

A plan to provide dental cleanings and services.

6. Legal Services

A plan to provide legal services and courtroom representation.

7. Identity Theft Protection

A plan to provide assistance in restoring credit and cover costs related to identity theft.

8. Life Insurance

A group term life policy to provide compensation in the event of death.

- a. **Basic Group Life** – The Basic Group Life plan provides life insurance coverage through the Virginia Retirement System.

The School Board shall pay the total premium to be determined annually by the Virginia Retirement System.

- b. **Optional Group Life** – An Optional Group Life plan provides additional life insurance for employees that desire coverage beyond the Basic Group Life plan. Must be covered by Basic Group Life to be eligible for Optional Group Life.

9. Long-Term Disability

A plan that provides income protection to an employee from loss of income if unable to work due to illness, injury, or accident for a long period of time. Note: VRS Hybrid employees are not eligible for this plan and should refer to the Virginia Local Disability Plan.

10. Virginia Local Disability Plan (Hybrid Employees Only)

A plan that provides benefits for Hybrid employees under the Virginia Retirement System if the employee cannot work because of a non-work-related or work-related illness or injury.

- a. **Short-Term Disability** - A plan providing income protection for an illness, injury or other condition that prevents employee from performing the full duties of their job for a short period of time.
- b. **Long-Term Disability** - A plan providing income protection for a condition that prevents employee from performing the full duties of their job for an extended period of time.
- c. **Long-Term Care** – A plan providing benefits if you need help with everyday life tasks because of a prolonged health problem or following a major illness or injury.

11. 403(b) Retirement Savings Account

A tax-advantaged plan providing an opportunity to invest in a portfolio of funds to build retirement income.

12. 457 Deferred Compensation Plan

A tax-advantaged plan providing an opportunity to invest in a portfolio of funds to build retirement income. Note: VRS Hybrid employees should first maximize their 4% contribution with an employer match before participating in this plan.

13. Wellness Program

A wellness program to provide plans, programs, and services and/or incentives for healthy behaviors to maintain or improve employee health and ~~well-being;~~well-being, disease and condition management, cancer screenings, health screenings, flu vaccines, nutrition and weight management, tobacco cessation, health education, activity and fitness, and other programs and support services.

14. Employee Assistance/Work-Life Program

A program to provide counseling and support services to help employees handle challenges and life situations.

15. Other Coverage and Services

Other plans, programs, and services, as deemed appropriate.

**C. Retirement Plans**

1. Pension Plan

~~Eligibility—~~A retirement pension plan ~~is~~ provided through the Virginia Retirement System (VRS). ~~for all full-time employees, and part-time employees filling 50% of an allocated position.~~ A VRS Optional Retirement Plan is available to the Superintendent. The School Board shall pay a percentage of creditable compensation for employees as determined by the Virginia General Assembly and a contribution of five percent (5%) of creditable compensation is required by employees (or as otherwise required by law or regulation).

~~Part-time employees are not eligible for VRS benefits unless in a classification in the Compensation Plan specifically identified to be eligible.~~

- a. **Defined Benefit Plan** – Employees under VRS Plan 1 and Plan 2 participate in a Defined Benefit retirement plan whereby guaranteed retirement benefits are paid in retirement based on a set formula and where the employer and 5% employee contributions are made. Employees under the VRS Hybrid plan maintain the majority of their participation in the Defined Benefit Plan where 4% of their employee contribution is made, but also participate in the Defined Contribution.
- b. **Defined Contribution** – Employees under the VRS Hybrid plan also participate in a Defined Contribution plan where the benefit is based upon contributions and investment returns.
  - 1) ~~1)~~ Hybrid 401(a) Cash Match Plan – The School Board contributes 1% of the employee's creditable compensation and the employee contributes 1%.
  - 2) ~~2)~~ Hybrid 457 Deferred Compensation – Employee may contribute up to 4% of creditable compensation and will receive a School Board match of up to 2.5%.

## 2. Health Insurance Credit –

~~2.~~ -The School Board contributes a percentage of creditable compensation as determined by the Virginia General Assembly to provide a credit towards the cost of health coverage in retirement for certain employees as defined by the Code of Virginia.

## **D. Insurance**

1. Workers' Compensation – Eligible to all employees of the School Board

Injuries to employees from accidents in the line of duty are compensable under the State Workers' Compensation Act. Refer to School Board Regulation 4-~~44.537.1~~ for Workers' Compensation. The Superintendent shall develop regulations for the required reports to protect the employee's rights as well as those of the School Board.

2. Liability Insurance – Eligible to all employees of the School Board

The School Board carries a blanket general and legal liability policy for all employees. Premiums are paid by the School Board.

**Legal Reference**

Code of Virginia § 2.2-2104, as amended. Health insurance program for employees of local governments, local officers, teachers; etc.; definitions.

Code of Virginia § 2.2-1207, as amended. Long-term care insurance program for employees of local governments, local officers, and teachers.

Code of Virginia § 51.1-502, as amended. Eligible employees and officers.

Code of Virginia § 51.1-126.6, as amended. Certain Employees of Public School divisions.

**Related Links**

School Board ~~Policy 4-1~~**Policy 4-1**

School Board ~~Regulation 4-37.3~~

School Board ~~Regulation 4-37.1~~**Regulation 4-37.144.5**

School Board ~~Regulation 4-49.1~~**Regulation 4-49.1**

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

Amended by School Board: October 6, 1998

Amended by School Board: June 20, 2006

Amended by School Board: October 10, 2017

Amended by School Board: June 23, 2021

**Amended by School Board: 2023**

Chengxi Wu

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Kamala H. Larrick

## INSTRUCTION

### **Acceptable Use Policy**

The School Board provides computer systems (as defined in School Board Policy 6-62) to promote educational excellence, resource sharing, innovative instruction, and communication and to prepare students to live, collaborate and work in the 21st century. Computer systems include, but are not limited to, all computers, electronic tablets, electronic readers, servers, network devices, telecommunication devices, multifunction devices, printers, scanners, peripheral equipment, local and wide area networks, Internet access, software, apps, application systems, web resources, data, and digital content. Misuse of computer systems may result in disciplinary and/or legal action. The computer systems shall not be used to conduct illegal activities, or to send, receive, view, or download illegal materials. The School Division computer systems will not be used to violate School Board policy, regulation or procedures/protocols.

Use of the School Division computer systems during school and professional hours must be:

1. in support of education and/or research; or
2. for school business; and
3. in support of the mission of the Virginia Beach City Public Schools; and
4. in accordance with all School Board policies and regulations.

Access to the School Division computer systems is granted as a privilege, not a right. The Superintendent or designee shall establish regulations and/or procedures containing the appropriate uses of, ethics and protocol for computer systems. These regulations shall include some measure for preventing students from accessing information that the School Division determines to be harmful or inappropriate to students. All computer systems users, School Board employees, non-employees, and students must comply with the requirements defined in School Board Regulation 6-64.1 Acceptable Use of Computer Systems.

Any School Board employee, non-employee, or student who fails to comply with the terms of this Policy or the regulations developed by the School Division superintendent may lose computer systems privileges. Employees may also be disciplined by the School Division superintendent up to and including termination depending upon the nature of the violation of this Policy or the implementing regulations, and students may be disciplined in accordance with the Code of Student Conduct or other School Board policies and regulations governing student discipline. Employees, non-employees, and students may also be the subject of appropriate legal action for violation of this Policy or implementing regulations.

Use of the School Division computer systems must be in accordance with the parameters stated in this Policy and the implementing regulation. Therefore, school officials reserve the right to review computer

systems use at any time to determine if such use meets the criteria set forth in School Board policies and regulations. Accordingly, employees, non-employees, and students have no right of privacy and should have no expectation of privacy in materials sent, received or stored in School Division computers systems. The Superintendent or designee shall notify employees, non-employees, and students of the terms of this Policy and any regulations promulgated hereunder.

The School Board shall not be responsible for any information that may be lost, damaged, or unavailable when using the School Division computer systems or for any information retrieved from the Internet. Further, the School Board is not responsible for any unauthorized charge or fee resulting from the use of the computer systems.

### **Editor's Note**

*For additional information see Bring Your Own Device (BYOD), Student/Parent Guidelines for use of a Privately Owned Electronic Device.*

### **Legal Reference**

Code of Virginia § 22.1-70.2, as amended. Acceptable Internet use policies for public and private schools.

Children's Online Privacy Protection Act, 15 U.S.C. § 6501-6505, as amended.

Children's Internet Protection Act, 47 U.S.C. §254, et seq., as amended.

~~Every Student Succeeds Act of 2015, as amended.~~

### **Related Links**

School Board [Policy 6-62](#)

School Board [Regulation 6-64.1](#)

Adopted by School Board: July 18, 1995

Amended by School Board: November 16, 1999

Amended by School Board: August 5, 2003

Amended by School Board: June 6, 2006

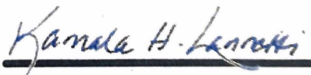
Amended by School Board: June 18, 2013

Amended by School Board: March 21, 2017

Amended by School Board: June 25, 2019

Amended by School Board: 2023

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**Subject:** Ad Hoc Committee to Study Open Space Uses for School Property on Jericho Road **Item Number:** 12C

**Section:** Information **Date:** June 27, 2023

**Senior Staff:** N/A

**Prepared by:** Kamala Lannetti, School Board Attorney; Trenace B. Riggs, School Board Chair

**Presenter(s):** Kamala Lannetti, School Board Attorney; Trenace B. Riggs, School Board Chair

**Recommendation:**

That the School Board accept the Chair's recommendation to create an Ad Hoc Committee to Study Open Space Uses for School Property on Jericho Road and to appoint Carolyn Weems, School Board Member to Chair the Ad Hoc Committee and to appoint Staci Martin, School Board Member to serve as the other School Board Member to the Ad Hoc Committee. The Ad Hoc Committee and the Ad Hoc Committee Chair will have those powers set forth below or as set forth in Bylaw 1-28 and Appendix C.

**Background Summary:**

Bylaw 1-28 ( E) allows the School Board Chair to propose an Ad Hoc Committee and Ad Hoc Committee Chair to be appointed by the School Board, as the need arises, to carry out a specified task, at the completion of which- that is, on presentation of its final report to the School Board, such Ad Hoc Committee will automatically cease to exist. An Ad Hoc Committee shall have those powers designated by the School Board. The Ad Hoc Committee to Study Open Space Uses for School Property on Jericho Road will have the following powers:

1. Convene a committee to study and bring back written recommendations to the School Board no later than July 1, 2025 or at a later date agreed to by the School Board, regarding open space uses for School Property that is located on Jericho Road in the City of Virginia Beach.
2. The Committee Chair will be authorized to appoint the additional Ad Hoc Committee members not to exceed a total of nine members on the Ad Hoc Committee. No more than two City Council Members should be invited to join the Ad Hoc Committee. The City Manager and the Superintendent should be invited to suggest one or more staff members to serve on the Ad Hoc Committee.
3. The Ad Hoc Committee may accept public comments or input regarding recommendations for the open space uses for the School Board owned Jericho Road properties and may solicit recommendations and information from School Division and City officials as well as other stakeholders.
4. Unless authorized by the School Board, confidential information concerning the School Board owned property located on Jericho Road may not be shared with Ad Hoc Committee members who are not School Board Members or School Division employees or agents.
5. The Ad Hoc Committee may visit the School Board property located at Jericho Road after consulting with the Superintendent or designee regarding dates, times and conditions for such visits.
6. The Ad Hoc Committee's work will be advisory in nature and the Ad Hoc Committee is not authorized to make promises or assurances to the public regarding the outcome of the recommendations of the Ad Hoc Committee to the School Board.

**Source:**

Bylaw 1-28: Committees, Organizations and Boards – School Board Member assignments

**Budget Impact:**

N/A



Subject: Citizens' Advisory Committee Appointment Recommendations Item Number: 14A

Section: Consent Date: June 27, 2023

Senior Staff: N/A

Prepared by: Regina M. Toneatto, School Board Clerk

Presenter(s): Trenace B. Riggs, Chair

**Recommendation:**

That the School Board approve appointments to Citizens' Advisory Committees for a three-year term beginning July 1, 2023 and ending June 30, 2026 reflecting the outcome of a School Board discussion of applications as personnel matters during a closed meeting on May 23, 2023 and introduced at the June 12, 2023 School Board meeting, as part of the Information agenda.

**CITIZEN ADVISORY COMMITTEE FOR GIFTED EDUCATION:**

Sierra Williams (Bayside)

**SPECIAL EDUCATION ADVISORY COMMITTEE:**

Agency, Teacher, Community Representatives	
Robert Bridgham Coleen Clementson Kimberly Bensie Amanda Stancil	Bridget Nguyen Michelle Wood Mathew Gentile Lisa Gehring Nathan Ballou

**GENERAL ADVISORY COUNCIL FOR TECHNICAL AND CAREER**

John Gallegos Jr	John De Atley
Alison Ruffino	Mike Corso
Tammy Pankey	Mathew Kellam

**Background Summary:**

The Division issued a Call to Action on March 30, 2023 seeking applications to fill voting member vacancies across three Citizens Advisory Committees. Representatives from the three committees with vacancies were invited to review applications and provide input for consideration in the School Board's selection process. As a product of the School Board's discussion May 23, 2023 in a closed session allowable pursuant to Section 2.2-3711, Part A, Paragraph 1 of the *Code of Virginia*, 1950 as amended, for personnel matters.

**Source:**

School Board Policy 7-21 Citizens' Advisory Committees  
Division Regulation 7-21.1 Citizens' Advisory Committees

**Budget Impact:**

N/A



**Subject:** Green Run Collegiate Charter Agreement Renewal 2023 **Item Number:** 14B

**Section:** Consent **Date:** June 27, 2023

**Senior Staff:** Matthew Delaney, Chief Schools Officer

**Prepared by:** Kamala Lannetti, School Board Attorney

**Presenter(s):** Kamala Lannetti, School Board Attorney

**Recommendation:**

That the School Board approve the 2023 Renewal of the Charter Agreement for Green Run Collegiate Charter School effective July 1, 2023.

**Background Summary:**

The School Board and the Green Run Collegiate Academy Foundation entered into a Charter Agreement in 2013 to establish a public charter school to be known as Green Run Collegiate Charter School. Green Run Collegiate Charter School was created pursuant to Code of Virginia §22.1-212.5, *et seq.*, and as approved in the January 2013 Virginia Public Charter School application submitted to the Virginia Department of Education and the School Board. The Charter Agreement was renewed in 2018 for a term that ends June 30, 2023. The School Board and the Green Run Collegiate Academy Foundation (also known as Green Run Collegiate Foundation) must enter into a Renewal Agreement effective July 1, 2023, for Green Run Collegiate Charter School to continue to operate. The Principal of Green Run High and VBCPS administrators have reviewed the proposed amendments by the Foundation to the Charter Agreement as well as previous attachments and have approved the attached Renewal of Charter Agreement. At the June 12, 2023 School Board Meeting the School Board authorized certain amendments to the proposed Renewal of Charter Agreement that have been incorporated into the attached Agreement.

**Source:**

Code of Virginia §22.1-212.5, *et seq.*, as amended.

**Budget Impact:**

**2023 Renewal of the**  
**Charter Agreement**  
between the  
**School Board of the City of Virginia Beach, Virginia**  
**and Green Run Collegiate Academy Foundation**  
regarding the  
**Green Run Collegiate Charter School**

This **Charter Agreement** is entered into this ~~27th~~—day of ~~June May~~ ~~2023~~<sup>14</sup> by and between **THE SCHOOL BOARD OF THE CITY OF VIRGINIA BEACH, VIRGINIA** (hereinafter “School Board”) a body politic established in accordance with The Constitution of Virginia Article VIII, Section 7 and doing business as Virginia Beach City Public Schools (hereinafter “VBCPS”) and **GREEN RUN COLLEGIATE ACADEMY FOUNDATION**, ~~(also known as Green Run Collegiate Academy Foundation,~~ a Virginia not for profit corporation, (hereinafter “GRCF or “Charter Holder”).

**WHEREAS**, the Code of Virginia, 1950, §22.1-212.5, *et seq.*, as amended, authorizes public school divisions to establish “public charter schools” for the purposes of: 1) stimulating development of innovative programs within public education; 2) providing opportunities for innovative instruction and assessment; 3) providing parents and student with more options within their school divisions; 4) providing teachers with vehicles for establishing schools with alternative innovative instruction and school scheduling; management and structure; 5) establishing high standards for both teachers and administrators; 6) encouraging the use of performance-based educational programs; and developing models for replication in other public schools; and

**WHEREAS**, the School Board is authorized to enter into a contract with a public charter school entity as set forth in the Code of Virginia, 1950, §22.1-212.7, as amended, for the administration and management of the public charter school; and

**WHEREAS**, ~~Green Run Collegiate Foundation-Charter Holder~~ is a not for profit Virginia corporation established for the purpose of developing a public charter school program for VBCPS high school students utilizing an innovative combination of the International Baccalaureate Diploma Program, the Middle Years Program, - and International Baccalaureate Career-related Certificate, - the AVID system (Advances Via Individual Determination) program and other approaches designed for student success; and

**WHEREAS**, in 2013 Green Run Collegiate Foundation submitted a Virginia Public Charter School Application (Attachment A) that has been reviewed by the Virginia Board of Education and accepted by the School Board for the management and administration of Green Run Collegiate ~~Charter School~~, a public charter school to be established in Virginia Beach and located at Green Run High School; and

**WHEREAS**, the School Board and ~~the Charter Holder Green Run Collegiate Foundation~~ ~~now intend to enter~~ed into an initial -Charter Agreement from July 1, 2013 -June 30, 2018 to address the establishment, management and administration of Green Run Collegiate ~~Charter School~~.

WHEREAS, the parties entered into a first Renewal of the Charter Agreement from July 1, 2018 - June 30, 2023.

WHEREAS, the parties agree to a second Renewal of the Charter Agreement for a term on July 1, 2023 – June 30, 2028 under conditions set forth in this Renewal of Charter Agreement

**I. PURPOSE.** The Charter Holder shall operate a public charter school consistent with the terms of the accepted public charter school application (Attachment 1),- this Renewal of the Charter Agreement, and all applicable laws and regulations for the purpose of achieving pupil outcomes according to the educational standards established by Virginia law and regulation and this Charter Agreement. The Charter Holder shall manage Green Run Collegiate ~~Charter School~~ (hereinafter “Charter School”) in a financially prudent manner.

**II. TERM.** This second Renewal of the Charter Agreement will be effective upon the signing of both parties for a term of five years commencing on July 1, 2021~~3~~<sup>23</sup> and ending on June 30, 2021~~8~~<sup>28</sup>, except as otherwise provided in this Renewal of the Charter Agreement (hereinafter “Charter Agreement”) and by law. The Charter Agreement may be renewed for successive periods of five years pursuant to applicable law and regulation.

**III. TERMINATION.** This Charter Agreement may be revoked or non-renewed by the School Board if the Charter Holder: 1) violates the conditions, standards, or procedures established in this Charter Agreement or the public charter school application; 2) fails to meet or make reasonable progress toward achievement of the content standards or student performance standards identified in the public charter school application; 3) fails to meet generally accepted standards of fiscal management; 4) violates any provision of law from which the public charter school was not specifically exempted; 5) the membership of the Charter Holder’s officers or directors changes in a manner that causes the School Board to find that the Charter Holder’s management may be unable to perform the duties set forth in the public school charter application or this Charter Agreement; 6) if the School Board determines that the Charter Agreement is not in the best interests of students or staff; and 7) other good and just cause. The School Board reserves the right to revoke or decline to renew this Charter Application in accordance with the Code of Virginia §22.1-212.10, as amended, and applicable law and regulation.

Should the School Board determine that there is reason to consider that this Charter Agreement should be revoked or non-renewed, the School Board will give the Charter Holder thirty (30) calendar days written notice of its intent to make such a determination and a reasonable explanation of the reasons such a determination is being

considered. The Charter Holder may present its arguments against such a determination either in writing or through a representative to the School Board.

**IV. GOVERNANCE.** The Charter Holder shall establish and maintain a governing body for the Charter School that will be responsible for the management, operation and policy making of Green Run Collegiate-~~Charter School~~. The Charter Holder, its officers, directors, members and partners, and agents have a duty of care for complying with the provisions of this Charter Agreement as well as all applicable law, regulation and reporting requirements. The Charter Holder will provide evidence of incorporation. The Charter Holder authorizes the Head of School or designee to act on its behalf.

A. Management. The Charter School shall be administered and managed by an advisory committee composed of parents of students enrolled in the Charter School, teachers and administrators assigned to the Charter School and representatives of any community sponsors. School Board Member Liaison- In addition, a non-voting School Board Member Liaison will be appointed by the School Board to attend regular Governing Board meetings for the primary purpose of providing updates and perspectives to and from the School Board. At its discretion, the School Board may appoint an alternate School Board Member in addition to the appointed School Board Member Liaison

B. Authorization to transact business in the Commonwealth of Virginia. In accordance with Virginia Code §2.2-4311.2, as amended, the Charter Holder will provide evidence that it is authorized to transact business in the Commonwealth of Virginia as a domestic or foreign business if so required by Virginia Code Title 13.1 or Title 50 or as otherwise required by law. If the Charter Holder is exempt from the provisions of this section, the Charter Holder will provide the basis of such exemption. The Charter Holder shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth of Virginia to be revoked or cancelled at any time during the term of this Charter Agreement. The School Board may void the Charter Agreement if the Charter Holder fails to remain in compliance with this provision.

C. Waiver of law, regulation or policy. The Charter Holder may operate the Charter School free from School Board policy and regulation and Virginia law and regulation after approval from the School Board and obtaining a waiver from the Virginia Board of Education, as set forth in Virginia Code §22.1-212.7, as amended. The Charter Holder will comply with the Standards of Quality, including the Standards of Learning and the Standards of Accreditation, as amended.

**V. PROVISION OF EDUCATION SERVICES.** The Charter Holder will provide an educational program for VCBPS students in accordance with the public

charter school application, this Charter Agreement and all applicable laws and regulations regarding students attending Virginia public schools unless specifically exempted.

A. Commencement of instructional program. The Charter Holder ~~began~~shall begin providing a comprehensive program of instruction by the start of the 2013-2014 school year. The parties entered into an initial Renewal of the Charter Agreement on July 1, 2018. Through this second Renewal of the Charter Agreement, the parties are entering into term of agreement from July 1, 2023- June 30, 2028.

B. Length of school year. The Charter Holder shall provide instruction for no less than the number of days required by statute or as stated in the public charter school application, whichever is greater, and meet the minimum number of hours of instruction required by statute. The Charter Holder must provide instruction as stated in this paragraph within the Commonwealth of Virginia's fiscal year that begins July 1<sup>st</sup> and ends June 30<sup>th</sup>

C. Pupil enrollment. Enrollment in the Charter School shall be open to any school aged person who is deemed to reside within the school division (as set forth in the Code of Virginia and School Board policy and regulation) through a lottery process on a space-available basis. Applicants for enrollment must meet the criteria set forth in the public charter school application and priority may be established for the enrollment of certain applicants who meet at-risk criteria established by the Charter Holder with the agreement of the School Board. A waiting list shall be established if adequate space is not available to accommodate all students who have requested to be entered in the lottery process. The waiting list shall be prioritized through a lottery process and students will be informed of their positions on the waiting list.

D. Compulsory attendance. The Charter Holder will comply with all laws and regulations concerning compulsory attendance for public school students. The Charter Holder will ensure that students meet the minimum attendance requirements for other VBCPS; however, students enrolled in the Charter School may have stricter or more extensive attendance requirements than other VBCPS students. Appropriate records of student attendance will be maintained and available for inspection by the School Board, and state or federal agencies. The Charter Holder will refer any student not meeting the minimum compulsory attendance requirements to VBCPS for consideration of the appropriate actions necessary to ensure compliance. The Charter Holder will work cooperatively with VBCPS staff ensure compliance with the compulsory attendance requirements (including participation in court proceedings as necessary).

E. Pupil records. The Charter Holder will comply with all federal and state laws and regulations and School Board policies and regulations regarding education records; including, but not limited to: the Family Education Rights and

Privacy Act (FERPA); the Individuals with Disabilities Education Improvement Act (IDEIA); the Virginia Freedom of Information Act (FOIA); the Virginia Government Data Dissemination and Practices Act; the Virginia Records Retention Act; and the Protection of Pupil Rights Amendment (PPRA). Both parties and their officers, employees and agents are deemed to have legitimate educational interests in and access to student education or scholastic records pertaining to GRCCS students for the purposes of 20 U.S.C. §1232g, the Family Educational Rights and Privacy Act (“FERPA”) and applicable federal and state law and regulation regarding student records.

F. Student discipline. The Charter Holder will follow the VBCPS Code of Student Conduct and the Student Discipline Guidelines and applicable state and federal law or regulation with regard to student discipline matters. Students and their families will be informed of the student discipline requirements. The Charter Holder will follow applicable law and procedure when disciplining students with disabilities and will consult with VBCPS staff with regard to applicable law, regulation and procedure that applies to students with disabilities.

G. Academic Performance Indicators and Evaluation: The Charter Holder shall:

1. Provide a comprehensive program of instruction that aligns with the state academic standards prescribed by the Virginia Standards for Quality for the grades approved to operate.
2. Design a method to measure pupil progress toward pupil outcomes adopted by VBCPS, including participation in the Virginia Standards of Learning assessments and the nationally standardized norm-referenced achievement test as designated by VBCPS and the Commonwealth of Virginia.
3. Meet or demonstrate sufficient progress toward the academic performance expectations set forth in the performance framework as adopted and modified periodically VBCPS.
4. Cooperate with VBCPS in evaluations and review of pupil data and performance.

H. Disenrollment of student. Students enrolled in the Charter School may be disenrolled for failure to comply the conditions of enrollment. The Charter Holder will establish and communicate the procedure for disenrollment to students and families. Students disenrolled from the Charter School will be referred to their zoned school for reenrollment.

I. Student participation in extra-curricular activities. Students enrolled in the Charter School may participate in student activities at Green Run High

School. ~~*Need someone to check on this section*~~

**VI. FUNDING, FINANCIAL RESPONSIBILITY, AUDITS.** The Charter Holder will reimburse the School Board for services and employment provided by the School Board as set forth in this Charter Agreement and through annual negotiations.

A. Annual budget. The School Board will annually budget the per pupil funding (at a rate that is consistent with the average school-based costs or educating students in the existing VBCPS schools- unless the costs of operating the Charter School is less than the average school-based costs) for all students attending the Charter School. Funding and service agreements shall not provide a financial incentive or constitute a financial disincentive to the management and operation of the Charter School. The Charter Holder will work cooperatively and in a timely manner with the VBCPS Chief Financial Officer and other VBCPS staff to develop an annual budget for presentation to the School Board. Should the Charter Holder and the Chief Financial Officer be unable to reach consensus concerning the proposed budget, the Charter Holder will meet with the School Board or its designees concerning the budget issues.

1. Special education and categorical funding. Notwithstanding any other provision of law, the proportionate share of state and federal resources allocated for students with disabilities and school personnel assigned to special education programs shall be directed to the Charter School. The proportionate share of moneys allocated under other federal or state categorical aid programs shall be directed to the Charter School based on the needs of the students eligible for categorical aid programs and enrolled at the Charter School.

2. Educational and related fees. Any educational and related fees collected from students enrolled at the Charter School shall be credited to the Charter School account.

3. Acceptance of gifts, donations and grants. The Charter Holder is authorized to accept gifts, donations, or grants of any kind made to the Charter School and to spend such funds in accordance with the conditions prescribed by the donor. However, no gift, donation, or grant shall be accepted by the Charter Holder if the conditions for such funds are contrary to law or the terms of this Charter Agreement.

4. Tuition. Students attending the Charter School will not be charged tuition.

B.- The Charter Holder shall comply with the same financial and electronic data submission requirements as a school division including the Uniform System

of Financial Records for Charter Schools (USFRCS) unless specifically exempted by the School Board. If the Charter Holder has received an exception to the USFRCS and/or procurement rules, the Charter Holder shall, at a minimum, follow accounting policies and procedures that comply with Generally Accepted Accounting Principles (GAAP). This includes using an accounting system that provides for the proper recording and reporting of financial data and following standard internal control procedures. In addition, the Charter Holder shall contract for at least an annual financial statement audit that meets the following conditions: 1) it is conducted by an independent certified public accountant; and 2) it complies with policies adopted by the School Board.

C. Payment of debt. The Charter Holder shall pay debts as they fall due or in the usual course of business.

D. The Charter Holder shall not commit or engage in gross incompetence or systematic and egregious mismanagement of the Charter School's finances or financial records.

E. Review, Evaluation and Investigative Teams, Audits and Records. The Charter Holder shall allow representatives from VBCPS, the School Board Internal Auditor and External Auditor, the Virginia Department of Education, and/or the Virginia Auditor General to visit each school site at any reasonable time. The Charter Holder shall allow the representatives to conduct financial, program or compliance audits and shall hold open for inspection all records, documents and files relating to any activity or program provided by the Charter Holder relating to the Charter School or by the Charter School. Evaluations will include program evaluations conducted by the appropriate school division personnel. All books, accounts, reports, files and other records relating to this Charter Agreement shall be subject, at all reasonable times, to inspection and audit by the School Board for five years after termination of the Charter Agreement.

F. Grants and other funds. If the Charter Holder receives federal or other grant funds, the Charter Holder shall timely submit financial and other reports required by VBCPS, the United States Department of Education, the Virginia Department of Education, other applicable entities, and other funders for the Charter Holder's receipt of such funds.

G. Nonappropriation of funds. It is understood and agreed between the parties hereto that the School Board shall be bound and obligated hereunder only to the extent that the funds shall have been appropriated and budgeted for the purpose of the Charter Agreement. In the event funds are not appropriated and budgeted in any fiscal year for payments due under this Charter Agreement, the School Board shall immediately notify the Charter Holder of such occurrence and this Charter Agreement shall terminate on the last day of the fiscal year for which (an) appropriation(s) (was) were received without penalty or expense to the

School Board of any kind whatsoever.

**VII. SITES.** The Charter Holder shall provide educational services, including the delivery of instruction on the campus of Green Run High School. The Charter Holder shall maintain a Facilities Use Agreement covering the use of all facilities, and shall ensure that the facilities comply with all applicable federal, state and local health and safety standards and other applicable laws, regulations and rules. The Charter Holder shall not be required to pay rent for space which is deemed available in VBCPS facilities.

The address for the School shall be:

School Name: Green Run Collegiate  
School Address: 1700 Dalia Drive, Suite 400  
City, State Zip: Virginia Beach, VA 23453

The School Board will be responsible for the maintenance and repair of the school building, school grounds and equipment provided for the Charter School. The School Board reserves the right to relocate the Charter School to another site should the location or building provided not meet the needs of the Charter School or exceptional circumstances dictate that the building and site are required for other purposes.. Any relocation will be communicated to and be done in consultation with the Charter Holder. The Charter Holder must receive prior approval from the School Board to make structural or other changes to the school building or grounds. The School Board will pay for all utility costs related to use of the site(s).

**VIII. CONTRACTED SERVICES.** The Charter Holder will contract for services with VBCPS for transportation, special education/Section 504, custodial services, security, technology, and other services provided by VBCPS as part of the standard operation for a VBCPS comprehensive high school. These contracted services may be through a facility use agreement or separate agreement. Costs charged to the Charter Holder for these services will not exceed the cost to the School Board for such services. If cost savings can be accomplished in full compliance with School Board policies and regulations, the Charter Holder will consider bids from outside service providers. Charter Holder will follow School Board policies and regulations as well as the School Division Business Services Manual regarding procurement of goods and services and contracting. Any services for which the Charter Holder contracts with the School Board shall not exceed the School Board's costs to provide such services. Contracts for specific services with VBCPS will be made attachments to this Charter Agreement.

- A. Transportation VBCPS will consider the Charter Holder to be the same as any other school, academy, advanced academic or magnet site within VBCPS. Students attending GRCCS will be provided transportation services to the same extent other VBCPS students are provided transportation services (including special education and Section 504 transportation). Transportation will not be provided for students residing in the GRCCS Non-transportation zone but students may be provided transportation in the like kind or equitable fashion as other

VBCPS academy, advanced academic or magnet programs. Students may access transportation from afterschool activities taking place on campus in the same manner as students who attend the host school. The Charter Holder will be responsible for enforcing all School Board policies and regulations concerning student conduct while accessing or utilizing transportation services including parent/legal guardian/adult student concerns regarding transportation and related services. For the purposes of school transportation video/recorded surveillance, touring and transportation, the Charter Holder and its agents are designated as having a legitimate educational interest such that they are entitled to access education records under 20 U.S.C. §1232g, the Family Educational Rights and Privacy Act (“FERPA”), as amended, and applicable state and federal regulations concerning student education records. VBCPS officers and employees and agents are likewise designated as having a legitimate educational interest in all related student records kept by Charter Holder. Transportation for any and all other special events, programs, field trips, etc., will be provided by VBCPS in accordance with School Board policies, regulations and procedures. Charter Holder will reimburse VBCPS for any incremental costs incurred in providing transportation.

- B. Food Services VBCPS will provide food services to the students and staff at Green Run Collegiate Academy under the same conditions and procedures that apply other VBCPS schools. See Attachment B.
- C. Human Resources For those VBCPS employees who are assigned to Green Run Collegiate Academy, the Charter Holder will utilize the VBCPS Department of Human Resources for all matters related to the hiring, discipline, compliance with applicable law, Workers Compensation, ADA, FMLA and other matters related to the rights of employees, use of leave, unemployment or other outside agency involvement with employees.
- D. Special education/Section 504 (including training) The Charter Holder will work with the VBCPS Office of Programs for Exceptional Children regarding the provision of services to students eligible for services under the Individuals with Disabilities Education Act (IDEA), as amended. VBCPS will provide the Charter Holder with a proportionate share of funding under the federal Title VI-B funding for those GRCCS students who are found IDEA eligible and require services under their IEPs. The Charter Holder will be bound by the Regulations Governing Children with Disabilities in Virginia (2010), as amended, and the Local Policies and Procedures Pertaining to Students with Disabilities (2010), as amended. General oversight of programming for students with disabilities attending the Charter School and consultation with the Office of Programs for Exceptional Children will be free of charge to the Charter Holder. However, the Charter Holder will be responsible for the incremental costs of providing services through the VBCPS Psychological Services, Social Work Services and itinerant special education staff. The Charter Holder will work with the Office of Guidance Services

and Student Records regarding provision of services to students eligible for services under Section 504 of the Rehabilitation Act, as amended.

- E. Custodial services VBCPS will provide custodial services and supplies for GRCCS to the same extent provided to other VBCPS schools. Should GRCCS require custodial services or supplies during days or times that VBCPS custodial staff is not scheduled to work, the Charter Holder will contact the VBCPS Office of Custodial Services to make arrangements for provision of services and any required payment for such services.
- F. Technology VBCPS will provide technology equipment and services for GRCCS to the same extent that such equipment and services are provided for other VBCPS schools. The Charter Holder will be responsible for all costs, including maintenance and supplies, for any additional technology that it purchases. Additionally, any technology purchased by the Charter Holder must conform to VBCPS technology standards and be approved by the VBCPS Department of Technology. The Charter Holder will not network with or add, remove or alter technology or programming to VBCPS's technology equipment or electronic systems without prior approval of the Department of Technology. The Charter Holder may be responsible for the cost of any programming, services, or additional equipment necessary for GRCCS equipment to connect to VBCPS facilities, network or internet services.
- G. Financial/budgetary VBCPS will provide financial management services including accounting, budgeting, payroll, purchasing, accounts payable, and similar business functions. The Charter Holder will be responsible for any incremental costs incurred by VBCPS (e.g., 501(c)(3) IRS application, external audits, IRS form 990 filing).
- H. Nursing VBCPS will provide nursing services to GRCCS during the same hours such services are provided to VBCPS students at the host site. Should nursing services be required on dates or times that VBCPS nursing staff are not scheduled to work, the Charter Holder will arrange for needed services through the Office of Student Leadership and may be responsible for reimbursement of additional costs for providing additional nursing services. Nursing services required pursuant to a student's IEP will be addressed through the Office of Programs for Exceptional Children.
- I. Miscellaneous arrangements with host school. See Attachment C. Parties have reviewed Attachment AB (former Attachment C) and agree that the terms set forth therein continue to accurately reflect the understanding between the Charter School and the host school.

**IX. EMPLOYMENT.** The parties agree that Charter School assigned personnel will be employees of the School Board and subject to all School Board policies and

regulations applicable to other School Board employees. Members of the Governing Board of the Charter Holder will not be considered employees of the School Board.

A. Contracts with professional, licensed education personnel. Professional, licensed personnel chosen for Green Run Collegiate ~~Charter School~~ will be given contracts assigning them for one contract year to Green Run Collegiate ~~Charter School~~. The contract will also reflect any other terms or conditions of employment expected as a staff member of Green Run Collegiate ~~Charter School~~. Compensation for additional work hours or days will be paid through a supplement that will not be considered creditable compensation under the Virginia Retirement System regulations. At the completion of each contract year, the Charter Holder may recommend reassignment for another contract year or recommend that the staff member be reassigned to a public noncharter school. The professional licensed personnel may also request reassignment to a public noncharter school for the next contract year. Reassignment in such situations will be considered an involuntary transfer. The Charter Holder will refer personnel who fail to meet performance requirements to the VBCPS Human Resources Department for corrective or disciplinary action. Nothing in this Charter Agreement shall be construed to restrict the authority of the School Board to assign professional, licensed personnel to the Charter School or any other public schools as provided by Virginia Code §§22.1-293 and 22.1-295, as amended.

B. Assignment of non-licensed staff members. The parties will annually reach agreement as to the appropriate non-licensed staff members to be assigned to Green Run Collegiate ~~Charter School~~. Where practicable and in the interests of both parties, staff members already assigned to Green Run High School will be utilized to provide services to the Charter School students (i.e., cafeteria staff, nursing staff, Media Center, warehouse, support services, etc.). If non-licensed staff members assigned to the Charter School are expected to work additional hours or days beyond what other VBPCS employees in similar positions must work, then those staff members will sign contracts specifically setting forth the expectations and the compensation for such additional work. The parties will comply with the Fair Labor Standards Act (FLSA), as well as other federal, state and local law and regulation concerning overtime and minimum wage requirements. Compensation for additional work hours or days will be paid through a supplement that will not be considered creditable compensation under the Virginia Retirement System regulations.

C. Employees and Contractors: Employees, agents, or subcontractors assigned to the Charter School will be employees, or agents of the School Board. As VBCPS employees all administrative, instructional, support staff and classified staff will be evaluated in accordance with School Board policy and regulation, and Virginia law and regulation.

D. Compliance with federal, state and local laws and federal immigration law. In accordance with Virginia Code § 2.2-4311.1, as amended, the Charter Holder agrees that it does not, and shall not during the performance of this Charter Agreement,

knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986, as amended.

E. Criminal Background Checks. In accordance with Virginia Code §22.1-296.1, as amended, the Charter Holder certifies that any Governing Board Member, employee or subcontractor, or future employee or subcontractor, of the Charter Holder that will be in the presence of students during regular school hours or school-sponsored activities, has not been convicted of a felony or any offense involving sexual molestation or physical or sexual abuse or rape of a child, or convicted of a crime of moral turpitude. Crimes of moral turpitude are crimes involving lying, cheating, stealing, false statements, deception, trickery, or “baseness, vileness, or depravity in the private and social duties which man owes to his fellow man or to society in general.

~~F. Fingerprints. The Charter Holder shall fingerprint check its governing body members pursuant to VBCPS’s requirements. A fingerprint check must be conducted for each new governing body member. The Charter Holder must maintain valid fingerprint clearance documentation in the VBCPS Department of Human Resource on all officers, directors, members, and partners of the Charter Holder and submit all changes in officers, directors, members, and partners.~~

## **IX. NONDISCRIMINATION**

A. Nondiscrimination. The Charter Holder shall be nonsectarian in its charter school programs, admission policies and employment practices and all other operations. The Charter Holder shall be subject to all federal and state laws and regulations as well as constitutional provisions prohibiting discrimination and harassment on the basis of disability, race, creed, religion, color, sex, sexual orientation, gender identity, national origin, age, ancestry, disability, pregnancy, need for special education services, military and veteran status, or other basis prohibited by state law. The Charter School shall establish policies and procedures to inform students, staff, and community members of the nondiscrimination and anti-harassment policy and the procedures to be utilized to investigate and address complaints. Such policies or procedures shall be consistent with or exceed those established by the School Board for VBCPS schools.

B. Education of students with disabilities. The Charter Holder shall comply with all federal and state laws and regulations relating to the education of students with disabilities in the same manner as VBCPS. The parties shall work cooperatively to identify and provide for services and/or accommodations for students with disabilities.

C. Nondiscrimination in the Workplace/Drug Free workplace. Employment discrimination by the Charter Holder shall be prohibited. During the performance of this Charter Agreement, the Charter Holder agrees as follows:

1. The Charter Holder will not discriminate against any employee or applicant for employment because of race, creed, religion, color, sex, sexual orientation, gender identity, national origin, age, ancestry, disability, pregnancy, military or veteran status, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification/consideration reasonably necessary to the normal operation of the Charter Holder. The Charter Holder agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
2. The Charter Holder, in all solicitations or advertisements for employees placed by or on behalf of the Charter Holder, will state that the Charter Holder is an equal opportunity employer.
3. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulations shall be deemed sufficient for the purpose of meeting the requirements of this section.
4. The Charter Holder will include the provisions of the foregoing Sections A, B, and C in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.
5. During the performance of this Charter Agreement, the Charter Holder agrees as follows:
  - a) the Charter Holder will provide a drug-free workplace for Charter Holder's employees.
  - b) the Charter Holder will post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Charter Holder's workplace and specifying the actions that will be taken against employees for violations of such prohibition.
  - c) the Charter Holder will state in all solicitations or advertisements for employees placed by or on behalf of the Charter Holder that the Charter Holder maintains a drug-free workplace.
  - d) the Charter Holder will include the provisions of the foregoing Sections A, B, and C in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

## **X. INSURANCE AND LIABILITY**

A. Insurance. The School Board will obtain ~~will obtain~~ and maintain insurance for the Charter School in accordance with the laws of the Commonwealth of Virginia. Such insurance will not cover the Charter Holder's governing board or employees or agents of the Charter School who are not School Board employees. In consultation with the School Division's Risk Manager or designee regarding insurance coverage for risks and liability not covered by the School Board, The Charter Holder will obtain insurance coverage that is acceptable to the School Board that covers liability for those actions of the Charter Holder's governing board members and for any, employees or agents who are not VBCPS employees.

B. Indemnity. The Charter Holder shall be immune from liability to the same extent as all other public schools in the Commonwealth, and the employees and volunteers in a public charter school are immune from liability to the same extent as the employees and volunteers in a public school.

## **XI. ADDITIONAL TERMS**

A. Applicable Law. This Charter Agreement shall be deemed to be a Virginia contract and shall be governed as to all matters whether of validity, interpretations, obligations, performance or otherwise exclusively by the laws of the Commonwealth of Virginia, and all questions arising with respect thereto shall be determined in accordance with such laws. Regardless of where actually delivered and accepted, this Charter Agreement shall be deemed to have been delivered and accepted by the parties in the Commonwealth of Virginia. The Charter Holder agrees to comply with all applicable federal, state, and local laws, ordinance, and regulations. Any and all suits for any claims or for any and every breach or dispute arising out of this Charter Agreement shall be maintained in the appropriate court of competent jurisdiction in the City of Virginia Beach. No claim shall ever be arbitrated.

B. Entire Agreement. This Charter Agreement, including all of the attachments, constitutes the entire agreement of the parties. Amendments to federal, state, and local law or regulation, and School Board policy or regulation during the course of this Charter Agreement, are incorporated into this Charter Agreement, along with any written amendments which may occur during the term of the Charter Agreement, by this reference.

C. Written Amendments. This Charter Agreement may be amended or modified by mutual agreement, in writing, of both parties. The Charter Holder shall not take action or implement the modification requested in the amendment or notification until approved by the School Board. All amendments and notifications shall be submitted pursuant to the procedures or rules formulated by the School Board.

D. Severability The provisions of this Charter Agreement are severable. Any term

or condition deemed illegal or invalid shall not affect any other term or condition of the Charter Agreement.

E. Notice All notices and other communication under this Charter Agreement (other than regularly scheduled payments) shall be deemed properly given upon receipt if delivered in person or sent by electronic facsimile with regular mail follow-up or sent by overnight delivery service or sent by registered mail, return receipt requested and postage prepaid, addressed as follows:

**To the School Board:**

2512 George Mason Drive  
Building 6, Municipal Center  
Virginia Beach, VA 23456  
Attention: School Board Chair~~man~~

**To Green Run Collegiate Foundation:**

Green Run Collegiate Charter Holder  
1700 Dalia Drive, Suite 400  
Virginia Beach, Virginia 23453  
Attention: Charter Representative

Either Party may change such address from time to time by written notice to the other Party.

F. Nonassignment. Neither party may assign or transfer any right or interest in this Charter Agreement unless authorized by law. No assignment, transfer or delegation of any duty of the Charter Holder shall be made without prior written permission of the School Board.

G. Compliance with law and regulation. The Charter Holder will comply with all applicable federal, state and local laws, rules, regulations, and ordinances concerning health, safety, environmental concerns, civil rights and insurance.

H. Waiver. The failure of either party to require compliance with any provision of this Charter Agreement shall not affect that party's right to later enforce the same. It is agreed that the waiver by either party of performance of any other terms of this Charter Agreement or of any breach thereof will not be held or deemed to be a waiver by that Party of any subsequent failure to perform the same or any other term or condition of this Charter Agreement or any breach thereof.

IN WITNESS WHEREOF, the parties have caused their duly authorized representatives to execute this Agreement in acknowledgment of their consent hereto, effective the 27<sup>th</sup> day of June, 2023~~14~~.

**GREEN RUN COLLEGIATE ACADEMY FOUNDATION**

Wendy Rae Howard~~Hugh Green~~, Chair~~man~~

Date

(SEAL)

COMMONWEALTH OF VIRGINIA

CITY OF \_\_\_\_\_, to wit:

I, \_\_\_\_\_, a Notary Public in and for the City and State, aforesaid, do hereby certify that \_\_\_\_\_, Chairman or designee, on behalf of Green Run Collegiate Foundation, whose name is signed to the foregoing writing has acknowledged the same before me in my City and State aforesaid. He/she is personally known to me.

Given under my hand this \_\_\_\_ day of \_\_\_\_\_, 2023~~14~~.

\_\_\_\_\_  
Notary Public

My Commission expires: \_\_\_\_\_

My notary number is: \_\_\_\_\_

SCHOOL BOARD OF THE CITY OF VIRGINIA BEACH, VIRGINIA

Trenance Riggs~~Daniel D. Edwards~~, Chairman

Date

(SEAL)

COMMONWEALTH OF VIRGINIA

CITY OF VIRGINIA BEACH, to wit:

I, \_\_\_\_\_, a Notary Public in and for the City and State, aforesaid, do hereby certify that Trenance Riggs~~Daniel D. Edwards~~, Chairman or designee, on behalf of the School Board of the City of Virginia Beach, whose name is signed to the foregoing writing has acknowledged the same before me in my City and State aforesaid. ~~He/s~~She is personally known to me.

Given under my hand this \_\_\_\_ day of June, 2023~~14~~.

\_\_\_\_\_  
Notary Public

My Commission expires: \_\_\_\_\_

My notary number is: \_\_\_\_\_

(SEAL)

SIGNATURE CONTINUE ON FOLLOWING PAGE

**APPROVED AS TO CONTENT:**

Mathew Delaney, Chief Schools Officer  
Administration Date

**APPROVED AS TO SUFFICIENCY OF FUNDS:**

Daniel Hopkins, Samuel B. Cohen, Director of Business Services  
Date

**APPROVED AS TO LEGAL SUFFICIENCY:**

Kamala H. Lannetti, School Board ~~Deputy City~~ Attorney  
Date



**Recommendation of General Contractor:**

**Subject:** Birdneck Elementary School Ceiling Replacement **Item Number:** 14C

**Section:** Consent **Date:** June 27, 2023

**Senior Staff:** Jack Freeman, Chief Operations Officer, Department of School Division Services

**Prepared by:** Melisa A. Ingram, Executive Director, Facilities Services

**Presenter(s):** Melisa A. Ingram, Executive Director, Facilities Services

**Recommendation:**

That the School Board approve a motion authorizing the Superintendent to execute a contract with Contract Solutions, Inc. for the Birdneck Elementary School Ceiling Replacement in the amount of \$547,483.22

**Background Summary:**

Project Architect:	Woolpert
Contractor:	Contract Solutions, Inc.
Contract Amount:	\$547,483.22
Construction Budget:	\$550,000
Number of Responsive Bidders:	1
Average Bid Amount:	\$547,483.22
High Bid:	\$547,483.22

**Source:**

School Board Policy 3-90

**Budget Impact:**

CIP 1-018 Renovations and Replacements – HVAC – Phase III



Subject: School Board Organizational Matters

Item Number: 14D1-3

Section: Consent

Date: June 27, 2023

Senior Staff: N/A

Prepared by: Regina M. Toneatto, School Board Clerk

Presenter(s): Trenace B. Riggs, School Board Chair

**Recommendation:**

That the School Board:

1. **Superintendent's Designee in the Absence of the Superintendent:** Approve the Superintendent's recommendation to appoint Donald E. Robertson, Ph.D., Chief of Staff, and Crystal M. Pate, Chief Financial Officer, as designees of the division superintendent to attend meetings of the School Board in the absence or inability to attend of the superintendent for the 2023-24 fiscal year pursuant to *Code of Virginia* § 22.1-76, ... approval of division superintendent's designee.
2. **Signature Authority in the Absence of the Superintendent:** Authorize the Superintendent's recommendation to extend the term of signature authority for Donald E. Robertson, Ph.D., Chief of Staff; and/or Crystal M. Pate, Chief Financial Officer, through June 30, 2024 to sign all Virginia Department of Education correspondence (VDOE), reports, documents, requisitions and other official correspondence in the absence of the division superintendent.
3. **Payroll Deductions:** Authorize the following list of payroll deductions for the 2023-24 fiscal year pursuant to Board Policy 4-36 – Payroll Deductions; and its corresponding Regulation 4-36.1 – Payroll Deductions:

- |                              |                                     |  |
|------------------------------|-------------------------------------|--|
| 1. Health Plans              | 10. Federal Tax Liens               | 19. Salary/Leave Adjustments                                   |
| 2. Dental Plans              | 11. State Tax Liens                 | 20. Employee Authorized Payment(s) owed to the School Division |
| 3. Tax Sheltered Annuities   | 12. Local Tax Liens                 | 21. VRS Service Buy Back                                       |
| 4. Flexible Benefit Plans    | 13. State Education (Student Loans) | 22. Workers' Compensation Salary/Leave Adjustments             |
| 5. Long Term Disability Plan | 14. Child Support                   | 23. Travel Advance and Other Purchase Repayments               |
| 6. Association Dues          | 15. Court Orders/Bankruptcies       | 24. Voluntary Benefits   |
| 7. United Way                | 16. Legal Resources                 | 25. Administrative Processing Fees, where applicable           |
| 8. Deferred Compensation     | 17. Direct Deposit                  | 26. VRS Retirement – Member Contribution Rate                  |
| 9. Garnishments              | 18. VRS Optional Life Insurance     | 27. Virginia Beach Education Foundation                        |

**Background Summary:**

**Source:**

*Code of Virginia* § 22.1-72, as amended. Annual organizational meetings of school boards.  
*Code of Virginia* § 22.1-76, as amended, ...approval of division superintendent's designee.  
Board Policy 4-36: Payroll Deductions  
Division Regulation 4-36.1: Payroll Deductions

**Budget Impact:**



**Subject:** Personnel Report **Item Number:** 15A

**Section:** Action **Date:** June 27, 2023

**Senior Staff:** Mrs. Cheryl R. Woodhouse, Chief Human Resources Officer

**Prepared by:** Cheryl R. Woodhouse

**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 June 27, 2023, 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

Personnel Report  
Virginia Beach City Public Schools  
June 27, 2023  
2022-2023

Scale	Class	Location	Effective	Employee name	Position/Reason	College	Previous Employer
Assigned to Unified Salary Scale	Appointments - Elementary School	Point O'View	8/15/2023	Sharnett D King	Cafeteria Manager I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Ocean Lakes	6/16/2023	Mathew N Tenorio	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Ocean Lakes	6/16/2023	Monaliza Tenorio	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Department of Budget & Finance	6/16/2023	Carol-Ann Post	Assistant Payroll Supervisor	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Department of Technology	6/9/2023	Eden H Yohannes	Database Administrator	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Maintenance Services	6/15/2023	Timothy B Wilson	Boiler Craftsman III	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Maintenance Services	6/20/2023	Erika K Moore	Painter Craftsman II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Student Support Services	7/1/2023	Pamela M Mudway	Behavior Intervention Specialist	Simmons College, MA	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Bettie F. Williams	6/30/2023	Jamiera Bryant	General Assistant (relocation)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Birdneck	6/30/2023	Sarah C Pringle	Special Education Assistant (relocation)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Christopher Farms	6/30/2023	Christie A Kanta	Cafeteria Assistant, 4.0 Hours (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Corporate Landing	6/30/2023	Pamela T Bar	Physical Education Assistant (family)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Diamond Springs	6/30/2023	Jamila O Griswell	Physical Education Assistant (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Fairfield	6/30/2023	Kalea King	Kindergarten Assistant (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Glenwood	6/30/2023	Brianna Hudry	Cafeteria Manager I (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Indian Lakes	6/27/2023	Alinaliz Calloway	Special Education Assistant (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Ocean Lakes	6/30/2023	Angela M Langenkamp	School Office Associate II (family)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Parkway	6/30/2023	Sharon B Pray	Cafeteria Assistant, 6.0 Hours (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Pembroke	6/30/2023	Keyon J Gates-Cromwell	Physical Education Assistant (continuing education)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Point O'View	6/30/2023	Randall E Forbes	Cafeteria Assistant, 6.0 Hours (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Windsor Woods	6/30/2023	Lori M Haas	Cafeteria Assistant, 6.0 Hours (relocation)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Woodstock	6/20/2023	Duke W Grant	Custodian II Head Night (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Corporate Landing	6/30/2023	Devon A Hooker	Cafeteria Assistant, 5.0 Hours (continuing education)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Lynnhaven	6/30/2023	Mary C Ayscue	Assistant Principal (moved to public school system)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Lynnhaven	6/30/2023	Pedro Jimenez	Technology Support Technician (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Plaza	6/30/2023	Giovanna Y Arici	Special Education Assistant (continuing education)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Plaza	6/30/2023	Lisa D Arici	ISS Coordinator (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Plaza	6/30/2023	Christopher K Rivers	School Office Associate II (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Princess Anne	6/30/2023	Riley S Leathers	Special Education Assistant (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Salem	6/30/2023	Angelica H Chapman	Cafeteria Assistant, 5.0 Hours (continuing education)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Virginia Beach	6/30/2023	Centry K Brown	Cafeteria Assistant, 6.0 Hours (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Virginia Beach	6/30/2023	Elizabeth Snow	Special Education Assistant (continuing education)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Cox	6/30/2023	Seth A Borgia	Custodian I (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	First Colonial	6/6/2023	Mark A Velazquez	Custodian II (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	First Colonial	6/30/2023	Annamarie Galloway	Distance Learning Assistant (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Green Run	7/1/2023	Tina M Rieger	Cafeteria Assistant, 5.0 Hours (job abandonment)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Ocean Lakes	6/30/2023	William C Thornton	Special Education Assistant (continuing education)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Ocean Lakes	7/27/2023	Kathryn A Hill	School Office Associate II (relocation)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Tallwood	6/30/2023	Aurelius M Fullilove	Security Assistant (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Department of Teaching and Learning	6/30/2023	Kimberly E Crissman	General Assistant (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Custodial and Distribution Services	6/9/2023	Willie A Riddick	Custodian IV (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Food Services	6/30/2023	Theresa Roper	Baker/Cook, 7.0 Hours (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Security and Emergency Management	6/30/2023	David M Almeida	Security Officer (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Student Support Services	6/30/2023	Ashley R Hathaway	Behavior Intervention Specialist (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	6/7/2023	Briannah D Perazzo	Bus Driver, 6.5 Hours (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	6/20/2023	Ellen S Snyder	Bus Driver, 6.5 Hours (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Birdneck	6/30/2023	Peggy B Sandlin	Cafeteria Assistant, 6.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Princess Anne	6/30/2023	Sally L Berry	School Nurse	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - High School	Salem	6/30/2023	Karen Miller	Drivers Education Instructor	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Office of Transportation and Fleet Management Services	6/30/2023	Janice E Jones	Bus Driver, 6.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Office of Transportation and Fleet Management Services	6/30/2023	Robert Miller	Bus Driver - Special Ed, 7.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Office of Transportation and Fleet Management Services	6/30/2023	Tammy S Newton	Bus Driver, 6.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Other Employment Actions - Miscellaneous	Office of Student Support Services	8/22/2023	Catherine Sterling	General Assistant (employee rescinded resignation date of 6/30/2023)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Birdneck	8/21/2023	Catherine A Muniz	Fourth Grade Teacher	College of William and Mary, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Kempsville	7/1/2023	Julia L Foust	Instructional Technology Specialist	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Miscellaneous	Office of Student Support Services	7/1/2023	Tara N Carrico	Behavior Intervention Specialist	James Madison University, VA	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Arrowhead	6/30/2023	David B Crouse Jr	Instructional Technology Specialist (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Arrowhead	6/30/2023	Allison B Gaynor	Third Grade Teacher (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Bayside	6/30/2023	Crystal Hayes	Special Education Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	College Park	6/1/2023	Bryant C Jefferson	Special Education Teacher (job abandonment)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	College Park	6/30/2023	Jessica N Vedder	Title I Resource Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Corporate Landing	6/30/2023	Skylar K Hoelz	Fifth Grade Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Green Run	6/30/2023	Emily G Watts	Third Grade Teacher (family)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	John B. Dey	6/30/2023	Tiffany M Johnson	Fourth Grade Teacher (moved to public school system)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	King's Grant	6/30/2023	Alyssa Bennett	Third Grade Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Malibu	6/30/2023	Clinton C Cochrum	Fourth Grade Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	New Castle	6/30/2023	Roseanne B Jacob	Second Grade Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Newtown	6/30/2023	Lyssa M Heath	Second Grade Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Pembroke Meadows	6/30/2023	Sherley K Eley	Music/Vocal Teacher (family)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Point O'View	6/30/2023	Alina M Ronca	Fifth Grade Teacher (moved to public school system)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Princess Anne	6/30/2023	Melissa C Bruckner	Kindergarten Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Seataek	6/30/2023	Stacey M Goode	Reading Specialist (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Tallwood	6/30/2023	Lisa A Jinright	Art Teacher (moved to public school system)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Thalia	6/30/2023	Danielle C Coughlin	Gifted Resource Teacher (family)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Trantwood	6/30/2023	Kaitlyn Grizzard	First Grade Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Windsor Oaks	6/30/2023	Kim Beauchamp Lawson	Title I Resource Teacher (moved to public school system)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Bayside	6/30/2023	Andrea L Kilian	Eighth Grade Teacher (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Independence	6/30/2023	Samantha M Bolin	Eighth Grade Teacher (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Independence	6/30/2023	Regina A Smith	Special Education Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Kempsville	6/30/2023	Franklin A Hughes	Technology Education Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Landstown	6/30/2023	Natalie S Collins	Special Education Teacher (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Larkspur	6/30/2023	LaTonya S Hughes	Special Education Teacher (moved to public school system)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Princess Anne	6/30/2023	Lisa M Anderson	Music/Vocal Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Bayside	6/30/2023	Emily L Clifford	Mathematics Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Green Run	6/30/2023	Faith M Macaraeg	Graduation Coach (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Kellam	6/30/2023	Macy A Pniewski	English Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Kempsville	6/30/2023	Alisa D Joseph	Mathematics Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Ocean Lakes	6/30/2023	Taylor A Slagle	English Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Ocean Lakes	7/19/2023	Patrick J Rostock	French Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Renaissance Academy	6/30/2023	Jason DiGioia	English Teacher (moved to public school system)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Tallwood	6/30/2023	Leslie Gulak	Special Education Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Miscellaneous	Office of Programs for Exceptional Children	6/30/2023	Rebecca E George	Hearing Impairment Teacher, 600 (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Elementary School	Glenwood	6/30/2023	Paula K Gee	First Grade Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Elementary School	Ocean Lakes	6/30/2023	Caroline M Campbell	Second Grade Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - Elementary School	Rosemont	6/30/2023	Tamara S Hogan	Title I Resource Teacher	Not Applicable	Not Applicable

Personnel Report  
Virginia Beach City Public Schools  
June 27, 2023  
2022-2023

<u>Scale</u>	<u>Class</u>	<u>Location</u>	<u>Effective</u>	<u>Employee name</u>	<u>Position/Reason</u>	<u>College</u>	<u>Previous Employer</u>
Assigned to Instructional Salary Scale	Retirements - Elementary School	Windsor Oaks	5/5/2023	Sandra L Collins	Fifth Grade Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Retirements - High School	Ocean Lakes	9/29/2023	Andrea D Stover	Social Studies Teacher	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Other Employment Actions - Elementary School	Salem	6/30/2023	Debbie L Arnold	Fifth Grade Teacher (employee rescinded retirement date of 06/30/2023)	Not Applicable	Not Applicable
Administrative	Appointments - Elementary School	Pembroke	7/1/2023	Elizabeth C Bianchi	Principal	Old Dominion University, VA	VBPCS
Administrative	Appointments - Middle School	Corporate Landing	7/1/2023	Emily A Hitzemann	Assistant Principal	Old Dominion University, VA	VBPCS
Administrative	Appointments - Middle School	Larkspur	7/1/2023	Brianna L Coburn	Assistant Principal	Old Dominion University, VA	VBPCS



**Subject:** School Board Committee Assignments FY 2024 **Item Number:** 15B

**Section:** Action **Date:** June 27, 2023

**Senior Staff:** N/A

**Prepared by:** Trenace B. Riggs, School Board Chair

**Presenter(s):** Trenace B. Riggs, School Board Chair

**Recommendation:**

That the School Board approve the School Board Member assignments to School Board Committees, Organizations and Boards for FY24. These assignments will be in effect until June 30, 2024 or until such time as the School Board appoints new Committee Members.

**Background Summary:**

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

In accordance with Bylaw 1-28, unless otherwise specified, the School Board Chair in consultation with the Vice Chair will recommend to the School Board School Board Members and others to be assigned to Committees. The School Board by majority vote will appoint School Board Committee Members by July 1st of each year. Assignments may be reviewed in January of each year or when otherwise necessary. Each School Board Member should be assigned to at least one (1) Committee.

Until such time as a new Committee Chair is elected, the current Committee Chair may continue to serve as the Committee Chair so long as the Committee Chair remains appointed to that Committee. If the Committee Chair is no longer on the School Board, the most senior School Board Member on the Committee will serve as the Chair until a new chair is elected.

**Source:**

Bylaw 1-28: Committees, Organizations and Boards – School Board Member assignments

**Budget Impact:**

N/A

			<b>FY2024 Recommendation</b>
<b>C.</b>	<b>BYLAW 1-28: SCHOOL BOARD MEMBER STANDING COMMITTEES ASSIGNMENTS</b>		
C1.	<b>Internal Audit:</b> The Internal Audit Committee consists of a minimum of three Members, including at least two Members of the School Board and a third Member from the business community. The Internal Audit Committee assists the full School Board in considering internal and external audit matters, including the timely reporting to the School Board of material actions or inactions of school employees that could lead to charges of malfeasance in office by School Board Members or School Division employees or agents. The Internal Audit Committee has established the Office of Internal Audit, which reports directly to the Internal Audit Committee, and through the Internal Audit Committee, to the full School Board, as more particularly set forth in <a href="#">Policy 3-96</a> and the Internal Audit Charter. <i>[Generally, will meet quarterly; subject to change]</i>		Jennifer Franklin Kimberly Melnyk* Jessica Owens Larry Davenport (citizen member)
C2.	<b>Policy Review (PRC):</b> The School Board Policy Review Committee will consist of three School Board Members. The School Board, at its discretion, may appoint a citizen to serve as a voting member. School Board Legal Counsel and the Chief of Staff or designee will serve as liaisons to the Committee but will not be voting members. The Chief of Staff may assign other staff members to serve on the Policy Review Committee for designated periods of time for the purpose of assisting the Policy Review Committee. The Policy Review Committee will be responsible for advising the School Board and the Superintendent concerning the need to amend, adopt, repeal, and/or merge by-laws, policies and applicable regulations. <i>[Generally, will meet Thursday following the 1<sup>st</sup> regular School Board meeting of the month; subject to change]</i>		Beverly Anderson Kathleen Brown Victoria Manning* Staci Martin (tentative upon approval of Bylaw) Jessica Owens (tentative upon approval of Bylaw)
C3.	<b>Planning and Performance Monitoring Committee (PPM):</b> Consists of three School Board members. The Supt. and other staff members assigned by the Supt. will serve as liaisons to the committee but will not be voting members. The purpose of the committee is to provide transparent oversight of school division resources and processes to ensure effective and efficient operations to in support of the division's vision, mission and strategic goals as well as coordinate School Board member engagement in strategic and operational planning including budget development. Responsibilities are outlined in Bylaw 1-28, C3 <i>[Generally, will meet the second Monday of the month; subject to change]</i>		Beverly Anderson* Jennifer Franklin Staci Martin
C4.	<b>Governance:</b> Consists of the School Board Chair and the Chairs of the Internal Audit Committee, the Policy Review Committee, and the Planning and Performance Monitoring Committee. Additionally, one other School Board Member will be recommended by the School Board Chair and approved by the School Board to also serve on the Committee. The Superintendent will serve as a liaison to the Committee but will not be a voting member. Responsibilities are outlined in Bylaw 1-28, C4 <i>[Generally, will meet the first Wednesday of every month; subject to change]</i>		School Board Chair* Audit Chair PPM Chair PRC Chair Jessica Owens
C5.	<b>Legislative:</b> The Legislative Committee will consist of three School Board Members, School Board Legal Counsel, the School Board's Legislative Consultant and those staff members appointed by the Superintendent. The Legislative Committee is responsible for the development of the School Board's proposed annual legislative package. The legislative package, priorities and positions shall be based upon input from the School Board and the Superintendent. The Legislative Committee is also responsible for developing the School Board's regional legislative position and for acting as the School Board's liaison to the Virginia General Assembly as well as other publicly elected bodies.		David Culpeper Staci Martin* Kimberly Melnyk
C6.	<b>Building Utilization:</b> The Building Utilization Committee (BUC) annually reviews enrollment projections and impact on optimal building utilization. Three School Board Members shall be assigned to the BUC. The Superintendent may assign appropriate staff members to assist the BUC in its review. At its discretion, the BUC may invite input from PTAs or other community groups directly impacted by any recommendation from the BUC. (ref. SB Pol 5-14, Sec C)		Michael Callan David Culpeper* Carolyn Weems
C7.	<b>Student Discipline:</b> The Chairman shall recommend and the School Board shall approve three Committees of the School Board to hear student discipline cases as needed. Each Committee shall consist of three (3) voting School Board Members and one (1) nonvoting school counselor. Each Member of a Committee, excluding the school counselor, has authority to make motions and vote on that Committee. Each Committee shall meet to determine cases dealing with expulsions and long-term suspensions as set forth in School Board policy or regulation. A unanimous decision of a Committee consisting of three School	Committee I (2 <sup>nd</sup> & 4 <sup>th</sup> Mon) 3:00 PM	David Culpeper Jennifer Franklin* Kimberly Melnyk
		Committee II (1 <sup>st</sup> & 2 <sup>nd</sup> Thurs) 3:00 PM	Michael Callan Victoria Manning Jessica Owens*

			FY2024 Recommendation
	Board Members regarding long-term suspensions and expulsions is final. If a Committee's decision is not unanimous, or if the decision is made by a Committee of less than three (3) School Board Members, the decision of the Committee may be appealed to the full School Board.	Committee III (1 <sup>st</sup> & 3 <sup>rd</sup> Wed) 3:00 PM	Beverly Anderson* Kathleen Brown Staci Martin
D. JOINT SCHOOL BOARD AND CITY COUNCIL COMMITTEES			
D1.	<b>CIP/Modernization Review Committee:</b> Joint City Council/School Board Committee which meets annually to review status of ongoing school modernization program. The School Board Chair will recommend and the School Board will approve two School Board members and one alternate to serve on the Committee. The School Board Chair will appoint the Committee Chair.		Victoria Manning* Kathleen Brown Beverly Anderson (alt.)
E. SCHOOL BOARD AD HOC COMMITTEES			
E1.	<b>School Site Selection:</b> The School Site Selection Committee is an Ad Hoc School Board Committee that is appointed as needed to assist the School Board in considering proposals for new school sites.		As needed
E2.	<b>Workforce Development:</b> The purpose of the Ad Hoc Workforce Development Committee is to prepare a report to the School Board and the City Council regarding the needs of the City of Virginia Beach for current and future workforce development.		Staci Martin Carolyn Weems
E3.	<b>Jericho Road (tentative upon approval):</b> An Ad Hoc Committee to Study Open Space Uses for School Property on Jericho Road.		Staci Martin (tentative upon approval) Carolyn Weems (tentative upon approval)
F. SCHOOL DIVISION STANDING COMMITTEES WITH SCHOOL BOARD MEMBERS AND/OR LIAISONS			
If requested by the Superintendent or as set forth by Policy, the School Board may assign School Board Members to serve as Members and/or Liaisons of School Division Standing Committees. The Committees will determine the voting rights of the Liaisons.			
F1a	<b>Equity Council:</b> The Equity Council addresses issues related to diverse populations and how the organizational climate contributes to fostering: greater student achievement; effective communication across all levels and with the greater community; honoring and listening to all voices; providing focused opportunities discussion, feedback, input and support to the implementation of Compass to 2025 and future School Board goals; reporting on all aspects of diversity and equity with a special focus on students of color; resources and support to further the work educational equity within the School Division. The Superintendent will designate a staff member to serve as the Chair of the Equity Council. No more than two (2) School Board Members will be assigned as liaisons to the Equity Council.		Jessica Owens Kimberly Melnyk Kathleen Brown (alt.)
F1b	<b>403b Plan Oversight Committee:</b> Established by Charter approved by the School Board February 25, 2020 to delegate to a 403(b) Plan Oversight Committee (consisting of at least 3 but no more than 9 voting members to include one School Board member with the CFO serving as the Chair of the committee), general responsibility and discretionary authority for the administration, interpretation and operation, and investment of plan assets of the School Board of the City of Virginia Beach Section 403(b) Retirement Savings Plan.		Michael Callan
F1c	<b>Mental Health Task Force:</b>		Jessica Owens Carolyn Weems

OUTSIDE ORGANIZATIONS		
G. The School Board Chair will recommend and the School Board will approve School Board Members to represent the School Board on Outside Organizations. In those instances, School Board Members have authority to bind the School Board for the limited purpose for which the Outside Committee allows.		
G1.	<b>Green Run Collegiate Charter Board</b>	Kimberly Melnyk Jennifer Franklin (alt.)
G2.	<b>Governor's School for the Arts:</b> Programs in dance, vocal and instrumental music, performing arts, theatre, and visual arts for talented and motivated students who want to develop their potential in the arts to a high degree [Same mbr assignment as SECEP since committees meet back to back at same location]	Kimberly Melnyk Beverly Anderson (alt.)
G3.	<b>Mayor's Committee for Persons with Disabilities:</b> On behalf of all people with disabilities, and in an advisory capacity to the Mayor, our mission is to raise the awareness of the Mayor, City Council, City Administration and the community at-large of the needs of persons with disabilities. We assist in formulating solutions to meet those needs and provide advice on issues involving compliance with state and national legislation addressing their needs.	Kathleen Brown Carolyn Weems (alt.)
G4.	<b>Southeastern Cooperative Educational Programs (SECEP):</b> Provides a formal structure through which eight local school systems can plan and operate programs for alternative education and children with special needs [Same mbr assignment as GSA since committees meet back to back at same location]	Kimberly Melnyk Beverly Anderson (alt.)
G5.	<b>Virginia School Boards Association (VSBA) Voting Delegate at Annual Convention held in November in Williamsburg, VA:</b> NOTE: Any Board member who serves on the VSBA Board of Directors cannot be a voting delegate.	Trenace Riggs (alt.)
G6.	<b>Hampton Roads Educational Telecommunications Association (HRETA) WHRO Educational Advisory Committee (EAC):</b> The EAC is the decision-making body on matters related to the policy, planning and operation of WHRO public education related activities	Michael Callan Jennifer Franklin (alt.)
G7.	<b>Sister Cities Association of Virginia Beach:</b> The mission of the Virginia Beach City Association (VBSCA) is to foster international understanding, friendship, and cooperation by promoting people-to-people exchanges and continuing relationships between our city and citizens	Trenace Riggs Beverly Anderson (alt.)
G8.	<b>457 Deferred Compensation Board:</b> The city council has authorized the adoption of the Commonwealth of Virginia 457 Deferred Compensation Plan (COV457). The City's/Schools 457 Deferred Compensation Plan (COV457) is managed by the Virginia Retirement System (VRS) which administers the investment policy and prudent fiduciary standards. The 457 Deferred Compensation Plan is subject to the periodic oversight and input to (VRS) of the local 457 deferred compensation board. The appointee also requires City Council approval.	Michael Callan
G9.	<b>Virginia Beach Human Rights Commission:</b> Assignment initiated Feb. 2016 by invitation from the VB Human Rights Commission for a School Board liaison to serve on the committee	Kimberly Melnyk Jennifer Franklin (alt.)
G10.	<b>Access College Foundation:</b> ACCESS College Foundation was founded in 1988 to eliminate barriers to postsecondary education and increase college attainment for underrepresented and low-income students. Access College Foundation mission - provide educational pathways leading to certification or college degree attainment and career opportunities for students, particularly those who may not otherwise have access.	Trenace Riggs

POLICY 7-21 Citizens' Advisory Committees		FY2023 Members Assignments
SCHOOL BOARD LIAISONS TO CITIZENS' ADVISORY COMMITTEES		
With the exception of the Strategic Plan Committee, the School Board may designate one School Board Member and one School Board Member alternate to serve as the School Board Liaison to a Citizens' Advisory Committee. Such liaison will not have voting rights on the committee and will not have the authority to bind the School Board regarding any matter related to the committee.		
B1.	<b>Special Education Advisory Committee</b>	Victoria Manning Jennifer Franklin (alt.)

POLICY 7-21 Citizens' Advisory Committees		FY2023 Members Assignments
B2.	<b>General Advisory Council for Technical and Career Education</b>	Carolyn Weems Jennifer Franklin (alt.)
B3.	<b>Community Advisory Committee for Gifted Education</b>	Jennifer Franklin Michael Callan (alt.)
B4.	<b>Interagency Adult Basic Education Advisory Committee</b>	Michael Callan Staci Martin (alt.)
B5.	<b>School Health Advisory Committee</b>	Victoria Manning Staci Martin (alt.)
B6.	<b>Strategic Plan Committee:</b> Citizen members shall be appointed by the School Board upon recommendation of the Superintendent. In addition, the School Board Chair will recommend and the School Board will approve two (2) School Board Members to serve.	Every five years

OTHER		
	<b>Virginia Beach Education Foundation (VBEF):</b> The mission of the Education Foundation is to raise private sector support to fund innovative learning programs and other teacher initiatives that support the students of Virginia Beach City Public Schools.	School Board Chair



**Subject:** Virginia School Board Association (VSBA) Renewal Dues **Item Number:** 15C

**Section:** Action **Date:** June 27, 2023

**Senior Staff:** N/A

**Prepared by:** Regina M. Toneatto, School Board Clerk

**Presenter(s):** Trenace B. Riggs, School Board Chair

**Recommendation:**

That the School Board vote to approve the Virginia School Board Association (VSBA) annual renewal dues for the period of July 1, 2023 to June 30, 2024.

**Background Summary:**

The Virginia School Board Association (VSBA) is a private, voluntary, organization of Virginia public schools boards. The VSBA provides training, publications, resources, access to some legal assistance, access to some services such as policies, superintendent searches, collective bargaining representation and training, legislative services, conventions and networking and access to other school board associations nationwide.

The School Board has been a member of VSBA for over twenty years. The annual dues for VSBA are determined by a formula set by VSBA and member school boards can add additional services at certain costs. For FY23-24, the annual dues for The School Board of the City of Virginia Beach are \$13,779.73. Member school boards pay separately for attending conferences, trainings, or other services.

**Source:**

**Budget Impact:**



**Subject:** Salary Resolution FY 2023/24 **Item Number:** 15D

**Section:** Action **Date:** June 27, 2023

**Senior Staff:** Crystal M Pate, Chief Financial Officer

**Prepared by:** Crystal M. Pate, Chief Financial Officer

**Presenter(s):** Crystal M. Pate Chief Financial Officer

**Recommendation:**

It is recommended that the School Board approve the Salary Resolution FY 2023/24 and the following attachments:

- Attachment A - Alphabetical Listing of Instructional Positions
- Attachment B - Instructional Experience-Based Step Pay Scale (7/1/23 --- 6/30/24)
- Attachment C - Unified Experience-Based Step Pay Scale Grade Assignments (7/1/23 --- 6/30/24)
- Attachment D - Unified Experience-Based Step Pay Scale (7/1/23 --- 6/30/24)
- Attachment E - Part-time Temporary Hourly Rates (7/1/23 --- 6/30/24)
- Attachment F - Table of Allowances 2023/2024
- Attachment G – High School Department Chairs and Non-Athletic and Athletic Supplements 2023/24
- Attachment H - Student Activity Rates 2023/24

**Background Summary:**

The City Council approved the FY 2023/24 Budget that places an emphasis on staffing and compensation needs.

**Source:**

**Budget Impact:**

Funds are budgeted in the various funds and budget cost centers for FY 2023/24.

## **SALARY RESOLUTION**

**June 27, 2023**

**WHEREAS**, the mission of the Virginia Beach City Public Schools, in partnership with our entire community, is to ensure that each student is empowered with the knowledge and skills necessary to meet the challenges of the future; and

**WHEREAS**, the School Board has adopted a comprehensive strategic plan and school improvement priorities to guide budgetary decisions; and

**WHEREAS**, the School Board has studied the recommended School Operating Budget in view of state and federal requirements, additional demands for space and operations, the strategic plan, priorities, expectations, competitive compensation for employees and the best educational interests of its students; and

**WHEREAS**, the School Board Proposed Operating Budget has been reconciled to meet the funding from the City Council; and

**WHEREAS**, the proposed FY 2023/24 Operating Budget adjusts the Instructional Experience-based Step Pay Scale to provide 1.5% between each step consistently throughout the structure without adjusting the entry rate, and adds an experience step for all eligible employees on the scale, per the recommendation of the division's compensation study consultants; and

**WHEREAS**, the proposed FY 2023/24 Operating Budget adjusts the Unified Experience-based Step Pay Scale to provide a 1% adjustment for pay grades 0-14 and a 1.5% adjustment for pay grades 15 and above, and adds an experience step for all eligible employees on the scale; per the recommendation of the division's compensation study consultants; and

**WHEREAS**, the proposed FY 2023/24 Operating Budget establishes a new pay grade on the Unified Experience-based Step Pay Scale, Professional Level II, for Behavior Intervention Specialists, School Psychologists, Occupational Therapists, Positive Behavior Intervention Specialist (PBIS), Physical Therapists, and School Social Workers, per the recommendation of the division's compensation study consultants; and

**WHEREAS**, the proposed FY 2023/24 Operating Budget upgrades identified positions currently on pay grade 5 of the Unified Experience-based Step Pay Scale, which includes Bus Assistants, Cafeteria Assistants, Custodian I, and Fleet Shop Helper, to pay grade 7, which is closer to meeting the \$15.00 Virginia Minimum Wage requirement by 2026, and realigns other positions impacted by said move, per the recommendation of the division's compensation study consultants; and

**WHEREAS**, the Instructional Experience-Based and Unified Experience-Based Step Pay scales, Part-time Hourly Rates, Table of Allowances, High School Department Chairs, Non-Athletic Supplements, Athletic Supplements and Student Activity Rates titled below and as shown in the attachments are approved and will be effective as shown below; and

**WHEREAS**, the percent of compensation increases and the effective dates of the increases are shown below:

- Attachment A - Alphabetical Listing of Instructional Positions
- Attachment B - Instructional Experience-Based Step Pay Scale (7/1/23 --- 6/30/24)
- Attachment C - Unified Experience-Based Step Pay Scale Grade Assignments (7/1/23 --- 6/30/24)
- Attachment D - Unified Experience-Based Step Pay Scale (7/1/23 --- 6/30/24)
- Attachment E - Part-time Temporary Hourly Rates (7/1/23 --- 6/30/24)
- Attachment F - Table of Allowances 2023/2024

- Attachment G – High School Department Chairs and Non-Athletic and Athletic Supplements 2023/24
- Attachment H – Student Activity Rates 2023/24

**NOW, THEREFORE, LET IT BE**

**RESOLVED:** That the School Board of the City of Virginia Beach adopts the Salary Scales and the compensation increases as outlined in this resolution and attachments.

Adopted by the School Board this 27<sup>th</sup> day of June, 2023.

**S E A L**

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Trenace B. Riggs, Chairwoman

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Aaron C. Spence, Superintendent

Attest:

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Regina M. Toneatto, Clerk of the Board



**Alphabetical Listing of Instructional Positions  
SY 2023 - 2024**

CODE	POSITION	CODE	POSITION
2001	1st Grade Teacher	2610	Japanese Teacher
2002	2nd Grade Teacher	2120	Journalism Teacher
2003	3rd Grade Teacher	2323	Keyboarding Teacher
2004	4th Grade Teacher	2000	Kindergarten Teacher
2005	5th Grade Teacher	2607	Latin Teacher
2100	6th Grade Teacher	2500	Library Media Specialist
2101	7th Grade Teacher	2577	Literacy Teacher
2102	8th Grade Teacher	2309	Marketing Education Teacher (11 m)
2400	Adaptive PE Teacher	5249	Math Academy Teacher
3231	Administrative Assistant Interns-Central Office	2505	Math Coach
3232	Administrative Assistant Interns-Elementary	2202	Math Teacher
2026	Administrative Assistant Interns-Extended Day	2023	Math Specialist
3234	Administrative Assistant Interns-High School	2437	Multiple Disabilities Teacher
3233	Administrative Assistant Interns-Middle School	2524	Music - Instrumental Teacher
2300	Agriculture Education Teacher (Extended)	2528	Music Therapist (11 m)
2540	ALC Teacher	2522	Music - Vocal Teacher
2541	ALC Teacher (158-day)	2220	Naval Science Instructor (11-months)
2611	American Sign Language Teacher	2310	Nursing Instructor
2613	Arabic Teacher	2311	Nursing Instructor Coordinator (12 m)
2530	Art Teacher	2312	Occ Info & Exploratory Teacher
2529	Art Therapist (11 m)	2441	Orthopedic Impairment Teacher (8-hr)
2621	AVID Coach	2440	Orthopedic Impairment Teacher
2620	AVID Instructor	2304	Pharmacy Technician Teacher
2520	Band Instructor	2015	Physical Education Teacher
2594	Behavior Intervention Teacher	2011	Pre-Kindergarten Teacher
2301	Business Education Teacher	2012	Pre-Kindergarten Resource Teacher
2321	Career and Academic Prep (CAP) Teacher	2405	Program Compliance Support Teacher
2324	Career Skills Teacher	2322	Public Safety Instructor (11 m)
2612	Chinese Teacher	2020	Reading Recovery Teacher
2550	Computer Science Teacher	2575	Reading Specialist
2409	Cross Categorical Teacher (8-hr)	2570	Reading Teacher
2410	Cross Categorical - ED/LD Teacher	2225	Remediation Specialist
2411	Cross Categorical - ED/LD/ID Teacher	2608	Russian Teacher
2412	Cross Categorical - ED/ID Teacher	2510	School Counselor
2413	Cross Categorical - LD/ID Teacher	2511	School Counselor (Extended)
2555	Dance Teacher	2203	Science Teacher
2533	Drama Teacher	2201	Social Studies Teacher
2210	Drivers Education Teacher	2609	Spanish Teacher
2010	Early Childhood Initiative Grant (Title Only)	2455	Speech/Language Pathologist
2425	Early Childhood Special Ed Teacher	2456	Speech/Language Pathologist (11m)
2426	Early Childhood Special Ed Teacher (11 m)	2450	Speech/Learning Disabilities Teacher
2305	Education for Employment Teacher	2451	Speech/Learning Disabilities Teacher (11m)
2306	Electronic Commerce Teacher	2585	Study Skills Teacher
2445	Emotional Disability Teacher	2590	Substance Abuse Intervention
2535	English Second Language	2460	Supported Employment Teacher
2200	English Teacher	2595	Suspension Intervention Teacher
2217	Environmental Studies Teachers	2650	Teacher/Facilitator (Green Run Collegiate)
2318	Family and Consumer Sciences Teacher	2314	Technology Education Teacher
2605	French Teacher	2315	Teen Living Teacher
2606	German Teacher	2559	Testing Assessment Specialist
2558	Gifted Resource Teacher	2021	Title I Kindergarten Teacher
2557	Gifted Teacher	2022	Title I Resource Teacher
2596	Graduation Coach	2023	Title II Resource Teacher
2565	Health & PE Teacher	2316	Trade & Industrial Teacher
2433	Hearing Impairment Teacher	2465	Visual Impairment Teacher
2307	Hotel/Motel Operations Teacher	2466	Visual Impairment Teacher (8-hr)
2320	HS That Work Coordinator		
2308	Industrial Coop Training Teacher (11 m)		
2431	Intellectual Disability 1 Teacher		
2430	Intellectual Disability 2 Teacher		
2247	Intellectual Disability 3 Teacher		
2515	Instructional Technology Specialist (11 Month)		
2215	ISAEP Teacher		

**FLSA Status for all Instructional  
Positions is EXEMPT**



**INSTRUCTIONAL EXPERIENCED-BASED STEP PAY SCALE**

**SY 2023 - 2024**

**Effective: July 1, 2023**

Creditable Years of Teaching Experience	Standard Teaching	10-month Extended	10-month Extended HS School Counselors	11-month	12-month	ALC
0	51,965	54,836	56,396	57,424	67,562	36,404
1	52,745	55,659	57,242	58,286	68,576	36,950
2	53,536	56,494	58,101	59,160	69,604	37,504
3	54,339	57,341	58,972	60,047	70,648	38,067
4	55,154	58,202	59,857	60,948	71,708	38,638
5	55,981	59,075	60,755	61,862	72,784	39,217
6	56,821	59,961	61,666	62,790	73,875	39,806
7	57,674	60,860	62,591	63,732	74,984	40,403
8	58,539	61,773	63,530	64,688	76,108	41,009
9	59,417	62,700	64,483	65,658	77,250	41,624
10	60,308	63,640	65,450	66,643	78,409	42,248
11	61,213	64,595	66,432	67,643	79,585	42,882
12	62,131	65,564	67,428	68,658	80,779	43,525
13	63,063	66,547	68,440	69,687	81,990	44,178
14	64,009	67,545	69,467	70,733	83,220	44,841
15	64,969	68,559	70,508	71,794	84,468	45,513
16	65,943	69,587	71,566	72,871	85,736	46,196
17	66,933	70,631	72,640	73,964	87,022	46,889
18	67,936	71,690	73,729	75,073	88,327	47,592
19	68,956	72,766	74,835	76,199	89,652	48,306
20	69,990	73,857	75,958	77,342	90,997	49,031
21	71,040	74,965	77,097	78,502	92,362	49,766
22	72,105	76,089	78,253	79,681	93,747	50,513
23	73,187	77,231	79,427	80,875	95,153	51,271
24	74,285	78,389	80,619	82,088	96,581	52,040
25	75,399	79,565	81,828	83,320	98,029	52,820
26	76,530	80,758	83,055	84,569	99,500	53,613
27	77,678	81,970	84,301	85,838	100,992	54,417
28	78,843	83,199	85,566	87,126	102,507	55,233
29	80,026	84,447	86,849	88,432	104,045	56,062
30	81,226	85,714	88,152	89,759	105,605	56,902
31	82,445	87,000	89,474	91,105	107,189	57,756
32	83,681	88,305	90,816	92,472	108,797	58,622
33	84,936	89,629	92,179	93,859	110,429	59,502
34	86,211	90,974	93,561	95,267	112,086	60,394
35	87,504	92,339	94,965	96,696	113,767	61,300
36	88,816	93,724	96,389	98,146	115,473	62,220
37	90,149	95,129	97,835	99,618	117,206	63,153
38	91,501	96,556	99,303	101,113	118,964	64,100
39	92,873	98,005	100,792	102,629	120,748	65,062
40	94,266	99,475	102,304	104,169	122,559	66,038
41	95,680	100,967	103,839	105,731	124,398	67,028
42	97,116	102,481	105,396	107,317	126,264	68,034
43	98,572	104,019	106,977	108,927	128,158	69,054
44	100,051	105,579	108,582	110,561	130,080	70,090

Experience steps 1-43 adjusted to reflect 1.5% between each year of experience.


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

**Unified Experience-Based Step Pay Scale - Grade Assignments**  
**SY 2023 2024**
**GRADE 28**

Chief of Staff  
School Board Attorney

School Board Auditor

**GRADE 27**

Chief Academic Officer  
Chief Communications and Community Engagement Officer  
Chief Financial Officer  
Chief Human Resources Officer

Chief Information Officer  
Chief Operations Officer for Division Services  
Chief Schools Officer

**GRADE 26**

Senior Executive Director Elementary Schools  
Senior Executive Director High Schools

Senior Executive Director Middle Schools

**GRADE 25**

Director Alternative Education  
Director Elementary Schools  
Executive Director Elementary Teaching and Learning  
Executive Director Facilities Services  
Executive Director Office of Programs for Exceptional Children  
Executive Director Planning, Innovation and Accountability

Executive Director Secondary Teaching and Learning  
Executive Director Student Support Services  
Executive Director Transportation and Fleet Management Services  
Principal HS  
Senior School Board Attorney

**GRADE 24**

Associate School Board Attorney  
Director Adult Learning Center  
Director Benefits  
Director Business Services  
Director Compliance and Special Education Service  
Director Custodial and Distribution Services  
Director Employee Relations  
Director Employment Services  
Director Diversity, Equity, and Inclusion  
Director Food Services  
Director Instructional Technology  
Director K-12 and Gifted Programs

Director Maintenance Services  
Director Professional Growth and Innovation  
Director Purchasing Services  
Director Student Leadership  
Director Student Services  
Director Technical & Career Education  
Director Technical & Career Education Center  
Director Technology  
Director Title I Programs  
Head of School (Green Run Collegiate)  
Principal MS

**GRADE 23**

Coordinator Information Services  
Coordinator Technical Services  
Director Advanced Technology Center  
Director Family and Community Engagement  
Director Internal Audit

Director Research, Evaluation and Assessment  
Director Safe Schools  
Director Testing  
Director Transportation  
Principal ES

**GRADE 22**

Academic Dean  
Administrative Coordinator (*Title Only*)  
Assistant Director Advanced Technology Center  
Assistant Principal HS  
Assistant Director, Food Services  
Coordinator Academic Support Programs K-12  
Coordinator Accounting  
Coordinator Adult Academic Programs  
Coordinator Alternative Education  
Coordinator Athletics  
Coordinator Benefits  
Coordinator Budget Development  
Coordinator Business & Information Technology  
Coordinator Customer Support & Quality Assurance  
Coordinator Distance Learning  
Coordinator Early Literacy (*Formerly PALs*)  
Coordinator Educational Foundation

Coordinator Elementary Curriculum  
Coordinator Engineering/Technology  
Coordinator English  
Coordinator English Language Learners  
Coordinator Entrepreneurship & Business Academy  
Coordinator Environmental Studies Program  
Coordinator Equity and Opportunity  
Coordinator Family and Consumer Sciences  
Coordinator Fine Arts  
Coordinator Gifted Education  
Coordinator Global Studies Academy  
Coordinator Guidance  
Coordinator Health Academy  
Coordinator Health Services  
Coordinator Health/Physical Education  
Coordinator Instructional Media Service  
Coordinator Instructional Technology


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

**Unified Experience-Based Step Pay Scale - Grade Assignments**
**SY 2023 2024**
**GRADE 22 (continue)**

Coordinator K-12 Programs and Grants	Coordinator Student Conduct/Services
Coordinator Language Arts	Coordinator TCE Administration and Marketing Program
Coordinator Legal Academy	Coordinator Technical and Career Education
Coordinator Library Services	Coordinator Technical Applications
Coordinator Math/Science Academy	Coordinator Technology Academy
Coordinator International Baccalaureate	Coordinator Title I Programs
Coordinator Mathematics	Coordinator Title IX
Coordinator Middle Years Program	Coordinator, Virtual Learning
Coordinator Military Connected & Academic Support Program	Coordinator Visual and Performing Arts
Coordinator Parent and Stakeholder Services	Coordinator World Languages
Coordinator Policy and Intergovernmental Affairs	Database Administrator
Coordinator Professional Learning	Grants Manager
Coordinator Psychological Services	Payroll Supervisor
Coordinator Public Relations III	Risk Manager
Coordinator Recruitment and Retention	Specialist Employee Relations
Coordinator School/Community Partnerships	Specialist Employee Relations
Coordinator Science	Specialist Human Resources
Coordinator Social Studies	Specialist Program Evaluation
Coordinator Social Work Services	Specialist Research
Coordinator Special Education	Specialist Testing
Coordinator Student Activities	Technical Architect
Coordinator Student Leadership	

**GRADE 21**

Academic Dean (MS)	Demographer/GIS Manager
Assistant Director Custodial and Distribution Services	Development Team Leader (DOT)
Assistant Director Environmental Resources	Emergency Manager
Assistant Director Maintenance Services	Fleet Manager
Assistant Director, Mechanical Systems	Information Security Manager
Assistant Principal MS	Project Manager - Information Services
Coordinator Procurement	Programmer Analyst - Senior
Coordinator Security & Safe Schools	Staff Architect
Coordinator Transportation	Sustainability Officer
Coordinator Transportation Routing and Analytics	Systems Engineer - Supervisor
Dean of Students (MS)	

**GRADE 20**

Assistant Principal ES	Human Resources Marketing Specialist
Contract Specialist	<b>Internal Auditor</b>
Coordinator Public Relations II	Project Manager - Construction
Educational Data Specialist	Project Manager-Safe Schools
Financial Management Specialist	Student Information Systems Administrator
Food Services Operations Supervisor	Systems Analyst
Human Resources Information Systems Specialist	Transportation Systems Specialist



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

**Unified Experience-Based Step Pay Scale - Grade Assignments**  
**SY 2023 2024**

**GRADE 19**

Accountant - Principal	Instructional Specialist
Assistant Payroll Supervisor	<del>Internal Auditor</del> (moved to U20)
Behavior Intervention Specialist	Procurement Specialist II
Benefits Program Specialist	Programmer Analyst
Coordinator of Custodial Services	School Counseling Department Chair
Coordinator Distribution Services	Specialist, Professional Learning
Coordinator, Food Services	Student Activities Coordinator (HS)
Coordinator Maintenance	Supervisor Construction
Coordinator Mechanical Systems	Systems Administrator
Coordinator, Public Relations I	Systems Engineer
Coordinator Special Projects	Teacher Retention Liasion
Energy Manager	Webmaster
Health Services Nursing Specialist	

**GRADE 18**

Audiologist	School Improvement Specialist (HS)
Family Engagement Specialist	School Nurse
Family Outreach Representative	Sous-Chef
Foundation Transition Planner	Student Activities Coordinator (MS)
Hampton Roads Workforce Council Specialist	Technical Services Support Supervisor
Occupational Safety and Health Specialist	Transportation Area Supervisor
Network Administrator	Work-Based Learning Specialist
Positive Behavioral Interventions and Supports (PBIS) Coach	

**GRADE 17**

Accountant - Sr.	Procurement Specialist I
Budget Analyst	School Improvement Specialist (MS)
Construction Inspector, Senior	Student Support Specialist
Fleet Supervisor	Supervisor Maintenance
Geographic Information Systems (GIS) Analyst	Technical Contract Manager
Interpreter Specialist	

**GRADE 16**

Accounting Systems Specialist	Fleet Foreman
Area Supervisor, Food Services	Food Services Program Analyst
Benefits Specialist II	HVAC Specialist
Boiler Specialist	Interpreter III (EIPA 3.5 - 3.9)
Construction Inspector	Network Technician II
Crash Investigator	Occupational Safety Specialist
Customer Support Center Supervisor	Procurement Card Program Analyst
Educational Data Analyst	Procurement Systems Specialist
Executive Office Associate III	Secretary & Clerk to Board
Facilities Asset Manager	Student Information Systems Specialist

**GRADE 15**

Boiler Craftsman III	Machinist Craftsman III
Building Manager	Occupational Health and Safety Technician
Custodial Supervisor	Occupational Therapy Assistant (COTA)
Distribution Center Supervisor	Paralegal
Electrical Craftsman III	Physical Therapy Assistant (LPTA)
Electronics Craftsman III	Plumbing Craftsman III
Fleet Technician III	Refrigeration Craftsman III
Food Services Craftsman III	Special Project Support
HVAC Craftsman III	


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

**Unified Experience-Based Step Pay Scale - Grade Assignments**
**SY 2023 2024**
**GRADE 14**

Assistant Distribution Center Supervisor	Graphic Designer
Benefits Specialist I	Interpreter II (EIPA 3.0 - 3.4)
Bus Driver Trainer	Network Technician I
Cafeteria Manager III	Painter Craftsman III
Carpentry Craftsman III	School Business Assistant
Executive Office Associate II	Transportation Dispatcher
General Maintenance Craftsman III	Warehouse Manager

**GRADE 13**

Accounting Technician	Food Services Craftsman II
Boiler Craftsman II	HVAC Craftsman II
Bus Driver	Insurance Claims Analyst
Bus Driver - Plan Bee	Interpreter I (EIPA 2.5 - 2.9)
Cafeteria Manager II	Machinist Craftsman II
Culinary Development Chef Assistant	Plumbing Craftsman II
Customer Support Technician II	Procurement Assistant III
Data Management Analyst	Refrigeration Craftsman II
Electrical Craftsman II	Testing Assistant
Electronics Craftsman II	Warehouse and Distribution Technician
Executive Office Associate I	Workers Compensation Claims Analyst
Fleet Technician II	

**GRADE 12**

Accounts Payable Technician	Inventory Technician
Administrative Office Associate II	Licensure Analyst
Assistant Warehouse Manager - School Plant	Painter Craftsman II
Benefits Assistant	Payroll Assistant
Bookkeeper - HS	Records Analyst
Building Operations Supervisor	Research, Evaluation & Assessment (REA) Assistant
Cafeteria Manager I	School Administrative Associate II (HS)
Carpentry Craftsman II	School Security Officer
General Maintenance Craftsman II	Substitute Office Associate
Interpreter	Technology Support Technician

**GRADE 11**

Administrative Office Associate I	Human Resources Associate
Bookkeeper - MS	HVAC Craftsman I
Communications Program Associate	Machinist Craftsman I
Customer Support Technician I	Pest Control Technician
Data Processing Specialist	Plumbing Craftsman I
Electrical Craftsman I	Procurement Assistant II
Electronics Craftsman I	Refrigeration Craftsman I
Employee Relations Associate	School Administrative Associate I
Financial Assistant	Security Officer
Fleet Technician I	Security Assistant - Renaissance Academy
Food Services Craftsman I	Teacher Production Center Technician
Human Resources Associate	Web Page Design Technician

**GRADE 10**

ALC General Assistant	Library/Media Assistant
Auxilliary Driver	PE Assistant
Auxilliary Driver - Plan Bee	Pre-Kindergarten Assistant
Carpentry Craftsman I	General Maintenance Craftsman I
Clinic Assistant - LPN	Painter Craftsman I
Custodian IV	School Rental Assistant
Distance Learning Assistant	Security Assistant
Distribution Driver	Student Residency Verifier
General Assistant	Special Education Assistant
Kindergarten Assistant	Title I Assistant


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

**Unified Experience-Based Step Pay Scale - Grade Assignments**
**SY 2023 2024**
**GRADE 09**

Assistant Cafeteria Manager	Office Associate II
Clinic Assistant - EMT	School Office Associate II
Custodian III	School Office Associated II - Data Technician
ISS Coordinator	

**GRADE 08**

Baker/Cook	Custodian II
Cafeteria Manager in Training	Drivers Education Instructor
Clinic Assistant - CNA	Fiscal Technician (Title Only)

**GRADE 07**

Bus Assistant	Cafeteria Assistant
Bus Assistant - Plan Bee	Custodian I
Cafeteria Assistant	Fleet Shop Helper

**PL2 - Professional Level II Grade (PL2)**

Behavior Intervention Specialist	Positive Behavior Intervent. & Support Specialist
Occupational Therapist	School Psychologist
Physcial Therapist	School Social Worker

Unified Experience Based Pay Scale SY 2023/2024			
Professional Level II (PL2)			
Annual Hrs	1500	1658	1950
Creditable Yrs of Exp	10-mo 200 days 7.5 hr/day	11-mo 221 days 7.5 hr/day	12-mo 260 days 7.5 hr/day
0	56,250	62,175	73,125
1	56,812	62,796	73,856
2	57,380	63,424	74,594
3	57,954	64,058	75,340
4	58,534	64,699	76,094
5	59,119	65,346	76,855
6	59,710	66,000	77,623
7	60,307	66,660	78,399
8	60,910	67,326	79,184
9	61,519	67,999	79,975
10	62,135	68,679	80,775
11	62,756	69,366	81,583
12	63,384	70,060	82,399
13	64,017	70,760	83,223
14	64,657	71,468	84,055
15	65,272	72,540	85,316
16	66,122	73,628	86,595
17	67,611	74,733	87,894
18	68,625	75,854	89,213
19	69,655	76,992	90,551
20	70,699	78,146	91,909
21	71,760	79,319	93,288
22	72,836	80,508	94,687
23	73,929	81,716	96,108
24	75,038	82,942	97,549
25	76,163	84,186	99,013
26	77,306	85,449	100,498
27	78,465	86,730	102,005
28	79,642	88,031	103,535
29	80,837	89,352	105,088
30	82,050	90,692	106,665
31	83,280	92,052	108,264
32	84,529	93,433	109,888
33	85,797	94,835	111,537
34	87,084	96,257	113,210
35	88,391	97,701	114,908
36	89,717	99,167	116,632
37	91,062	100,654	118,381
38	92,428	102,164	120,157
39	93,815	103,697	121,959
40	95,222	105,252	123,789
41	96,650	106,831	125,645
42	98,100	108,433	127,530
43	99,571	110,060	129,443
44	101,065	111,711	131,385
1500/1658 - Behavior Intervention Specialist 1500 - Occupational Therapist 1500 - Physical Therapist 2080 - Pos Behav'I Interven & Support (PBIS) Spec 1500/1950 - School Psychologist 1500/1950 - School Social Worker			

Unified Experience Based Step Pay Scale SY 2023 2024																			
U07														U08					
Annual Hrs	7/1/2023	651	744	837	930	1023	1116	1209	1302	1395	1488	1600	2080	Annual Hrs	7/1/2023	1371	1393	1400	2080
Creditable Yrs of Exp	Hourly Rate	10-mo 186 days 3.5hr/day	10-mo 186 days 4 hr/day	10-mo 186 days 4.5hr/day	10-mo 186 days 5hr/day	10-mo 186 days 5.5hr/day	10-mo 186 days 6hr/day	10-mo 186 days 6.5hr/day	10-mo 186 days 7hr/day	10-mo 186 days 7.5hr/day	10-mo 186 days 8hr/day	10-mo 200 days 8hr/day	12-mo 260 days 8hr/day	Creditable Yrs of Exp	Hourly Rate	10-mo 187 days 7.33hr/day	10-mo 190 days 7.33hr/day	10-mo 200 days 7hr/day	12-mo 260 days 8hr/day
0	14.1998	9,244	10,564	11,885	13,205	14,526	15,846	17,167	18,488	19,808	21,129	22,719	29,535	0	15.2165	20,861	21,196	21,303	31,650
1	14.3418	9,336	10,670	12,004	13,337	14,671	16,005	17,339	18,673	20,006	21,340	22,946	29,830	1	15.3687	21,070	21,408	21,516	31,966
2	14.4853	9,429	10,777	12,124	13,471	14,818	16,165	17,512	18,859	20,206	21,554	23,176	30,129	2	15.5224	21,281	21,622	21,731	32,286
3	14.6301	9,524	10,884	12,245	13,605	14,966	16,327	17,687	19,048	20,408	21,769	23,408	30,430	3	15.6776	21,493	21,838	21,948	32,609
4	14.7764	9,619	10,993	12,367	13,742	15,116	16,490	17,864	19,238	20,613	21,987	23,642	30,734	4	15.8344	21,708	22,057	22,168	32,935
5	14.9242	9,715	11,103	12,491	13,879	15,267	16,655	18,043	19,431	20,819	22,207	23,878	31,042	5	15.9927	21,925	22,277	22,389	33,264
6	15.0734	9,812	11,214	12,616	14,018	15,420	16,821	18,223	19,625	21,027	22,429	24,117	31,352	6	16.1526	22,145	22,500	22,613	33,597
7	15.2241	9,910	11,326	12,742	14,158	15,574	16,990	18,405	19,821	21,237	22,653	24,358	31,666	7	16.3142	22,366	22,725	22,839	33,933
8	15.3764	10,010	11,440	12,870	14,300	15,730	17,160	18,590	20,020	21,450	22,880	24,602	31,982	8	16.4773	22,590	22,952	23,068	34,272
9	15.5302	10,110	11,554	12,998	14,443	15,887	17,331	18,776	20,220	21,664	23,108	24,848	32,302	9	16.6421	22,816	23,182	23,298	34,615
10	15.6855	10,211	11,670	13,128	14,587	16,046	17,505	18,963	20,422	21,881	23,340	25,096	32,625	10	16.8085	23,044	23,414	23,531	34,961
11	15.8423	10,313	11,786	13,260	14,733	16,206	17,680	19,153	20,626	22,100	23,573	25,347	32,951	11	16.9766	23,274	23,648	23,767	35,311
12	16.0007	10,416	11,904	13,392	14,880	16,368	17,856	19,344	20,832	22,320	23,809	25,601	33,281	12	17.1463	23,507	23,884	24,004	35,664
13	16.1607	10,520	12,023	13,526	15,029	16,532	18,035	19,538	21,041	22,544	24,047	25,857	33,614	13	17.3178	23,742	24,123	24,244	36,021
14	16.3223	10,625	12,143	13,661	15,179	16,697	18,215	19,733	21,251	22,769	24,287	26,115	33,950	14	17.4910	23,980	24,364	24,487	36,381
15	16.5672	10,785	12,325	13,866	15,407	16,948	18,488	20,029	21,570	23,111	24,651	26,507	34,459	15	17.7533	24,339	24,730	24,854	36,926
16	16.8157	10,947	12,510	14,074	15,638	17,202	18,766	20,330	21,894	23,457	25,021	26,905	34,976	16	18.0196	24,704	25,101	25,227	37,480
17	17.0679	11,111	12,698	14,285	15,873	17,460	19,047	20,635	22,222	23,809	25,397	27,308	35,501	17	18.2899	25,075	25,477	25,605	38,042
18	17.3239	11,277	12,888	14,500	16,111	17,722	19,333	20,944	22,555	24,166	25,777	27,718	36,033	18	18.5643	25,451	25,860	25,990	38,613
19	17.5838	11,447	13,082	14,717	16,352	17,988	19,623	21,258	22,894	24,529	26,164	28,134	36,574	19	18.8427	25,833	26,247	26,379	39,192
20	17.8476	11,618	13,278	14,938	16,598	18,258	19,917	21,577	23,237	24,897	26,557	28,556	37,123	20	19.1254	26,220	26,641	26,775	39,780
21	18.1153	11,793	13,477	15,162	16,847	18,531	20,216	21,901	23,586	25,270	26,955	28,984	37,679	21	19.4123	26,614	27,041	27,177	40,377
22	18.3870	11,969	13,679	15,389	17,099	18,809	20,519	22,229	23,939	25,649	27,359	29,419	38,244	22	19.7034	27,013	27,446	27,584	40,983
23	18.6628	12,149	13,885	15,620	17,356	19,092	20,827	22,563	24,298	26,034	27,770	29,860	38,818	23	19.9990	27,418	27,858	27,998	41,597
24	18.9427	12,331	14,093	15,855	17,616	19,378	21,140	22,901	24,663	26,425	28,186	30,308	39,400	24	20.2990	27,829	28,276	28,418	42,221
25	19.2269	12,516	14,304	16,092	17,881	19,669	21,457	23,245	25,033	26,821	28,609	30,763	39,991	25	20.6035	28,247	28,700	28,844	42,855
26	19.5153	12,704	14,519	16,334	18,149	19,964	21,779	23,593	25,408	27,223	29,038	31,224	40,591	26	20.9125	28,671	29,131	29,277	43,498
27	19.8080	12,895	14,737	16,579	18,421	20,263	22,105	23,947	25,790	27,632	29,474	31,692	41,200	27	21.2262	29,101	29,568	29,716	44,150
28	20.1051	13,088	14,958	16,827	18,697	20,567	22,437	24,307	26,176	28,046	29,916	32,168	41,818	28	21.5446	29,537	30,011	30,162	44,812
29	20.4067	13,284	15,182	17,080	18,978	20,876	22,773	24,671	26,569	28,467	30,365	32,650	42,445	29	21.8678	29,980	30,461	30,614	45,485
30	20.7128	13,484	15,410	17,336	19,262	21,189	23,115	25,041	26,968	28,894	30,820	33,140	43,082	30	22.1958	30,430	30,918	31,074	46,167
31	21.0235	13,686	15,641	17,596	19,551	21,507	23,462	25,417	27,372	29,327	31,282	33,637	43,728	31	22.5287	30,886	31,382	31,540	46,859
32	21.3388	13,891	15,876	17,860	19,845	21,829	23,814	25,798	27,783	29,767	31,752	34,142	44,384	32	22.8666	31,350	31,853	32,013	47,562
33	21.6589	14,099	16,114	18,128	20,142	22,157	24,171	26,185	28,199	30,214	32,228	34,654	45,050	33	23.2096	31,820	32,330	32,493	48,275
34	21.9838	14,311	16,355	18,400	20,444	22,489	24,533	26,578	28,622	30,667	32,711	35,174	45,726	34	23.5578	32,297	32,816	32,980	49,000
35	22.3136	14,526	16,601	18,676	20,751	22,826	24,901	26,977	29,052	31,127	33,202	35,701	46,412	35	23.9112	32,782	33,308	33,475	49,735
36	22.6483	14,744	16,850	18,956	21,062	23,169	25,275	27,381	29,488	31,594	33,700	36,237	47,108	36	24.2698	33,273	33,807	33,977	50,481
37	22.9880	14,965	17,103	19,240	21,378	23,516	25,654	27,792	29,930	32,068	34,206	36,780	47,815	37	24.6339	33,773	34,315	34,487	51,238
38	23.3328	15,189	17,359	19,529	21,699	23,869	26,039	28,209	30,379	32,549	34,719	37,332	48,532	38	25.0034	34,279	34,829	35,004	52,007
39	23.6828	15,417	17,620	19,822	22,025	24,227	26,430	28,632	30,835	33,037	35,240	37,892	49,260	39	25.3784	34,793	35,352	35,529	52,787
40	24.0380	15,648	17,884	20,119	22,355	24,590	26,826	29,061	31,297	33,533	35,768	38,460	49,999	40	25.7591	35,315	35,882	36,062	53,578
41	24.3986	15,883	18,152	20,421	22,690	24,959	27,228	29,497	31,766	34,036	36,305	39,037	50,749	41	26.1455	35,845	36,420	36,603	54,382
42	24.7646	16,121	18,424	20,727	23,031	25,334	27,637	29,940	32,243	34,546	36,849	39,623	51,510	42	26.5377	36,383	36,967	37,152	55,198
43	25.1361	16,363	18,701	21,038	23,376	25,714	28,051	30,389	32,727	35,064	37,402	40,217	52,283	43	26.9357	36,928	37,521	37,709	56,026
44	25.5131	16,609	18,981	21,354	23,727	26,099	28,472	30,845	33,218	35,590	37,963	40,820	53,067	44	27.3398	37,482	38,084	38,275	56,866
930 - Bus Assistant @ 5 hrs		1488 - Bus Assistant @ 8 hrs				1116 - Cafeteria Assistant @ 6 hrs				1400 - Baker/Cook @ 7 hrs									
1023 - Bus Assistant @ 5.5 hrs		1720 - Bus Assistant - Plan Bee				1209 - Cafeteria Assistant @ 6.5 hrs				1400 - Craft Manager in Training @ 7 hrs									
1116 - Bus Assistant @ 6 hrs		651 - Cafeteria Assistant @ 3.5 hrs				1302 - Cafeteria Assistant @ 7 hrs				1371 - Clinic Assist - CMA/CNA									
1209 - Bus Assistant @ 6.5 hrs		744 - Cafeteria Assistant @ 4 hrs				1600 - Custodian I				2080 - Custodian II									
1302 - Bus Assistant @ 7 hrs		837 - Cafeteria Assistant @ 4.5 hrs				2080 - Fleet Shop Helper				1393 - Driver Ed Instructor									
1395 - Bus Assistant @ 7.5 hrs		930 - Cafeteria Assistant @ 5 hrs																	
		1023 - Cafeteria Assistant @ 5.5 hrs																	

# Unified Experience Based Step Pay Scale SY 2023-2024

Attachment D

U09						U10											
Annual Hrs	7/1/2023	1371	1386	1600	2080	Annual Hrs	7/1/2023	1027	1371	1415	1488	1720	1768	2080			
Creditable Yrs of Exp	Hourly Rate	10-mo 187 days 7.33hr/day	10-mo 189 days 7.33hr/day	10-mo 200 days 8hr/day	12-mo 260 days 8hr/day	Creditable Yrs of Exp	Hourly Rate	10-mo 158 days 7.33hr	10-mo 187 days 7.33hr	10-mo 193 days 7.33hr	10-mo 186 days 8hr/day	11-mo 215 days 8hr/day	11-mo 221 days 8hr/day	12-mo 260 days 8hr/day			
0	16.3004	22,347	22,592	26,080	33,904	0	17.4704	17,942	23,951	24,720	25,995	30,049	30,887	36,338			
1	16.4634	22,571	22,818	26,341	34,243	1	17.6451	18,121	24,191	24,967	26,255	30,349	31,196	36,701			
2	16.6281	22,797	23,046	26,604	34,586	2	17.8216	18,302	24,433	25,217	26,518	30,653	31,508	37,068			
3	16.7944	23,025	23,277	26,871	34,932	3	17.9998	18,485	24,677	25,469	26,783	30,959	31,823	37,439			
4	16.9623	23,255	23,509	27,139	35,281	4	18.1798	18,670	24,924	25,724	27,051	31,269	32,141	37,813			
5	17.1319	23,487	23,744	27,411	35,634	5	18.3616	18,857	25,173	25,981	27,322	31,581	32,463	38,192			
6	17.3032	23,722	23,982	27,685	35,990	6	18.5452	19,045	25,425	26,241	27,595	31,897	32,787	38,574			
7	17.4763	23,960	24,222	27,962	36,350	7	18.7307	19,236	25,679	26,503	27,871	32,216	33,115	38,959			
8	17.6510	24,199	24,464	28,241	36,714	8	18.9180	19,428	25,936	26,768	28,149	32,538	33,447	39,349			
9	17.8275	24,441	24,708	28,524	37,081	9	19.1071	19,622	26,195	27,036	28,431	32,864	33,781	39,742			
10	18.0058	24,685	24,956	28,809	37,452	10	19.2982	19,819	26,457	27,306	28,715	33,192	34,119	40,140			
11	18.1859	24,932	25,205	29,097	37,826	11	19.4912	20,017	26,722	27,580	29,002	33,524	34,460	40,541			
12	18.3677	25,182	25,457	29,388	38,204	12	19.6861	20,217	26,989	27,855	29,292	33,860	34,805	40,947			
13	18.5514	25,433	25,712	29,682	38,586	13	19.8830	20,419	27,259	28,134	29,585	34,198	35,153	41,356			
14	18.7369	25,688	25,969	29,979	38,972	14	20.0818	20,624	27,532	28,415	29,881	34,540	35,504	41,770			
15	19.0180	26,073	26,358	30,428	39,557	15	20.3830	20,933	27,945	28,841	30,329	35,058	36,037	42,396			
16	19.3033	26,464	26,754	30,885	40,150	16	20.6888	21,247	28,364	29,274	30,784	35,584	36,577	43,032			
17	19.5928	26,861	27,155	31,348	40,753	17	20.9991	21,566	28,789	29,713	31,246	36,118	37,126	43,678			
18	19.8867	27,264	27,562	31,818	41,364	18	21.3141	21,889	29,221	30,159	31,715	36,660	37,683	44,333			
19	20.1850	27,673	27,976	32,296	41,984	19	21.6338	22,217	29,659	30,611	32,191	37,210	38,248	44,998			
20	20.4878	28,088	28,396	32,780	42,614	20	21.9583	22,551	30,104	31,070	32,673	37,768	38,822	45,673			
21	20.7951	28,510	28,822	33,272	43,253	21	22.2877	22,889	30,556	31,537	33,164	38,334	39,404	46,358			
22	21.1070	28,937	29,254	33,771	43,902	22	22.6220	23,232	31,014	32,010	33,661	38,909	39,995	47,053			
23	21.4236	29,371	29,693	34,277	44,561	23	22.9613	23,581	31,479	32,490	34,166	39,493	40,595	47,759			
24	21.7450	29,812	30,138	34,792	45,229	24	23.3057	23,934	31,952	32,977	34,678	40,085	41,204	48,475			
25	22.0711	30,259	30,590	35,313	45,907	25	23.6553	24,293	32,431	33,472	35,199	40,687	41,822	49,203			
26	22.4022	30,713	31,049	35,843	46,596	26	24.0101	24,658	32,917	33,974	35,727	41,297	42,449	49,941			
27	22.7382	31,174	31,515	36,381	47,295	27	24.3703	25,028	33,411	34,483	36,263	41,916	43,086	50,690			
28	23.0793	31,641	31,987	36,926	48,004	28	24.7359	25,403	33,912	35,001	36,807	42,545	43,733	51,450			
29	23.4255	32,116	32,467	37,480	48,725	29	25.1069	25,784	34,421	35,526	37,359	43,183	44,388	52,222			
30	23.7769	32,598	32,954	38,043	49,455	30	25.4835	26,171	34,937	36,059	37,919	43,831	45,054	53,005			
31	24.1335	33,087	33,449	38,613	50,197	31	25.8657	26,564	35,461	36,599	38,488	44,489	45,730	53,800			
32	24.4955	33,583	33,950	39,192	50,950	32	26.2537	26,962	35,993	37,148	39,065	45,156	46,416	54,607			
33	24.8630	34,087	34,460	39,780	51,715	33	26.6475	27,366	36,533	37,706	39,651	45,833	47,112	55,426			
34	25.2359	34,598	34,976	40,377	52,490	34	27.0472	27,777	37,081	38,271	40,246	46,521	47,819	56,258			
35	25.6144	35,117	35,501	40,983	53,277	35	27.4530	28,194	37,638	38,845	40,850	47,219	48,536	57,102			
36	25.9987	35,644	36,034	41,597	54,077	36	27.8647	28,617	38,202	39,428	41,462	47,927	49,264	57,958			
37	26.3886	36,178	36,574	42,221	54,888	37	28.2827	29,046	38,775	40,020	42,084	48,646	50,003	58,828			
38	26.7845	36,721	37,123	42,855	55,711	38	28.7070	29,482	39,357	40,620	42,716	49,376	50,753	59,710			
39	27.1862	37,272	37,680	43,497	56,547	39	29.1376	29,924	39,947	41,229	43,356	50,116	51,515	60,606			
40	27.5940	37,831	38,245	44,150	57,395	40	29.5746	30,373	40,546	41,848	44,007	50,868	52,287	61,515			
41	28.0079	38,398	38,818	44,812	58,256	41	30.0182	30,828	41,154	42,475	44,667	51,631	53,072	62,437			
42	28.4281	38,974	39,401	45,484	59,130	42	30.4685	31,291	41,772	43,112	45,337	52,405	53,868	63,374			
43	28.8545	39,559	39,992	46,167	60,017	43	30.9255	31,760	42,398	43,759	46,017	53,191	54,676	64,325			
44	29.2873	40,152	40,592	46,859	60,917	44	31.3894	32,236	43,034	44,416	46,707	53,989	55,496	65,289			
1600 - Assist Cafeteria Manager		2080 - Office Assoc II		1027 - ALC Beneral Asst		1371 - Distance Learning Asst		1371 - PreK Asst									
1371 - Clinic Assist - EMT		1600 - School Office Assoc II		1488 - Auxiliary Bus Driver		1371 - General Asst		1371 - SpEd Asst									
2080 - Custodian III		2080 - School Office Assoc II-Data Tech		1720 - Auxiliary Bus Driver - Plan Bee		1371 - Kindergarten Asst		1371 - Title I Asst									
1386 - ISS Coordinator				2080 - Distribution Driver		1415 - Library/Media Asst		2080 - School Rentals Assist									
				2080 - Carpentry Craftsman I		1371 - PE Asst		1415 - Security Assist									
				1371 - Clinic Assist - LPN		2080 - Maintenance Craftsman I		1768 - Student Residency Verifier									
				2080 - Custodian IV		2080 - Painter Craftsman I											

Unified Experience Based Step Pay Scale SY 2023 2024

Grade 11							U12					
Annual Hrs	7/1/2023	1415	1544	1632	2080		Annual Hrs	7/1/2023	1309	1415	1600	2080
Creditable Yrs of Exp	Hourly Rate	10-mo 193 days 7.33/hr	10-mo 193 days 8hr/day	10-mo 204 days 8hr/day	12-mo 260 days 8hr/day		Creditable Yrs of Exp	Hourly Rate	10-mo 187 days 7.33hr/day	10-mo 193 days 7.33hr/day	10-mo 200 days 8hr/day	12-mo 260 days 8hr/day
0	18.7180	26,485	28,900	30,547	38,933		0	20.0515	25,987	28,091	32,082	41,707
1	18.9052	26,750	29,189	30,853	39,322		1	20.2520	26,509	28,656	32,403	42,124
2	19.0942	27,018	29,481	31,161	39,715		2	20.4545	26,774	28,943	32,727	42,545
3	19.2851	27,288	29,776	31,473	40,113		3	20.6591	27,042	29,232	33,054	42,970
4	19.4780	27,561	30,074	31,788	40,514		4	20.8656	27,313	29,524	33,384	43,400
5	19.6728	27,837	30,374	32,106	40,919		5	21.0743	27,586	29,820	33,718	43,834
6	19.8695	28,115	30,678	32,427	41,328		6	21.2850	27,862	30,118	34,056	44,272
7	20.0682	28,396	30,985	32,751	41,741		7	21.4979	28,140	30,419	34,396	44,715
8	20.2689	28,680	31,295	33,078	42,159		8	21.7129	28,422	30,723	34,740	45,162
9	20.4716	28,967	31,608	33,409	42,580		9	21.9300	28,706	31,030	35,088	45,614
10	20.6763	29,256	31,924	33,743	43,006		10	22.1493	28,993	31,341	35,438	46,070
11	20.8830	29,549	32,243	34,081	43,436		11	22.3708	29,283	31,654	35,793	46,531
12	21.0919	29,845	32,565	34,421	43,871		12	22.5945	29,576	31,971	36,151	46,996
13	21.3028	30,143	32,891	34,766	44,309		13	22.8204	29,871	32,290	36,512	47,466
14	21.5158	30,444	33,220	35,113	44,752		14	23.0487	30,170	32,613	36,877	47,941
15	21.8386	30,901	33,718	35,640	45,424		15	23.3944	30,623	33,103	37,431	48,660
16	22.1661	31,365	34,224	36,175	46,105		16	23.7453	31,082	33,599	37,992	49,390
17	22.4986	31,835	34,737	36,717	46,797		17	24.1015	31,548	34,103	38,562	50,131
18	22.8361	32,313	35,258	37,268	47,499		18	24.4630	32,022	34,615	39,140	50,883
19	23.1786	32,797	35,787	37,827	48,211		19	24.8299	32,502	35,134	39,727	51,646
20	23.5263	33,289	36,324	38,394	48,934		20	25.2024	32,989	35,661	40,323	52,420
21	23.8792	33,789	36,869	38,970	49,668		21	25.5804	33,484	36,196	40,928	53,207
22	24.2374	34,295	37,422	39,555	50,413		22	25.9641	33,987	36,739	41,542	54,005
23	24.6010	34,810	37,983	40,148	51,170		23	26.3536	34,496	37,290	42,165	54,815
24	24.9700	35,332	38,553	40,751	51,937		24	26.7489	35,014	37,849	42,798	55,637
25	25.3445	35,862	39,131	41,362	52,716		25	27.1501	35,539	38,417	43,440	56,472
26	25.7247	36,400	39,718	41,982	53,507		26	27.5574	36,072	38,993	44,091	57,319
27	26.1106	36,946	40,314	42,612	54,310		27	27.9707	36,613	39,578	44,753	58,179
28	26.5022	37,500	40,919	43,251	55,124		28	28.3903	37,162	40,172	45,424	59,051
29	26.8998	38,063	41,533	43,900	55,951		29	28.8161	37,720	40,774	46,105	59,937
30	27.3033	38,634	42,156	44,558	56,790		30	29.2484	38,286	41,386	46,797	60,836
31	27.7128	39,213	42,788	45,227	57,642		31	29.6871	38,860	42,007	47,499	61,749
32	28.1285	39,801	43,430	45,905	58,507		32	30.1324	39,443	42,637	48,211	62,675
33	28.5504	40,398	44,081	46,594	59,384	2080 - Employee Relations Assoc	33	30.5844	40,034	43,276	48,935	63,615
34	28.9787	41,004	44,743	47,293	60,275	2080 - Financial Assistant	34	31.0432	40,635	43,926	49,669	64,569
35	29.4134	41,619	45,414	48,002	61,179	2080 - Fleet Technician I	35	31.5088	41,245	44,584	50,414	65,538
36	29.8546	42,244	46,095	48,722	62,097	2080 - Food Service Craftsman I	36	31.9815	41,863	45,253	51,170	66,521
37	30.3024	42,877	46,786	49,453	63,028	2080 - Human Resources Associate	37	32.4612	42,491	45,932	51,937	67,519
38	30.7569	43,521	47,488	50,195	63,974	2080 - HVAC Craftsman I	38	32.9481	43,129	46,621	52,716	68,532
39	31.2183	44,173	48,201	50,948	64,934	2080 - Library Cataloger	39	33.4423	43,775	47,320	53,507	69,559
40	31.6865	44,836	48,923	51,712	65,907	2080 - Machinist Craftsman I	40	33.9439	44,432	48,030	54,310	70,603
41	32.1618	45,508	49,657	52,488	66,896	2080 - Pest Control Technician	41	34.4531	45,099	48,751	55,124	71,662
42	32.6443	46,191	50,402	53,275	67,900	2080 - Plumbing Craftsman I	42	34.9699	45,775	49,482	55,951	72,737
43	33.1339	46,884	51,158	54,074	68,918	2080 - Procurement Assistant II	43	35.4944	46,462	50,224	56,791	73,828
44	33.6309	47,587	51,926	54,885	69,952	2080 - Refrigeration Craftsman I	44	36.0269	47,159	50,978	57,643	74,935
2080 - Admin Office Assoc I						2080 - School Admin Associate I	2080 - Accounts Payable Tech				2080 - Carpentry Craftsman II	2080 - Records Analyst
2080 - Bookkeeper - MS						1415 - Security Asst - Renaissance	2080 - Admin Office Assoc II				2080 - General Maint Craftsman II	2080 - Research/Eval/Assess Asst
2080 - Communication Prog Assoc						1632 - Security Asst - Renaissance	2080 - Assist Warehouse Mgr				1309 - Interpreter	2080 - School Admin Assoc II - HS
2080 - Customer Support Tech I						1544 - Security Officer - 10 months	2080 - Benefits Assistant				2080 - Inventory Technician	1415 - School Security Officer
2080 - Data Processing Specialist						2080 - Security Officer - 12 months	2080 - Bookkeeper - HS				2080 - Licensure Analyst	2080 - Substitute Office Assoc
2080 - Electrical Craftsman I						2080 - Teacher Production Center	2080 - Building Operations Supvsr				2080 - Painter Craftsman II	2080 - Technology Support Tech
2080 - Electronics Craftsman I						2080 - Web Page Design Tech	1600 - Cafeteria Manager I				2080 - Payroll Assistant	

# Unified Experience Based Step Pay Scale SY 2023 2024

Attachment D

U13													
Annual Hrs	7/1/2023	930	1023	1116	1209	1302	1309	1395	1488	1600	1680	1768	2080
Creditable Yrs of Exp	Hourly Rate	10-mo 186 days 5hr/day	10-mo 186 days 5.5hr/day	10-mo 186 days 6hr/day	10-mo 186 days 6.5hr/day	10-mo 186 days 7hr/day	10-mo 187 days 7hr/day	10-mo 186 days 7.5hr/day	10-mo 186 days 8hr/day	10-mo 200 days 8hr/day	10-mo X 210 days 8hr/day	11-mo 221 days 8hr/day	12-mo 260 days 8hr/day
0	21.4911	19,986	21,985	23,984	25,982	27,981	28,131	29,980	31,978	34,385	36,105	37,996	44,701
1	21.7060	20,186	22,205	24,223	26,242	28,261	28,413	30,279	32,298	34,729	36,466	38,376	45,148
2	21.9231	20,388	22,427	24,466	26,505	28,543	28,697	30,582	32,621	35,076	36,830	38,760	45,600
3	22.1423	20,592	22,651	24,710	26,770	28,829	28,984	30,888	32,947	35,427	37,199	39,147	46,055
4	22.3638	20,798	22,878	24,958	27,037	29,117	29,274	31,197	33,277	35,782	37,571	39,539	46,516
5	22.5874	21,006	23,106	25,207	27,308	29,408	29,566	31,509	33,610	36,139	37,946	39,934	46,981
6	22.8133	21,216	23,338	25,459	27,581	29,702	29,862	31,824	33,946	36,501	38,326	40,333	47,451
7	23.0414	21,428	23,571	25,714	27,857	29,999	30,161	32,142	34,285	36,866	38,709	40,737	47,926
8	23.2718	21,642	23,807	25,971	28,135	30,299	30,462	32,464	34,628	37,234	39,096	41,144	48,405
9	23.5045	21,859	24,045	26,231	28,416	30,602	30,767	32,788	34,974	37,607	39,487	41,555	48,889
10	23.7396	22,077	24,285	26,493	28,701	30,908	31,075	33,116	35,324	37,983	39,882	41,971	49,378
11	23.9770	22,298	24,528	26,758	28,988	31,218	31,385	33,447	35,677	38,363	40,281	42,391	49,872
12	24.2167	22,521	24,773	27,025	29,277	31,530	31,699	33,782	36,034	38,746	40,684	42,815	50,370
13	24.4589	22,746	25,021	27,296	29,570	31,845	32,016	34,120	36,394	39,134	41,090	43,243	50,874
14	24.7035	22,974	25,271	27,569	29,866	32,163	32,336	34,461	36,758	39,525	41,501	43,675	51,383
15	25.0740	23,318	25,650	27,982	30,314	32,646	32,821	34,978	37,310	40,118	42,124	44,330	52,153
16	25.4502	23,668	26,035	28,402	30,769	33,136	33,314	35,503	37,869	40,720	42,756	44,995	52,936
17	25.8319	24,023	26,426	28,828	31,230	33,633	33,813	36,035	38,437	41,331	43,397	45,670	53,730
18	26.2194	24,384	26,822	29,260	31,699	34,137	34,321	36,576	39,014	41,951	44,048	46,355	54,536
19	26.6127	24,749	27,224	29,699	32,174	34,649	34,836	37,124	39,599	42,580	44,709	47,051	55,354
20	27.0119	25,121	27,633	30,145	32,657	35,169	35,358	37,681	40,193	43,219	45,379	47,757	56,184
21	27.4170	25,497	28,047	30,597	33,147	35,696	35,888	38,246	40,796	43,867	46,060	48,473	57,027
22	27.8283	25,880	28,468	31,056	33,644	36,232	36,427	38,820	41,408	44,525	46,751	49,200	57,882
23	28.2457	26,268	28,895	31,522	34,149	36,775	36,973	39,402	42,029	45,193	47,452	49,938	58,751
24	28.6694	26,662	29,328	31,995	34,661	37,327	37,528	39,993	42,660	45,871	48,164	50,687	59,632
25	29.0994	27,062	29,768	32,474	35,181	37,887	38,091	40,593	43,299	46,559	48,886	51,447	60,526
26	29.5359	27,468	30,215	32,962	35,708	38,455	38,662	41,202	43,949	47,257	49,620	52,219	61,434
27	29.9790	27,880	30,668	33,456	36,244	39,032	39,242	41,820	44,608	47,966	50,364	53,002	62,356
28	30.4287	28,298	31,128	33,958	36,788	39,618	39,831	42,448	45,277	48,685	51,120	53,797	63,291
29	30.8851	28,723	31,595	34,467	37,340	40,212	40,428	43,084	45,957	49,416	51,886	54,604	64,241
30	31.3484	29,154	32,069	34,984	37,900	40,815	41,035	43,731	46,646	50,157	52,665	55,423	65,204
31	31.8186	29,591	32,550	35,509	38,468	41,427	41,650	44,386	47,346	50,909	53,455	56,255	66,182
32	32.2959	30,035	33,038	36,042	39,045	42,049	42,275	45,052	48,056	51,673	54,257	57,099	67,175
33	32.7803	30,485	33,534	36,582	39,631	42,679	42,909	45,728	48,777	52,448	55,070	57,955	68,183
34	33.2720	30,942	34,037	37,131	40,225	43,320	43,553	46,414	49,508	53,235	55,896	58,824	69,205
35	33.7711	31,407	34,547	37,688	40,829	43,969	44,206	47,110	50,251	54,033	56,735	59,707	70,243
36	34.2777	31,878	35,066	38,253	41,441	44,629	44,869	47,817	51,005	54,844	57,586	60,602	71,297
37	34.7918	32,356	35,592	38,827	42,063	45,298	45,542	48,534	51,770	55,666	58,450	61,511	72,366
38	35.3137	32,841	36,125	39,410	42,694	45,978	46,225	49,262	52,546	56,501	59,327	62,434	73,452
39	35.8434	33,334	36,667	40,001	43,334	46,668	46,919	50,001	53,334	57,349	60,216	63,371	74,554
40	36.3811	33,834	37,217	40,601	43,984	47,368	47,622	50,751	54,135	58,209	61,120	64,321	75,672
41	36.9268	34,341	37,776	41,210	44,644	48,078	48,337	51,512	54,947	59,082	62,037	65,286	76,807
42	37.4807	34,857	38,342	41,828	45,314	48,799	49,062	52,285	55,771	59,969	62,967	66,265	77,959
43	38.0429	35,379	38,917	42,455	45,993	49,531	49,798	53,069	56,607	60,868	63,912	67,259	79,129
44	38.6135	35,910	39,501	43,092	46,683	50,274	50,545	53,865	57,456	61,781	64,870	68,268	80,316
2080 - Accounting Technician		1395 - Bus Driver @ 7.5 hrs		2080 - Data Management Analyst		2080 - Insurance Claims Analyst							
2080 - Boiler Craftsman II		1488 - Bus Driver @ 8.0 hrs		2080 - Electrical Craftsman II		1309 - Interpreter I							
930 - Bus Driver @ 5.0 hrs		1680 - Bus Driver Extended		2080 - Electronics Craftsman II		2080 - Machinist Craftsman II							
1023 - Bus Driver @ 5.5 hrs		1768 - Bus Driver - Plan Bee		2080 - Executive Office Assoc I		2080 - Plumbing Craftsman II							
1116 - Bus Driver @ 6.0 hrs		1600 - Cafeteria Manager II		2080 - Fleet Technician II		2080 - Procurement Assist III							
1209 - Bus Driver @ 6.5 hrs		2080 - Culinary Development Chef		2080 - Food Service Craftsman II		2080 - Refrigeration Craftsman II							
1302 - Bus Driver @ 7.0 hrs		2080 - Customer Support Tech II		2080 - HVAC Craftsman II		2080 - Testing Assistant							
						2080 - Warehouse & Distribution Tech							
						2080 - Workers Comp Claims Analyst							

# Unified Experience Based Step Pay Scale SY 2023 2024

Attachment D

U14					U15				
Annual Hrs	7/1/2023	1309	1600	2080	Annual Hrs	7/1/2023	1488	2080	
Creditable Yrs of Exp	Hourly Rate	10-mo 187 days 7hr/day	10-mo 200 days 8hr/day	12-mo 260 days 8hr/day	Creditable Yrs of Exp	Hourly Rate	10-mo 187 days 7hr/day	12-mo 260 days 8hr/day	
0	23.0254	30,140	36,840	47,892	0	24.6664	36,703	51,306	
1	23.2557	30,441	37,209	48,371	1	24.9130	37,070	51,819	
2	23.4882	30,746	37,581	48,855	2	25.1622	37,441	52,337	
3	23.7231	31,053	37,956	49,344	3	25.4138	37,815	52,860	
4	23.9603	31,364	38,336	49,837	4	25.6679	38,193	53,389	
5	24.1999	31,677	38,719	50,335	5	25.9246	38,575	53,923	
6	24.4419	31,994	39,107	50,839	6	26.1838	38,961	54,462	
7	24.6864	32,314	39,498	51,347	7	26.4457	39,351	55,007	
8	24.9332	32,637	39,893	51,861	8	26.7101	39,744	55,557	
9	25.1826	32,964	40,292	52,379	9	26.9772	40,142	56,112	
10	25.4344	33,293	40,695	52,903	10	27.2470	40,543	56,673	
11	25.6887	33,626	41,101	53,432	11	27.5195	40,949	57,240	
12	25.9456	33,962	41,512	53,966	12	27.7947	41,358	57,812	
13	26.2051	34,302	41,928	54,506	13	28.0726	41,772	58,391	
14	26.4671	34,645	42,347	55,051	14	28.3533	42,189	58,974	
15	26.8641	35,165	42,982	55,877	15	28.7786	42,822	59,859	
16	27.2671	35,692	43,627	56,715	16	29.2103	43,464	60,757	
17	27.6761	36,228	44,281	57,566	17	29.6485	44,116	61,668	
18	28.0912	36,771	44,945	58,429	18	30.0932	44,778	62,593	
19	28.5126	37,322	45,620	59,306	19	30.5446	45,450	63,532	
20	28.9403	37,882	46,304	60,195	20	31.0028	46,132	64,485	
21	29.3744	38,451	46,999	61,098	21	31.4678	46,824	65,453	
22	29.8150	39,027	47,704	62,015	22	31.9398	47,526	66,434	
23	30.2622	39,613	48,419	62,945	23	32.4189	48,239	67,431	
24	30.7162	40,207	49,145	63,889	24	32.9052	48,962	68,442	
25	31.1769	40,810	49,883	64,847	25	33.3988	49,697	69,469	
26	31.6446	41,422	50,631	65,820	26	33.8998	50,442	70,511	
27	32.1192	42,044	51,390	66,807	27	34.4083	51,199	71,569	
28	32.6010	42,674	52,161	67,810	28	34.9244	51,967	72,642	
29	33.0900	43,314	52,944	68,827	29	35.4483	52,747	73,732	
30	33.5864	43,964	53,738	69,859	30	35.9800	53,538	74,838	
31	34.0902	44,624	54,544	70,907	31	36.5197	54,341	75,960	
32	34.6015	45,293	55,362	71,971	32	37.0675	55,156	77,100	
33	35.1206	45,972	56,192	73,050	33	37.6235	55,983	78,256	
34	35.6474	46,662	57,035	74,146	34	38.1878	56,823	79,430	
35	36.1821	47,362	57,891	75,258	35	38.7607	57,675	80,622	
36	36.7248	48,072	58,759	76,387	36	39.3421	58,541	81,831	
37	37.2757	48,793	59,641	77,533	37	39.9322	59,419	83,058	
38	37.8348	49,525	60,535	78,696	38	40.5312	60,310	84,304	
39	38.4023	50,268	61,443	79,876	39	41.1391	61,214	85,569	
40	38.9784	51,022	62,365	81,075	40	41.7562	62,133	86,852	
41	39.5630	51,787	63,300	82,291	41	42.3826	63,065	88,155	
42	40.1565	52,564	64,250	83,525	42	43.0183	64,011	89,478	2080 - Food Service Craftsman III
43	40.7588	53,353	65,214	84,778	43	43.6636	64,971	90,820	2080 - HVAC Craftsman III
44	41.3702	54,153	66,192	86,050	44	44.3185	65,945	92,182	2080 - Machinist Craftsman III
2080 - Asst Distribution Center Supvsr				2080 - Graphic Designer	2080 - Boiler Craftsman III				2080 - Occupat'l Health & Safety Tech
2080 - Benefits Specialist I				1309 - Interpreter II	2080 - Building Manager				1488 - Occupat'l Therapy Assist (COTA)
2080 - Bus Driver Trainer				2080 - Network Technician I	2080 - Custodial Supervisor				2080 - Paralegal
1600 - Cafeteria Manger III				2080 - Painter Craftsman III	2080 - Distrib Center Supervisor				1488 - Physical Therapy Assist (LPTA)
2080 - Carpentry Craftsman III				2080 - School Business Assistant	2080 - Electrical Craftsman III				2080 - Plumbing Craftsman III
2080 - Executive Office Assoc II				2080 - Transportation Dispatcher	2080 - Electronics Craftsman III				2080 - Refrigeration Craftsman III
2080 - General Maint Craftsman III				2080 - Warehouse Manager	2080 - Fleet Technician III				2080 - Special Project Support

# Unified Experience Based Step Pay Scale SY 2023 2024

Attachment D

U16				U17			
Annual Hrs	7/1/2023	1309	2080	Annual Hrs	1768	2080	
Creditable Yrs of Exp	Hourly Rate	10-mo 187 days 7hr/day	12-mo 260 days 8hr/day	Creditable Yrs of Exp	11-mo 221 days 8hr/day	12-mo 260 days 8hr/day	
0	26.4321	34,599	54,978	0	50,073	58,910	
1	26.6964	34,945	55,528	1	50,574	59,499	
2	26.9633	35,294	56,083	2	51,079	60,094	
3	27.2330	35,647	56,644	3	51,590	60,695	
4	27.5053	36,004	57,211	4	52,106	61,302	
5	27.7804	36,364	57,783	5	52,627	61,915	
6	28.0582	36,728	58,361	6	53,154	62,534	
7	28.3387	37,095	58,944	7	53,685	63,159	
8	28.6221	37,466	59,533	8	54,222	63,791	
9	28.9083	37,840	60,129	9	54,764	64,429	
10	29.1974	38,219	60,730	10	55,312	65,073	
11	29.4894	38,601	61,337	11	55,865	65,724	
12	29.7843	38,987	61,951	12	56,424	66,381	
13	30.0821	39,377	62,570	13	56,988	67,045	
14	30.3830	39,771	63,196	14	57,558	67,715	
15	30.8387	40,367	64,144	15	58,421	68,731	
16	31.3013	40,973	65,106	16	59,298	69,762	
17	31.7708	41,587	66,083	17	60,187	70,808	
18	32.2474	42,211	67,074	18	61,090	71,870	
19	32.7311	42,845	68,080	19	62,006	72,948	
20	33.2220	43,487	69,101	20	62,936	74,043	
21	33.7204	44,140	70,138	21	63,880	75,153	
22	34.2262	44,802	71,190	22	64,838	76,281	
23	34.7396	45,474	72,258	23	65,811	77,425	
24	35.2607	46,156	73,342	24	66,798	78,586	
25	35.7896	46,848	74,442	25	67,800	79,765	
26	36.3264	47,551	75,558	26	68,817	80,961	
27	36.8713	48,264	76,692	27	69,849	82,176	
28	37.4244	48,988	77,842	28	70,897	83,409	
29	37.9857	49,723	79,010	29	71,961	84,660	
30	38.5555	50,469	80,195	30	73,040	85,930	
31	39.1339	51,226	81,398	31	74,136	87,219	
32	39.7209	51,994	82,619	32	75,248	88,527	
33	40.3167	52,774	83,858	33	76,377	89,855	
34	40.9214	53,566	85,116	34	77,522	91,203	
35	41.5352	54,369	86,393	35	78,685	92,571	
36	42.1583	55,185	87,689	36	79,865	93,959	
37	42.7906	56,012	89,004	37	81,063	95,369	
38	43.4325	56,853	90,339	38	82,279	96,799	
39	44.0840	57,705	91,694	39	83,513	98,251	
40	44.7452	58,571	93,070	40	84,766	99,725	
41	45.4164	59,450	94,466	41	86,038	101,221	
42	46.0977	60,341	95,883	42	87,328	102,739	
43	46.7891	61,246	97,321	43	88,638	104,280	
44	47.4910	62,165	98,781	44	89,968	105,844	
2080 - Accounting Systems Specialist		1309 - Interpreter III	2080 - Educational Data Analyst	2080 - Accountant, Sr		2080 - Procurement Specialist I	
2080 - Area Supervisor, Food Services		2080 - Network Technician II	2080 - Executive Office Assoc III	2080 - Budget Analyst		2080 - School Improvement Specialist (MS)	
2080 - Benefits Specialist II		2080 - Occupational Safety Specialist	2080 - Facilities Asset Manager	2080 - Construction Inspector - Sr (Title Onl		1768 - Student Support Specialist	
2080 - Boiler Specialist		2080 - Procurement Card Prog Analyst	2080 - Fleet Foreman	2080 - Fleet Supervisor		2080 - Supervisor Maintenance	
2080 - Construction Inspector		2080 - Secretary & Clerk to the Board	2080 - Food Service Prog Analyst	2080 - Geographic Info Sys (GIS) Analyst		2080 - Technical Contract Manager	
2080 - Crash Investigator		2080 - Student Information Sys. Specialist	2080 - HVAC Specialist	2080 - Interpreter Specialist			
2080 - Customer Support Cntr Supv							

# Unified Experience Based Step Pay Scale SY 2023 2024

Attachment D

U18				
Annual Hrs	1408	1600	1768	2080
Creditable Yrs of Exp	10-mo 192 days 7.33hr	10-mo 200 days 8hr/day	11-mo 221 days 8hr/day	12-mo 260 days 8hr/day
0	42,727	48,553	53,652	63,120
1	43,154	49,039	54,188	63,751
2	43,586	49,529	54,730	64,388
3	44,022	50,025	55,277	65,032
4	44,462	50,525	55,830	65,683
5	44,907	51,030	56,388	66,339
6	45,356	51,540	56,952	67,003
7	45,809	52,056	57,522	67,673
8	46,267	52,576	58,097	68,350
9	46,730	53,102	58,678	69,033
10	47,197	53,633	59,265	69,723
11	47,669	54,170	59,857	70,421
12	48,146	54,711	60,456	71,125
13	48,627	55,258	61,061	71,836
14	49,114	55,811	61,671	72,554
15	49,850	56,648	62,596	73,643
16	50,598	57,498	63,535	74,747
17	51,357	58,360	64,488	75,869
18	52,127	59,236	65,456	77,007
19	52,909	60,124	66,437	78,162
20	53,703	61,026	67,434	79,334
21	54,509	61,942	68,445	80,524
22	55,326	62,871	69,472	81,732
23	56,156	63,814	70,514	82,958
24	56,998	64,771	71,572	84,202
25	57,853	65,743	72,646	85,465
26	58,721	66,729	73,735	86,748
27	59,602	67,730	74,841	88,049
28	60,496	68,746	75,964	89,369
29	61,404	69,777	77,103	90,710
30	62,325	70,824	78,260	92,071
31	63,259	71,886	79,434	93,452
32	64,208	72,964	80,625	94,854
33	65,171	74,059	81,835	96,276
34	66,149	75,169	83,062	97,720
35	67,141	76,297	84,308	99,186
36	68,148	77,441	85,573	100,674
37	69,171	78,603	86,856	102,184
38	70,208	79,782	88,159	103,717
39	71,261	80,979	89,482	105,273
40	72,330	82,194	90,824	106,852
41	73,415	83,427	92,186	108,455
42	74,516	84,678	93,569	110,081
43	75,634	85,948	94,973	111,733
44	76,769	87,237	96,397	113,409
<div> <div> 2080 - Audiologist  2080 - Sous-Chef  2080 - Family Engagement Specialist  2080 - Family Outreach Representative  2080 - Foundation Transition Planner  1768 - Hampton Roads Workforce Council Spec </div> <div> 2080 - Network Administrator  2080 - Occupational Health and Safety Specialist  2080 - Positive Behav'I Interven &amp; Suprt (PBIS) Coach  2080 - School Improvement Specialist (HS)  1408 - School Nurse  1600 - Student Activities Coord. (MS)  2080 - Tech Services Support Supervisor  2080 - Transportation Area Supervisor  2080 - Work-Based Learning Specialist </div> </div>				

# Unified Experience Based Step Pay Scale SY 2023 2024

U19

Attachment D  
Revised 6/27/23

Annual Hrs	1600	1768	2080	
Creditable Yrs of Exp	10-mo 200 days 8hr/day	11-mo 221 days 8hr/day	12-mo 260 days 8hr/day	
0	52,038	57,502	67,649	
1	52,558	58,077	68,325	
2	53,084	58,657	69,009	
3	53,614	59,244	69,699	
4	54,151	59,836	70,396	
5	54,692	60,435	71,100	
6	55,239	61,039	71,811	
7	55,791	61,649	72,529	
8	56,349	62,266	73,254	
9	56,913	62,889	73,987	
10	57,482	63,518	74,727	
11	58,057	64,153	75,474	
12	58,637	64,794	76,229	
13	59,224	65,442	76,991	
14	59,816	66,097	77,761	
15	60,713	67,088	78,927	
16	61,624	68,094	80,111	
17	62,548	69,116	81,313	
18	63,486	70,153	82,532	
19	64,439	71,205	83,770	
20	65,405	72,273	85,027	
21	66,386	73,357	86,302	
22	67,382	74,457	87,597	
23	68,393	75,574	88,911	
24	69,419	76,708	90,245	
25	70,460	77,859	91,598	
26	71,517	79,026	92,972	
27	72,590	80,212	94,367	
28	73,679	81,415	95,782	
29	74,784	82,636	97,219	
30	75,906	83,876	98,677	
31	77,044	85,134	100,158	
32	78,200	86,411	101,660	
33	79,373	87,707	103,185	
34	80,564	89,023	104,733	2080 - Coordinator Mechanical Systems
35	81,772	90,358	106,304	2080 - Coordinator, Public Relations I
36	82,999	91,713	107,898	2080 - Coordinator Special Projects
37	84,244	93,089	109,517	2080 - Energy Manager
38	85,507	94,485	111,159	2080- Health Services Nursing Specialist
39	86,790	95,903	112,827	1768/2080 Instructional Specialist
40	88,092	97,341	114,519	2080 - <b>Internal Auditor</b> (moved to U20)
41	89,413	98,801	116,237	2080 - Procurement Specialist II
42	90,754	100,283	117,981	2080 - Programmer/Analyst
43	92,116	101,788	119,750	2080 - School Counseling Department Chair
44	93,497	103,315	121,547	2080 - Specialist Professional Learning
	2080 - Accountant - Principal			2080 - Student Activities Coordinator (HS)
	2080 - Assistant Payroll Supervisor			2080 - Supervisor Construction
	2080 - Benefits Program Specialist			2080 - Systems Administrator
	2080 - Coordinator Custodial Services			2080 - Systems Engineer
	2080 - Coordinator Distribution Services			2080 - Teacher Retention Liaison
	2080 - Coordinator Food Services			2080 - Webmaster
	2080 - Coordinator Maintenance			

# Unified Experience Based Step Pay Scale SY 2023 2024

Attachment D -  
REVISED 6/27/23

U20			U21		
Annual Hrs	2080		Annual Hrs	2080	
Creditable Yrs of Exp	12-mo 260 days 8hr/day		Creditable Yrs of Exp	12-mo 260 days 8hr/day	
0	72,478		0	77,667	
1	73,203		1	78,444	
2	73,935		2	79,228	
3	74,674		3	80,020	
4	75,421		4	80,821	
5	76,175		5	81,629	
6	76,937		6	82,445	
7	77,706		7	83,270	
8	78,483		8	84,102	
9	79,268		9	84,943	
10	80,061		10	85,793	
11	80,861		11	86,651	
12	81,670		12	87,517	
13	82,487		13	88,392	
14	83,311		14	89,276	
15	84,561		15	90,616	
16	85,830		16	91,975	
17	87,117		17	93,354	
18	88,424		18	94,755	
19	89,750		19	96,176	
20	91,096		20	97,619	
21	92,463		21	99,083	
22	93,850		22	100,569	
23	95,257		23	102,078	
24	96,686		24	103,609	
25	98,137		25	105,163	
26	99,609		26	106,741	
27	101,103		27	108,342	
28	102,619		28	109,967	
29	104,159		29	111,616	
30	105,721		30	113,290	
31	107,307		31	114,990	
32	108,917		32	116,715	
33	110,550		33	118,465	
34	112,209		34	120,242	
35	113,892		35	122,046	
36	115,600		36	123,877	
37	117,334		37	125,735	
38	119,094		38	127,621	2080 - Coord Security & Safe Schools
39	120,881		39	129,535	2080 - Coord Transportation
40	122,694		40	131,478	2080 - Coord Transportation Routing/Analytics
41	124,534		41	133,450	2080 - Dean of Students (MS)
42	126,402		42	135,452	2080 - Demographer / GIS Manager
43	128,298		43	137,484	2080 - Development Team Leader (DOT)
44	130,223		44	139,546	2080 - Emergency Manager
2080 - Assistant Principal ES		2080 - HR Info Systems Specialist	2080 - Academic Dean (MS)		2080 - Fleet Manager
2080 - Contract Specialist		2080 - HR Marketing Specialist	2080 - Asst. Director Custodial & Dist Svcs		2080 - IS Project Manager
2080 - Coord Public Relations II		2080 - Internal Auditor	2080 - Asst. Director Environ Resources		2080 - Information Security Manager
2080 - Educational Data Specialist		2080 - Project Mgr - Construction	2080 - Asst. Director Maintenance Svcs		2080 - Programmer Analyst - Sr
2080 - Financial Mgmt Specialist		2080 - Student Info Sys Administrator	2080 - Asst. Director Mechanical Systems		2080 - Staff Architect
2080 - Food Services Operations Supvsr		2080 - Systems Analyst	2080 - Assistant Principal MS		2080 - Sustainability Officer
		2080 - Transportation Sys Spec	2080 - Coord Procurement		2080 - Systems Engineer Supervisor

# Unified Experience Based Step Pay Scale SY 2023 2024

Attachment D

U22			U23		
Annual Hrs	2080		Annual Hrs	2080	
Creditable Yrs of Exp	12-mo 260 days 8hr/day		Creditable Yrs of Exp	12-mo 260 days 8hr/day	
0	83,215		0	89,162	
1	84,047		1	90,053	
2	84,888		2	90,954	
3	85,736		3	91,863	
4	86,594		4	92,782	
5	87,460		5	93,710	
6	88,334		6	94,647	
7	89,218	<i>Note: All coordinators of instruction titles are not listed</i>	7	95,593	
8	90,110	2080 - Coord Benefits	8	96,549	
9	91,011	2080 - Coord Budget Development	9	97,515	
10	91,921	2080 - Coord Business and Info Tech	10	98,490	
11	92,841	2080 - Coord Cust Support/QA	11	99,475	
12	93,769	2080 - Coord Early Literacy	12	100,470	
13	94,706	2080 - Coord Educational Foundation	13	101,474	
14	95,654	2080 - Coord Engineering/Tech	14	102,489	
15	97,088	2080 - Coord Environmental Studies Program	15	104,026	
16	98,545	2080 - Coord Equity and Opportunity	16	105,587	
17	100,023	2080 - Coord Guidance	17	107,170	
18	101,523	2080 - Coord Health Services	18	108,778	
19	103,046	2080 - Coord High School Redesign	19	110,410	
20	104,592	2080 - Coordinators of Instruction	20	112,066	
21	106,161	2080 - Coord K-12 Programs and Grants	21	113,747	
22	107,753	2080 - Coord Parent and Stakeholder Svcs	22	115,453	
23	109,369	2080 - Coord Intergovernmental and Constiuent Affairs	23	117,185	
24	111,010	2080 - Coord Professional Learning	24	118,943	
25	112,675	2080 - Coord Psychological Services	25	120,727	
26	114,365	2080 - Coord Public Relations III	26	122,538	
27	116,081	2080 - Coord Recruitment & Retention	27	124,376	
28	117,822	2080 - Coord School/Community Partnerships	28	126,241	
29	119,589	2080 - Coord School Social Work Services	29	128,135	
30	121,383	2080 - Coord Special Education	30	130,057	
31	123,204	2080 - Coord Student Activities	31	132,008	
32	125,052	2080 - Coord Student Leadership	32	133,988	
33	126,928	2080 - Coord Student Conduct/Services	33	135,998	
34	128,832	2080 - Coord TCE Admin and Marketing Prog.	34	138,038	
35	130,764	2080 - Coord Technical and Career Ed.	35	140,109	
36	132,726	2080 - Coord Technical Applications	36	142,210	
37	134,717	2080 - Coord Title I	37	144,343	
38	136,737	2080 - Coord Title IX	38	146,508	
39	138,788	2080 - Coord Virtual Learning	39	148,706	
40	140,870	2080 - Database Administrator	40	150,937	
41	142,983	2080 - Dean of Students (HS)	41	153,201	
42	145,128	2080 - Grants Manager	42	155,499	
43	147,305	2080 - Neuropsychologist	43	157,831	
44	149,514	2080 - Payroll Supervisor	44	160,199	
2080 - Academic Dean (HS)		2080 - Risk Manager	2080 - Coordinator Information Services		2080 - Director Testing
2080 - Assistant Director ATC		2080 - Specialist Employee Relations	2080 - Coordinator Technical Services		2080 - Director Transportation
2080 - Assistant Director, Food Services		2080 - Specialist Human Resources	2080 - Director Advanced Technology Center		2080 - Principal ES
2080 - Assistant Principal HS		2080 - Specialist Program Evaluation	2080 - Director Family and Community Engagement		
2080 - Coord Accounting		2080 - Specialist Research	2080 - Director Research, Eval and Assessment		
2080 - Coord Adult Academic Programs		2080 - Specialist Testing	2080 - Director Safe Schools		
2080 - Coord Athletics		2080 - Technical Architect			

## Unified Experience Based Step Pay Scale SY 2023 2024

U24			U25		
Annual Hrs	2080		Annual Hrs	2080	
Creditable Yrs of Exp	12-mo 260 days 8hr/day		Creditable Yrs of Exp	12-mo 260 days 8hr/day	
0	95,547		0	102,372	
1	96,503		1	103,396	
2	97,468		2	104,430	
3	98,442		3	105,474	
4	99,427		4	106,529	
5	100,421		5	107,594	
6	101,425		6	108,670	
7	102,440		7	109,757	
8	103,464		8	110,855	
9	104,498		9	111,963	
10	105,543		10	113,083	
11	106,599		11	114,214	
12	107,665		12	115,356	
13	108,742		13	116,509	
14	109,829		14	117,674	
15	111,476		15	119,439	
16	113,149		16	121,231	
17	114,846		17	123,049	
18	116,569		18	124,895	
19	118,317		19	126,769	
20	120,092		20	128,670	
21	121,893		21	130,600	
22	123,722		22	132,559	
23	125,577		23	134,548	
24	127,461		24	136,566	
25	129,373		25	138,614	
26	131,314		26	140,694	
27	133,283		27	142,804	
28	135,283		28	144,946	
29	137,312		29	147,120	
30	139,372		30	149,327	
31	141,462		31	151,567	
32	143,584		32	153,840	
33	145,738		33	156,148	
34	147,924		34	158,490	
35	150,143		35	160,868	
36	152,395	2080 - Director Employee Relations	36	163,281	2080 - Director Alternative Education
37	154,681	2080 - Director Employment Services	37	165,730	2080 - Exec Dir Secondary Teaching & Learning
38	157,001	2080 - Director Food Services	38	168,216	2080 - Exec Dir Student Support Services
39	159,356	2080 - Director Instructional Technology	39	170,739	2080 - Exec Dir Transportation Fleet Mgmt. Svcs.
40	161,747	2080 - Director K-12 and Gifted Programs	40	173,300	2080 - Principal HS
41	164,173	2080 - Director Maintenance Services	41	175,900	2080 - Senior School Board Attorney
42	166,635	2080 - Director Professional Growth and Innov.	42	178,538	
43	169,135	2080 - Director Procurement Services	43	181,216	
44	171,672	2080 - Director Student Leadership	44	183,935	
		2080 - Director Student Services			
		2080 - Director Technical & Career Education			
		2080 - Director Technical & Career Ed Center			
		2080 - Director Technology			
		2080 - Director Title I Programs			
		2080 - Head of School (GRC)			
		2080 - Principal MS			
		2080 - Associate School Board Attorney			
		2080 - Director Adult Learning Center			
		2080 - Director Benefits			
		2080 - Director Business Services			
		2080 - Director Compliance and Special Ed Services			
		2080 - Director Custodial & Distribution Svcs			
		2080 - Director Diversity, Equity & Inclusion			

# Unified Experience Based Step Pay Scale SY 2023 2024

Attachment D

U26			U27			U28		
Annual Hrs	2080		Annual Hrs	2080		Annual Hrs	2080	
Creditable Yrs of Exp	12-mo 260 days 8hr/day		Creditable Yrs of Exp	12-mo 260 days 8hr/day		Creditable Yrs of Exp	12-mo 260 days 8hr/day	
0	109,696		0	117,538		0	125,941	
1	110,793		1	118,713		1	127,200	
2	111,901		2	119,900		2	128,472	
3	113,020		3	121,099		3	129,757	
4	114,150		4	122,310		4	131,054	
5	115,292		5	123,534		5	132,365	
6	116,445		6	124,769		6	133,689	
7	117,609		7	126,017		7	135,025	
8	118,785		8	127,277		8	136,376	
9	119,973		9	128,550		9	137,740	
10	121,173		10	129,835		10	139,117	
11	122,384		11	131,133		11	140,508	
12	123,608		12	132,445		12	141,913	
13	124,844		13	133,769		13	143,332	
14	126,093		14	135,107		14	144,766	
15	127,984		15	137,133		15	146,937	
16	129,904		16	139,190		16	149,141	
17	131,853		17	141,278		17	151,378	
18	133,830		18	143,397		18	153,649	
19	135,838		19	145,549		19	155,954	
20	137,875		20	147,732		20	158,293	
21	139,944		21	149,948		21	160,667	
22	142,043		22	152,197		22	163,078	
23	144,173		23	154,480		23	165,524	
24	146,336		24	156,797		24	168,007	
25	148,531		25	159,149		25	170,527	
26	150,759		26	161,536		26	173,084	
27	153,020		27	163,959		27	175,681	
28	155,316		28	166,419		28	178,316	
29	157,645		29	168,915		29	180,991	
30	160,010		30	171,449		30	183,706	
31	162,410		31	174,020		31	186,461	
32	164,846		32	176,631		32	189,258	
33	167,319		33	179,280		33	192,097	
34	169,829		34	181,970		34	194,978	
35	172,376		35	184,699		35	197,903	
36	174,962		36	187,469		36	200,872	
37	177,586		37	190,282		37	203,885	
38	180,250		38	193,136		38	206,943	
39	182,954		39	196,033		39	210,047	
40	185,698		40	198,973		40	213,198	
41	188,484		41	201,958		41	216,396	
42	191,311		42	204,987		42	219,642	
43	194,181		43	208,062		43	222,936	
44	197,093		44	211,183		44	226,280	
2080 - Sr Exec Director Elementary Schools 2080 - Sr Exec Director Middle Schools 2080 - Sr Exec Director High Schools			2080 - Chief Academic Officer Tch & Lrng 2080 - Chief Financial Officer 2080 - Chief Human Resources Officer 2080 - Chief Information Officer 2080 - Chief Communications & Community Engagement Officer 2080 - Chief Operations Officer 2080 - Chief Schools Officer			2080 - Chief of Staff 2080 - School Board Attorney 2080 - School Board Auditor		


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

Part-Time/Temporary Hourly Rates SY 2023-2024		
Position	July 1, 2023	Comments (Note: With the exception of Summer School and Bus Drivers, rates based on 21/22 entry rates)
<b>SUBSTITUTES</b>		
Auxilliary Bus Driver	\$ 16.3956	
Bus Assistants	\$ 13.3262	Entry rate for Bus Driver Asst.
Bus Assistants (summer only)	\$ 13.3262	Entry rate for Bus Driver Asst.
Bus Assistants subbing for bus driver (employee must substitute a minimum of one-hour)	\$ 4.4900	Additional per Hour
Bus Drivers	\$ 21.4911	22-23 Entry Rate for Bus Driver
Bus Drivers (summer only)	\$ 21.4911	22-23 Entry Rate for Bus Driver
Cafeteria Manager	\$ 18.8179	Entry Rate for Cafeteria Mgr. I
Cafeteria Assistant	\$ 13.3262	Entry Rate for Cafeteria Asst.
Cafeteria Assistant subbing for Cafeteria Manager (employee must substitute a minimum of one-hour)	\$ 4.4900	Additional per Hour
Clerical	\$ 15.2976	Entry Rate for Office Assoc. II
Long Term	\$ 16.3956	Entry Rate for Grade 10
Custodian	\$ 13.3262	Entry Rate for Custodian I
Driver Ed Instructor	\$ 14.2803	Entry Rate for Drivers Ed. Inst.
Interpreter	\$ 20.1690	Entry Rate for Interpreter I
ISS Coordinator	\$ 15.2976	Entry Rate for ISS Coordinator
Library/Media Assistant	\$ 16.3956	Entry Rate for Library Media Asst.
Library/Media Assistant subbing for Library/Media Specialist (employee must substitute a minimum of one-hour)	\$ 4.4900	Additional per Hour
Clinic Assistant	\$ 14.2803	Entry Rate for Clinic Asst.
Nurse Assistant subbing for the Nurse (employee must substitute a minimum of one-hour)	\$ 4.4900	Additional per Hour
OT/PT	\$ 37.5000	Entry Rate for OT/PT
OT/PT Assistant	\$ 23.1489	Entry Rate for OT/PT Asst.
Security Assistant	\$ 16.3956	Entry Rate for Security Asst.
Teacher Assistant	\$ 16.3956	Entry Rate for Teacher Asst.
Long Term	\$ 17.5664	Entry Rate for U11
Teacher Assistant subbing for Teacher (employee must substitute a minimum of one-hour)	\$ 4.49	Additional per Hour
Technology Support Technician	\$ 18.8179	Entry Rate for TST
<b>SUBSTITUTE DAILY RATES FOR TEACHERS and NURSES</b>		
Teacher Daily Substitute (Non-Licensed)	\$ 125.00	Must have earned a minimum of 30 college credits.
Teacher Daily Substitute (Licensed)	\$ 135.00	Must have a valid active V A teacher license
Teacher Long-Term Substitute (Licensed)	\$ 205.00	Must have or be eligible for an active Va. teaching license with an endorsement in the subject area to be taught.
Site Assigned Designated Subs - (Non-Licensed)	\$ 130.00	Must have earned a minimum of 30 college credits
Site Assigned Designated Subs - (Licensed)	\$ 140.00	Must have a valid active VA teacher license
School Nurse, RN - Daily	\$ 191.00	Must be a registered nurse
School Nurse, RN - Long-term Rate	\$ 205.00	Must be a registered nurse
<b>SUMMER SCHOOL EMPLOYEES</b>		
Auxilliary Bus Driver	\$ 16.3956	Effective 6/28/21
Building Supervisor	\$ 18.8179	SAB Building Only
Bus Assistants	\$ 13.3262	Effective 6/28/21
Bus Drivers - non VBCPS	\$ 21.2783	22-23 Entry Rate for Bus Driver
Bus Drivers - VBCPS (non-temporary)	\$ -	VBCPS Bus Drivers in an allocation received their own rate
Clerical	\$ 15.2976	Effective 6/28/21
Custodian	\$ 13.3262	Entry Rate of Grade 7 for 21-22
Driver Ed Teacher-Behind the Wheel (Licensed)	\$ 35.0000	Summer School Teacher Rate
Driver Ed Parapro -Behind the Wheel (Non - Licensed)	\$ 17.5500	
Driver Ed Teacher-Classroom	\$ 35.0000	Summer School Teacher Rate
Interpreter	\$ 20.1600	
Library/Media Assistant	\$ 16.3956	
Nurse (RN)	\$ 32.0000	Summer School Rate
Nurse Assistant	\$ 14.2803	
OT/PT	\$ 37.5000	Summer School Rate

Note: Retirees filling Temporary Employment Agreements may receive the midpoint of the grade for which they are working.


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

Part-Time/Temporary Hourly Rates SY 2023-2024		
Position	July 1, 2023	Comments (Note: With the exception of Summer School and Bus Drivers, rates based on 21/22 entry rates)
<b>SUMMER SCHOOL EMPLOYEES (continue)</b>		
OT/PT Assistant	\$ 23.1489	
Security Assistant	\$ 16.3956	
Summer Feeding Program (Manager)	\$ 21.6000	
Summer Feeding Program (Assistant)	\$ 13.7437	
Teacher Assistant subbing for Teacher ( <i>applies to non-VBCPS employees working summer school only</i> )	\$ 20.8856	<i>Summer School Rate of \$16.3956 plus \$4.49</i>
Teacher	\$ 35.0000	<i>Certified Summer School Teacher Rate</i>
Teacher - Fast Track	\$ 35.0000	<i>Certified Summer School Teacher Rate</i>
Teacher - Fast Track Tutor (non-certified)	\$ 27.2135	
Teacher - IEP/Summer Eligibility Assessment	\$ 16.7700	
Teacher Assistant	\$ 16.3956	
<b>MISCELLANEOUS HOURLY AND/OR DAILY RATES</b>		
Acting Administrator	\$ 32.7017-78.1187	<i>Superintendent or designee approval required (U20-MP of 28) 19/20</i>
Alternate Chief Examiner - Adult Learning Center (ALC)	\$ 33.5993	<i>Entry Rate for a Teacher</i>
Audit Intern	\$ 20.0000	<i>Effective 10/11/22</i>
Baille Translator	\$ 18.8179	
Bus Driver - Additonal/Double Run	\$ 8.5000	
Bus Driver - Field Trip Rate (non-contracted employee)	\$ 12.0000	<i>Effective January 1, 2022, move to \$11.00 per hour</i>
Bus Driver - Parks and Recreation	\$ 21.2783	
Bus Driver Trainee	\$ 21.2783	<i>Effective 7/1/2022</i>
Bus Driver - Wait Time (non-contracted Employee)	\$ 12.0000	
CDL - Random Drug Testing	\$ 8.5000	
Cafeteria Assistant-Special Events	\$ 13.7437	<i>Per Food Service Request</i>
Cafeteria Manager-Special Events	\$ 21.6000	<i>Per Food Service Request</i>
Cafeteria Monitor	\$ 13.3262	
Clerical Support	\$ 15.2976 - 24.8059	
Computer Lab Facilitator-Technician (ALC)	\$ 16.7290	
Curriculum Development/Textbook Adoption	\$ 35.0000	
Disc Jockey	\$ 25.00	
Evening Administrator	\$ 37.55	<i>Entry Rate for a HS AP</i>
Foreign Language Translator-Oral	\$ 14.00	
Foreign Language Translator-Written	\$ 16.00	
Guidance Representative - Hearings	\$ 35.00	<i>Per Hour</i>
Hearing Officer - Student Discipline	\$ 45.00	<i>Per Hour</i>
Hearing Officer - Case Cancelled	\$ 15.00	<i>Per Case</i>
Homebound Teacher - Certified	\$ 33.5993	<i>Entry Rate for a Teacher</i>
Homebound Teacher - Non-Certified Teacher	\$ 27.2135	<i>Adj. by same % and Entry Level-Teacher</i>
Homework Hotline - Non Certified Teacher	\$ 27.2135	<i>Adj. by same % and Entry Level-Teacher</i>
Homework Hotline - Certified Teacher	\$ 33.5993	<i>Entry Rate for a Teacher</i>
Interpreter - After School Activities - (EIPA 2.5-2.9)	\$ 20.1690	<i>Entry Rate for grade 13 interpreter</i>
Interpreter - After School Activities - (EIPA 3.0-3.4)	\$ 21.6089	<i>Entry Rate for grade 14 interpreter</i>
Interpreter - After School Activities - (EIPA 3.5-3.9)	\$ 24.8059	<i>Entry Rate for grade 16 interpreter</i>
IPT/VGLA Testing & Scoring	\$ 25.0000	
Jail Education Program - Social Worker	\$ 40.0000	
Jail Education Program - Psychologist	\$ 60.0000	
Jail Education Program - Teacher	\$ 33.5993	<i>Entry Rate for a Teacher</i>
Leadership Camp Counselor	<i>Stipend</i>	<i>To be paid via a stipend, effective July 1, 2021.</i>
Media Lab Facilitator - ALC	\$ 27.2135	
Music Accompanist	\$ 25.0000	
Music Clinicians/Judges	\$ 33.5993	<i>Entry Rate for a Teacher</i>
Occupation Therapy Assistant (Certified)	\$ 23.1489	<i>Entry Rate for OT/PT Asst.</i>
Occupation Therapist	\$ 37.5000	
Early Literacy Support (non-certified) <i>Formerly PALS</i>	\$ 18.5000	
Early Literacy Support (Certified) <i>Formerly PALS</i>	\$ 21.5000	
Physical Therapist	\$ 37.5000	

Note: Retirees filling Temporary Employment Agreements may receive the midpoint of the grade for which they are working.


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

Part-Time/Temporary Hourly Rates SY 2023-2024		
Position	July 1, 2023	Comments (Note: With the exception of Summer School and Bus Drivers, rates based on 21/22 entry rates)
MISCELLANEOUS HOURLY AND/OR DAILY RATES (continue)		
Physical Therapy Assistant (Licensed)	\$ 23.1489	Entry Rate for OT/PT Asst.
Professional Dev. Activity Instr. (PDA)	\$ 35.0000	
Professional Dev. Activity Instr. (PDA) - PLP Prep	\$ 25.0000	
Professional Dev. Activity Instr. (PDA) - Non - PLP Prep	\$ 15.0000	
Project Support Staff	\$ 13.3262-78.1187	Superintendent or designee approval required (Grade 7-MP of 28)
Project Support Staff - PIA - Clerical/Material Assistant	\$ 15.2976	Entry Rate for Grade 9
Retake Expedited Coordinator	\$ 20.0000	
Saturday Detention	\$ 20.0000	
Security- Police Officers (Non-athletic)	\$ 50.0000	
Security - Police Officers (Graduation Only)	\$ 50.0000	
Security - Police Supervisor (Graduation Only)	\$ 52.0000	
Security - Police Lieutenant (Graduation Only)	\$ 54.0000	
Special Education Job Coach - Training	\$ 12.0000	
Special Education Job Coach - HD	\$ 14.7000	
Special Education Job Coach - BD	\$ 17.1465	
Specialty Camp Coach	Sripend	
Student Workers	\$ 12.0000	Minimum Wage Requirement
Teacher - Academic Programs	\$ 33.5993	Entry Rate for a Teacher
Teacher - After Hours (approval required)	\$ 33.5993	Entry Rate for a Teacher
Teacher - ALC	\$ 33.5993	Entry Rate for a Teacher
Teacher - Community Service Programs	\$ 25.3575	
Teacher - Workforce Development Training	\$ 25.3575	
Teacher - Transition Program (Grant)	\$ 33.5993	Entry Rate for a Teacher
Test Examiner	\$ 21.0600	
Test Proctor	\$ 15.2976	Entry Rate for Office Assoc. II
Tutor - AVID Program	\$ 17.6300	
Tutor - Certified	\$ 33.5993	Entry Rate for a Teacher
Tutor - Non-certified	\$ 27.2135	Adj. by same % as Entry Level-Teacher
Workshop Participants - Classified	\$ 9.7500	If training is required, participant receives their own rate of pay
Workshop Participants - Teacher	\$ 20.8795	50% of the Teacher Scale for 21 years of exp.

Note: Retirees filling Temporary Employment  
 Agreements may receive the midpoint of the grade for which they are working.



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

**TABLE OF ALLOWANCES**

**SY 2023 -2024**

**Effective: July 1, 2023**

<b>CODE</b>	<b>DESCRIPTION</b>	<b>VALUE</b>
ZALW 7016	Acting Pay* - ( <i>Per Regulation 2-48.2</i> )	Varies
ZALW 7010	Additional Class - HS Teacher	5,600.00
ZALW 7011	Additional Class - MS Teacher	5,600.00
ZALW 7000	Additional Time - Vocational Teacher	400.00
ZALW 7200	Advanced Certificate - ( <i>CAGS, ED.S., or Masters plus 30</i> )	4,825.00
ZALW7288	ASE Certification ( <i>Automotive Service Association</i> )	500.00
ZALW7289	ASE Master Certification ( <i>Automotive Service Association</i> )	1,500.00
ZALW 7040	Cafeteria Manager - Additional School Served	750.00
ZALW 7207	Career Teacher - ( <i>3-year cycle</i> )	1,000.00
ZALW 7211	Clerical 180 Points Allowance	350.00
ZALW 7212	Clerical 360 Points Allowance	475.00
ZALW 7213	Clerical Associate Degree	525.00
ZALW 7214	Clerical Bachelor Degree	750.00
ZALW 7220	Clinical Competency Certification	1,000.00
ZALW 7097	Data Communication Allowance	540.00
ZALW 7230	Doctorate Administrative	6,920.00
ZALW 7231	Doctorate Instructional	6,620.00
ZALW 7095	Executive Communication Allowance	1,200.00
ZALW 7096	Emergency Communication Allowance	420.00
ZALW 7235	School Nutrition Specialist	1,000.00
ZALW 7245	Interpreter 180 Points Allowance	350.00
ZALW 7246	Interpreter 360 Points Allowance	475.00
ZALW 7250	Masters Allowance Instructional	3,265.00
ZALW 7271	Masters Allowance Professional	2,900.00
ZALW 7051	Miscellaneous Credit*	Varies
ZALW 7255	MS Certified Systems Eng/Dev	1,500.00
ZALW 7260	National Board for Teaching Standards Certification	2,000.00
ZALW 7267	Nursing Bachelors Degree	750.00
ZALW 7270	Professional Licenses/Certifications	1,500.00
ZALW 7075	Doctoral Intern in Professional Psychology* ( <i>Eligible for health insurance subsidy</i> )	32,000.00
ZALW 7275	Registered Dietician	1,000.00
ZALW 7280	Registry Interpreters for Deaf	2,500.00
ZALW7287	State Inspector's License	1,000.00
ZALW 7285	Journeyman Tradesman License	350.00
ZALW 7286	Master Tradesman License	1,000.00
ZALW 7297	Teacher/Security Assistant Bachelor's Degree	750.00
ZALW 7050	Temporary Duty Allowance*	Varies
ZALW 7090	Travel Allowance - ( <i>Per contract or employment agreement</i> )	Varies
2023-2024 SY	Tuition Reimbursement Rate ( <i>Per Policy 4-39</i> )	850.00

\* Denotes allowances that are not subject to VRS



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

**HIGH SCHOOL DEPARTMENT CHAIR SUPPLEMENTS**  
**SY 2023 - 2024**

DESCRIPTION	CODE	0 - 2 Members \$500	3 - 7 Members \$1,050	8 - 12 Members \$1,350	13 - 17 Members \$1,500	18 or More \$1,650
Agriculture Department Chair	ZDPT 7500	<p><i>One code is used to describe the department. Pay Adjustments are given to allow for the number of members in each department.</i></p>				
Business Department Chair	ZDPT 7502					
Distributive Ed Department Chair	ZDPT 7504					
Driver Ed Team Leader	ZDPT 7506					
English Department Chair	ZDPT 7508					
Fine Arts Department Chair	ZDPT 7510					
Foreign Language Department Chair	ZDPT 7512					
Family & Consumer Science Department Chair	ZDPT 7514					
Industrial Arts Department Chair	ZDPT 7516					
Library Department Chair	ZDPT 7518					
Mathematics Department Chair	ZDPT 7522					
Marketing Department Chair	ZDPT 7520					
Nursing Department Chair	ZDPT 7524					
Health & P.E. Department Chair	ZDPT 7526					
Science Department Chair	ZDPT 7528					
Social Studies Department Chair	ZDPT 7530					
Special Education Department Chair	ZDPT 7532					
Specialist Department Chair	ZDPT 7534					
Technology Department Chair	ZDPT 7536					

**Department Chair supplements will be paid to employee over 10 months, Sept-June.**

Department Chair supplements are paid based on the academic area covered. Any deviation from this payment method must be submitted in writing to the Department of School Leadership for their review and recommendation. Approved recommendations will be forwarded to the Department of Human Resources for final approval.



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

**ELEMENTARY SCHOOL  
NONATHLETIC SUPPLEMENTS  
SY 2023 - 2024**

CODE	DESCRIPTION	VALUE	SEASON	TIER	Comments
ZNTH 7600	Academic Coordinator	2,000.00	9/1-6/30	1	
ZNTH 7612	Spanish Academy Coordinator/ <i>Miscellaneous</i>	800.00	9/1-6/30	4	
ZNTH 7603-12	Grade Level Coordinator 3-7 Members	800.00	9/1-6/30	4	
ZNTH 7603-12	Grade Level Coordinator 8+ Members	1,200.00	9/1-6/30	n/a	Additional \$400 for 8+ members
ZNTH 7620	Newspaper Sponsor/ <i>Miscellaneous</i>	600.00	9/1-6/30	5	
ZNTH 7623	Partners In Education Coordinator	600.00	9/1-6/30	5	Managed by the Dept. of Media & Communications
ZNTH 7625	Safety Patrol	600.00	9/1-6/30	5	
ZNTH 7626	SCA Advisor	1,000.00	9/1-6/30	3	
ZNTH 7630	School Improvement Coordinator/SRT	1,800.00	9/1-6/30	2	SRT = Student Response Team
ZNTH 7631	School Media Liaison	600.00	9/1-6/30	5	
ZNTH 7602	Special Ed Committee Coordinator	2,000.00	9/1-6/30	1	
ZNTH 7638	Transportation Assistant	1,000.00	9/1-6/30	3	
ZNTH 7645	Yearbook Sponsor/ <i>Miscellaneous</i>	1,000.00	9/1-6/30	3	
ZNTH7619	Miscellaneous Club Sponsors	2,200		n/a	Funds used to meet programs unique to the school

Non-Athletic supplements with a "miscellaneous" designation may be used either as noted or to compensate employees for programs unique to the school.

**MIDDLE SCHOOL  
NONATHLETIC SUPPLEMENTS  
SY 2023 - 2024**

CODE	DESCRIPTION	VALUE	SEASON	TIER	Comments
ZNTH 7701	Band	1,500.00	9/1-6/30	3	
ZNTH 7707	Choral Sponsor	1,500.00	9/1-6/30	3	
ZNTH 7708	Debate Sponsor	1,500.00	2/1-3/31	3	
ZNTH 7709	Drama Sponsor	1,500.00	9/1-11/15	3	
ZNTH 7711	Forensics Sponsor	1,500.00	3/16-5/31	3	
ZNTH 7810	Intramural Coordinator Fall	700.00	9/1-11/15	4	
ZNTH 7813	Intramural Coordinator Spring	700.00	3/16-5/31	4	
ZNTH 7811	Intramural Coordinator Winter 1	700.00	11/1-1/15	4	
ZNTH 7812	Intramural Coordinator Winter 2	700.00	2/1-3/31	4	
ZNTH 7815	Intramural Sponsor Fall 1st	600.00	9/1-11/15	6	
ZNTH 7816	Intramural Sponsor Fall 2nd	600.00	9/1-11/15	6	
ZNTH 7817	Intramural Sponsor Winter 1 1st	600.00	11/1-1/15	6	
ZNTH 7818	Intramural Sponsor Winter 1 2nd	600.00	11/1-1/15	6	
ZNTH 7819	Intramural Sponsor Winter 2 1st	600.00	2/1-3/31	6	
ZNTH 7820	Intramural Sponsor Winter 2 2nd	600.00	2/1-3/31	6	
ZNTH 7821	Intramural Sponsor Spring 1st	600.00	3/16-5/31	6	
ZNTH 7822	Intramural Sponsor Spring 2nd	600.00	3/16-5/31	6	
ZNTH 7712	Scholastic Bowl	1,500.00	11/1-1/15	3	
ZNTH 7714	National Junior Honor Society	1,500.00	9/1-6/30	3	
ZNTH 7716	Orchestra	1,500.00	9/1-6/30	3	
ZNTH 7717	Partners In Education (Community Ed)	600.00	9/1-6/30	6	Managed by the Dept. of Media & Communications
ZNTH 7718	SCA Advisor	2,500.00	9/1-6/30	1	
ZNTH 7719	School Media Liaison	600.00	9/1-6/30	6	
ZNTH 7706	Special Ed Committee Coordinator	2,500.00	9/1-6/30	1	
ZNTH 7720	Student Recognition Coordinator	1,500.00	9/1-6/30	3	
ZNTH 7728	Student Response Team Coord	2,500.00	9/1-6/30	1	
ZNTH 7721	Transportation Assistant	1,800.00	9/1-6/30	2	
ZNTH 7722	Yearbook Sponsor	2,500.00	9/1-6/30	1	
ZNTH 7724	MS Activity Driver Fall	800.00	9/1-11/15	5	
ZNTH 7725	MS Activity Driver Winter 1	800.00	11/1-1/15	5	
ZNTH 7726	MS Activity Driver Winter 2	800.00	2/1-3/31	5	
ZNTH 7727	MS Activity Driver Spring	800.00	3/16-5/31	5	


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

**MIDDLE SCHOOL**  
**NONATHLETIC SUPPLEMENTS**  
**SY 2023 - 2024**

CODE	DESCRIPTION		SEASON		Comments
ZNTH 7750	AIASA Sponsor		9/1-6/30		Determined by Principal: Club sponsorship funding not to exceed a total of \$5,250 per school not to exceed \$1,050 per club.
ZNTH 7752	Art Club Sponsor		9/1-6/30		
ZNTH 7754	Chess Club Sponsor		9/1-6/30		
ZNTH 7755	Chrome Club Sponsor		9/1-6/30		
ZNTH 7756	Computer Club Sponsor		9/1-6/30		
ZNTH 7758	Crime Solvers Sponsor		9/1-6/30		
ZNTH 7759	Culture Club Sponsor		9/1-6/30		
ZNTH 7781	Destination Imagination		9/1-6/30		
ZNTH 7760	Drama Club Sponsor		9/1-6/30		
ZNTH 7763	FEA Sponsor		9/1-6/30		
ZNTH 7764	FCCLA Sponsor		9/1-6/30		
ZNTH 7767	French Club Sponsor		9/1-6/30		
ZNTH 7774	Latin Club Sponsor		9/1-6/30		
ZNTH 7776	Mathematics Club Sponsor		9/1-6/30		
ZNTH 7782	Photography Club Sponsor		9/1-6/30		
ZNTH 7786	Science Club Sponsor		9/1-6/30		
ZNTH 7789	Spanish Club Sponsor		9/1-6/30		
ZNTH 7793	Technology Club Sponsor		9/1-6/30		
ZNTH 7841	Misc. Club Sponsor - 1st		9/1-6/30		
ZNTH 7842	Misc. Club Sponsor - 2nd		9/1-6/30		
ZNTH 7843	Misc. Club Sponsor - 3rd		9/1-6/30		
ZNTH 7796	Video Prod Club Sponsor		9/1-6/30		Determined by Principal: Part of Foundation Funding Budget for Leadership Positions in each Middle School
ZNTH 7797	Wellness Coordinator		9/1-6/30		
ZNTH 7751	Applied Arts Coordinator		9/1-6/30		
ZNTH 7757	Computer Coordinator		9/1-6/30		
ZNTH 7761	Electives Coordinator		9/1-6/30		
ZNTH 7762	English Coordinator		9/1-6/30		
ZNTH 7765	Fine Arts Coordinator		9/1-6/30		
ZNTH 7766	Foreign Language Coordinator		9/1-6/30		
ZNTH 7768	Grade Level 6 Coordinator		9/1-6/30		
ZNTH 7769	Grade Level 7 Coordinator		9/1-6/30		
ZNTH 7770	Grade Level 8 Coordinator		9/1-6/30		
ZNTH 7772	Health/PE Coordinator		9/1-6/30		
ZNTH 7773	Language Arts Coordinator		9/1-6/30		
ZNTH 7775	Library Coordinator		9/1-6/30		
ZNTH 7777	Mathematics Coordinator		9/1-6/30		
ZNTH 7779	Miscellaneous Coordinator		9/1-6/30		
ZNTH 7713	Miscellaneous Leadership Sponsor		9/1-6/30		
ZNTH 7780	Music Coordinator		9/1-6/30		
ZNTH 7783	Practical Arts Coordinator		9/1-6/30		
ZNTH 7784	Principal's Advisory Committee Chair		9/1-6/30		
ZNTH 7785	Resource Coordinator		9/1-6/30		
ZNTH 7787	Science Coordinator		9/1-6/30		
ZNTH 7788	Social Studies Coordinator		9/1-6/30		
ZNTH 7790	Special Ed Committee Coordinator		9/1-6/30		
ZNTH 7791	Staff Development Coordinator		9/1-6/30		
ZNTH 7792	Strategic Planning Coordinator		9/1-6/30		
ZNTH 7794	Technology Coordinator		9/1-6/30		
ZNTH 7795	Teen Living Coordinator		9/1-6/30		


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

**HIGH SCHOOL**  
**NONATHLETIC SUPPLEMENTS**  
**SY 2023 - 2024**

CODE	DESCRIPTION	VALUE	SEASON	TIER	Comments
ZNTH 7859	Civic Club Sponsor/ <i>Miscellaneous</i>	600.00	9/1-6/30	9	
ZNTH 7901	HS Miscellaneous Club Sponsor 1	1,000.00	9/1-6/30	7	
ZNTH 7902	HS Miscellaneous Club Sponsor 2	1,000.00	9/1-6/30	7	
ZNTH 7903	HS Miscellaneous Club Sponsor 3	1,000.00	9/1-6/30	7	
ZNTH 7862	DECA Coordinator/ <i>Miscellaneous</i>	800.00	9/1-6/30	8	
ZNTH 7866	FBLA Coordinator/ <i>Miscellaneous</i>	600.00	8/1-6/30	9	
ZNTH 7868	FFA Coordinator/ <i>Miscellaneous</i>	600.00	9/1-6/30	9	
ZNTH 7869	FCCLA / <i>Miscellaneous</i>	600.00	9/1-6/30	9	
ZNTH 7872	HOSA Coordinator/ <i>Miscellaneous</i>	600.00	9/1-6/30	9	
ZNTH 7890	TSA Coordinator/ <i>Miscellaneous</i>	600.00	9/1-6/30	9	
ZNTH 7891	VICA Coordinator/ <i>Miscellaneous</i>	600.00	9/1-6/30	9	
ZNTH 7867	FEA Coordinator/ <i>Miscellaneous</i>	1,000.00	9/1-6/30	7	
ZNTH 7878	Newspaper Sponsor/ <i>Miscellaneous</i>	1,800.00	9/1-6/30	6	
ZNTH 7879	Destination Imagination/ <i>Miscellaneous</i>	1,000.00	9/1-6/30	7	
ZNTH 7875	Magazine Sponsor/ <i>Miscellaneous</i>	1,800.00	9/1-6/30	6	
<i>Non-Athletic supplements with a "miscellaneous" designation may be used either as noted or to compensate employees for programs unique to the school.</i>					
ZNTH7895-7897	Activity Bus Driver	2,000.00	9/1-6/30	5	<i>per season</i>
ZNTH 7851	Assistant Student Activities Coordinator	4,000.00	8/1-6/30	1	<i>2 per school</i>
ZNTH 7858	Choral Sponsor	2,500.00	9/1-6/30	3	
ZNTH 7864	Color Guard	1,000.00	9/1-6/30	7	
ZNTH 7861	Debate Sponsor	2,500.00	10/1-4/30	3	
ZNTH 7863	Drama Sponsor	2,500.00	10/1-4/30	3	
ZNTH 7906	e-Sports (Fall)	1,250.00	9/1-11/15	3	
ZNTH 7907	e-Sports (Spring)	1,250.00	3/16-5/31	3	
ZNTH 7894	Film Festival Director	2,500.00	9/1-6/30	3	<i>per season</i>
ZNTH 7870	Forensics Sponsor	2,500.00	10/1-4/30	3	
ZNTH 7871	Freshman Class Sponsor	1,000.00	9/1-6/30	7	
ZNTH 7873	Scholastic Bowl	2,500.00	8/1-2/28	3	
ZNTH 7874	Junior Class Sponsor	1,800.00	9/1-6/30	6	
ZNTH 7860	Leadership Workshop Coordinator	2,250.00	9/1-6/30	4	<i>2 per school</i>
ZNTH 7852	Marching Band	3,600.00	8/1-6/30	2	
ZNTH 7853	Music Sectional	1,800.00	8/1-6/30	6	
ZNTH 7877	National Honor Society	1,800.00	9/1-6/30	6	
ZNTH 7880	Orchestra	2,500.00	9/1-6/30	3	
ZNTH 7881	Partners in Education Coordinator	600.00	9/1-6/30	9	<i>Managed by the Dept. of Comm. &amp; Community Engage.</i>
ZNTH 7898	SCA Advisor Assistant	2,500.00	9/1-6/30	3	
ZNTH 7882	SCA Advisor (Lead)	4,000.00	9/1-6/30	1	
ZNTH 7899	Scholarship Coordinator	2,500.00	9/1-6/30	3	
ZNTH 7885	School Media Liaison	600.00	9/1-6/30	9	
ZNTH 7886	Senior Class Sponsor	2,500.00	9/1-6/30	3	
ZNTH 7887	Sophomore Class Sponsor	1,000.00	9/1-6/30	7	
ZNTH 7857	Special Ed Committee Coordinator	2,500.00	9/1-6/30	3	
ZNTH 7904	Student Advisory Lead	2,250.00	9/1-6/30	4	<i>Moved from Dept Chair to Non-Athletic</i>
ZNTH 7900	Student Response Team Coordinator	2,500.00	9/1-6/30	3	
ZNTH 7888	Transition Coordinator	600.00	9/1-6/30	9	
ZNTH 7889	Transportation Assistant (Lead)	1,800.00	9/1-6/30	6	
ZNTH 7905	Transportation Assistant	800.00	9/1-6/30	8	
ZNTH 7892	Yearbook Sponsor	3,600.00	9/1-6/30	2	

Acronym	Description		
AIASA	American Industrial Arts Student Association		
DECA	Distributed Education Clubs of America		
FBLA	Future Business Leaders of America		
FEA	Future Educators of America		
FFA	Future Farmers of America		
FCCLA	Family, Career & Community Leaders of America		
HOSA	Health Occupations Students of America		
TSA	Technical Students Association		
VICA	Vocational Industrial Clubs of America		



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

MIDDLE SCHOOL ATHLETIC SUPPLEMENTS SY 2023 - 2024					<p><i>An additional \$300 will be added for employees who have completed <b>5 through 9</b> consecutive years of coaching the same sport.</i></p> <p><i>Employees who have completed <b>10 or more</b> consecutive years of coaching the same sport will receive \$600.</i></p>
CODE	SEASON	DESCRIPTION	VALUE	TIER	
ZATH 8000	Spring	Baseball Coach	2,100.00	2	
ZATH 8001	Spring	Baseball Asst Coach	800.00	6	
ZATH 8004	Winter 1	Basketball Coach - Boys	2,100.00	2	
ZATH 8005	Winter 1	Basketball Asst. Coach - Boys	800.00	6	
ZATH 8008	Winter 1	Basketball Coach - Girls	2,100.00	2	
ZATH 8009	Winter 1	Basketball Asst Coach - Girls	800.00	6	
ZATH 8012	Semester 1	Cheerleading Coach	2,500.00	1	
ZATH 8013	Semester 1	Cheerleader Assistant	1,500.00	4	
ZATH 8016	Spring	Field Hockey	2,100.00	2	
ZATH 8017	Spring	Field Hockey Asst Coach	800.00	6	
ZATH 8019	Fall	Football Head Coach	2,500.00	1	
ZATH 8020	Fall	Football Asst Coach ( 2 versus school)	1,750.00	3	
ZATH 8027	Fall	Soccer Coach - Boys	2,100.00	2	
ZATH 8028	Fall	Soccer Asst Coach - Boys	800.00	6	
ZATH 8031	Fall	Soccer Coach - Girls	2,100.00	2	
ZATH 8032	Fall	Soccer Asst Coach - Girls	800.00	6	
ZATH 8035	Spring	Softball Coach	2,100.00	2	
ZATH 8032	Spring	Softball Asst Coach	800.00	6	
ZATH 8039	Spring	Track Coach - Boys	2,100.00	2	
ZATH 8043	Spring	Track Coach - Girls	2,100.00	2	
ZATH 8045	Spring	Track Assistant	1,000.00	5	
ZATH 8048	Winter 2	Volleyball Coach - Girls	2,100.00	2	
ZATH 8049	Winter 2	Volleyball Asst Coach - Girls	800.00	6	
ZATH 8052	Winter 2	Wrestling Coach	2,100.00	2	
ZATH 8053	Winter 2	Wrestling Asst Coach	800.00	6	

HIGH SCHOOL ATHLETIC SUPPLEMENTS SY 2023 - 2024					<p><i>An additional \$300 will be added for employees who have completed <b>5 through 9</b> consecutive years of coaching the same sport.</i></p> <p><i>Employees who have completed <b>10 or more</b> consecutive years of coaching the same sport will receive \$600.</i></p>
CODE	SEASON	DESCRIPTION	VALUE	TIER	
ZATH 8204	Spring	Baseball Coach	3,500.00	3	
ZATH 8208	Spring	Baseball Asst Coach	1,300.00	5A	
ZATH 8208	Winter	Basketball Coach - Boys	4,000.00	2	
ZATH 8209	Winter	Basketball Asst Coach Boys	1,500.00	4A	
ZATH 8212	Winter	Basketball Coach - Girls	4,000.00	2	
ZATH 8213	Winter	Basketball Asst Coach Girls	1,500.00	4A	
ZATH 8216	Fall-Winter	Cheerleading Coach	3,500.00	3	
ZATH 8218	Fall	Cheerleader Asst Coach	1,300.00	5A	
ZATH 8217	Fall	Cheerleading Coach (Competitive)	2,000.00	6	
ZATH 8220	Winter	Diving Coach	2,500.00	5	
ZATH 8224	Fall	Field Hockey Coach	3,500.00	3	
ZATH 8225	Fall	Field Hockey Asst Coach	1,300.00	5A	
ZATH 8228	Fall	Football Head Coach	7,000.00	1	
ZATH 8229	Fall	Football Assistant Coach	4,850.00	1A	
ZATH 8232	Fall	Golf Coach	2,000.00	6	
ZATH 8236	Winter	Gymnastics Coach	3,000.00	4	
ZATH8300	Spring	Lacrosse Coach - Boys	3,500.00	3	
ZATH8301	Spring	Lacrosse Assistant Coach - Boys	1,300.00	5A	
ZATH8302	Spring	Lacrosse Coach - Girls	3,500.00	3	
ZATH8303	Spring	Lacrosse Assistant Coach - Girls	1,300.00	5A	
ZATH 8240	Spring	Soccer Coach - Boys	3,000.00	3	
ZATH 8028	Spring	Soccer Asst Coach Boys	1,300.00	5A	
ZATH 8244	Spring	Soccer Coach - Girls	3,500.00	3	
ZATH 8032	Spring	Soccer Asst Coach Girls	1,300.00	5A	
ZATH 8248	Spring	Softball Coach	3,500.00	3	
ZATH 8036	Spring	Softball Asst Coach	1,300.00	5A	
ZATH 8252	Winter	Swimming Coach - Boys	3,000.00	4	
ZATH 8253	Winter	Swimming Asst Coach Boys	1,100.00	6A	
ZATH 8254	Winter	Swimming Coach - Girls	3,000.00	4	
ZATH 8255	Winter	Swimming Asst Coach Girls	1,100.00	6A	
ZATH 8256	Spring	Tennis Coach - Boys	2,500.00	5	
ZATH 8260	Spring	Tennis Coach - Girls	2,500.00	5	
ZATH 8264	Winter	Track Indoor Coach - Boys	3,000.00	4	



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

HIGH SCHOOL ATHLETIC SUPPLEMENTS SY 2023 - 2024				
CODE	SEASON	DESCRIPTION	VALUE	TIER
ZATH 8265	Winter	Track Indoor Assistant - Boys	2,000.00	3A
ZATH 8268	Winter	Track Indoor Coach - Girls	3,000.00	4
ZATH 8269	Winter	Track Indoor Assistant - Girls	2,000.00	3A
ZATH 8272	Spring	Track Outdoor Coach - Boys	3,500.00	3
ZATH 8273	Spring	Track Outdoor Assistant - Boys	2,200.00	2A
ZATH 8276	Spring	Track Outdoor Coach - Girls	3,500.00	3
ZATH 8277	Spring	Track Outdoor Assistant - Girls	2,200.00	2A
ZATH 8280	Fall	Cross Country - Boys	2,500.00	5
ZATH 8283	Fall	Cross Country - Girls	2,500.00	5
ZATH 8289	Fall	Volleyball Coach - Boys	3,500.00	3
ZATH 8290	Fall	Volleyball Asst Coach Boys	1,300.00	5A
ZATH 8293	Fall	Volleyball Coach - Girls	3,500.00	3
ZATH 8294	Fall	Volleyball Asst Coach Girls	1,300.00	5A
ZATH 8297	Winter	Wrestling Coach	4,000.00	2
ZATH 8298	Winter	Wrestling Asst Coach	1,500.00	4
ZATH 8299	Fall-Winter-Spring	Weight Room Coordinator	1,500.00	n/a
ZATH 8350	Spring	JV Baseball Coach	2,200.00	3JV
ZATH 8354	Winter	JV Basketball Coach - Boys	2,600.00	2JV
ZATH 8358	Winter	JV Basketball Coach - Girls	2,600.00	2JV
ZATH 8362	Fall-Winter	JV Cheerleading Coach	2,200.00	3JV
ZATH 8365	Fall	JV Field Hockey Coach	2,200.00	3JV
ZATH 8368	Fall	JV Football Coach	3,000.00	1JV
ZATH 8369	Fall	JV Football Assistant Coach	2,200.00	3JV
ZATH 8372	Spring	JV Soccer Coach - Boys	2,200.00	3JV
ZATH 8375	Spring	JV Soccer Coach - Girls	2,200.00	3JV
ZATH 8379	Spring	JV Softball Coach	2,200.00	3JV
ZATH 8382	Winter	JV Wrestling Coach	2,600.00	2JV



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

Student Activity Rates for Employees SY 2023 - 2024			
<i>All payments are a flat rate unless otherwise noted.</i>			
	Description	Flat Rate	Hourly Rate
<b>Baseball</b>			
Announcer	1 Game	25.00	
Announcer	2 Games	40.00	
Scoreboard Operator		25.00	
Scorer	1 Game	25.00	
Scorer	2 Games	40.00	
Scorer	HS Event	60.00	
Site Coordinator		50.00	
Ticket Sellers and Takers	1 Game	25.00	
Ticket Sellers and Takers	2 Games	40.00	
<b>Basketball</b>			
Announcer	1 Game	25.00	
Announcer	2 Games	40.00	
Locker Room Monitor		40.00	
Scoreboard Operator/Timer	1 Game	25.00	
Scoreboard Operator/Timer	2 Games	40.00	
Scoreboard Operator/Timer	HS Event	45.00	
Scorer	1 Game	25.00	
Scorer	2 Games	40.00	
Scorer	HS Event	45.00	
Site Coordinator		50.00	
Ticket Sellers	1 Game	25.00	
Ticket Sellers	2 Games	40.00	
Ticket Takers	1 Game	25.00	
Ticket Takers	2 Games	40.00	
Typist		30.00	
<b>Cheerleading</b>			
Announcer		55.00	
Announcer	MS Event	40.00	
Camera Operator		130.00	
Scorer		65.00	
Tabulators		65.00	
Ticket Sellers		70.00	
Ticket Sellers	MS Event	40.00	
Ticket Takers		70.00	
Ticket Takers	MS Event	40.00	
Timer		65.00	



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

Student Activity Rates for Employees SY 2023 - 2024			
<i>All payments are a flat rate unless otherwise noted.</i>			
	Description	Flat Rate	Hourly Rate
<b>Cross Country</b>			
Chute Managers		40.00	
Chute Workers		20.00	
Computer Programmer		40.00	
Judge		30.00	
Marshal		20.00	
Recorder		30.00	
Scorer	1 Game	30.00	
Scorer	2 Games	40.00	
Starter		40.00	
Ticket Sellers		40.00	
Ticket Takers		40.00	
Timer		40.00	
<b>Debate</b>			
Asst. Director		50.00	
Judge	MS Event		25.00
Judge	HS Event		25.00
Judge Coordinator	MS Event		45.00
Scorer/Tabulator	HS Event	30.00	
Typist		30.00	
<b>Field Hockey</b>			
Announcer	1 Game	25.00	
Announcer	2 Games	40.00	
Scorer	1 Game	25.00	
Scorer	2 Games	40.00	
Site Coordinator		50.00	
Ticket Sellers and Takers	1 Game	25.00	
Ticket Sellers and Takers	2 Games	40.00	
Timer	1 Game	25.00	
Timer	2 Games	40.00	
<b>Football</b>			
Announcer	MS Event	25.00	
Announcer		40.00	
Camera Operator		70.00	
Chain Crew	MS Event	25.00	
Clock Operator	MS Event	25.00	
Clock Operator		40.00	
Site Coordinator	MS Event	50.00	
Site Coordinator		75.00	
Ticket Taker and Sellers	MS Event	25.00	
Ticket Taker and Sellers		40.00	



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

Student Activity Rates for Employees SY 2023 - 2024			
All payments are a <u>flat</u> rate unless otherwise noted.			
	Description	Flat Rate	Hourly Rate
<b>Forensics</b>			
Judge	Middle/High		25.00
Typist		30.00	
<b>Golf</b>			
Scorer		50.00	
<b>Gymnastics</b>			
Announcer		40.00	
Announcer	Multi-Games	55.00	
Scorer		40.00	
Scorer	Multi-Games	55.00	
Site Coordinator		75.00	
Ticket Taker and Sellers		40.00	
Ticket Taker and Sellers	Multi-Games	55.00	
Typist		25.00	
<b>Lacrosse</b>			
Announcer	1 Game	25.00	
Announcer	2 Games	40.00	
Scorer	1 Game	25.00	
Scorer	2 Games	40.00	
Site Coordinator		50.00	
Ticket Sellers and Takers	1 Game	25.00	
Ticket Sellers and Takers	2 Games	40.00	
Timer	1 Game	25.00	
Timer	2 Games	40.00	
<b>One Act Pay</b>			
Critics		55.00	
Light Tech		150.00	
Program Coordinator		50.00	
Site Coordinator		150.00	
Sound Tech		150.00	
Ticket Taker and Sellers		20.00	
Timer		150.00	
Typist		100.00	
<b>Scheduling Committee</b>			
Typist		200.00	
<b>Scholastic Bowl</b>			
Judge		35.00	
Moderator		20.00	
Quizmaster		35.00	
Readers		35.00	
Timer		25.00	
Timer	Multi-Games	35.00	



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

Student Activity Rates for Employees SY 2023 - 2024			
<i>All payments are a flat rate unless otherwise noted.</i>			
	Description	Flat Rate	Hourly Rate
<b>Soccer</b>			
Announcer	1 Game	25.00	
Announcer	2 Games	40.00	
Scorer	1 Game	25.00	
Scorer	2 Games	40.00	
Site Coordinator		50.00	
Ticket Sellers and Takers	1 Game	25.00	
Ticket Sellers and Takers	2 Games	40.00	
Timer	1 Game	25.00	
Timer	2 Games	40.00	
<b>Softball</b>			
Announcer	1 Game	25.00	
Announcer	2 Games	40.00	
Field Preparation			25.00
Scoreboard Operators		25.00	
Scoreboard Operator/Timer	2 Games	40.00	
Scorer		25.00	
Scorer	2 Games	40.00	
Site Coordinator		50.00	
Ticket Seller and Takers	1 Games	25.00	
Ticket Seller and Takers	2 Games	40.00	
<b>Swimming</b>			
Announcer		40.00	
Camera Operator		50.00	
Dive Supervisor		50.00	
Site Coordinator		75.00	
Ticket Seller and Takers		40.00	
Typist		75.00	
<b>Track</b>			
Announcer	MS Event	45.00	
Announcer	HS Event	55.00	
Assistant Finish Line Judge		55.00	
Assistant Starter		80.00	
Assistant Timer		25.00	
Clerk of Course	MS Event	55.00	
Computer Assistant		35.00	
Computer Programmer		80.00	
Dual Starter		60.00	
Dual Starter	MS Event	35.00	
FAT Operator		80.00	
Field Event Assistants		25.00	
Field Event Assistants	MS Event	25.00	
Finish Line Judge		65.00	



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

Student Activity Rates for Employees SY 2023 - 2024			
<i>All payments are a flat rate unless otherwise noted.</i>			
	Description	Flat Rate	Hourly Rate
Track (continue)			
Finish Line Judge	MS Event	45.00	
Head Timer	MS Event	30.00	
Hurdle Crew Manager		35.00	
Scorer		55.00	
Scorer	MS Event	45.00	
Site Coordinator		100.00	
Site Coordinator	MS Event	50.00	
Starter	Multi-Games	105.00	
Ticket Seller and Takers		40.00	
Timer	MS Event	30.00	
Tri-Starter		70.00	
Tri-Starter	MS Event	45.00	
Volleyball			
Announcers	1 Game	25.00	
Announcers	2 Games	40.00	
Libero Tracker	1 Game	25.00	
Libero Tracker	2 Games	40.00	
Scorer	1 Game	25.00	
Scorer	2 Games	40.00	
Site Coordinator		50.00	
Ticket Taker and Sellers	1 Game	25.00	
Ticket Taker and Sellers	2 Games	40.00	
Timer	1 Game	25.00	
Timer	2 Games	40.00	
Wrestling			
Announcer	Dbl Dual	50.00	
Announcer	Dual	40.00	
Announcer	MS Event	25.00	
Announcer	Tri/Quad	70.00	
Matchmaker		55.00	
Matchscorer		80.00	
Scorer	Consolation/Dual	35/40	
Scorer	Dbl Dual	50.00	
Scorer	Finals	25.00	
Scorer	HS Event	65.00	
Scorer	MS Event	25.00	
Scorer	Tri/Quad	70.00	
Site Coordinator		100.00	
Ticket Taker and Sellers	Dbl Dual	50.00	
Ticket Taker and Sellers	Dual	40.00	
Ticket Taker and Sellers	Finals	80.00	
Ticket Taker and Sellers	MS Event	25.00	



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

Student Activity Rates for Employees SY 2023 - 2024			
<i>All payments are a flat rate unless otherwise noted.</i>			
	Description	Flat Rate	Hourly Rate
Wrestling (continued)			
Ticket Taker and Sellers	Tri/Quad	70.00	
Timer	Dbl Dual	50.00	
Timer	Dual	40.00	
Timer	MS Event	25.00	
Timer	Tri/Quad	70.00	
Weight Recorder	MS Event	25.00	
Weight Checker	MS Event	25.00	
Director Fees			
Directors Fees - Multi-Games	Level 1	50.00	
Directors Fees - Multi-Games	Level 2	75.00	
Directors Fees - Multi-Games	Level 3	80.00	
Directors Fees - Multi-Games	Level 4	100.00	
Directors Fees - Multi-Games	Level 5	120.00	
Directors Fees - Multi-Games	Level 6	150.00	
Directors Fees - Multi-Games	Level 7	200.00	
Directors Fees - Multi-Games	Level 8	300.00	
Directors Fees - Multi-Games	Level 9	400.00	
Directors Fees - Multi-Games	Level 10	250.00	
Directors Fees - Multi-Games	Level 11	500.00	
Directors Fees - Multi-Games	Level 12	600.00	
Director Fees (continued)			
Directors Fees - Multi-Games	Level 13	700.00	
Directors Fees - Multi-Games	Level 14	800.00	
Directors Fees - Multi-Games	Level 15	900.00	
Directors Fees - Multi-Games	Level 16	1,000.00	
Support Staff			
Police			50.00
Police/Sheriff	Varsity Football		50.00
Police Supervisor	Varsity Football		52.00
Police Sergeant	Varsity Football		54.00



**Subject:** Closed Session **Item Number:** 17

**Section:** Return to Administrative, Informal, Workshop or Closed Session Matters **Date:** June 27, 2023

**Senior Staff:** N/A

**Prepared by:** Kamala H. Lannetti, School Board Attorney

**Presenter(s):** Kamala H. Lannetti, School Board Attorney; Melisa Ingram, Executive Director, Facilities Services

**Recommendation:**

That the School Board recess into Closed Session in accordance with the exceptions to open meetings law set forth in Code of Virginia §2.2-3711, Part A, Paragraph 1, 2, 3, 7, and 8, as amended, to deliberate on the following matters:

1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals.
2. Discussion or consideration of admission or disciplinary matters or any other matters that would involve the disclosure of information contained in a scholastic record concerning any student of any public institution of higher education in the Commonwealth or any state school system.
3. Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.
7. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.
8. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

Namely to discuss:

- A. Contracts and personnel matters related to the Superintendent search process.
- B. Discussion related to the acquisition or disposition of real property related to Princess Anne High School.
- C. Discussions with legal counsel regarding probably or pending litigation.

**Background Summary:**

N/A

**Source:**

Code of Virginia §2.2-3711, as amended

**Budget Impact:**

N/A

## **Decorum and Order-School Board Meetings 1-48**

School Board of the City of Virginia Beach  
Bylaw 1-48

### **SCHOOL BOARD BYLAWS**

#### **Decorum and Order-School Board Meetings**

##### **A. Purpose of decorum and order during meetings**

The School Board determines that decorum and order are necessary during School Board Meetings. The purposes for maintaining decorum and order are:

1. to ensure that the affairs of the School Board and School Board Committees may be conducted in an open, safe and orderly manner during meetings;
2. that all persons signed up to address the School Board during public comment sections of meetings have the opportunity to do so in an orderly and respectful manner and without being interrupted;
3. that persons in attendance may observe and hear the proceedings of the School Board without distraction and interruption;
4. that students and other young audience members who attend or watch such meetings are not subject to inappropriate language or conduct;
5. that School Board Members and School Division employees or other agents can transact the business of the School Board and the School Division with minimal disruption.

##### **B. Limitations on addressing the School Board**

Persons addressing the School Board during public comment sections of the meeting shall:

1. Limit their comments to matters relevant to PreK-12 public education in Virginia Beach and the business of the School Board and the School Division.
2. Refrain from obscenity, vulgarity, profanity, and comments or actions with the intent to incite violence or other breach of peace.
3. Comply with the time limits and other rules for public comment set forth in the agenda or Bylaws.
4. During special meetings or public hearings, the School Board may set different rules or time limits for public comments.

##### **C. Other expressive activities during meetings**

1. Public comments during meetings limited to matters relevant to public education and the business of the School Board

At regular School Board Meetings, the School Board accepts public comment during designated sections of the Meeting Agenda. The public comment sections of School Board Meetings are limited public forums for the sole purpose of accepting comments from members of the public relevant to PreK-12 public education in Virginia Beach and the business of the School Board and the School Division. The

School Board does not accept other forms of public comment during Meetings or at those times immediately preceding or following a Meeting.

2. Expressive activities during meetings

To maintain decorum and order and conduct the business of the School Board and the School Division during meetings, expressive activities by members of the public in meetings will be limited or prohibited. On any day that a meeting is scheduled to take place, the School Board prohibits certain expressive activity, including but not limited to the following, expressive activities:

- Petitioning, demonstrating, picketing, pamphlet distribution, conducting polls, or solicitation in the Building where the Meeting is taking place
- Displaying or using signs, posters or other items brought into the meeting room that block the view of persons in or observing the meeting or create a safety concern. Possession of such items while in the meeting location will not be prohibited.
- Use of noise making devices
- Use of excessive cheering, booing, clapping, or similar activity that disrupts the meeting, as determined by the Chair or designee.
- Calling out or making comments when not called to address the School Board
- Intimidation, harassment or threats to persons in the meeting or who are entering or departing the meeting or the location of the meeting
- Instigating or attempting to instigate confrontations or other conduct for the purpose of disrupting the meeting
- Other conduct that violates decorum and order as determined by the Chair or designee

3. School Administration Building or other locations for meetings are not open public forums for public expression

The School Administration Building (or another building or location where a meeting is scheduled to take place) its grounds and reserved parking spaces are not open for expressive activities unless a facility use request or application has been approved by the Superintendent or designees. The Superintendent or designees are authorized to designate areas of the School Administration Building (or other building or location for a meeting), the grounds and parking lots that may be considered for facility use request or application. The Superintendent or designee are authorized to develop and implement regulations and/or procedures related to such facility use requests or applications.

**D. Other methods of communicating with the School Board**

The School Board encourages citizens and other interested parties to communicate with the School Board regarding matters related to public education. Due to the limited time scheduled to conduct business and the need to follow approved agenda items, School Board meetings may not be conducive for all forms of communication to the School Board. Persons seeking to communicate with the School Board may contact School Board Members through other methods of communication, including [SchoolBoard@VBCPSBoard.com](mailto:SchoolBoard@VBCPSBoard.com) or email individual School Board Members in addition to those provided at School Board meetings.

This Bylaw does not preclude persons addressing the School Board from delivering the School Board or its Clerk written materials including reports, statements, exhibits, letters, or signed petitions prior to or after a Meeting. While public speakers are addressing the School Board, they may not approach the School Board to hand out

items but will instead be directed to leave items with the Clerk or designee for the School Board to consider after the Meeting.

This Bylaw does not preclude persons called to address the School Board during public comment sections from using a chart, graph or other item during their public comments so long as that item does not interfere with the School Board and other persons observing the Meeting from hearing or seeing the speaker and the item does not create a safety issue or otherwise violate the decorum and order rules. Furthermore, nothing herein shall be interpreted to prohibit members of the public from communicating with the School Board or the School Administration on matters relevant to PreK-12 public education in Virginia Beach and the business of the School Board and the School Division at times other than meetings.

- E.** The Chair with the assistance of the Superintendent or their designees shall preserve decorum and order in the room where the Meeting is taking place and shall decide all questions of decorum and order during the Meeting. School Board Members may vote to overrule the Chair's or designee's decision at the time that the Chair or designee makes the decision. The Chair or designee is authorized to work with the Superintendent, designees, law enforcement and authorized agents to maintain order and decorum prior to the start of, during and immediately after any Meeting.
- F.** The School Administration, law enforcement and authorized agents will have responsibility for maintaining decorum and order outside of the Meeting room and outside of a building where a meeting will be or is taking place.
- 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 or a Committee thereof is meeting. Notice of this restriction shall be posted outside of School Board Meeting Room and on the agenda for any School Board meeting.
- H.** At the request of the Chair or Superintendent or their designees, a city police officer or other law enforcement officer shall act as sergeant-at-arms at all School Board meetings.