



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

School Board Services

**Kimberly A. Melnyk, Chair**  
District 2

**Jennifer S. Franklin, Vice Chair**  
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**Beverly M. Anderson**  
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**Kathleen J. Brown**  
District 10

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District 6

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District 8

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District 3 – Rose Hall

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

**Carolyn D. Weems**  
District 9

**Donald E. Robertson, Ph.D., Superintendent**

**School Board Regular Meeting Proposed Agenda**  
**Tuesday, July 23, 2024**

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

Public seating will be made available on a first-come, first-served basis. 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 VBTV Channel 47, and on Zoom through the link below.

Attendee link: [https://us02web.zoom.us/webinar/register/WN\\_7sXwpYuLTkC7GJl9mKj8lw](https://us02web.zoom.us/webinar/register/WN_7sXwpYuLTkC7GJl9mKj8lw) Call-in (301) 715-8592 ID 827 1591 0024

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 July 22, 2024.

- 1. Administrative, Informal, and Workshop (School Administration Building #6 – School Board Room)..... 4:00 p.m.**
  - A. School Board Administrative Matters and Reports
  - B. Instructional Technology and Screen Time Update
  - C. Security Updates
- 2. Closed Session (as needed)**
- 3. School Board Recess.....5:30 p.m.**
- 4. Formal Meeting (School Administration Building #6 – School Board Room) .....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**
- 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. July 9-10, 2024 School Board Retreat / Abridged School Board Meeting
- 11. Public Comments (until 8:00 p.m.)**

The School Board will hear public comments at the July 23, 2024 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 July 23, 2024. 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 School Administration Building #6, 2512 George Mason Drive, Virginia Beach, Virginia 23456 by 5:45 p.m. July 23, 2024. 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. Policy Review Committee (PRC) Recommendations:
  - 1. Bylaw 1-15/Vacancies
  - 2. Bylaw 1-36/Open Meetings and Closed Meetings
  - 3. Policy 4-2/Employee Conduct
  - 4. Policy 4-69/Research Involving Employees
  - 5. Policy 5-40/Student-led Assemblies/ Demonstrations
  - 6. Policy 5-50/Class Gifts/ Exchanging Gifts
  - 7. Policy 5-58/Student and Staff Wellness
  - 8. Policy 5-67/Research Involving Students/ Research Review Committee
  - 9. Policy 5-73/Voter Registration
  - 10. Policy 6-20/School Division Curriculum
- B. 2024-25 Calendar Revisions

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

**14. Consent Agenda**

- A. Christopher Farms Elementary School Chiller/Boiler Replacement

**15. Action**

- A. Personnel Report / Administrative Appointments Updated 07/24/2024
- B. School Board Committee Assignments FY 2025

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

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

**18. Adjournment**



**Subject:** Instructional Technology and Screen Time Update **Item Number:** 1B

**Section:** Administrative, Informal, and Workshop **Date:** July 23, 2024

**Senior Staff:** Danielle Colucci, Chief Academic Officer, Department of Teaching and Learning

**Prepared by:** Sharon L. Shewbridge, Ph.D., Director, Instructional Technology

**Presenter(s):** Sharon L. Shewbridge, Ph.D., Director, Instructional Technology

**Recommendation:**

That the School Board receive an update related to Instructional Technology with a focus on screen time.

**Background Summary:**

We will provide an update regarding instructional technology starting with a brief background of computers in school followed by screen time at each level and a comparative view and ending with digital citizenship and our alignment with the proposed model policy on digital citizenship from VDOE.

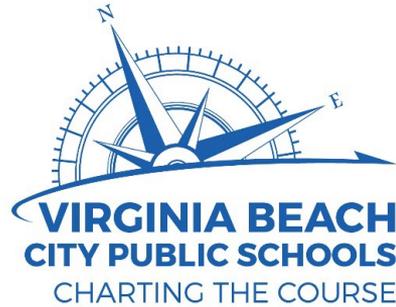
**Source:**

N/A.

**Budget Impact:**

N/A.

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# Instructional Technology

School Board Workshop

July 23, 2024

**Office of Instructional Technology**  
**Department of Teaching and Learning**

# How did we get here?

- **Computer Labs**
  - Taught specifically how to use Microsoft applications
  - SOL Tests on computer technology
  - Fun and engaging activities that may or may not have been connected to instruction
  - Technical work: reimaging computers, loading software, fixing issues on site
- **Computer Carts**
  - Purchased with Tech Initiative Grant money
  - SOL tests moved to computer based
  - Encouraged more collaboration with teachers on intentional instruction
  - Increased productive output
- **One-to-one initiative**
  - Every student manages their own device
  - Transformational instructional opportunities
  - Introduction of a division-wide Learning Management System

# VBCPS Alignment: Compass to 2015

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STRATEGIC OBJECTIVE 1	STRATEGIC OBJECTIVE 2	STRATEGIC OBJECTIVE 3
<p>All teachers will engage every student in meaningful, authentic and rigorous work through the use of innovative instructional practices and supportive technologies that will motivate students to be self-directed and inquisitive learners.</p>	<p>VBCPS will develop and implement a balanced assessment system that accurately reflects student demonstration and mastery of VBCPS outcomes for student success.</p>	<p>Each school will improve achievement for all students while closing achievement gaps for identified student groups, with particular focus on African American males.</p>
<ul style="list-style-type: none"> <li>• Identify the 21<sup>st</sup> century skills for VBCPS.</li> <li>• Integrate 21<sup>st</sup> century skills into K-12 curriculum and instruction.</li> <li>• Define, develop, and promote effective teaching practices that maximize rigor and meaningful engagement for all students.</li> </ul>	<ul style="list-style-type: none"> <li>• Develop and/or adopt varied assessments, including performance-based assessments, to create a balanced assessment system that measures VBCPS outcomes for student success.</li> <li>• Provide training for teachers and administrators on developing, using, scoring, and interpreting</li> </ul>	<ul style="list-style-type: none"> <li>• Design and implement a transition process to ensure that students are prepared for the next school level.</li> <li>• Develop and implement the K-12 Literacy Initiative, with an emphasis on monitoring K-2 reading achievement.</li> <li>• Develop and implement a Response to Intervention (RTI) model.</li> <li>• Review and revise the school improvement process so it aligns with the strategic plan.</li> <li>• Continue to monitor and engage in efforts directed at closing the achievement gap with specific focus on the African American male identified from the 2007 Program of Work.</li> </ul>
<div style="border: 1px solid black; padding: 10px; width: fit-content;"> <ul style="list-style-type: none"> <li>• Integrate supportive technologies into the instructional program delivery.</li> </ul> </div>	<p>assessments to create ent system.</p> <p>ate VBCPS ure quality</p> <p>to monitor and ormance on</p> <p>VBCPS divisionwide assessments.</p>	

# VBCPS Alignment: Compass to 2020

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## GOAL 2 MULTIPLE PATHWAYS

All students will experience personalized learning opportunities to prepare them for postsecondary education, employment or military service.

### Strategies:

1. **Implement an approach to personalized learning at all school levels** – Develop a plan and implement an approach to personalized learning at all school levels by providing students with learning opportunities guided
2. **Leverage technology, including a learning management system (LMS), to increase flexible learning opportunities and monitor student progress** – Leverage technology to increase flexibility with respect to when and how learning occurs and to monitor the progress of students throughout their academic careers.

# VBCPS Alignment: Compass to 2025

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## COMPASS TO 2025 STRATEGIC FRAMEWORK STUDENT-CENTERED FOR STUDENT SUCCESS

GOAL 1	GOAL 2	GOAL 3
<b>EDUCATIONAL EXCELLENCE</b> Challenge and support all students to excel academically by demonstrating the foundational literacies, core knowledge, and transferrable life skills outlined in the VBCPS Graduate Profile. <b>EQUITY EMPHASIS</b> Identify and address inequities in achievement outcomes by investigating and implementing best practices and seeking innovative solutions. <b>STRATEGIES</b> <ol style="list-style-type: none"><li>Pursue opportunities to expand early childhood education offerings.</li><li>Implement evidence-based literacy instruction and interventions in all elementary classrooms.</li><li>Further integrate reading and writing across the curriculum.</li></ol>	<b>STUDENT WELL-BEING</b> Create an inclusive learning environment that supports the physical and mental health of all students and strengthens the social-emotional skills they need to become balanced, resilient learners who are personally and socially responsible. <b>EQUITY EMPHASIS</b> Engage in culturally responsive practices divisionwide. Identify and address inequities in discipline practices by investigating and implementing best practices and seeking innovative solutions. <b>STRATEGIES</b> <ol style="list-style-type: none"><li>Provide a safe, welcoming, and inclusive learning environment that is conducive to student learning.</li><li>More deeply integrate social-emotional learning (SEL) into the PreK-12 curriculum.</li><li>Engage in culturally responsive practices at the classroom level.</li></ol>	<b>STUDENT OWNERSHIP OF LEARNING</b> Engage all students in rigorous, authentic, and student-centered learning to help them identify their passions, take ownership of their learning, and create a plan for pursuing their postsecondary goals. <b>EQUITY EMPHASIS</b> Identify and address inequities in learning opportunities for students by investigating and implementing best practices and seeking innovative solutions. <b>STRATEGIES</b> <ol style="list-style-type: none"><li>Further promote and expand equitable access to services and programs that support students' future aspirations. * +</li><li>Increase awareness around entry points and support for students interested in enrolling in advanced coursework and programs. * +</li></ol>

6. Develop students' digital wellness by helping students learn to make responsible decisions in their use of technology.

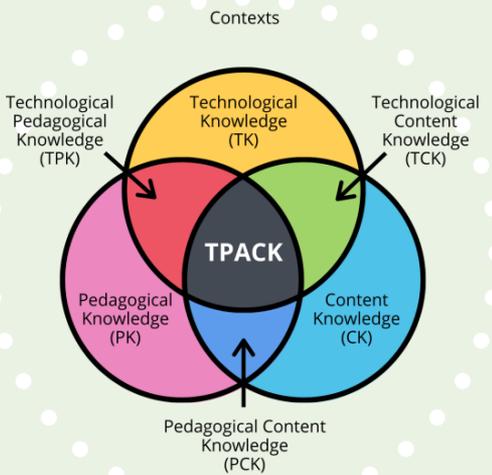
4. Balance the effective and efficient use of technology to meet students' individual needs and allow them to demonstrate their learning.

\* High leverage equity strategies from the division's Equity Plan

+ High leverage inclusive strategies

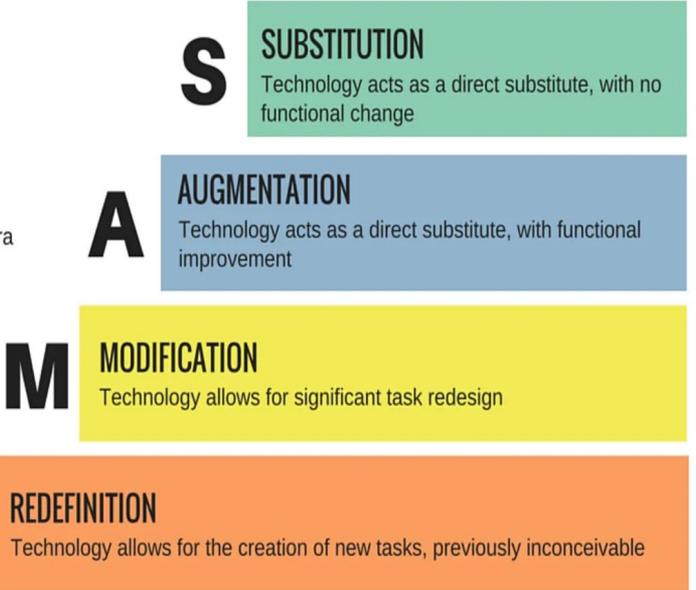
# Models, Training, and Engagement

## THE TPACK MODEL



## THE SAMR MODEL

Dr. Ruben R. Puentedura



# March 13, 2020

Transitioned to virtual almost seamlessly

Adopted new tools and new vocabulary

Focused on student needs

Developed professional learning for all staff

Emphasized a balance of non-digital learning tasks



# Return to Face to Face

- Enhanced technology skills for teachers and staff technology
- Strengthened student technology skills
- Continued use of digital learning experiences
- Continued professional learning emphasized selection of technology tools and purpose of learning
- Increased need to educate students and parents on digital literacy and citizenship
- Increased need to ensure students were making in-person connections and having hands on learning experiences

# Digital Literacy Focus Areas

**Computer  
Science**

**Coding**

**Digital  
Citizenship**

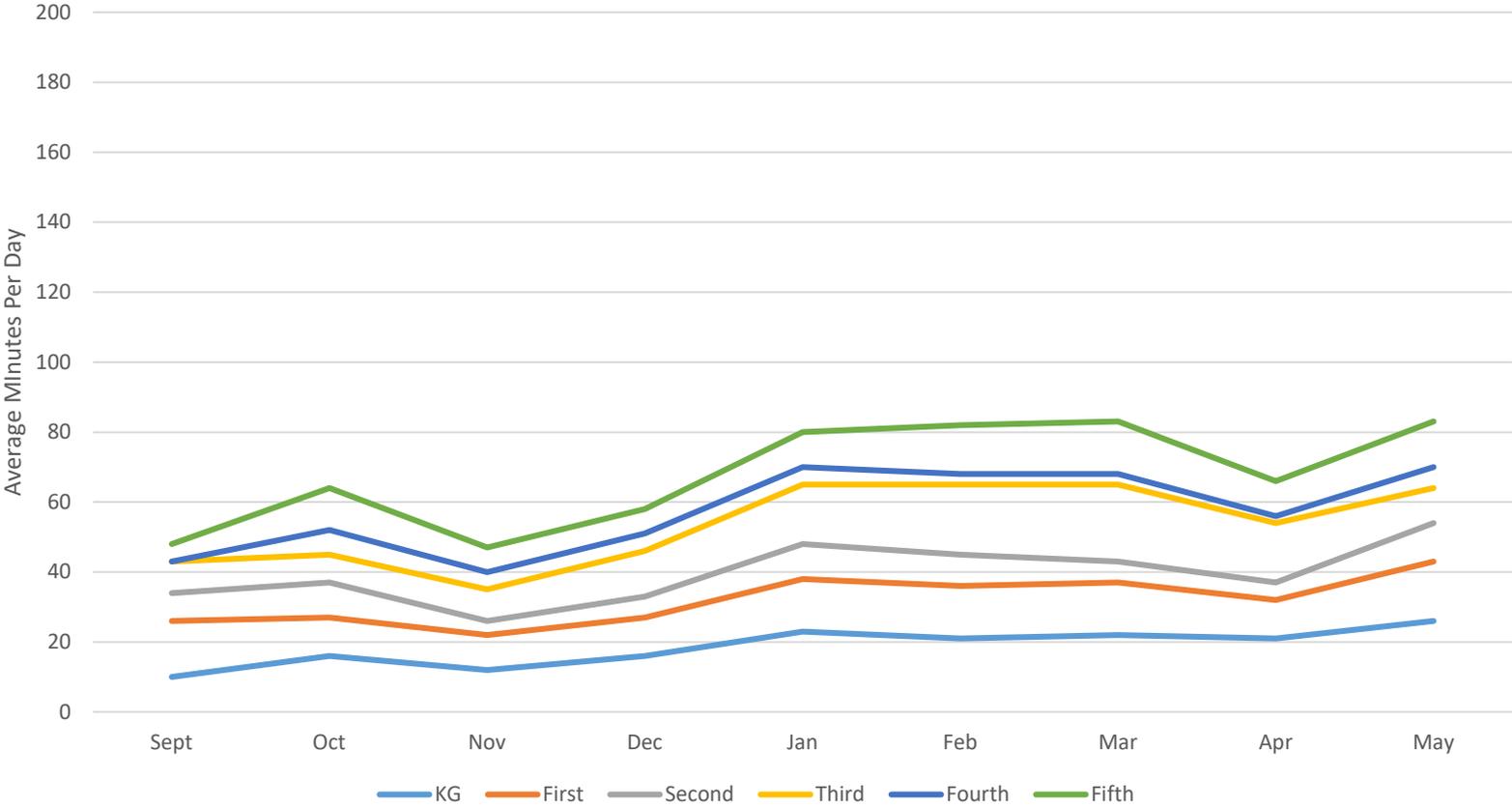
**Information  
Literacy**

# Computer Usage

- Personalized learning projects (e.g., research, Genius Hour, passion projects)
- Differentiated math and reading programs (e.g., Achieve3000, Imagine Math, IXL, MathSpace)
- Coding, cyber security, programming, Excel, gaming, CISCO certification
- Assessments (VDOE SOLs, Reading Inventory, formative assessments, VDOE Growth Assessments, Quizzes, Kahoot)
- Presentation creation (PowerPoints, Google Slides, Digital Art, Graphic Design, Nearpod)
- Music Composition (Sibelius)
- Accessing online textbooks for course
- Composition
- Tutoring and homework (during and after school)

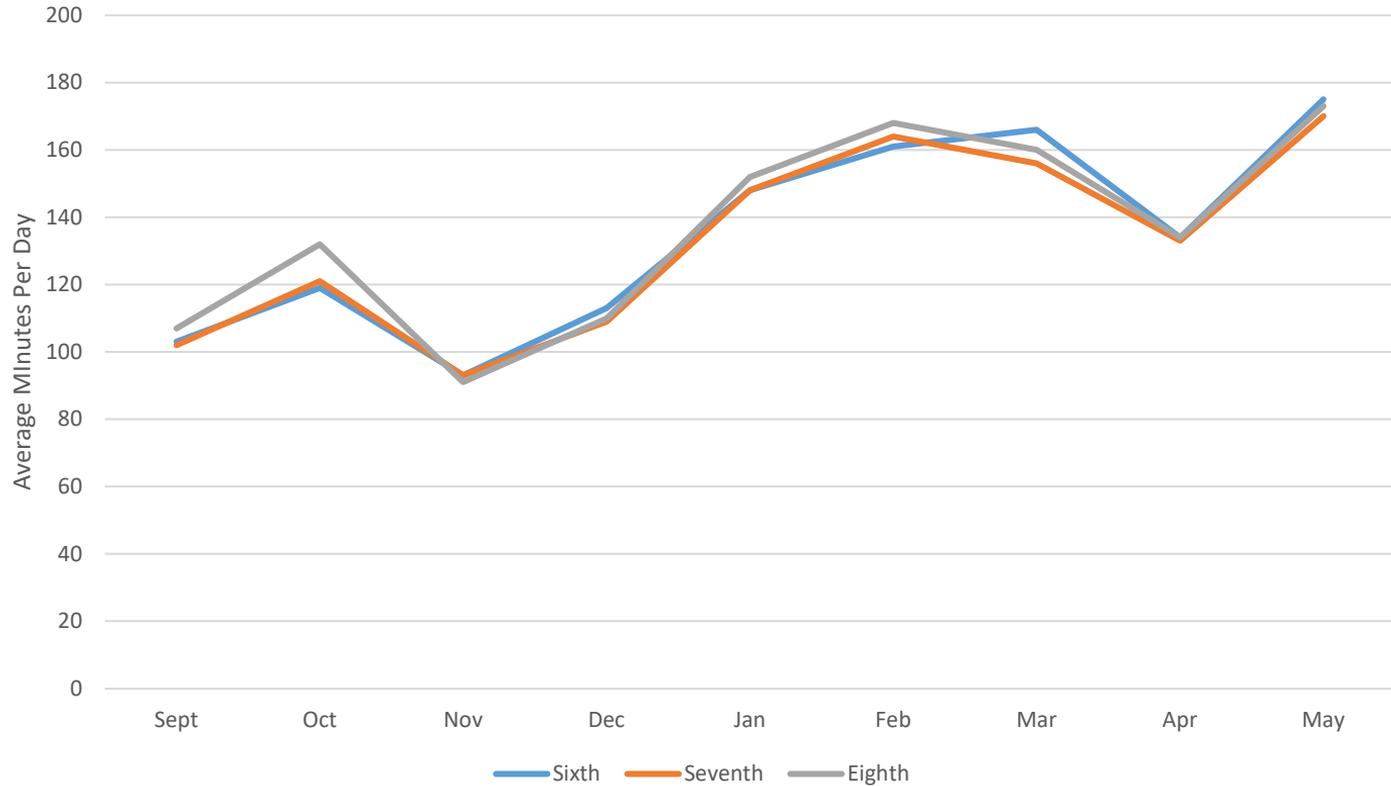
# Elementary Chromebook Screen Time

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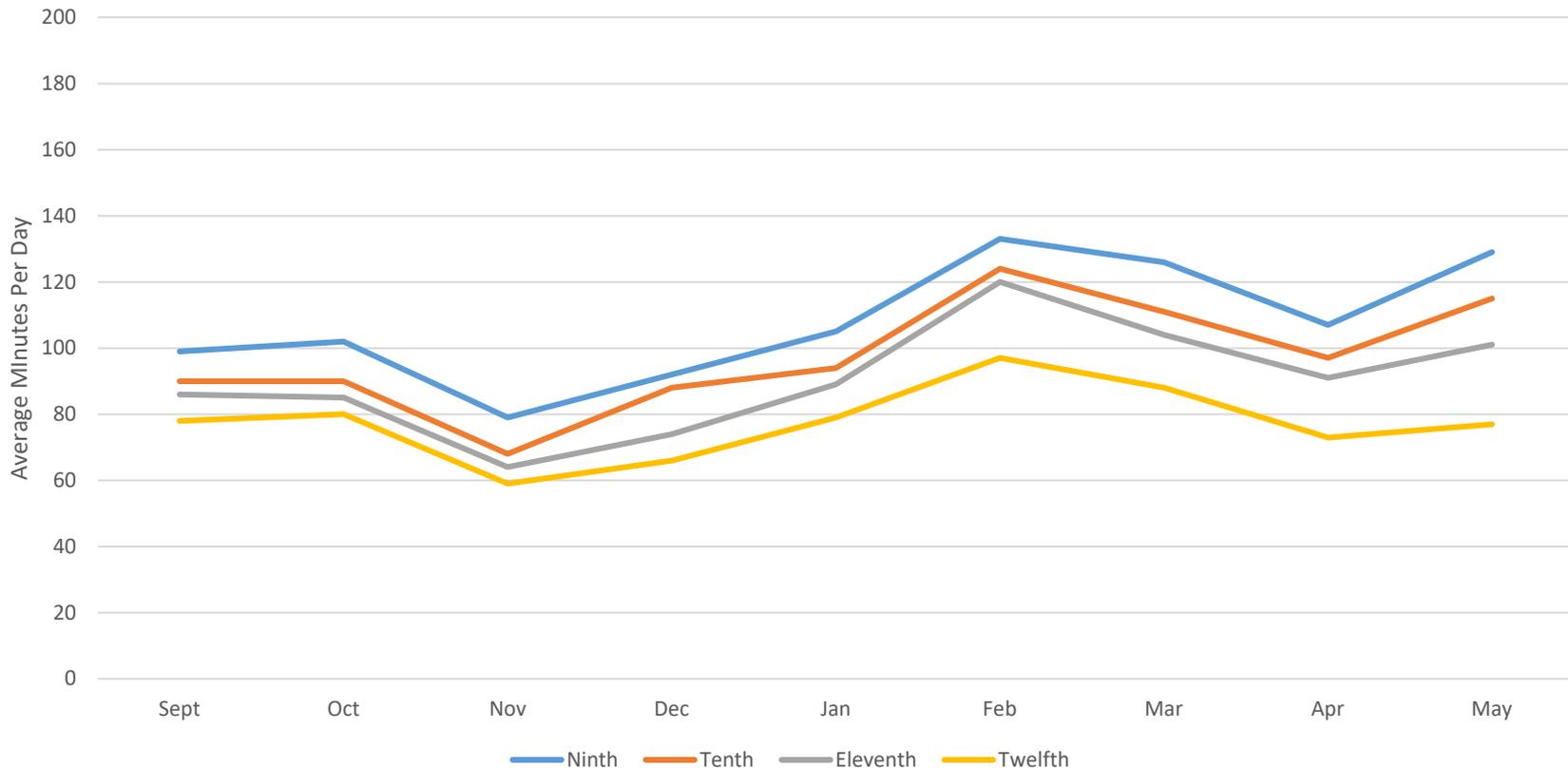
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### Middle School Chromebook Screen Time

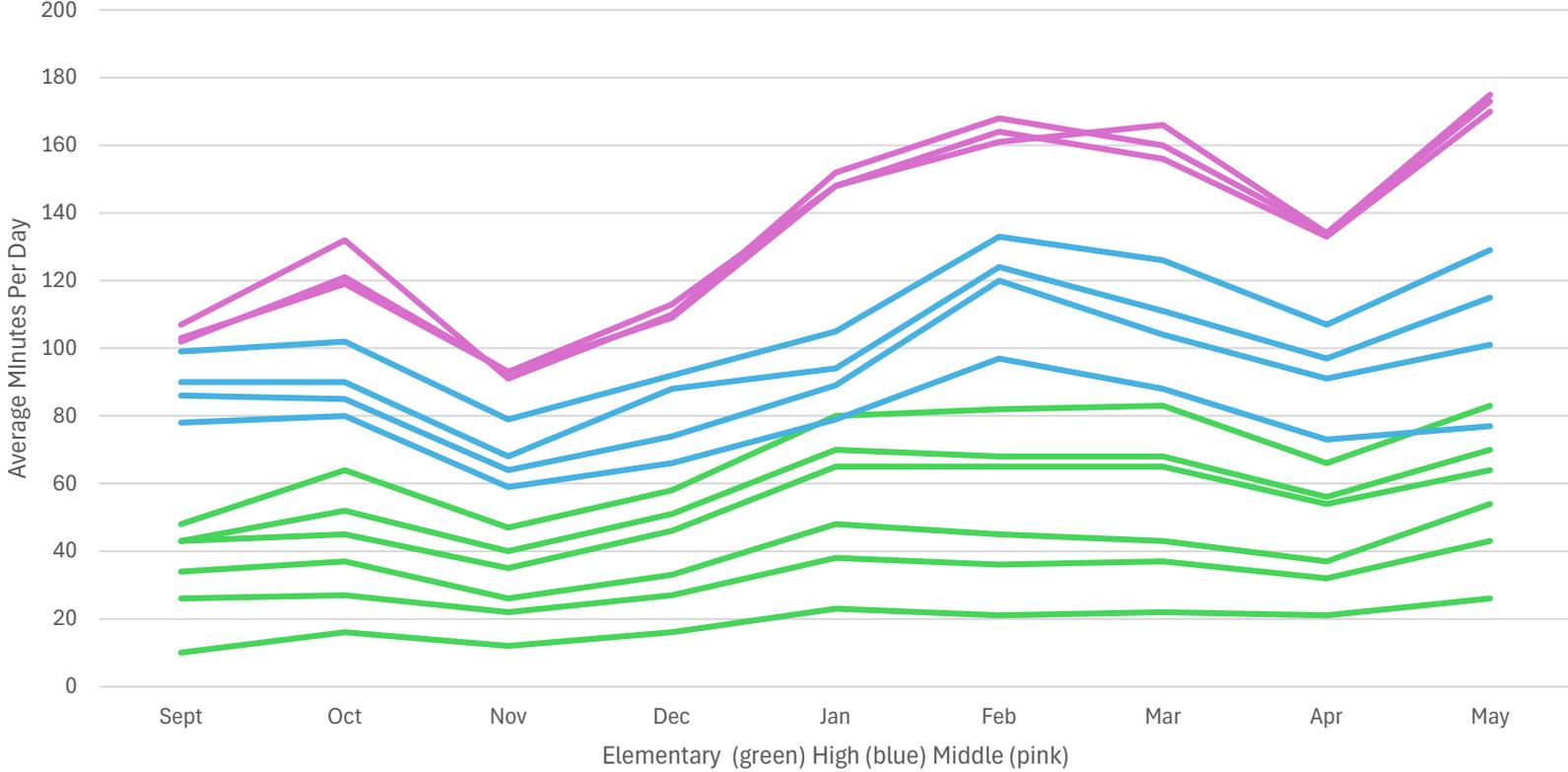


# High School Chromebook Screen Time

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### Screentime - Average Active Window in Minutes Per Day Per Use



# Instructional Activities Without a Computer

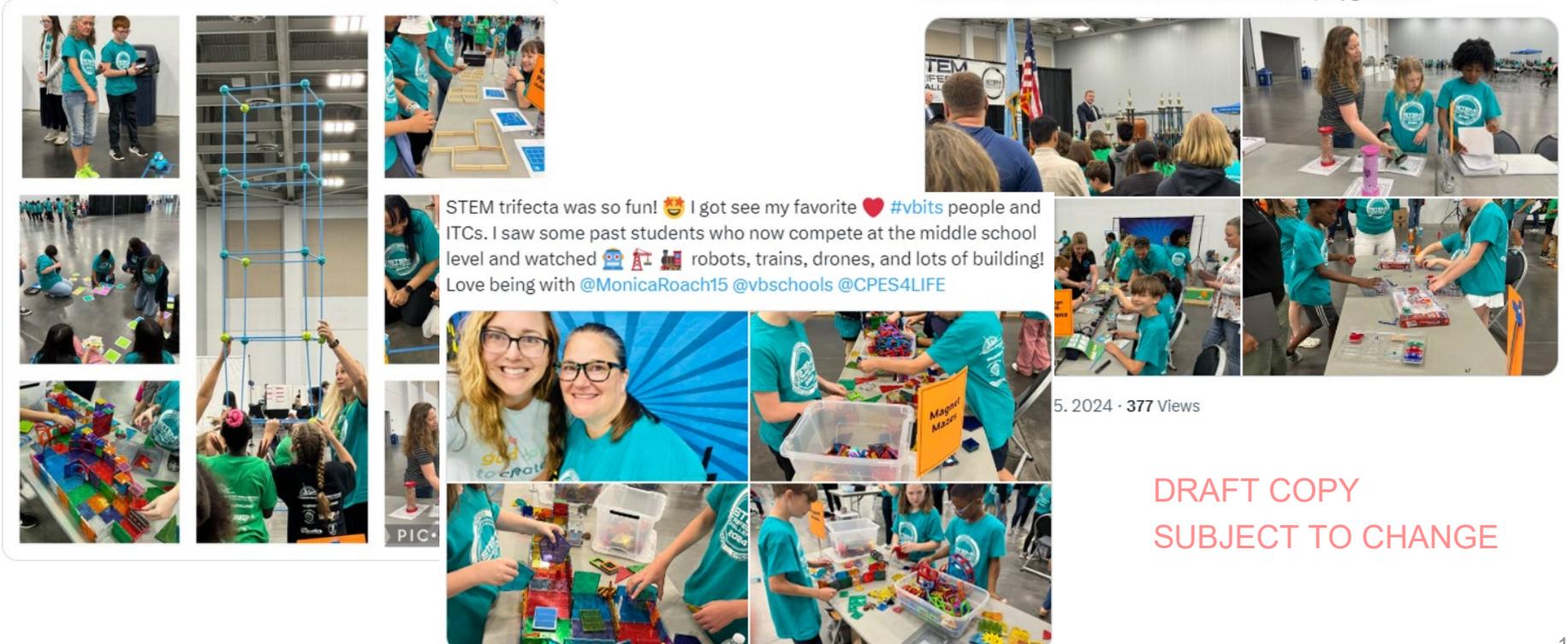
Grrreat day with these creative and collaborative problem solvers at the STEM playground today as part of the [@vbschools](#) STEM Trifecta!

[#vbits](#)

[#vblms](#) [@vblms](#)

[@vbschools](#) Kicking off the STEM Trifecta! Shout out to coaches, teachers, volunteer who work so hard to set up this future ready learning. Let's go teams!

Need to cool down come visit us at the stem playground !



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# Library Learning Centers: MakerSpaces



# Yearly Contests



2023-24  
VBCPS

**DIGITAL  
CITIZENSHIP**  
*Contest*

DIGITAL HEROES:  
PROMOTING POSITIVITY ONLINE

ENTRIES OPEN  
10/12/23- 3/29/24

VISIT THE LINK BELOW FOR MORE DETAILS  
AND GET READY TO SHOWCASE YOUR  
DIGITAL CITIZENSHIP SKILLS!

<https://bit.ly/vhschoolsdlcc>

A poster for the 2023-24 VBCPS Digital Citizenship Contest. The background is dark blue with neon purple and pink lightning bolts and stars. At the top, it says '2023-24 VBCPS'. The main title is 'DIGITAL CITIZENSHIP Contest' in a glowing neon circle. Below that, it says 'DIGITAL HEROES: PROMOTING POSITIVITY ONLINE'. The entry period is 'ENTRIES OPEN 10/12/23- 3/29/24'. At the bottom, it says 'VISIT THE LINK BELOW FOR MORE DETAILS AND GET READY TO SHOWCASE YOUR DIGITAL CITIZENSHIP SKILLS!' with a QR code and the URL 'https://bit.ly/vhschoolsdlcc'. There are also two white silhouettes of superheroes.



**PODCAST  
CONTEST**

CONTEST  
BEGINS  
OCTOBER 12

CONTEST  
ENDS  
MARCH 29

VISIT THE LINK BELOW FOR MORE DETAILS AND GET  
READY TO SHOWCASE YOUR PODCASTING SKILLS!

SCAN ME!

[bit.ly/vbpodcastcontest](https://bit.ly/vbpodcastcontest)

A poster for the Podcast Contest. The background is dark with a glowing neon purple and pink microphone in the center. At the top, it says 'PODCAST CONTEST' in a glowing neon circle. Below that, it says 'CONTEST BEGINS OCTOBER 12' and 'CONTEST ENDS MARCH 29'. At the bottom, it says 'VISIT THE LINK BELOW FOR MORE DETAILS AND GET READY TO SHOWCASE YOUR PODCASTING SKILLS!' with a QR code and the URL 'bit.ly/vbpodcastcontest'. There is also a 'SCAN ME!' button.



## Code of Virginia § 22.1-24.1

The State Superintendent shall establish and appoint members to the Internet Safety Advisory Council (the Council) for the purpose of advancing the goal of safe use of media and technology by students and teachers in public elementary and secondary schools in the Commonwealth.

**Develop ... a model policy for local school boards in the Commonwealth that would enable such school boards to better support the Internet safety of all students and teachers in the local school division.**

# Our Goal for VBCPS Digital Citizenship Instruction

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*The goal of digital citizenship instruction  
is to develop students who are  
empowered, educated, safe, and future-ready.*

# Student Digital Citizenship Instruction



- ❖ Provide a curriculum that is...
  - Proactive and positive
  - Comprehensive and systematic (instruction that reaches all students and occurs throughout the year)
  - Age appropriate and scaffolded for students K-12
  - Turnkey for faculty to implement
  - Vetted and respected by students for authenticity and relevance
  - Monitored via division data collection

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# Questions?



**Subject:** Security Updates **Item Number:** 1C

**Section:** Administrative, Informal, and Workshop **Date:** July 23, 2024

**Senior Staff:** Jack Freeman, Chief Operations Officer, Department of School Division Services  
David N. Din, Chief Information Officer, Department of Technology

**Prepared by:** David N. Din, Chief Information Officer, Department of Technology  
Thomas A. DeMartini, Director of Security and Emergency Management

**Presenter(s):** David N. Din, Chief Information Officer, Department of Technology  
Thomas A. DeMartini, Director of Security and Emergency Management

**Recommendation:**

That the School Board receive an update regarding continuing improvements to physical and cyber security.

**Background Summary:**

This year staff will be focused on the next layers of physical and cyber security. Topics will include intended improvements to physical and cyber security and broad protection of sensitive information and documents.

**Source:**

School Board Policies 3-64 and 3-65

**Budget Impact:**

No budget impact.



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# **Security Updates**

**School Board Workshop  
July 23, 2024**

**Department of Technology  
Department of School Division Services  
Office of Security and Emergency Management**

# Agenda

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## Physical Security

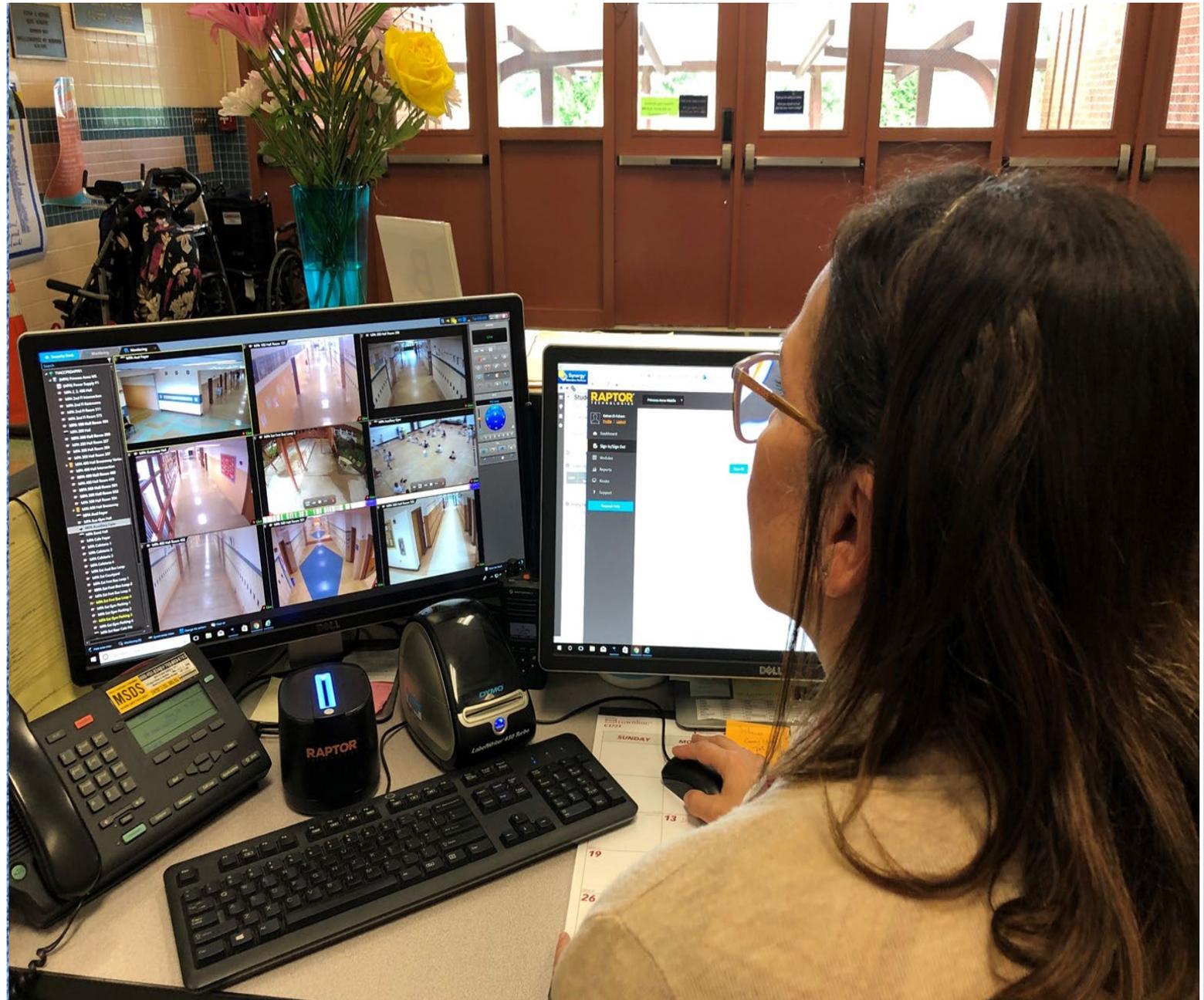
- Security Desk
- Internal Building Security
  - Securing Sensitive Areas
  - Key Control

## Cyber Security

- Security Frameworks
- Network Security
- Access to Systems and Data

# Security Desk ID Checks

- Reinforcing current practices
- Training Security Assistants
- Exploring current expanded ID validation systems
  - RAPTOR/Genetec
  - Vendors/Contractors
  - Employees/Non-Employees



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# Locked Doors/Rooms

- Reminder to leadership, throughout the division, of the importance of securing sensitive areas/doors.
- OSEM - Audits

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# Key Control

## Key accountability

- Production
- Distribution
- Inventory

## Access control

- Interior consideration

## Division Services / DOSL



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# VBCPS Cyber Security Update



# One of the Largest Digital Environments in Virginia

- 92 VBCPS offices connected with 160 miles of private fiber network
- 85,000 managed computers
- 5,000 printers
- 80,000+ accounts
- 450+ servers in two physical data centers and online
- 4,500+ interactive panels
- 900+ applications
- 350+ Terabytes of data

# National Institute of Standards and Technology (NIST) Cyber Security Framework

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- 1. Identify** – identify the organization's data and processes to understand risk
- 2. Protect** – define the defenses necessary to mitigate risk
- 3. Detect** – establish effective monitoring
- 4. Respond** – proper containment of malicious activity
- 5. Recover** – recover and reflect on damages to allow for improvement

## Zero Trust Framework

- No user should be trusted
- A user should only have access to the resources they need, when they need it
- Always verify access, all the time, for all resources
- Minimize impact if an external or insider breach does occur
- Gather information from all tools to understand behavior

# Network Security

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- Non-VBCPS devices may not physically connect to our network and when connecting via Wi-Fi, have no rights to network resources
- Devices at one VBCPS facility may not communicate with devices at another facility
- Perform weekly penetration testing and continuous monitoring
- Test network resilience and recovery through bi-annual disaster recovery tabletop exercises

# Access to Systems and Data

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- Password requirements
- Multi-factor Authentication for all staff and students
- Conditional Access rules
- Student Data Access Steering Committee approves student data access

# Security is Everyone's Responsibility

- Every role has specific and broad security responsibilities
- Move security from an obligatory, regulatory, tactical requirement to a more strategic *culture of security*
  - ✓ Shared belief that security plays a strong role in our collective success
  - ✓ Allows space for staff to correct and help each other be more secure
  - ✓ Creates an environment where people feel safe reporting incidents even if they caused it
  - ✓ Helps VBCPS provide the best service possible yet secure our environment

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# Questions



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

**Section:** Approval of Meeting Minutes **Date:** July 23, 2024

**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 set of minutes as presented:

- A. July 9-10, 2024 School Board Retreat / Abridged School Board Meeting

**Background Summary:**

N/A

**Source:**

Bylaw 1-40

**Budget Impact:**

N/A



# VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

## School Board Services

**Kimberly A. Melnyk, Chair**  
District 2

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District 1 - Centerville

**Carolyn D. Weems**  
District 9

**Donald E. Robertson, Ph.D., Superintendent**

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### ***School Board Retreat/Abridged Meeting MINUTES***

**Tuesday, July 9, and Wednesday, July 10, 2024**

Professional Development Center  
641 Carriage Hill Road  
Virginia Beach, VA 23452  
(757) 263-1000

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### **TUESDAY, JULY 9, 2024**

Chair Melnyk convened the School Board Retreat at 9:00 a.m. on the 9th of July 2024 and announced members of the public will be able to observe the School Board Retreat 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 Robertson, the following School Board Members were present at the Plaza Annex, Professional Development Center: Chair Melnyk, Vice Chair Franklin, Ms. Anderson, Ms. Brown, Mr. Callan, Ms. Kendrick, Ms. Owens, Ms. Riggs, and Ms. Weems. The following School Board Members were not in attendance: Mr. Culpepper, and Ms. Manning.

Superintendent Robertson reviewed the retreat presentation topics for day one of the retreat. Chair Melnyk thanked the administrative staff for all their hard work preparing for the retreat; mentioned the school visit sign-up sheet and asked for input from the School Board members regarding keeping the current list and then revisiting the list in January.

**School Calendar Development 2025-2026 and 2026-2027:** Matthew Delaney, Chief Schools Officer, provided the School Board information on the development of the school calendar, to include initiating the process for developing a school calendar, identifying the parameters for developing school calendar, determining a timeline for calendar approval; Policy 6-12, Policy 6-13, and Code of Virginia 22.1-302; guidance for calendar creation to include the number of instructional days, number of staff workdays, holiday the Wednesday before Thanksgiving, two-week winter break, maximum of six days for teacher in-service week, two staff days end of first quarter, two staff days end of first term, pre-labor day or post labor day, limiting adjusted dismissal days, Spring Break that matches surrounding divisions, and graduation dates. During the presentation, there were questions and comments regarding adjusted dismissal days for elementary and middle school during graduation week; SOL testing and learning during graduation week (elementary and middle school); flex day; number of instructional days and inclement weather; number of staff days compared to other school districts; length of time off for winter break; explore other locations for graduations; largest group at this year's graduation; comparison of other school district's calendars; hours versus days for calendar; the need for guidance regarding the minimum number of instructional days; input from staff; work week before start of school; time needed for in-service training; economic development and data regarding effect of starting before labor day; instructional hours versus instructional days; final exemptions; in-service days (training/professional development, setting up classroom, etc.); summer access to schools, maintenance projects, summer programs; flexibility for teachers; number of days off in November; sample of calendars for pre-Labor Day start and post Labor Day start.

The presentation continued with a consensus discussion on calendar creation items; review of calendar development/adoption timeline: September – survey to families and staff, October – calendar workgroup meeting, November – School Board meeting topic; the presentation continued with additional questions and comments regarding

School Board of the City of Virginia Beach  
Plaza Annex/Professional Development Center  
641 Carriage Hill Road  
Virginia Beach, VA 23452

Tuesday, July 9 and Wednesday, July 10, 2024  
School Board Retreat and Abridged Meeting  
Page 2 of 11

survey; calendar parameters; concerns for future calendars; number of training hours this year; other school district calendars; input and feedback from staff; training for teachers; and revisions to current calendar.

The School Board took a break from 10:23 a.m. to 10:32 p.m.

**Gifted Five-Year Plan:** Danielle Colucci, Chief Academic Officer, and Crystal Lewis-Wilkerson, Ed.D., Director of K-12 and Gifted Programs, provided the School Board information on the Gifted Five-Year Plan; Dr. Wilkerson reviewed the purpose of the presentation and provided an overview of VBCPS K-12 continuum of gifted services; shared population of gifted identified students data, General Intellectual Aptitude (GIA) – total: 11,223 (20.9% total population percentage), Visual/Performing Arts – total: 978 (1.8% total population percentage); shared breakdown of GIA students by grade level (elementary, middle, high school) and percentages; shared 2023-24 data of ethnicity of intellectually gifted students; current approximate costs of gifted services for VBCPS schools for FY24 (GRTs and program needs, not all inclusive): elementary school approximately \$6 million, middle school approximately \$1.3 million, high school approximately \$1.2 million; approximate costs of Old Donation School for FY24 home schools and OD were approximately \$20.3 million, staffing and program needs and approximately \$11.6 million and noted transportation not included; signature gifted program offerings in VBCPS: a school serving only gifted elementary and middle school-aged students, a GRT in every comprehensive home school, utilizing division-level testing assessment specialists to support schools in identification, staffs central office gifted administrators to support programming; reviewed and compared gifted and advanced academic models of VBCPs and other Virginia school divisions; reviewed approximate costs of one elementary gifted satellite/center program in Virginia Beach: approximately \$1.6 million (staffing, curriculum, instructional supplies, furniture, transportation, buses); reviewed some key factors in development of the 2025-2030 local plan; School Board input needed: delivery of services, screening and identification for gifted services, selection for ODS. Ms. Colucci continued the presentation and reviewed the School Board input activity; three small group rotations – delivery of services, screening and identification for gifted services, and selection for ODS; the School Board members rotated in small groups from 10:52 a.m. to 12:30 p.m.; after the small group sessions – reviewed next steps for local plan development: July 15 – meet with local plan subcommittees, August 27 – bring the proposed 2025-2030 Local Plan for the Education of the Gifted to the School Board for information, September 10 – return to the School Board for consent; there was a brief question regarding student enrollment of ODS by school and how many applicants by school.

The School Board recessed for lunch at 12:34 p.m. and reconvened at 1:40 p.m.

During the lunch break, Viorica Harrison, Director of Food Services, provided the School Board a Summer 2024 VB Scratch Update; cafeterias fund overview; shared a list of Community Eligibility Provision (CEP) Schools, curriculum connections through scratch cooking and gardens, information and photos of Pre-K Sandwich Building Workshop, school gardens, culinary clubs, Jr. Chef Mentor Program, and 2024 Jr. Chef Chopped Competition; reviewed scratch recipe development and tasting and SY 2024-2025 scratch menu items; overview of workforce development and retention; TCC credit opportunities; food truck update; equipment grants; and SY 2023-2024 awards.

**Accreditation and Accountability:** Tracy LaGatta, Director, Student Assessment, provided the School Board information regarding accreditation and accountability: presentation overview, reviewed the current accountability system in Virginia, the timeline of events related to changes to the state's system of accrediting and supporting schools, the decision the Virginia Board of Education (VBOE) has made, and pending decisions by the VBOE; current accountability system: Standard of Quality (SOQs), accreditation (state accountability), ESSA (federal accountability system), School Quality Profiles; summarized state and federal accountability components; criticisms of the current system: described as complex and opaque, concerns that combining growth and achievement could mask performance, each system has its own support system; shared a brief timeline of key events: October 2023 – Virginia Board moves forward on new school performance and support framework, November 2023-January 2024 – VDOE collects first round of stakeholder feedback, March 2024 – Virginia Board decides on a framework for new school performance and support, April 2024 – VDOE collects second round of stakeholder feedback; overview of new systems and decisions: Virginia's Accreditation System and Virginia's School Performance and Support Framework; school performance and support indicators under discussion: mastery, growth,

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readiness, graduation; Virginia Board of Education next steps: summer 2024 – Board reviews and approves revised ESSA state plan, August 2024-July 2025 – first year of data collection for new school performance and support framework, fall 2024 – schools and divisions receive preliminary view of what their school performance will look like under the new framework, fall of 2025-2026 School Year – implement full school performance and support framework and report results. The presentation continued with questions and comments regarding other school districts in the Commonwealth and the new forms; growth and readiness; performance test; number of unknowns; chronic absenteeism; public feedback; graduation rate, special education students, military students; performance indicators; accreditation; process and results; providing best possible education; and fall projections.

**Artificial Intelligence (AI):** David Din, Chief Information Officer, and Sharon Shewbridge, Ph.D., Director, Office of Instructional Technology, provided the School Board an update on Artificial Intelligence; reviewed latest research, shared Phase 1 outcomes, and explored instructional implications, Phase 2 – AI integration; recapped what is AI; Phase 1: explore and experiment – guiding principles, modifications to Policy 5-34.2, created resources for AI training and exploration; shared findings from Education Advisory Board (EAB); trends shaping the near future of AI in K-12 – GenAI models are getting better, GenAI apps are getting safer; demonstration of AI solving a real-world problem; mentioned EAB research (May 2024): 75% of companies plan to adopt AI-adapted technologies over the next five years, student AI use is growing, but most students are not using the tech to cheat, parents/guardians are most concerned with AI's impact on their kids' careers; Phase 2 – AI integration – integrate AI into instruction and back-office workflows; Compass to 2025 – Goal 6: Effective and Efficient Operations.

Dr. Shewbridge continued the presentation and provided details of how to integrate AI into the classroom environment; VBCPS Strategic Plan Focus Group findings – technology and mental health cited as two of the biggest concerns for participants; mentioned building division capacity; showed the Instructional Technology webpage; shared data from spring 2024 staff survey regarding using AI; year of exploration – number of AI tools being used: 75 AI resources explored, number of AI tools approved for use: 10 tools were evaluated and approved for adult use; shared examples of Diffit and School AI; shared example of prompt libraries; showed the ethical considerations webpage; overview of applications (Mathspace, Khanmigo) and shared examples of Milo and Khan Academy – Khanmigo; next steps: Phase 2 – implementation in controlled environments and use cases, guidelines – update guidelines to include language for high school students; and noted AI is ever-changing and evolving technology.

The presentation continued with questions and comments regarding checks and balances in place regarding AI; limited student access; teachers using tools; training teachers; knowledge on how to use AI; working and creating prompts; policies regarding AI; using AI for research; critical thinking skills and AI; stakeholder input; instructional resources; terms of service for products/applications; AI for higher level courses; going slowly to establish a strong foundation; learning concepts; having controls in place; Microsoft Copilot; high-quality education for the real world; performance based assessments; and need for safeguards.

**Closing Thoughts:** Chair Melnyk shared a recap of today's retreat presentation topics; Superintendent Robertson thanked the School Board for their participation and thoughtfulness during presentations; provided a summary of questions and concerns from the School Board regarding calendar, AI; and reviewed Day 2 retreat topics.

The retreat concluded at 3:52 p.m. The School Board recessed until the start of the Abridged School Board meeting.

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***Abridged School Board Meeting MINUTES***

**Tuesday, July 9, 2024**

**Plaza Annex - Professional Development Center**

641 Carriage Hill Road  
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(757) 263-1000

- 1. *Call to Order and Attendance:*** Chair Melnyk convened the abridged meeting of the School Board at the Plaza Annex, Professional Development Center, 641 Carriage Hill Road, Virginia Beach, Virginia 23452 at 4:30 p.m. on the 9th day of July 2024 and announced the purpose of the Abridged meeting is for the School Board to address limited matters that cannot be put off until the next regular School Board meeting. School Board retreats and abridged meetings are not regular meetings and follow the agenda set forth for the meeting or as otherwise adopted by the School Board at the retreat or abridged meeting; noted members of the public will 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; thanked those that have joined in person and online. In addition to Superintendent Robertson, the following School Board Members were present in the Professional Development Center: Chair Melnyk, Vice Chair Franklin, Ms. Anderson, Ms. Brown, Mr. Callan, Ms. Kendrick, Ms. Manning, Ms. Owens, Ms. Riggs, and Ms. Weems. School Board Member, Mr. Culpepper attended the meeting via Zoom.
- 2. *Moment of Silence followed by the Pledge of Allegiance***
- 3. *Adoption of the Abridged Meeting Agenda:*** Chair Melnyk called for any modifications to the abridged meeting agenda as presented. Hearing none, Chair Melnyk called for a motion to approve the abridged meeting agenda as presented. Vice Chair Franklin made the motion, seconded by Ms. Kendrick. Without discussion, Chair Melnyk called for a vote. The School Board Clerk announced there were eleven (11) ayes in favor of the motion to approve the abridged meeting agenda as presented. The motion passed unanimously, 11-0-0.
- 4. *Approval of Minutes***
  - A. *June 25, 2024, Regular School Board Meeting:*** Chair Melnyk called for any modifications to the June 25, 2024 regular School Board meeting minutes as presented. Hearing none, Chair Melnyk called for a motion to approve the June 25, 2024 minutes as presented. Ms. Anderson made the motion, seconded by Mr. Callan. Without discussion, Chair Melnyk called for a vote. The School Board Clerk announced there were eleven (11) ayes in favor of the motion to approve the June 25, 2024 minutes as presented. The motion passed unanimously, 11-0-0.
- 5. *Information:*** There were no items under information.
- 6. *Action***
  - A. *Personnel Report/Administrative Appointments:*** Chair Melnyk called for a motion to approve the July 9, 2024 personnel report and administrative appointments. Ms. Owens made the motion, seconded by Vice Chair Franklin that the School Board approve the appointments and the acceptance of the resignations, retirements, and other employment actions as listed on the July 9, 2024 personnel report along with the administrative appointments as recommended by the Superintendent. Without discussion, Chair Melnyk called for a vote. The School Board Clerk announced there were eleven (11) ayes in favor of the motion to approve the July 9, 2024 personnel report and administrative appointments. The motion passed unanimously, 11-0-0.  
Superintendent Robertson mentioned the following appointments: Carrie D. Kelley, Administrative Assistant, Glenwood and Kempsville elementary schools, as Assistant Principal for Thoroughgood Elementary School; Hannah J. Pritchard, Administrative Assistant, W.T. Cooke Elementary School, as Assistant Principal for Red Mill Elementary School; Lauren A. Salas, Administrative Assistant, College Park and Thalia elementary schools,

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as Assistant Principal for Landstown Elementary School; and Olivia F. Snyder, Administrative Assistant, Corporate Landing Elementary School, as Assistant Principal for Hermitage Elementary School.

- B. Revised Salary Resolution: Chair Melnyk called for a motion to approve the revised salary resolution FY2024-25 and the following attachments that were included in the agenda packet:
- Attachment A – Instructional Experience-Based Step Pay Scale (8/1/24 – 6/30/25)
  - Attachment B – Unified Experience-Based Step Pay Scale (8/1/24 – 6/20/25)

Ms. Brown made the motion, seconded by Ms. Kendrick. Chair Melnyk asked Vice Chair Franklin to read the resolution. Vice Chair Franklin read the following resolution:

### REVISED SALARY RESOLUTION FY 2024/25

**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's Operating Budget has been reconciled to meet the funding from the City Council; and

**WHEREAS**, all full-time equivalent employees in a benefitted position will receive a 2.0% increase, effective August 1, 2024; and

**WHEREAS**, the percent increase for the Instructional Experience-Based Step Pay Scale and Unified Experience-Based Step Pay Scale, as titled and shown in the attachments, are approved and will be effective as indicated below;

- Attachment A - Instructional Experience-Based Step Pay Scale (8/1/24 --- 6/30/25)
- Attachment B – Unified Experience-Based Step Pay Scale (8/1/24---6/30/25)

**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 9th day of July 2024.

Without discussion, Chair Melnyk called for a vote. The School Board Clerk announced there were eleven (11) eyes in favor of the motion to approve the revised salary resolution FY2024-25 and the following attachments which were included in the agenda packet:

- Attachment A – Instructional Experience-Based Step Pay Scale (8/1/24 – 6/30/25)
- Attachment B – Unified Experience-Based Step Pay Scale (8/1/24 – 6/20/25)

The motion passed unanimously, 11-0-0.

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- C. Adding an Additional Third Grade Classroom at Old Donation School: Chair Melnyk called for a motion to approve an additional third-grade classroom being added to Old Donation School based on the considerations and information shared at the June 25, 2024 School Board Meeting. Mr. Callan made the motion, seconded by Vice Chair Franklin. Chair Melnyk called for any discussion. Ms. Brown made the following motion, seconded by Ms. Manning:

#### **Substitute Motion Regarding addition of ODS Classroom**

- Eight (8) seats will be added to the 3<sup>rd</sup> grade at ODS for the 2024-2525 school year. These seats will be distributed equitably across the five existing third-grade classrooms.
- For the 2025-26 school year, an additional ODS fourth-grade classroom consisting of 26 student seats will be added. This additional classroom will continue as a fifth-grade classroom for the 2026-27 school year.
- This additional class will not continue after the 2026-27 school year.
- This process will be made an addendum to the current Local Plan for the Education of the Gifted and will remain in effect until the end of the 2026-27 school year.

#### **Process:**

##### **During the 2024-25 School Year:**

- Eight (8) additional ODS third-grade seats will be added for the 2024-25 school year and offered to applicants currently in the applicant pool. The Superintendent or designees will be responsible for assigning the additional seats to existing classrooms.
- Only rising third-grade applicants who have completed the ODS application process during the 2023-24 school year are eligible for the ODS third-grade seats that become available before the start of the 2024-25 school year. No additional applications or exceptions to the requirements for applying for the 2024-25 school year ODS third grade available seats will be made.
- Applicants will be selected to fill available ODS third-grade seats based on their rating scores from highest to lowest (555,554, etc.).
- If there are more applicants with the highest rating score (555, etc.) than there are available seats, a random draw will occur from similarly scored applicants.
- If there are less applicants with the highest rating score (555, etc.) than there are available seats, then the applicants with the highest rating score will be offered available seats first, and remaining available seats will be offered to applicants from the next tier (554, 544, etc.). If there are more applicants with the next highest tier score than there are available seats, then a random draw from that tier will occur to fill the available seats. The same process will be followed if it is necessary to fill available seats from lower tiers.
- Applicants not selected will remain in the applicant pool for consideration for seats that become available before the start of the 2024-25 school year.
- The applicant pool will be discontinued on August 26, 2024 and there will be no appeals for this process.
- Prior to the start of the next ODS application process during the 2024-25 school year, the School Division will communicate with the families of VBCPS third-grade students that ODS will have an additional fourth-grade classroom during the 2025-26 school year that will be filled by ODS student continuing to fourth grade and applicants for any available fourth-grade seats.
- Only applicants for the 2025-26 ODS fourth grade seats who complete the application process during the 2024-25 school year are eligible for the 2025-26 fourth-grade seats that are not filled by rising ODS fourth grade students.
- Applicants for available seats will be selected based on their rating score from highest to lowest score (555, 554, etc.) If there are more applicants with the highest rating score (555) than there are available seats, a random draw will occur.

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- If there are less applicants with the highest rating score (555) than there are available seats, applicants from the next tier (554, 544, etc.) will be selected.
- Applicants not selected will remain in the applicant pool for consideration for seats that become available before the start of the 2025-26 school year.
- The applicant pool will be discontinued on August 26, 2025 and there will be no appeals from this process.
- Prior to the start of the 2025-26 school year, the ODS science lab will be converted to a classroom for the ODS fourth grade.

**During the 2025-26 School Year:**

- During the 2025-26 school year, there will be six ODS fourth-grade classrooms.

**During the 2026-27 School Year:**

- During the 2026-27 school year, there will be six ODS fifth-grade classrooms.
- At the conclusion of the 2026-27 school year, the additional classroom will be discontinued.

A discussion followed regarding the substitute motion; understanding of why substitute motion was made; process and unintended consequences; application process; need for a vote to move forward; appreciate work creating substitute motion; work on the Five-Year Plan at the retreat; reapplying to ODS; public input on substitute motion; substitute motion developed based on public comments; amount of budget spent on ODS; funds to support GRTs in schools; emails and comments were read and considered; and staffing.

Without further discussion, Chair Melnyk called for a vote on Ms. Brown's substitute motion. The School Board Clerk announced there were five (5) ayes in favor of Ms. Brown's substitute motion: Ms. Brown, Mr. Culpepper, Ms. Kendrick, Ms. Manning and Ms. Weems. There were six (6) nays opposed to Ms. Brown's substitute motion: Chair Melnyk, Vice Chair Franklin, Ms. Anderson, Mr. Callan, Ms. Owens, and Ms. Riggs. The substitute motion by Ms. Brown did not pass, 5-6-0.

Chair Melnyk called for any discussion on the original motion. Without discussion, Chair Melnyk called for a vote to approve an additional third-grade classroom being added to Old Donation School based on the considerations and information shared at the June 25, 2024 School Board Meeting. The School Board Clerk announced there were ten (10) ayes in favor of the motion to approve an additional third-grade classroom being added to Old Donation School based on the considerations and information shared at the June 25, 2024 School Board Meeting: Chair Melnyk, Vice Chair Franklin, Ms. Anderson, Ms. Brown, Mr. Callan, Mr. Culpepper, Ms. Kendrick, Ms. Manning, Ms. Riggs, and Ms. Weems. There was one (1) nay opposed to the motion: Ms. Owens. The motion passed, 10-1-0.

**7. Conclusion of Abridged Meeting**

**8. Closed Session:** There was no Closed Session.

**9. Adjournment:** Chair Melnyk adjourned the abridged meeting at 5:12 p.m.



# VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

## School Board Services

**Kimberly A. Melnyk, Chair**  
District 2

**Jennifer S. Franklin, Vice Chair**  
District 2 - Kempsville

**Beverly M. Anderson**  
At-Large

**Kathleen J. Brown**  
District 10

**Michael R. Callan**  
District 6

**David Culpepper**  
District 8

**Shannon L. Kendrick**  
District 4  
*Interim*

**Victoria C. Manning**  
At-Large

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

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

**Carolyn D. Weems**  
District 9

**Donald E. Robertson, Ph.D., Superintendent**

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### **WEDNESDAY, JULY 10, 2024**

Chair Melnyk convened the School Board Retreat at 9:03 a.m. on the 10th of July 2024 and announced members of the public will be able to observe the School Board Retreat through live streaming on schoolboard.vbschools.com/meetings/live, broadcast on VBTV Channel 47, and on Zoom; welcomed members of the public both in person and online.

In addition to Superintendent Robertson, the following School Board Members were present at the Plaza Annex, Professional Development Center: Chair Melnyk, Vice Chair Franklin, Ms. Anderson, Mr. Callan, Ms. Kendrick, Ms. Owens, Ms. Riggs, and Ms. Weems. The following School Board Member attended via Zoom: Ms. Brown (joined at 9:06 a.m.) The following School Board Members were not in attendance: Mr. Culpepper, and Ms. Manning.

Superintendent Robertson reviewed next steps from discussions at yesterday’s retreat; school calendar development – school board members requested information, survey to staff, request to City for information, calendars from other divisions, provided information to the School Board at one time in early September; Gifted Five-Year Plan – information provided yesterday to be shared with the Gifted Citizens Advisory Committee (GCAC), information item on August 27 School Board Agenda regarding the local plan, feedback from School Board; Accreditation and Accountability – will continue to update the School Board; AI – contacted VASS and asked VBCPS to join discussion, a mid-year report to be discussed in January with School Board; ODS update – students selected and families to be notified by end of day, posted vacancy position for third-grade gifted resource teacher.

**Comprehensive New Construction Discussion:** Jack Freeman, Chief Operations Officer, provided the School Board information regarding new construction; recapped information shared at the June 10, 2024 School Board meeting; overview of Princess Anne High School Replacement Project items for further review; space reductions to explore, noted staff recommendations regarding size of regular classrooms, size of SPED resource rooms, size of wrestling room, auditorium seating capacity, balance high school enrollments; reviewed efficiencies post 30% design, project budget +/- \$288 million; the presentation continued with a discussion regarding Princess Anne High School Replacement Project; larger auditorium; number of auditorium seats in other schools; renting out other facilities for events; size reduction of SPED resource room; cost of additional seats in auditorium (approximately \$8 million); size of classrooms; wrestling room size compared to other schools; other venues for events; square footage of Princess Anne High School compared to Kellam High School.

Mr. Freeman continued the presentation; reviewed historical data regarding loss of buying power since 2009, key takeaway – cumulative buying power loss from FY09-10 to FY28-29: approximately \$900.2 million; historical and projected inflation rates; reviewed the adopted FY24-25 CIP funding summary – maintenance strategy; noted the shift to funding maintenance projects; reviewed CIP funding sources (charter bonds, public facility revenue bonds, PayGo,

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energy performance contracts funding, school special reserve funding balance/reversion); projected debt services requirements; reviewed Virginia School Division FY25-29 CIP comparisons; shared historical and projected student enrollment data, key takeaway – enrollment has declined since 97-98, projections indicate level to slightly increasing enrollments; reduction of temporary facilities, key takeaway – the number of portables removed equates to 7-8 elementary schools worth of students; shared map of historical student enrollments – pockets of growth in high school attendance zones; mentioned other capacity issues: Landstown High School, early childhood special education program centralized location, elementary schools; Mr. Kyle Laux, Senior Vice President, Davenport & Company, provided the School Board an overview of debt services; projected debt services requirements Williams ES/Bayside 6<sup>th</sup> Replacement – maximum estimated debt service is projected to reach about \$60 million in FY 2034, this is approximately \$10 million above the current debt service budget; projected debt services requirements Princess Anne High School Replacement - maximum estimated debt service is projected to reach about \$76 million in FY 2034, this is approximately \$26 million above the current debt service budget.

Mr. Freeman continued the presentation; reviewed CIP budgeting considerations for Williams ES/Bayside 6 replacement and Princess Anne High School replacement; overview of opportunities for capital funding (stop arm camera, school rentals, utility savings, planned reversion funds, one-time reversion funds, grants/other funding); noted seeking guidance from School Board regarding new construction priority at the August 13 School Board Meeting. The presentation continued with questions and comments regarding comparison to other school districts, cost per student; next guidance from School Board for which school to replace; Stop Arm Program; number of buses with Stop Arm cameras; underfunding of CIP budget, how to increase funding; revenue sharing formula; reversion funds; review of debt services; discussions happening on state level; opportunity for school board members to visit schools (Princess Anne High School and Williams ES/Bayside 6); email questions to Mr. Freeman; and School Board needs to decide which school is priority.

The School Board took a break from 10:48 a.m. to 11:00 p.m.

Note: At approximately 11:04 a.m., Ms. Brown disconnected from Zoom, and at 11:15 a.m., arrived at the Professional Development Center to join the Retreat in person.

**Cell Phones:** Matthew Delaney, Chief Schools Officer, provided the School Board information regarding cell phones; reviewed Regulation 3-65.1: Cellular Phones and Personal Devices-Use During Instructional Time Prohibited; reasons/factors: stakeholder feedback, impact on learning, *Compass to 2025* Goal 2: Student Well-Being, discipline data, safety; impact of cell phones – disruptive to the educational environment, not conducive to productive learning experience, relationship between use and mental health, source of disciplinary intervention, create school safety challenges; expectations – student responsibility, parent/guarding responsibility, teacher responsibility, administrative responsibility.

The presentation continued with questions and comments regarding cell phone use in classrooms; cell phone violations; Governor Youngkin's Executive Order Number Thirty-Three – *Establishing Cell Phone-Free Education to Promote the Health & Safety of Virginia's K-12 Students*; information to parents/guardians; collection of cell phones; impact of social media; challenges with enforcement; smart watches; discipline guidelines, responding to cell phone violations; mental health of students; cell phone issue will continue to evolve (like AI); parental involvement; problems with collection of phones; and working on a unified message to stakeholders regarding cell phones.

The School Board recessed for lunch at 11:53 a.m. and reconvened at 1:00 p.m.

Superintendent Robertson shared Virginia Beach City Public Schools will be hosting a Listening Session for feedback on Executive Order #33 at 4:30 p.m., location to be determined.

Note: School Board Member Ms. Weems returned to the retreat at 1:30 p.m.

**Compass to 2025/Compass to 2030 Update:** Lisa Banicky, Ph.D., Executive Director, Planning Innovation and Accountability, provided the School Board information on Compass to 2025/Compass to 2030 update; strategic

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framework update: revisiting priorities from 2023-2024, strategic action agenda for 2024-2025, *Compass to 2025* update; priorities from 2023-2024: educational equity, integrated systems of support, future ready students; brief overview of the strategic action agenda development process; strategic action agenda for 2024-2025 – key messages communicated to schools: stay the course, streamline, support; supporting staff professional growth and well-being – promote a positive and productive working environment for all staff by valuing professional growth, collaboration, and well-being; advancing education equity to improve student outcomes, essential professional learning – differentiated offerings to meet state requirements for cultural competency training; using integrated systems of support to meet student needs, essential professional learning – tiered behavioral supports: Beyond the Basics (All), Applied Suicide Intervention Skills Training (ASIST) for secondary counselors; creating future-ready students, essential professional learning – implementing the Virginia Literacy Act (VLA) and new standards, building thinking classrooms with a focus on implementing the 2023 Mathematics Standards of Learning; additional supports: division literacy plan implementation roadmap, ongoing professional learning and resource sharing, Summer Leadership Conference, DTAL Conference, Assistant Principal Conference.

*Compass to 2030* Update – overview of Ad Hoc Strategic Planning Committee meetings; review of Graduate Profile, shared summary of Graduate Profile recommendations; NOISE Analysis Model (Needs, Opportunities, Improvements, Strengths, Exceptions); summary of implications; summary of plus/delta; drafting goals and refining goals; proposed strategic framework goals – Goal 1: Challenge and Support Each Student to Excel and Be Future Ready, Goal 2: Enhance Student Well-Being, Resilience, and Responsibility, Goal 3: Value and Invest in Staff, Goal 4: Partner with Families and the Community to Support Students, Goal 5 – Advance Organizational Excellence; overview of proposed goal and equity emphases – themes; reviewed suggested strategies and suggested metrics – themes; shared timeline of finalizing the Framework; October 2024 – presented for information; exercise for the School Board Members – Warm/Cool Feedback.

The presentation continued with questions and comments regarding reading level; VLA; importance of Strategic Plan; All in Funding – portion to be used toward chronic absenteeism; students learn best when in school; student well-being and belonging; use terminology that is clear and understandable; graduate profile; engaging families; thank you for work being done; and time provided for School Board Members to complete feedback form.

**Budget Development and Priorities:** Crystal Pate, Chief Financial Officer, provided the School Board an overview of the budget development process; reviewed the proposed budget calendar for FY 2025-26; future budget items to consider: revisit the Revenue Sharing Formula, equalize the unified scale, continue to remain competitive with regards to compensation, explore strategies to lower the cost of health care, remain open to new revenue sources in support of the Capital Improvement Program (CIP), increase the budget for debt services; planning for next fiscal year – what are your priorities, how can we improve the budget process for the School Board.

The presentation continued with questions and comments regarding future budget items; health care fund; increase in health care; debt services; budget planning year round; Revenue Sharing Formula (RSF) and City Council; revisit components of RSF; reversion funds; need to equalize certain positions; priorities - compensation and health care; health care comparison to other school districts; need to protect health care; underfunding of CIP; unified scale; consolidated benefits; and discussions with City Council Members regarding RSF.

**Elementary Report Card Update:** Melanie Hamblin, Ed.D., Senior Executive Director of Elementary Schools, provided the School Board information regarding the 2024-2025 elementary report card; recapped items discussed at the March 26, 2024 School Board meeting (i.e., English and Math Standards of Learning, etc.); 2023 Mathematics SOL revisions fully implemented during the 2024-2025 school year; 2024-25 elementary report card – math: maintained the current structure, updated Standards of Learning (SOLs); shared example comparison of 2023-2024 and 2024-2025 mathematics report card; draft 2024 English Standards of Learning fully implemented during the 2024-2025 school year; 2024-25 report card – English Language Arts (ELA): adjusted structure, reduced number of gradebooks, streamlined format for consistency with other subjects; shared example comparison of 2023-2024 and 2024-2025 report cards; report card improvements and next steps: alignment, clarity, consistency, navigation.

The presentation continued with questions and comments regarding grading scale for elementary school versus middle school; technology; updating website, outline grading system; reading on grade level; feedback from parents on new

School Board of the City of Virginia Beach  
Plaza Annex/Professional Development Center  
641 Carriage Hill Road  
Virginia Beach, VA 23452

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School Board Retreat and Abridged Meeting  
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report card; student ownership of learning, understanding of concepts; parent/teacher conferences; access to report card (online, hard copy); teaching cursive; focus on writing; and like new report card format – easy to understand.

**Instructional Evaluation Instrument: Cultural Competency:** Ty Harris, Director of Diversity, Equity, and Inclusion, provided the School Board an overview of how Virginia Beach is meeting the state mandated expectations regarding cultural competency; reviewed evaluation standards; shared background information on the Guidance on Cultural Competency Training for Teachers and Other Licensed School Board Employees in Virginia Public Schools; overview of Teacher Evaluation Rubric – Standard 6: Culturally Responsive Teaching and Equitable Practices; Standard 6 Competencies; VDOE four domains to help compartmentalize implementation on cultural competency: Domain I: Self Reflection, Domain II: Pedagogy and Practice, Domain III: Learning Environments, Domain IV: Community Engagement; reviewed the professional learning options for cultural competency training: Introduction to Cultural Competency (1 point), Exploration of Cultural Competency (1.5 points), Application of Cultural Competency (10 points); shared training dates, formats, and due dates.

The presentation continued with questions and comments regarding training modules; comparisons of different professional learning options; how often need to complete training; points towards recertification; School Board Members receiving training; Equity Council; session formats (face-to-face, online); high-quality professional development; and choices to meet the state requirement.

**Retreat Summary:** Chair Melnyk thanked the School Board members for their input during the retreat; recapped presentation topics discussed today; mentioned the Listening Session on July 22; communication to families regarding cell phones; Superintendent Robertson mentioned a combined cell phone message to include School Board Members; new construction – email questions to Mr. Jack Freeman and copy entire School Board; work on opportunity for School Board Members to take Cultural Competency training; invitation for School Board Members to attend the Leadership Conference, July 17 and 18 at Landstown High School; setting up School Board visits to Princess Anne High School, Williams Elementary, and Bayside 6.

The retreat concluded at 3:31 p.m.

Respectfully submitted:

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

Approved:

\_\_\_\_\_  
Kimberly A. Melnyk, School Board Chair



Subject: Policy Review Committee Recommendations

Item Number: 12A 1-10

Section: Information

Date: July 23, 2024

Senior Staff: Cheryl R. Woodhouse, Chief of Staff

Prepared by: Jessica Owens, PRC Chair and Kamala Lannetti, School Board Attorney

Presenter(s): Kamala Lannetti, School Board Attorney

**Recommendation:**

That the School Board review Policy Review Committee (PRC) recommendations regarding review and amendment of certain bylaws and policies as reviewed by the PRC at its July 15, 2024 meeting.

**Background Summary:**

1. **Bylaw 1-15/ Vacancies** – the PRC recommends updating the Bylaw to align with recently passed legislation that requires public release of the resume and supporting documents of each applicant for a vacant School Board position.
2. **Bylaw 1-36/ Open Meetings and Closed Meetings** – the PRC recommends updating the Bylaw to align with recently passed legislation providing guidance on remote participation of a School Board Member for the care of a disabled family member and how that participation effects the quorum.
3. **Policy 4-2/ Employee Conduct** – the PRC recommends adding language to the Policy regarding employees avoiding actions that show favoritism towards students, adding corrective actions to assist in improving employees’ performance, and removing the Editor’s Note to align with other recent policy changes.
4. **Policy 4-69/ Research Involving Employees/Research Review Committee** – the PRC recommends updating the Legal Reference section.
5. **Policy 5-40/ Student-led Assemblies/Demonstrations** – the PRC recommends adding “take” to section C.3. in order to clarify the administrator’s actions.
6. **Policy 5-50/ Class Gifts/ Exchanges** – there are no recommended changes to this policy. This policy is being reviewed to comply with the 5-year review period.
7. **Policy 5-58/ Student and Staff Wellness** – the PRC recommends minor scrivener’s changes, removing the Editor’s Notes to align with other recent policy changes, and updating the Legal References.
8. **Policy 5-67/ Research Involving Students/ Research Review Committee** – the PRC recommends adding language to include surveys requesting medical information of students to the list of surveys that require parental notification, removing the Editor’s Notes to align with other recent policy changes, and updating the Legal References.
9. **Policy 5-73/ Voter Registration** – the PRC recommends adding language limiting who can provide voter registration programs for students to secondary social studies teachers approved by the Department of Teaching and Learning and the Voter Registration and Elections Office.
10. **Policy 6-20/ School Division Curriculum** – the PRC recommends amending the language in this policy to allow the School Board to approve any curriculum objectives in addition to the Virginia Standards of learning. The School Division does not currently have any learning objectives outside of the Virginia Standards of Learning but this change allows the School Board to maintain the authority to approve objectives should new learning goals be presented or necessary in the future.

**Source:**

Code of Virginia, 1950, as amended, § 22.1-253.12:7 School Board Policies.  
Policy Review Committee Meeting of July 15, 2024

## SCHOOL BOARD BYLAWS

### Vacancies

- A. Within fifteen (15) days of a vacancy caused by a School Board Member leaving office before the end of the term or a Member-elect who fails to take office, the School Board will petition the Circuit Court to issue a writ of election in accordance with applicable law.

Within forty-five (45) days of the vacancy, the School Board may appoint a qualified voter of the election district in which the vacancy occurred to fill the position until a School Board Member is elected to and qualifies for the office. The School Board will vote on whether to fill the vacancy and on the procedures to be followed for such appointment.

- B. At least seven (7) days prior to an appointment, the School Board shall hold one or more public hearings to receive views of the citizens within the school division on the appointment, and the School Board shall give public notice of the hearing by newspaper publication at least ten (10) days in advance of the hearing. No person whose name is not considered at a public hearing shall be appointed. All applicants' names shall be considered at the public hearing by the School Board Members once they are read for the record during the actual hearing by the Chair or the Clerk of the School Board. Each applicant's resume and other materials required by the School Board for consideration as part of the application process will be made available for inspection by the public at least seven days before the hearing.
- C. Any sitting School Board Member may request to be appointed to a vacancy by providing written notice to the School Board and the Clerk of the School Board. If the School Board determines that such an appointment will be considered, the School Board may then develop appointment procedures to fill both the current vacancy and any resulting vacancy should the School Board Member be appointed to the vacancy. Procedures developed to fill the vacancy will be consistent with applicable law regarding elections and appointment and the Virginia State and Local Government Conflict of Interests Act.

If a majority of the seats on the School Board are vacant, the remaining School Board Members shall not make interim appointments and the vacancies shall be filled as provided for in Virginia Code §24.2-227, as amended.

### Legal Reference

Charter of the City of Virginia Beach § 16.05, as amended. Filling vacancies on school board.

Virginia State and Local Government Conflict of Interests Act, Code of Virginia, §2.2-3100, *et seq.*, as amended.

Code of Virginia § 22.1-57.3, as amended. Election of School Board Members; election of tie breaker.

Code of Virginia § 22.1-29.1, as amended. Public hearing before appointment of school board members.

Code of Virginia § 24.2-226, as amended. Election to fill vacancy.

Code of Virginia § 24.2-228, as amended. Interim appointment to local government body or elected school board; elected mayor.

Code of Virginia §24.2-682, as amended. Times for special election.

Adopted by School Board: July 21, 1992

Amended by School Board: July 18, 1995

Amended by School Board: August 17, 1999

Amended by School Board: February 20, 2001

Amended by School Board: December 2, 2008

Amended by School Board: June 8, 2010

Amended by School Board: August 2, 2016

Amended by School Board: November 9, 2022

Amended by School Board: 2024

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## SCHOOL BOARD BYLAWS

### Open Meetings and Closed Meetings

#### **A. Open Meetings**

Meetings of the School Board shall be open to the public except those meetings when the School Board adjourns to a closed meeting as allowed by the Virginia Freedom of Information Act. When health, safety or emergency conditions exist that are not conducive to accommodating in person observation of School Board meetings, the Chair and the Superintendent or designees are authorized determine other means by which the public may observe the meeting.

#### **B. Closed Meetings**

##### 1. Authority/Attendees

The Code of Virginia permits closed meetings to discuss specific topics in private. Closed meetings must be convened by affirmative vote in open session of the majority of the School Board Members in attendance at the meeting. No vote may be taken in Closed Meetings. School Board Members may poll each other regarding the intent of the School Board to act but no action that requires a vote of the School Board may take place in closed session unless otherwise authorized by law. In open session immediately following any closed meeting, the School Board Members must certify by an affirmative vote that no matter was discussed in closed meeting that was not encompassed in the topics authorized in the motion to convene in closed meeting. Any School Board Member who believes that there was a departure from the requirements for closed session set forth in Virginia Code § 2.2-3712, as amended, shall so state prior to the vote, indicating the substance of the departure that, in the School Board Member's judgment, has taken place. The statement shall be recorded in the minutes of the School Board.

Closed meetings are attended by School Board Members. The School Board may invite persons to attend closed meetings to provide necessary information.

##### 2. Minutes

The School Board Clerk or designee shall attend closed meetings (unless expressly excused) for the purpose of taking brief minutes. These minutes which shall be part of the School Board's official minutes shall include:

- a. Date, time and place of meeting.
- b. Record of all persons in attendance.
- c. Motion for Closed Meetings.
- d. Certification of Closed Meetings; and
- e. Any action taken.

Closed meetings shall not be recorded with the exception of student discipline hearings, employee discipline or license revocation hearings or other matters authorized by law.

3. Confidentiality of Closed Meeting items

School Board Members who access or discuss information or materials in preparation for or during closed meetings will maintain all such information in a confidential manner. School Board Members will not record or copy such confidential information. Unauthorized persons may not be provided access to confidential information. Personal notes taken while preparing for or attending closed meeting should be destroyed as soon as the closed session matters are concluded or should be turned over to the School Board Clerk or School Board Legal Counsel to maintain in a confidential manner and in accordance with applicable record keeping requirements. Failure to protect the confidentiality of closed session material or information may constitute sufficient reason to restrict that School Board Member from participating in future closed sessions or serving on School Board Committees that handle confidential items.

**C. Electronic communication meetings during declared states of emergency**

The School Board may meet by electronic communication means without a quorum of the School Board physically assembled at one location when the Governor or the City of Virginia Beach has declared a state of emergency and the following conditions are met:

1. the catastrophic nature of the declared state of emergency makes it impracticable or unsafe to assemble a quorum in a single location,
2. the purpose of the meeting is to address the continuity of operations of the School Board and School Division or the discharge of the School Board's lawful purposes, duties, and responsibilities,
3. under other conditions allowed by the Governor or the Virginia General Assembly and adopted by the School Board,
4. The School Board must give public notice using the best available method given the nature of the emergency, which notice shall be given contemporaneously with the notice provided to School Board Members,
5. Agenda packets and all nonexempt materials should be available electronically or at all locations where public access will be provided and at the same time as the meeting,
6. Arrangements must be made for the public to access the meeting through electronic means. When the School Board determines, or the Chair or designee determine (when there is insufficient time for the School Board to act) that in person observation is unreasonable or unsafe under the circumstances, the Superintendent or designee will arrange for electronic or, telephonic access for the public if reasonably possible or the meeting will be recorded and made available to review when such means are not available. Provide the public with the opportunity to comment at those meetings when public comment is customarily received.

7. The meeting minutes must state the nature of the emergency, the fact that the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held.
8. Votes taken during any such meeting shall be recorded by the name in the roll-call fashion and included in the minutes.
9. School Board Committees may follow the same procedures for electronic meetings.
10. The Clerk of the School Board or designee will make a written report of such meeting as required by the Virginia Freedom of Information Act.

#### **D. Remote location participation in meetings**

School Board Members may participate in School Board Meetings or School Board Committee Meetings through electronic communication means from a remote location that is not open to the public under conditions set forth in this Bylaw.

1. Temporary or permanent disability or other medical condition that prevents physical attendance

- a. On or before the day of a meeting, a School Board Member must notify the School Board Chair for School Board Meetings or the School Board Committee Chair for Committee Meetings that the School Board Member is unable to attend the meeting due to: i) a temporary or permanent disability or other medical condition that prevents the School Board Member's physical attendance; or ii) a medical condition of a member of the School Board Member's family requires the School Board Member to provide care that prevents the School Board Member's physical attendance.

1) A member of a School Board's family will follow the definition of a family member set forth in Regulation 4-55.1, as amended, or the Family Medical Leave Act, as amended.

2) Caregiver means an adult who provides care for a person with a disability as defined in Code of Virginia § 51.5-40.1, as amended. A caregiver shall be either related by blood, marriage, or adoption to or be the legally appointed guardian of the person with a disability for whom the caregiver is caring.

- b. The Chair or designee will note during the meeting that the School Board Member is remotely participating due to a temporary or permanent disability or other medical condition that prevents the School Board Member's physical attendance. The general location from which the School Board Member participates will be included in the meeting minutes, but the exact nature of the disability or medical condition does not need to be announced publicly or be included in the meeting minutes. For the purposes of determining whether a quorum is physically assembled, an individual member of the School Board, who is a person with a disability as defined in Code of Virginia § 51.5-40.1, as

amended, and uses remote participation counts toward the quorum as if the School Board Member is physically present.

- c. A School Board Member's ability to remotely participate due to a temporary or permanent disability or other medical condition of the School Board Member or a family member will not be limited in number as long as such remote participation: i) does not create an unreasonable hardship for the School Board or the Committee to administer; ii) does not unreasonably interfere with the School Board's or the Committee's ability to conduct its business; and/or iii) the School Board Member can clearly be heard and/or seen through the method of remote participation throughout each meeting. Before limiting continued remote participation pursuant to this subsection, the School Board or the Committee members must vote to discontinue the remote participation.
2. Personal matter prevents physical attendance
    - a. On or before the day of a meeting, a School Board Member must notify the School Board Chair for School Board Meetings or the School Board Committee Chair for Committee meetings that the School Board Member is unable to attend the meeting due to a personal matter and must identify with specificity the nature of the personal matter.
    - b. The Chair will note during the meeting the specific nature of the personal matter and the remote location from which the School Board Member is participating.
    - c. During a calendar year (January 1 – December 31), a School Board Member will be limited to remote participation for personal reasons to three meetings for School Board Meetings and three meetings each for every School Board Committee that the School Board Member is assigned to serve on.
    - d. Once a School Board Member has participated remotely three times that calendar year under this subsection, the Chair or designee will inform a School Board Member that no further remote participation will be allowed during the calendar year for personal reasons.
    - e. Committee Members should be consulted prior to rescheduling a meeting so that Committee Members have the opportunity to participate and do not have to use limited remote participation opportunities.
  3. A School Board Member's remote location participation shall be counted separately for School Board Meetings and each School Board Committee meeting when considering limitations on use of remote location participation.
  4. In any meeting at which one or more School Board Members participates from a remote location: 1) a quorum of the School Board or the School Board Committee must physically assemble at the primary or central meeting location; and 2) the Chair or designee must make arrangements for the voice of the remote participant(s) to be heard by all persons at the primary or central meeting location. No more than two School

Board Members can be in the same remote location during a meeting unless that remote location is open to the public to physically access it.

5. The Chair or designee will determine the appropriate method, if reasonably available, for the School Board Member to remotely participate in a meeting.
6. School Board Members may not participate from a remote location in any closed session meeting.
7. Conditions regarding remote location participation may be suspended or modified in accordance with applicable School Board action or resolution, Governor's action, or Virginia General Assembly action.
8. The electronic communications mean used for a meeting will allow the public to hear all members of the public body participating in all virtual public meetings. A phone number or other live contact information is provided to alert the public if the audio or video transmission of the meeting fails, such contact number is monitored during the meeting, and the School Board or School Board Committee takes a recess until public access is restored if transmission fails for the public.

### **Legal Reference**

Code of Virginia § 2.2-3700, *et seq.*, as amended. Virginia Freedom of Information Act.

Code of Virginia § 2.2-3708.2, as amended. Meetings held through electronic communications means during declared states of emergency.

Code of Virginia § 2.2-3708.3, as amended. Meetings held through electronic communications means; situations other than states of emergency.

Code of Virginia § 2.2-3712, as amended. Closed meeting procedures; certification of proceedings.

### **Related Links**

School Board [Bylaw 1-28](#)

School Board Regulation 4-55.1

Adopted by School Board: July 21, 1992

Amended by School Board: September 5, 1995

Amended by School Board: August 17, 1999

Amended by School Board: February 20, 2001

Amended by School Board: May 14, 2002

Amended by School Board: December 2, 2008

Amended by School Board: September 1, 2015

Amended by School Board: August 2, 2016

Amended by School Board: August 25, 2020

Amended by School Board: January 12, 2021

Amended by School Board: February 23, 2021

Amended by School Board: September 28, 2021  
Amended by School Board: December 13, 2022  
Amended by School Board: November 29, 2023

Amended by School Board: 2024

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Kamala H. Lencioni

## PERSONNEL

### Employee Conduct

The School Board is committed to establishing a workforce dedicated to the education of the City's youth and creating an environment conducive to productivity for the benefit of both staff and students. Inappropriate conduct both in and outside of the workplace can interfere with instruction and operations, can discredit the organization, can be offensive to others, and is nonproductive. It is the policy of the School Board to recruit and employ highly professional employees who demonstrate the highest ethical behavior on the job and outside the workplace.

#### **A. Standards of Employee Conduct**

The Superintendent will promulgate core values and standards of conduct to guide employees in meeting the School Board's expectations and will establish and promulgate to all employees disciplinary procedures and regulations necessary to implement the School Board policy. Therefore, all employees are to:

1. Serve as role models for the students in the School Division. All employees must recognize that as a condition of their employment, they must model legal, ~~moral~~moral, and professional behaviors, both inside and outside the workplace;
2. Demonstrate respect toward coworkers, supervisors, subordinates, students, parents, and the public;
3. Comply with all School Board policies, School Division regulations, and state and federal laws and regulations;
4. Demonstrate the necessary skills, maturity, ability in dealing with others, and understanding of their job functions;
5. Be committed to the achievement of VBCPS Strategic Plan goals and objectives;
6. Comply with the School Division's requirement that an alcohol, tobacco, ecigarette, vaping, weapons, and drug free work environment be maintained;
7. Report to work as scheduled and seek approval from their administrator in advance for any changes to the established work schedule, including the use of leave and late or early arrivals and departures;

8. Perform assigned duties and responsibilities in a manner that invokes the highest degree of public trust and devote full effort to job responsibilities during work hours;
9. Use School Board resources, including School Division funds, time, property, and technology for authorized purposes only;
10. Maintain the qualifications, certification, licensure, and/or training requirements identified for their positions;
11. Work in a collegial and collaborative manner with peers, school personnel or agents, and the community to promote and support student learning;
12. Exhibit respect for all manner of diversity among students, staff, and the community, and adhere to all School Board policies and regulations prohibiting discrimination or harassment on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, pregnancy, childbirth or related conditions, age, marital status, veteran status, disability, genetic information, or any other basis prohibited by law;
13. Dress in a professional manner that is neat, clean, appropriate, and safe in the work-place, at school-sponsored activities, and when representing the School Division;
14. Maintain all confidential information consistent with School Board policies, regulations, as well as state and federal laws, regulations, and guidance;
15. Comply with the Virginia State and Local Government Conflict of Interests Act;
16. Use leave and related employee benefits in the manner for which they were intended and consistent with law, policy, and regulation;
17. Resolve work-related issues and disputes in a professional manner and through established processes;
18. Meet or exceed established job performance expectations;
19. Report circumstances or concerns that may affect satisfactory work performance to administration, including any inappropriate activities of other employees; and
20. Obtain approval from the appropriate administrator prior to working overtime, if non-exempt from the Fair Labor Standards Act (FLSA).

Note, the preceding list is not intended to be all-inclusive; rather, it is to illustrate the minimum expectations for acceptable conduct and performance.

## **B. Employee-Student Relations**

1. At no time shall an employee's conduct or relationship with a student impede or negatively affect the student's education or participation in educational programs or services.

1.2. Employees are to avoid any actions that may be perceived to show favoritism towards any one student or group of students. Individualized gifts or special privileges are not appropriate unless approved by school administration.

2.3. Employees must recognize and establish appropriate boundaries between themselves and students, and must not engage in any behaviors or interactions with students, in person or through any communication media, which is or could be perceived as inappropriate, intimate, unduly familiar, grooming, sexual, or harassing in nature. Accordingly, the following standards apply to all interactions between employees and students:

- a. Employees may use electronic communications with students for legitimate purposes connected to school programs or services, including participation in athletics and extracurricular activities. Any employee initiated communications must be directly related to a school program or activity;
- b. Employees ~~should are to~~ communicate with students only for official purposes and ~~refrain not engage in from~~ communication of a personal nature. Employees should not provide students with access or invitations to their own personal social media sites; nor should employees access the personal social media sites of students;
- c. Employees shall not cause any student to miss instructional time or school sponsored activities for non-educational purposes;
- d. Employees shall not assist or encourage a student's use of controlled substance or unauthorized substance, including but not limited to, tobacco, electronic cigarettes, vaping products, alcohol, and drugs, and should not attend any function where students are in possession of, or are using such substances;
- e. In their official capacity as School Division employees, ~~e~~Employees shall not purposefully meet with minor students outside school or school activities, without the knowledge and consent of the minor student's parent/guardian ~~and school administration~~;

- f. Employees shall not solicit, discuss, propose, participate in nor arrange any inappropriate friendship or intimate, romantic, or sexual relationship with a student while the student is a current VBCPS student, even if the proposed relationship does not occur or would not occur until after the student is an adult and graduates or leaves VBCPS;
- g. Employees who have reason to believe, or are advised by other staff or supervisors, that their interactions with a student(s) may be viewed as inappropriate, unduly familiar, intimate, grooming, or sexual in nature, shall take all reasonable measures to immediately correct the behavior, including termination of any electronic or other non-school related communications. Actions taken to address such concerns will not preclude the employee from being disciplined for such behavior; and
- h. Any employee who has reason to know of a possible violation of these standards by another employee shall report the behavior to his or her principal or department head or to the Office of Employee Relations.

**C. Corrective and Disciplinary action**

The purpose of this Policy is to set forth guidelines for expected conduct and to assist employees in understanding their responsibilities and roles as School Board employees. Failure to comply with expected conduct, conditions of employment, and job responsibilities may result in guidance-corrective actions and discipline, up to and including dismissal and recommendation of license revocation (where applicable), and referral to appropriate authorities.

- 1. Corrective and formal dDisciplinary actions shall be consistently and fairly applied and shall be taken only for good reason.;
- 2. The severity of the disciplinary-actions shall be determined by the severity of the misconduct.;
- 3. When appropriateIn general, actions shall be progressive in nature, with verbal counseling will first be-used to correct employee conduct. Such actions are not grievable;Such actions are not grievable.
- 4. In general, formal disciplinary actions shall be progressive in nature, ranging from a written reprimand to a recommendations for dismissal when corrective behavior fails to occur.Formal disciplinary action, including a recommendation for dismissal, is warranted when behavior fails to be corrected.

5. Progressive discipline is not always appropriate, and administrators may recommend a more or less stringent action based on the severity of the violation, including dismissal and other appropriate action, for the first offense.

#### **D. Conduct Outside of the Workplace**

The School Board recognizes that employees retain the right to keep their personal lives separate from their positions as School Board employees. Yet, due to the unique position that School Board employees serve in the community as role models, leaders, and caretakers for the School Division's students, certain conduct is inconsistent with employment with the School Board.

Applicants who have convictions for felonies, offenses involving sexual molestation, physical or sexual abuse or rape of a child, convictions for crimes of moral turpitude<sup>1</sup>, or founded cases of child abuse or neglect will not be eligible for employment by the School Board. Current employees who are convicted of any of the above noted crimes or have founded cases of child abuse or neglect shall be recommended for ~~termination~~dismissal, and may be terminated from employment by the School Board.<sup>2</sup>

Other conduct that jeopardizes the School Board's or the community's trust in the employee's ability to perform ~~his~~their duties may be the basis for disciplinary action up to and including dismissal. Examples of such conduct include, but are not limited to: drug or alcohol abuse that becomes open and notorious; plea bargains to lesser crimes after being charged with crimes that would disqualify an employee from employment; misuse of School Board property; intentional conflicts of interests; interference of personal matters with performance of duties; and inappropriate social networking activities on ~~the~~internet sites or other public mediums. In such cases the School Board reserves the right to take disciplinary action that promotes the integrity and safety of the staff and students.

#### **E. Employee Handbook**

All employees have access to the Employee Handbook that summarizes the School Board policies and School Division regulations applicable to all employees. Updates to the Employee Handbook will be made available via the School Division's Intranet site. The Employee Handbook shall also be provided to new hires at the time of onboarding.

The purpose of the Employee Handbook and updates is to inform employees about the terms and conditions of their employment. Neither the Employee Handbook nor the updates constitutes a contract or is otherwise binding on the School Board or School Division.

#### **F. School Board Bylaws, Policies and School Division Regulations**

The School Board's bylaws, policies and School Division regulations are available to employees in the following locations: The School Division Intranet at [www.vbcps.com](http://www.vbcps.com) and School Division Internet website at [www.vbschools.com](http://www.vbschools.com). Copies of individual School

Board bylaws, policies and School Division regulations may be requested by contacting the Superintendent's Office.

**Editor's Note**

~~See School Board Policy 5-45 Use of Drugs, Alcohol and Tobacco Products.~~

~~See School Board Regulation 5-45.1 Possession/Use/Sale of Alcohol, Drugs or Drug Paraphernalia.~~

~~See School Division Website at [www.vbschools.com](http://www.vbschools.com).~~

**Legal Reference**

Code of Virginia § 2.2-3100, et seq., as amended. Virginia State and Local Government Conflict of Interests Act.

Code of Virginia § 22.1-295, as amended. Employment of Teachers.

Code of Virginia § 22.1-296.1, as amended. Data on convictions for certain crimes and child abuse and neglect required; penalty.

Code of Virginia §22.1-296.4, as amended. Child abuse and neglect data required.

Code of Virginia §22.1-307, as amended. Dismissal of teacher; grounds.

Code of Virginia §22.1-315, as amended. Grounds and procedure for suspension.

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

Fair Labor Standards Act of 1938 29 U.S.C. §208, *et seq.* as amended.

**Related Links**

School Board ~~Policy 5-45~~[Policy 5-454-5](#)

[School Board Policy 4-10](#)

[School Board Policy 4-56](#)

[School Board Regulation 4-3.1](#)

[School Board Regulation 4-3.2](#)

School Board ~~Regulation 5-45.1~~[Regulation 5-45.1 4-6.1](#)

[School Board Regulation 4-10.2](#)

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

Amended by School Board: October 21, 2003

Amended by School Board: August 16, 2005

Amended by School Board: December 7, 2010

Scrivener's Amendments: October 6, 2014

Amended by School Board: October 18, 2016

Amended by School Board: March 26, 2019

Amended by School Board:

<sup>1</sup>Moral turpitude is defined as, but not necessarily limited to, lying, cheating, stealing, giving false statements, petit larceny, and contributing to the delinquency of a minor.

<sup>2</sup>Teachers may further be subject to dismissal or probation for incompetency, immorality, ~~non~~  
~~compliance~~noncompliance with school laws and regulations, disability as shown by competent medical evidence when in compliance with federal law, conviction of a felony or a crime of moral turpitude or other good and just cause. (Code of Virginia § 22.1-307, as amended. Dismissal; grounds.)

*Cheryl R. Audhronse*

2/27/2024

APPROVED AS TO  
LEGAL SUFFICIENCY

*Kamala H. Lennetti*

## PERSONNEL

### Research Involving Employees/Research Review Committee

#### A. Generally

The Superintendent or designee will act upon all proposals for research projects involving School Division employees as described in School Board Regulation 4-69.1 only after consideration of the following:

1. The Research Review Committee's recommendation;
2. The nature and purpose of the activities as described in the research plan;
3. The anticipated benefit to the research subjects and/or the School Division's educational program.

Action research studies and other data-collection activities conducted by Virginia Beach City Public Schools employees for internal purposes only do not require review by the Research Review Committee but must meet the criteria as outlined in School Board Regulation 4-69.1 Section C. Research related to personal reasons or in pursuit of personal educational course work does not constitute "internal purposes." In addition, survey research and other primary data collection activities conducted by students for internal purposes as part of a research project for their VBCPS coursework (e.g., Advanced Placement Capstone course) do not require review by the Research Review Committee but must meet the criteria as outlined in School Board Regulation 4-69.1 Section D.

#### B. Administrative Criteria

Research involving employees may be approved by the Superintendent or designee provided that:

1. The research proposed complies with School Board policies, regulations and research guidelines, federal law and regulation and state law and regulation;
2. The local Human Research Review Committee appointed in accordance with Code of Virginia § 32.1-162.19, *et seq.*, as amended (designated as the Research Review Committee) has recommended that the research proposal be approved in accordance with applicable law;

3. The research plan sets forth explicit objectives and a sound design for collecting and analyzing information designed to reach these objectives;
4. The research holds out the prospect of benefiting the individual subjects and/or the School Division's educational program;
5. There will be no significant departure from normal school/central office routine or use of instructional time on the part of employees;
6. The proposed research includes adequate provisions to protect the privacy of employees and to maintain confidentiality of data. Contact information of School Division employees will not be released for research purposes.

**Legal reference:**

Protection of Pupil Rights Amendment (PPRA) 20 U.S.C. § 1232, as amended.

~~Every Child Succeeds Act of 2010, 20 U.S.C § 6301, et seq., as amended.~~

Code of Virginia, § 32.1-162.16 et seq., as amended. Human Research, as amended.

Code of Virginia, § 22.1-16.1, as amended. Board to establish regulation regarding human research, as amended.

**Related Links**

School Board [Regulation 4-69.1](#)

Adopted by School Board: June 2, 2009

Amended by School Board: October 18, 2016

Amended by School Board: July 9, 2019

[Amended by School Board: 2024](#)



2/27/2024

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## STUDENTS

### Student-led Assemblies/Demonstrations

#### A. Generally

Along with guaranteeing citizens the right to freedom of speech, the First Amendment to the Constitution of the United States also guarantees the right to assemble peacefully, subject only to restrictions where the exercise of this right would substantially interfere with the rights and freedoms of other citizens. Time should be made available for orderly and peaceful student assemblies. The terms "orderly and peaceful" refer exclusively to mean that topics of a controversial nature should not be dealt with and argued during such assemblies.

#### B. Definition

1. Sometime both within and without regular school hours shall be made available for student assemblies to deal with relevant ideas and topics.
2. In the secondary schools attendance at school-sponsored assemblies during school hours may be optional. The principal will decide if attendance is required. The decision will be based on criteria that the student body will benefit from the presentation or the necessity of imparting information to all students.

#### C. Spontaneous Assemblies

1. A spontaneous assembly of students on school property will be acceptable unless said assembly disrupts the education of others and the safety and physical wellbeing of students, staff, and/or unless said assembly prevents the school board from carrying out its statutory obligations. In accordance with School Board policy any student assembly must have a staff member in attendance for general supervision.
2. A student attending a peaceful, spontaneous assembly - at a time when he/she has an obligation to be in class will suffer the school punishment or discipline that would come from missing a class. That discipline will be determined by the appropriate administrator.
3. If the assembly is disruptive and/or laws are being broken, the administrator shall take appropriate action. Then, if it is necessary, he/she shall notify the proper authorities.
4. Each building principal shall have written plan and dispersal statement for dealing with non-peaceful assemblies of students.

Adopted by School Board: June 16, 1981

Amended by School Board: August 21, 1990

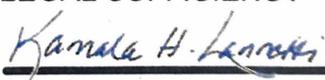
Amended by School Board: July 16, 1991

Amended by School Board: June 15, 1993 (Effective August 14, 1993)

Amended by School Board: February 12, 2019

Amended by School Board: 2024

APPROVED AS TO  
LEGAL SUFFICIENCY

  
Kamala H. Lencioni

## STUDENTS

### Class Gifts/Exchanging Gifts

#### A. Class Gifts

The School Board approves school sponsored organizations making gifts to the school or schools if the gift is in good taste and adds materially to the educational program. The Superintendent or designee may reject a class gift. Any gifts accepted will be done with the understanding that the gift becomes the property of the School Board and will be under the control of the Superintendent or designee. The principal of the school should be advised of the gifts under consideration so that appropriateness may be determined.

#### B. Funds for Gifts

Funds of a school sponsored student organization may be used to purchase a gift for the school, for scholarships, for contributions to or for the establishment of loan funds for students continuing their education after graduation or for other gifts to organizations approved by the principal or designee. No student funds shall be used to purchase gifts for an individual other than nominal gifts (under \$30) of recognition or sympathy.

#### C. Exchanging Gifts

The exchange of gifts between individual students and teachers or other school personnel is discouraged. Discretion on the part of school personnel must be used to avoid embarrassment of the student. School personnel will be responsible for complying with applicable law, policy and regulation concerning accepting gifts. The School Board does encourage students and families to show their appreciation for the efforts of school personnel through the use of letters, cards and conferences.

### Legal reference

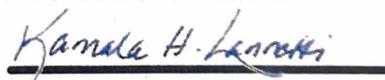
Code of Virginia §2.2-3100, et seq., as amended. Virginia State and Local Government Conflict of Interests Act.

Adopted by School Board: June 15, 1993 (Effective August 14, 1993)

Amended by School Board: March 26, 2019

Amended by School Board: 2024

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LEGAL SUFFICIENCY

  
Kamala H. Lantieri

## STUDENTS

### Student and Staff Wellness

Virginia Beach City Public Schools, in partnership with families, community organizations, and other local agencies, play an important role in promoting student wellness. The School Board supports a school environment that encourages and fosters nutritious eating habits and physical activity, both linked to academic success and lifelong good health. Schools are encouraged to work collaboratively with families and the community to improve the quality of health for students and staff.

The Superintendent will, through regulation, guidance or procedure, ensure that the School Division meets applicable federal wellness policy requirements and will include the following components:

1. Measurable goals for nutrition education, physical activity, and other school-based activities to promote student wellness;
2. Elementary students will be provided daily recess of 40 minutes for kindergarten and 30 minutes for grades 1-5 which may not be withheld as a disciplinary measure. The Superintendent or designee will develop regulations and guidelines to ensure consistent implementation;
3. Nutrition standards for all foods and beverages available during the school day, with the objective of promoting student health and reducing childhood obesity;
4. Assurance that local guidelines established shall not be less restrictive than USDA regulations and guidance, or existing Virginia regulations and guidance, as they apply to the school nutrition programs;
5. A plan for measuring implementation of the local plan; ~~and,~~
6. Ensure the involvement of parents, students, school health professionals, school nutrition program directors and/or managers, the School Board, school administrators, and the general public in development, implementation, and periodic review of this program; ~~and,~~  
and,
7. Designate the School Health Advisory Board as the School Division's Wellness Committee and ensure that the Board meets at least four (4) times per year to establish goals and procedures for and oversee school health and safety policies and programs. Direct oversight of this committee will be the responsibility of the Department of School Leadership (hereinafter "DOSL"). DOSL will retain appropriate documentation of wellness policy compliance which shall include: the policy; documents demonstrating compliance with community involvement requirements, including requirements to make the policy and triennial assessments available to the public; and documentation of the triennial assessment of the policy.

**Editor's Note**

*See also School Board Policy 7-21  
See also School Board Regulation 7-21.6*

**Legal Reference**

The Richard B. Russell National School Lunch Act, 42 U.S.C. § 1758 B, as amended by the Healthy Hunger Free Kids Act of 2010, 7 C.F.R. §§210.10, 210.11 and 220.8, as amended.

~~School Board Policy 7-21, as amended. Citizen's Advisory Committees.~~

~~School Board Regulation 7-21.6, as amended. School Health Advisory Board.~~

**Related Links**

School Board [Policy 7-21](#)

School Board [Regulation 7-21.6](#)

Adopted by School Board: June 20, 2006

Amended by School Board: June 20, 2017

Amended by School Board: May 22, 2018

Amended by School Board: July 9, 2019

[Amended by School Board: 2024](#)

APPROVED AS TO  
LEGAL SUFFICIENCY

Kamala H. Lazzari

## STUDENTS

### Research Involving Students/Research Review Committee

#### A. Generally

The Superintendent or designee will act upon all proposals for research projects involving students as described in School Board Regulation 5-67.1 only after consideration of the following:

1. The Research Review Committee's recommendation;
2. The nature and purpose of the activities as described in the research plan;
3. The anticipated benefit to the research subjects and/or the school division's educational program.

Action research studies and other data-collection activities conducted by School Division employees for internal purposes only do not require review by the Research Review Committee but must meet the criteria as outlined in School Board Regulation 5-67.1 Section C. Research by employees for personal or course work related to personal educational pursuits does not constitute "internal purposes." In addition, survey research and other primary data collection activities conducted by students for internal purposes as part of a research project for their VBCPS coursework (e.g., Advanced Placement Capstone course) do not require review by the Research Review Committee but must meet the criteria as outlined in School Board Regulation 5-67.1 Section D.

#### B. Administrative Criteria

Research involving students may be approved by the Superintendent or designee provided that:

1. The research proposed complies with School Board policies, regulations, and research guidelines, federal law and regulation and state law and regulation. This includes appropriate notice to and consent by parents/legal guardians of minor students and emancipated or adult students;
2. The local Human Research Review Committee appointed in accordance with Code of Virginia § 32.1-162.19, *et seq.* (designated as the Research Review Committee) the School Division has recommended that the research proposal be approved in accordance with Virginia law and regulation;
3. The research plan sets forth explicit objectives and a sound design for collecting and analyzing information designed to reach these objectives;

4. The research holds out the prospect of benefiting the individual subjects and/or the School Division's educational program;
5. There will be no significant departure from normal school/central office routine or use of instructional time on the part of students or staff;
6. Required notifications to parents or legal guardians of minor students or to emancipated or adult students prior to student participation shall state the purpose of the research, the procedures to be followed, the right to review research documents and surveys, and the right to withdrawal at any time. Requests to review any research or survey material will be honored by the School Division within five (5) business days after submission of a written request;
7. The proposed research includes adequate provisions to protect the privacy of students and to maintain confidentiality of data as set forth in School Board Policy 5-31 and any implementing regulations.

### **C. Consent for surveys, analyses or evaluations of students**

Parents/legal guardians of minor students and emancipated or adult students must receive notification and provide active informed consent prior to the administration of any student survey, analysis, or evaluation that concerns one of the following eight areas of protected information:

1. Political affiliations or beliefs of the student or student's parents;
2. Mental or psychological problems of the student or student's family and/or medical information or information on student health risk behavior, other information on controlled substance use;
3. Sexual behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships
6. Legally recognizable privileged relationship, such as with lawyers, doctors or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

This requirement also applies to the collection, disclosure or use of student information for marketing purposes or for selling or otherwise distributing/providing the information to others. Active informed consent may be required as determined by the Research Review Committee for surveys, analysis or evaluation of students not included above.

**Editor's Note**

~~School Board Policy 5-31, Scholastic Records, as amended.  
School Board Regulation 5-67.1, Research Studies, as amended.~~

**Legal Reference**

Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. § 1232, as amended.

Every Child Succeeds Act of 2010, 20 U.S.C § 6301, *et seq.*, as amended.

~~Code of Virginia, § 32.1-162.16 *et seq.*, as amended. Human Research, as amended.~~

Code of Virginia, § 22.1-16.1, as amended. Board to establish regulation regarding human research, as amended.

~~Code of Virginia, § 22.1-79.3, as amended. Policies regarding certain activities.~~

~~Code of Virginia, § 32.1-162.16 *et seq.*, as amended. Human Research, as amended.~~

Virginia Department of Health Regulations for the Conduct of Human Research, 12 VAC5-20, *et seq.*, as amended.

**Related Links**

School Board [Policy 5-31](#)

School Board [Regulation 5-67.1](#)

Adopted by School Board: August 21, 1990

Amended by School Board: July 16, 1991

Amended by School Board: June 15, 1993 (Effective August 14, 1993)

Amended by School Board: July 18, 1995

Amended by School Board: December 1, 1998

Amended by School Board: September 2, 2003

Amended by School Board: June 2, 2009

Amended by School Board: July 9, 2019

[Amended by School Board: 2024](#)

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## STUDENTS

### Voter Registration

Voting is a basic civic responsibility. The School Board supports education programs for students that teach the rights that citizens have to register and vote and the role and importance of voting in citizen engagement. The Superintendent or designee is authorized to develop such programs for students and to allow for secondary social studies teachers approved by the Department of Teaching and Learning (DTAL), and ~~non-partisan~~ the Voter Registration and Elections Office to conduct voter registration programs for high school and adult education students.

Adopted by the School Board: June 15, 1993 (Effective August 14, 1993)

Amended by School Board: February 12, 2019

Amended by School Board: 2024

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## INSTRUCTION

### School Division Curriculum

Academic excellence cannot be achieved or maintained without a high quality curriculum for all students. The basis for a high quality curriculum in all disciplines is an articulated K-12 philosophy and goals aligned to the Virginia Standards of Learning. The curriculum is a coherent and comprehensive plan for teaching and learning built upon a framework that moves students toward learning goals. Each curriculum is composed of ~~the~~any School Board approved objectives, Virginia Standards of Learning and comprehensive/interrelated units of study, based on the Virginia Department of Education curriculum framework.

Adopted by School Board: October 21, 1969

Amended by School Board: October 15, 1974

Amended by School Board: August 21, 1990

Amended by School Board: July 16, ~~1~~7991

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

Amended by School Board: June 6, 2006

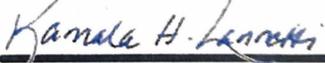
Amended by School Board: February 21, 2017

Amended by School Board: March 21, 2017

Amended by School Board: February 13, 2024

Amended by School Board: 2024

APPROVED AS TO  
LEGAL SUFFICIENCY

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**Subject:** 2024-25 Calendar Revisions **Item Number:** 12B

**Section:** Information **Date:** July 23, 2024

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

**Prepared by:** Matthew D. Delaney, Chief Schools Officer

**Presenter(s):** Matthew D. Delaney, Chief Schools Officer;

**Recommendation:**

That the School Board receive information on a recommendation for the inclusion of four adjusted dismissal days to the existing 2024-25 school calendar.

**Background Summary:**

At the School Board retreat on July 9, 2024, a request was made for the Department of School Leadership to provide a recommendation for the addition of four adjusted dismissal dates during the 2024-25 school year. The addition of four adjusted dismissal days will provide teachers with the opportunity to finalize mandatory VDOE trainings.

**Source:**

N/A

**Budget Impact:**

N/A



# School Calendar Adjustment Recommendation

School Board Meeting  
Tuesday, July 23, 2024  
Departments of School Leadership

# Required Teacher Training

- Virginia Literacy Act
- Annual Mandatory Employee Training
- Cultural Competency Training
- Seizure Training
- Essential Department of Teaching and Learning Sessions

CALENDAR



# Recommended Adjusted Dismissal Days 2024-25

DRAFT COPY  
SUBJECT TO CHANGE

- Friday, October 4
- Wednesday, December 11
- Thursday, March 13
- Thursday, April 3

## 2024–2025 School Calendar

Adopted Feb. 20, 2024

**JULY 2024**

Sun	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**AUGUST 2024**

Sun	1	2	3			
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**SEPTEMBER 2024**

Sun	1	2	3	4	5	6	7
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30						

**OCTOBER 2024**

Sun	1	2	3	4	5		
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31			

**NOVEMBER 2024**

Sun	1	2	3	4	5	6	7
8	9	10	11	12	13	14	15
16	17	18	19	20	21	22	23
24	25	26	27	28	29	30	

**DECEMBER 2024**

Sun	1	2	3	4	5	6	7
8	9	10	11	12	13	14	15
16	17	18	19	20	21	22	23
24	25	26	27	28	29	30	31

**JANUARY 2025**

Sun	1	2	3	4			
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31		

**FEBRUARY 2025**

Sun	1	2	3	4	5	6	7	8
9	10	11	12	13	14	15	16	17
18	19	20	21	22	23	24	25	26
27	28	29	30	31				

**MARCH 2025**

Sun	1	2	3	4	5	6	7	8
9	10	11	12	13	14	15	16	17
18	19	20	21	22	23	24	25	26
27	28	29	30	31				

**APRIL 2025**

Sun	1	2	3	4	5			
6	7	8	9	10	11	12		
13	14	15	16	17	18	19		
20	21	22	23	24	25	26		
27	28	29	30					

**MAY 2025**

Sun	1	2	3	4	5	6	7
8	9	10	11	12	13	14	15
16	17	18	19	20	21	22	23
24	25	26	27	28	29	30	31

**JUNE 2025**

Sun	1	2	3	4	5	6	7
8	9	10	11	12	13	14	15
16	17	18	19	20	21	22	23
24	25	26	27	28	29	30	31

**Legend:**

- First day of school (students): Aug. 26, 2024
- Last day of school (students): June 13, 2025
- Holidays (school closed)**
  - Labor Day: Aug. 30 and Sept. 2
  - Veterans Day: Nov. 11
  - Thanksgiving: Nov. 27–29
  - Winter Break: Dec. 23–31; Jan. 1–3
  - Martin Luther King Jr. Day: Jan. 20
  - Presidents Day: Feb. 17
  - Spring Break: April 14–18
  - Memorial Day: May 26
  - Juneteenth: June 19
- Adjusted Dismissal days**
  - ES/MS students: June 13
  - High School Students: June 10–13
- Flex Staff days**
  - Aug. 16; Nov. 5; June 16
- Staff days (school closed for students)**
  - Aug. 19–23; Oct. 7; Nov. 1
  - Jan. 24 and 27; April 4
- High School Graduation**
  - June 10–14
- Quarters**
  - Q1: Aug. 26–Oct. 31
  - Q2: Nov. 4–Jan. 23
  - Q3: Jan. 28–April 3
  - Q4: April 7–June 13

In cases of school closings due to inclement weather or emergency conditions, makeup days will be designated by the superintendent and may include available staff days or holidays.

  
revised 6/24/24

# First Semester Adjusted Dismissal Dates

OCTOBER 2024



Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

DECEMBER 2024



Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

# Second Semester Adjusted Dismissal Dates

DRAFT COPY  
SUBJECT TO CHANGE

## MARCH 2025

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## APRIL 2025

Sun	Mon	Tues	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

# Questions?





**Subject:** Christopher Farms ES Chiller/Boiler Replacement **Item Number:** 14A

**Section:** Consent **Date:** July 23, 2024

**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 JRC Services LLC for the Christopher Farms Elementary School Chiller/Boiler Replacement in the amount of \$1,410,144.

**Background Summary:**

Project Architect:	Woolpert Inc.
Contractor:	JRC Services LLC
Contract Amount:	\$1,410,144
Construction Budget:	\$1,500,000
Number of Responsive Bidders:	3
Average Bid Amount:	\$1,798,548
High Bid:	\$2,194,000

**Source:**

School Board Policy 3-90

**Budget Impact:**

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



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

**Section:** Action **Date:** July 23, 2024

**Senior Staff:** Darnita L. Trotman, Ed.D., Chief Human Resources Officer

**Prepared by:** Darnita L. Trotman, Ed.D., Chief Human Resources Officer

**Presenter(s):** Donald E. Robertson Jr., Ph.D., Superintendent

**Recommendation:**

That the School Board approve the appointments and the acceptance of the resignations, retirements, and other employment actions as listed on the July 23, 2024, Personnel Report.

**Background Summary:**

List of appointments, resignations, and retirements for all personnel.

**Source:**

School Board Policy #4-11, Appointment

School Board Policy #4-16, Resignation and Job Abandonment

**Budget Impact:**

Appropriate funding and allocations

Personnel Report  
Virginia Beach City Public Schools  
July 23, 2024  
2024-2025

Scale	Class	Location	Effective	Employee Name	Position/Reason	College	Previous Employer
Assigned to Unified Salary Scale	Appointments - Elementary School	Arrowhead	8/16/2024	Andrianna N Brown	Security Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Bettie F. Williams	8/16/2024	Cassandra S Klei	School Nurse	Mount Saint Joseph University, OH	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Bettie F. Williams	8/20/2024	Celeste N Arrington	General Assistant	Regent University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Centerville	8/20/2024	Rachel Y Nieto	Kindergarten Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Creeds	7/16/2024	Amber J Doyle	Custodian II Head Night	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Glennwood	8/20/2024	Christina N Gonzalez	Kindergarten Assistant	Old Dominion University, VA	Lighthouse Academy, VA
Assigned to Unified Salary Scale	Appointments - Elementary School	Green Run	8/16/2024	Timothy J Crowder	Security Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Indian Lakes	8/20/2024	Colbie E Burley	Pre-Kindergarten Teacher Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Kempsville	8/20/2024	Riana N Conner	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Lynnhaven	8/16/2024	James Turner-Youker	Security Assistant	Longwood University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Newtown	7/15/2024	Karen J Miller	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Pembroke	7/1/2024	Lucille P Brown	School Office Associate II	Not Applicable	VBPCS
Assigned to Unified Salary Scale	Appointments - Elementary School	Pembroke	8/20/2024	Victoria L Westmoreland	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Point O'View	8/20/2024	Jason Bedell	General Assistant	Mid-Atlantic Christian Univ, NC	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Talwood	8/20/2024	Kristy A Lewis	Kindergarten Assistant	Not Applicable	Atlantic Shores, VA
Assigned to Unified Salary Scale	Appointments - Elementary School	Thalia	7/15/2024	Adam R George	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Tranwood	8/12/2024	Sarah E Reynolds	School Office Associate II	Not Applicable	Performance Food Group, VA
Assigned to Unified Salary Scale	Appointments - Elementary School	Windsor Oaks	8/20/2024	Samantha M Mina	General Assistant	University of North Florida, FL	Not Applicable
Assigned to Unified Salary Scale	Appointments - Elementary School	Windsor Woods	8/20/2024	Billie L Horak	Special Education Assistant	Tidewater Community College, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Lynnhaven	7/3/2024	Joseph A Mavins	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Middle School	Virginia Beach	7/15/2024	Gage Milling	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Cox	8/16/2024	Shelou A Bangura	High Assistant	Not Applicable	Norfolk Police Department, VA
Assigned to Unified Salary Scale	Appointments - High School	Ocean Lakes	7/8/2024	Sheryl A Lussier	School Office Associate II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Ocean Lakes	7/15/2024	Josephine D Garrido	Custodian I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Ocean Lakes	8/12/2024	Genine J Duffy	School Office Associate II	Not Applicable	VB Emergency Communication Cen, VA
Assigned to Unified Salary Scale	Appointments - High School	Renaissance Academy	7/1/2024	Phillip Sims	School Office Associate II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Renaissance Academy	8/16/2024	James C Parrish	ISS Coordinator	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - High School	Salem	7/22/2024	Keena J Bailey	School Office Associate II	Not Applicable	YMCA of South Hampton Roads, VA
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Department of Communications & Community Engagement	7/22/2024	Tina R Garfield	Family Outreach Representative	University of Delaware, DE	VBPCS
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Department of Communications & Community Engagement	7/29/2024	Kimberly S Fisher	Administrative Office Associate I	James Madison University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Department of Technology	7/13/2024	Amy O Hunt	Executive Office Associate I	Not Applicable	VBPCS
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Department of Technology	7/8/2024	Elijah M Blakely	Customer Support Technician I	ECPI College of Tech, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Food Services	7/1/2024	Genoa M Beneke	Assistant Cafeteria Manager	Not Applicable	VBPCS
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Food Services	7/1/2024	Danielle D Davis	Assistant Cafeteria Manager	Not Applicable	Harbor's Edge, VA
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Food Services	7/1/2024	Julia R Harriman	Cafeteria Manager in Training	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Maintenance Services	7/15/2024	Kevin Farnsworth	Building Manager	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Programs for Exceptional Children	7/29/2024	Evelin C Skinner	Educational Data Analyst	Strayer University, DC	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Programs for Exceptional Children	8/20/2024	Maria C Grewatz	Special Education Assistant	Not Applicable	Just for Kids Learning Center, FL
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Student Support Services	7/22/2024	Christina A Abdulkader	Multi-Tiered System of Support Coach	Truman State University, KS	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Student Support Services	7/22/2024	Emma B Osbourne	Multi-Tiered System of Support Coach	Cambridge College, MA	VBPCS
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Student Support Services	7/22/2024	Conni C Rasmussen	Multi-Tiered System of Support Coach	Oxford College, GA	VBPCS
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Student Support Services	7/22/2024	Lawell E White	Multi-Tiered System of Support Coach	Regent University, VA	VBPCS
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Student Support Services	8/1/2024	Taylor L Porter	Psychologist	William James College, MA	Omaha Public Schools, NE
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Student Support Services	8/12/2024	Rebecca L Braun	Behavior Intervention Specialist	Old Dominion University, VA	SECEP, VA
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Student Support Services	8/12/2024	Catherine N Hennessey	Behavior Intervention Specialist	Arizona State University, AZ	VBPCS
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Student Support Services	8/12/2024	Bryant A Jenkins	School Social Worker	Norfolk State University, VA	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Student Support Services	8/12/2024	Alicson C Schilling	Behavior Intervention Specialist	Liberty University, VA	VBPCS
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Student Support Services	8/20/2024	Ashley Becraft	Special Education Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Student Support Services	8/20/2024	Christina Maisuwan	General Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	7/8/2024	Kayla Matherly	Bus Assistant Plan Bee, 5.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Appointments - Miscellaneous	Office of Transportation and Fleet Management Services	7/8/2024	Clara M Traylor	Bus Assistant Plan Bee, 7.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Corporate Landing	7/3/2024	Diana Alberto	Custodian I (family)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Thoroughgood	6/30/2024	Tamika T Willie	General Assistant (family)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Tranwood	6/30/2024	Elizabeth A Brunelle	Cafeteria Assistant, 5.0 Hours (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Elementary School	Woodstock	6/26/2024	Courtney R Lawrence	Custodian I (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Great Neck	7/9/2024	Bryce Mitchell	Assistant Principal (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Office of Programs for Exceptional Children	8/9/2024	Stacey J Blackshear	Coordinator Special Education (family)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Princess Anne	6/30/2024	Keith A Brautigan	Security Assistant (relocation)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Middle School	Salem	6/30/2024	Jessica Yarbrough	Assistant Principal (relocation)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Landstown	6/30/2024	Shelly A McGaha	School Nurse (relocation)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Ocean Lakes	7/31/2024	Monaliza Tenorio	Custodian I (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - High School	Princess Anne	6/30/2024	Temuchin Hodges	General Assistant (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Food Services	7/31/2024	Victoria A Harrison	Director Food Services (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Maintenance Services	6/12/2024	Thomas R Cloninger	Refrigeration Craftsman III (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Resignations - Miscellaneous	Office of Transportation and Fleet Management Services	7/3/2024	Thomas Baird II	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	7/15/2024	Evelyn Mulligan	Transportation Area Supervisor (personal reasons)	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Seatack	8/30/2024	Henry Boston	Custodian II Head Night	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Thalia	6/30/2024	Kelly T Bayes	Cafeteria Manager I	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Elementary School	Thoroughgood	6/30/2024	Cheryl L Miller	Kindergarten Assistant	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Office of Maintenance Services	7/15/2024	Phoukhaos S Sendara	HVAC Craftsman II	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Office of Transportation and Fleet Management Services	6/30/2024	Sheridan M Barber	Bus Driver, 6.5 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Office of Transportation and Fleet Management Services	6/30/2024	Susan R Farrow	Bus Assistant, 6.0 Hours	Not Applicable	Not Applicable
Assigned to Unified Salary Scale	Retirements - Miscellaneous	Office of Transportation and Fleet Management Services	8/30/2024	Walter W Harewicz	Fleet Technician I	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Alanton	8/16/2024	Abigale E Faro	Third Grade Teacher	University of Virginia, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Bayside	8/16/2024	Katherine F Goff	First Grade Teacher	James Madison University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Bayside	8/16/2024	Diane N Harris	First Grade Teacher	Fayetteville State University, NC	Norfolk Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Elementary School	Bayside	8/16/2024	Samantha K Kirk	Art Teacher	Appalachian State University, NC	Mitchell County Schools, NC
Assigned to Instructional Salary Scale	Appointments - Elementary School	Bayside	8/16/2024	Romina M Perez	First Grade Teacher	Western Governors University, UT	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Bayside	8/16/2024	Katelyn Stottlemeyer	Second Grade Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Brookwood	8/16/2024	Lorette T Aussey	Special Education Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Brookwood	8/16/2024	Danielle L Greer	First Grade Teacher	James Madison University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Brookwood	8/16/2024	Amanda R Scheel	Special Education Teacher	Old Dominion University, VA	VBPCS
Assigned to Instructional Salary Scale	Appointments - Elementary School	Centerville	8/16/2024	Jamie M Cronk	Fifth Grade Teacher	Old Dominion University, VA	VBPCS
Assigned to Instructional Salary Scale	Appointments - Elementary School	Centerville	8/16/2024	Emily P Szinnyey	Fourth Grade Teacher	James Madison University, VA	Prince William County Public, VA
Assigned to Instructional Salary Scale	Appointments - Elementary School	Cooke	8/16/2024	David Caraballo	Kindergarten Teacher	Virginia Wesleyan University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Cooke	8/16/2024	Valentina D O'Brien	Third Grade Teacher	Averett University, VA	VBPCS
Assigned to Instructional Salary Scale	Appointments - Elementary School	Cooke	8/16/2024	Lauren M Pilgrim	Pre-Kindergarten Teacher	Virginia Union University, VA	Chesterfield County Public Sch, VA
Assigned to Instructional Salary Scale	Appointments - Elementary School	Diamond Springs	8/16/2024	Ann E Krause	First Grade Teacher	Cal State Univ East Bay, CA	Norfolk Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Elementary School	Fairfield	8/16/2024	Ashley A Boward	First Grade Teacher	James Park College, PA	Norfolk Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Elementary School	Glennwood	8/16/2024	Laura K Pnochak	Third Grade Teacher	Western Governors University, UT	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Green Run	8/16/2024	Mackenzie L Anderson	Library Media Specialist	University of Phoenix, AZ	Catholic High School, VA
Assigned to Instructional Salary Scale	Appointments - Elementary School	Hermitage	8/16/2024	Amber N Robbins	Fifth Grade Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Holland	8/16/2024	Janet S Kouns	School Counselor	Walden University, MN	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	John B. Day	8/16/2024	Kristen Dively	Special Education Teacher	George Mason University, VA	Alexandria City Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Elementary School	Landstown	8/16/2024	Delaney L Cippolini	Third Grade Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Newtown	8/16/2024	Deanna J Elliott	School Counselor	Norfolk State University, VA	Chesapeake Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Elementary School	Newtown	8/16/2024	Raina Remias	Second Grade Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Parkway	8/16/2024	Jessica M Elliott	Fourth Grade Teacher	Pacific Lutheran University, WA	Arlington Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Elementary School	Parkway	8/16/2024	Taylor A Pound	Cross Categ - ED/LD Teacher	Cedarville College, OH	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Pembroke	8/16/2024	Lonna M Lloyd	Early Childhood Special Education Teacher	Arizona State University, AZ	Military
Assigned to Instructional Salary Scale	Appointments - Elementary School	Pembroke	8/16/2024	Jennifer M Remias	Second Grade Teacher	National-Louis University, IL	Northbrook School District, IL
Assigned to Instructional Salary Scale	Appointments - Elementary School	Pembroke	8/16/2024	Lisa M Thorne	Third Grade Teacher	University of Pittsburgh, PA	St. John the Apostle Catholic, VA

Personnel Report  
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2024-2025

Scale	Class	Location	Effective	Employee Name	Position/Reason	College	Previous Employer
Assigned to Instructional Salary Scale	Appointments - Elementary School	Red Mill	8/16/2024	Wilhelmina C Panzera	Kindergarten Teacher	Felician College, NJ	O'Farrell Charter, CA
Assigned to Instructional Salary Scale	Appointments - Elementary School	Salem	8/16/2024	Kallie Raymond	Kindergarten Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Shelton Park	8/16/2024	Greta M Lundquist	Third Grade Teacher	University of Virginia, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Talwood	8/16/2024	Jessica A Horton	School Counselor	College of William and Mary, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Tallwood	8/16/2024	Emily J Mitchell	Pre-Kindergarten Teacher	Regent University, VA	VBSPS
Assigned to Instructional Salary Scale	Appointments - Elementary School	Thoroughgood	8/16/2024	Connie M Willis	Special Education Teacher	Old Dominion University, VA	Sisde, VA
Assigned to Instructional Salary Scale	Appointments - Elementary School	Windsor Woods	8/16/2024	Makenzie L Crawford	1st Grade Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Elementary School	Woodstock	8/16/2024	Elizabeth A Boyce	1st Grade Teacher	Regent University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Bayside	8/16/2024	Nicole Fulton	Special Education Teacher	Western Governors University, UT	Norfolk Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Middle School	Bayside	8/16/2024	Alexa Grant-Roy	Special Education Teacher	Southern Connecticut State Uni, CT	South Windsor Public Schools, CT
Assigned to Instructional Salary Scale	Appointments - Middle School	Bayside Sixth Grade Campus	8/16/2024	Veronica Y Arzadon	Sixth Grade Teacher	Regent University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Bayside Sixth Grade Campus	8/16/2024	Amieria Matthews	Library Media Specialist	Georgia Southern University, GA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Great Neck	8/16/2024	Rachel S Park	Special Education Teacher	George Washington University, DC	Fairfax County Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Middle School	Independence	8/16/2024	Aji Bethley	Sixth Grade Teacher	Norfolk State University, VA	Portsmouth Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Middle School	Independence	8/16/2024	Amy N Butcher	Sixth Grade Teacher	Troy State University, AL	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Independence	8/16/2024	Imani R Moorman	Sixth Grade Teacher	Old Dominion University, VA	Portsmouth Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Middle School	Kempville	8/16/2024	Jordan A Schechter	Seventh Grade Teacher	Western Carolina University, NC	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Landstown	8/16/2024	Rebekah Heiner	Sixth Grade Teacher	Univ North Carolina Wilmington, NC	Mesa County District 51, CO
Assigned to Instructional Salary Scale	Appointments - Middle School	Landstown	8/16/2024	Robin M Keith	Sixth Grade Teacher	Liberty University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Landstown	8/16/2024	Ashley M Moles	Seventh Grade Teacher	University of Cincinnati, OH	Suffolk Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Middle School	Larksurp	8/16/2024	Shante C Swindell	School Counselor	Norfolk State University, VA	Norfolk Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Middle School	Larksurp	8/16/2024	Susan Alibett	Special Education Teacher	Old Dominion University, VA	SECEP, VA
Assigned to Instructional Salary Scale	Appointments - Middle School	Larksurp	8/16/2024	Corrie M Brown	Computer Science Teacher	Norfolk University, IA	Norfolk Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Middle School	Larksurp	8/16/2024	DeMeSha M Dixon	Special Education Teacher	Old Dominion University, VA	SECEP, VA
Assigned to Instructional Salary Scale	Appointments - Middle School	Larksurp	8/16/2024	Esther Fernandez Celda	Spanish Teacher	Universidad Cardenal Herrera, SP	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Larksurp	8/16/2024	Shae D Pointer	Sixth Grade Teacher	Virginia Wesleyan University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Larksurp	8/16/2024	Amber L Rosenbach	Special Education Teacher	Liberty University, VA	SECEP, VA
Assigned to Instructional Salary Scale	Appointments - Middle School	Larksurp	8/16/2024	Reagan N Zydrik	Seventh Grade Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Old Donation School	8/16/2024	Tammy Mooney	Seventh Grade Teacher	University of Phoenix, AZ	Leavenworth USD, KS
Assigned to Instructional Salary Scale	Appointments - Middle School	Plaza	8/16/2024	Ashley L Britt	School Counselor	Norfolk State University, VA	Norfolk Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Middle School	Plaza	8/16/2024	Sandra L Palmer	Art Teacher, 600	Lagrange College, GA	Dothan City Schools, AL
Assigned to Instructional Salary Scale	Appointments - Middle School	Plaza	8/16/2024	Meredith S Yracheta	Eighth Grade Teacher	Western Governors University, UT	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Virginia Beach	8/16/2024	Kellie Clark-Chan	Sixth Grade Teacher	Fordham University, NY	Stacey Jr. Sr. High School, TX
Assigned to Instructional Salary Scale	Appointments - Middle School	Virginia Beach	8/16/2024	Michelle T Hickenbottom	Sixth Grade Teacher	Old Dominion University, VA	Norfolk Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - Middle School	Virginia Beach	8/16/2024	Taylor M Paquette	Seventh Grade Teacher	Virginia Wesleyan University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Middle School	Virginia Beach	8/16/2024	Logan Sample	Sixth Grade Teacher	Coastal Carolina University, SC	Culpeper Middle School, VA
Assigned to Instructional Salary Scale	Appointments - Middle School	Virginia Beach	8/16/2024	Raymond L Stiles Jr	Special Education Teacher	Argosy University, FL	Hillsborough County Schools, FL
Assigned to Instructional Salary Scale	Appointments - High School	Bayside	8/1/2024	Kaylee A Jones	Band Instructor	Norfolk State University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Bayside	8/1/2024	Harrison J Turner	English Second Language	Case Western Reserve University, PA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Bayside	8/16/2024	Eileen Bethke	Art Teacher	Rutgers University, NJ	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Bayside	8/16/2024	Samantha M Bottoni	English Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Bayside	8/16/2024	Shayla Dedeaux	Literacy Teacher	William Carey University, MS	Outpost School District, MS
Assigned to Instructional Salary Scale	Appointments - High School	Bayside	8/16/2024	Gabriella Erstein	English Teacher	Regent University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Bayside	8/16/2024	Jessica M Kelsey	Science Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Bayside	8/16/2024	Tahnee D Kirk	Special Education Teacher	Grand Canyon University, AZ	Phoenix Union High School District, AZ
Assigned to Instructional Salary Scale	Appointments - High School	Bayside	8/16/2024	Heath Northam	English Teacher	Georgia State University, GA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Bayside	8/16/2024	Cameron O Roberts	Social Studies Teacher	Miami St Mary's University, MD	Onslow County School District, NC
Assigned to Instructional Salary Scale	Appointments - High School	Bayside	8/16/2024	Ngoc Qui Tran Castro	Social Studies Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Bayside	8/16/2024	Jake M Wallace	Special Education Teacher	Shenandoah University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Cox	7/30/2024	Amy Carlson	School Counselor	College of New Rochelle, NY	School District of Palm Beach, FL
Assigned to Instructional Salary Scale	Appointments - High School	Cox	7/30/2024	Karley F Hobbs	School Counselor	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Green Run	7/30/2024	Alexi E Manley	School Counselor	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Green Run Collegiate	8/16/2024	Jesi F Anderson	Science Teacher	Old Dominion University, VA	Berkeley County School District, SC
Assigned to Instructional Salary Scale	Appointments - High School	Kellam	8/16/2024	Carly M Carmack	Science Teacher	Univ North Carolina Wilmington, NC	Portsmouth Public Schools, VA
Assigned to Instructional Salary Scale	Appointments - High School	Kempville	8/16/2024	Amanda N Bibby	Science Teacher	Penn State University, PA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Kempville	8/16/2024	Audrey M McMillan	Art Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Landstown	8/16/2024	Amanda N Alves	Science Teacher	Old Dominion University, VA	Military Service
Assigned to Instructional Salary Scale	Appointments - High School	Landstown	8/16/2024	Lexi Darrow	Business Education Teacher	SUNY Polytechnic, NY	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Landstown	8/16/2024	Stephanie A Trevino	Science Teacher	Evergreen State College, WA	VBSPS
Assigned to Instructional Salary Scale	Appointments - High School	Ocean Lakes	8/16/2024	Jessica A Charlton	Spanish Teacher	College of Charleston, SC	Lakeland School System, TN
Assigned to Instructional Salary Scale	Appointments - High School	Ocean Lakes	8/16/2024	Natalie M Kasmarek	Mathematics Teacher	Virginia Tech, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Ocean Lakes	8/16/2024	Leslie A Samuelson	Science Teacher	Old Dominion University, VA	VBSPS
Assigned to Instructional Salary Scale	Appointments - High School	Princess Anne	7/31/2024	Francina M Veurink	Naval Science Instructor	Brandman University, CA	Military Service
Assigned to Instructional Salary Scale	Appointments - High School	Salem	8/16/2024	Layla B Barnes	English Teacher	University of Maryland, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Virginia Beach Juvenile Detention Center	7/31/2024	Jamie Choi	Art Teacher	Old Dominion University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - High School	Virginia Beach Juvenile Detention Center	7/31/2024	David A Hall	Special Education Teacher	Regent University, VA	The Barry Roberson Center, VA
Assigned to Instructional Salary Scale	Appointments - Miscellaneous	Office of Programs for Exceptional Children	8/16/2024	Abigail G Fedroff	Speech/Language Pathologist	University of Virginia, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Miscellaneous	Office of Programs for Exceptional Children	8/16/2024	Lynsey J Hamilton	Speech/Language Pathologist	James Madison University, VA	Not Applicable
Assigned to Instructional Salary Scale	Appointments - Miscellaneous	Office of Programs for Exceptional Children	8/16/2024	Theresa M Voltrath	Speech/Language Pathologist	James Madison University, VA	Valdosta City Schools, GA
Assigned to Instructional Salary Scale	Resignations - Miscellaneous	Technical And Career Education Center	7/8/2024	Dawne A Ling	Nursing Instructor	Walden University, MN	Hospital for Extended Recovery, VA
Assigned to Instructional Salary Scale	Resignations - Elementary School	Brookwood	6/30/2024	Stacy L Ritchard	Kindergarten Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Glenwood	6/30/2024	Lisa A Carlson	Second Grade Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	John B. Dey	6/30/2024	Michelle L Furst-Johnson	First Grade Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Lynnhaven	6/30/2024	Valencia B Fusilero	Pre-Kindergarten Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Ocean Lakes	6/30/2024	Carolyn F Turner	Gifted Resource Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Pembroke	6/30/2024	Gillian H O'Connor	1st Grade Teacher (family)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Pembroke	6/30/2024	Amanda J Taylor	Kindergarten Teacher (family)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Seatack	6/30/2024	Dawn L Boyd	First Grade Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Talwood	6/30/2024	Lauren A Troullier	First Grade Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Elementary School	Windsor Oaks	6/30/2024	Charisse L Moore	Kindergarten Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Bayside	6/30/2024	Brian L Gravelly	Special Education Teacher (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Great Neck	6/30/2024	Ivonne M Otero	Spanish Teacher (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Larksurp	6/30/2024	Rebekah Berg	Eighth Grade Teacher (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Middle School	Princess Anne	6/30/2024	Dominique J Torres	Cross Categ-ED/LD Tchtr (personal reasons)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Ocean Lakes	6/30/2024	Janet Hammer	Mathematics Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Renaissance Academy	6/30/2024	Angie C White	Special Education Teacher (relocation)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Salem	6/30/2024	Ashlyn R Kemp	English Teacher (moved to private school)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Talwood	6/30/2024	Victoria M Finnegan-Copen	Literacy Coach (moved to public school system)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Talwood	6/30/2024	Brian L Gravelly	Special Education Teacher (death)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - High School	Talwood	6/30/2024	Edward D Whiteman	Health & Physical Education Teacher (career enhancement opportunity)	Not Applicable	Not Applicable
Assigned to Instructional Salary Scale	Resignations - Miscellaneous	Technical And Career Education Center	6/30/2024	Brian R Albach	Trade & Industrial Teacher (personal reasons)	Not Applicable	Not Applicable
Administrative	Appointments - Middle School	Brandon	8/1/2024	Margaret D Wilson	Assistant Principal	Regent University, VA	VBSPS
Administrative	Appointments - Middle School	Lynnhaven	8/1/2024	Richard Siemieniak	Assistant Principal	Old Dominion University, VA	VBSPS
Administrative	Appointments - High School	Bayside	8/1/2024	Raymond G Gatlin	Assistant Principal	Norfolk State University, VA	VBSPS
Administrative	Appointments - High School	Landstown	8/1/2024	Keara A Forbes	Assistant Principal	Old Dominion University, VA	VBSPS
Administrative	Appointments - Miscellaneous	Department of Human Resources	7/29/2024	Stephanie A Enzmann	Director Employee Relations	Old Dominion University, VA	VBSPS
Administrative	Appointments - Miscellaneous	Department of Teaching and Learning	7/24/2024	Wendy A Swamer	Coordinator Title I Programs	Old Dominion University, VA	VBSPS
Administrative	Appointments - Miscellaneous	Office of Student Leadership	8/5/2024	Kelly A Swamer	Coordinator Student Leadership	Virginia Tech, VA	VBSPS
Administrative	Appointments - Miscellaneous	Office of Student Support Services	7/24/2024	Ann M Chowns	Coordinator Guidance	Old Dominion University, VA	VBSPS



**Subject:** School Board Committee Assignments FY 2025 **Item Number:** 15B

**Section:** Action **Date:** July 23, 2024

**Senior Staff:** N/A

**Prepared by:** Kimberly A. Melnyk, School Board Chair

**Presenter(s):** Kimberly A. Melnyk, School Board Chair

**Recommendation:**

That the School Board approve the School Board Chair’s recommendation for School Board members to be assigned to School Board Committees, Organizations and Boards for FY25. These assignments will be in effect until June 30, 2025 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 School Board/City Council Committees; c) Ad Hoc School Board Committees; d) School Division Standing Committees with School Board Liaisons; and e) Outside Committees.

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

		FY2025 Recommendations						
<b>BYLAW 1-28: SCHOOL BOARD MEMBER STANDING COMMITTEES ASSIGNMENTS</b>								
<b>C. The Committees listed below shall be considered Standing Committees of the School Board:</b>								
C1.	<p><b>Internal Audit:</b> The Internal Audit Committee consists of three to four Members, including two or three Members of the School Board and one or more citizens of the City of Virginia Beach to serve as the third and/or fourth Member. 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 School Board has established the Department 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></p>	<p>David Culpepper Jennifer Franklin Carolyn Weems</p> <p>Larry Davenport (citizen member)</p>						
C2.	<p><b>Policy Review (PRC):</b> The School Board Policy Review Committee (PRC) will consist of three School Board Members. The School Board, at its discretion, may appoint a citizen to serve as a voting member. The School Board Attorney, the Chief of Staff and other staff members appointed by the Superintendent will serve as liaisons to the PRC but will not be voting members. The responsibilities of the PRC will be to consider input from the public, students, staff, the school administration, or other stakeholders and advise 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></p>	<p>Beverlyn Anderson Kathleen Brown Jessica Owens</p>						
C3.	<p><b>Governance:</b> The Governance Committee will consist of the School Board Chair and the Chairs of the Internal Audit Committee, and the Policy Review Committee. Additionally, one other School Board Member will be appointed by the School Board Chair and approved by the School Board to also serve on the Committee. The Chair of the Governance Committee will be the Chair of the School Board. The Superintendent and the School Board Attorney will serve as the liaisons to the Committee but will not be voting members. Responsibilities are outlined in Bylaw 1-28, C3. <i>[Generally, will meet the first Wednesday of every month; subject to change]</i></p>	<p>School Board Chair* Audit Chair PRC Chair Kathleen Brown (At-Large Member)</p>						
C4.	<p><b>Legislative:</b> The Legislative Committee will consist of three School Board Members, School Board Attorney, the School Board's Legislative Consultant and those staff members appointed by the Superintendent who will serve as liaisons to the Committee but will not be voting members. 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.</p>	<p>David Culpepper Shannon Kendrick Trenace Riggs</p>						
C5.	<p><b>Building Utilization:</b> The Building Utilization Committee (BUC) will consist of three School Board Members. The Superintendent may assign appropriate staff members to assist the BUC in its review but such staff members will not be voting members. The BUC will annually review enrollment projections and impact on optimal building utilization. At its discretion, the BUC may invite input from PTAs or other community groups directly impacted by any recommendation from the BUC. (ref. SB <a href="#">Pol 5-14</a>, Sec C)</p>	<p>Beverly Anderson Michael Callan David Culpepper</p>						
C6.	<p><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 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.</p>	<table border="1"> <tr> <td>Committee I (2<sup>nd</sup> &amp; 4<sup>th</sup> Mon) 3:00 PM</td> <td>David Culpepper Shannon Kendrick Trenace Riggs</td> </tr> <tr> <td>Committee II (1<sup>st</sup> &amp; 3<sup>rd</sup> Tuesday) 3:00 PM</td> <td>Michael Callan Victoria Manning Carolyn Weems</td> </tr> <tr> <td>Committee III (1<sup>st</sup> &amp; 3<sup>rd</sup> Wed) 3:00 PM</td> <td>Beverly Anderson Kathleen Brown Jessica Owens</td> </tr> </table>	Committee I (2 <sup>nd</sup> & 4 <sup>th</sup> Mon) 3:00 PM	David Culpepper Shannon Kendrick Trenace Riggs	Committee II (1 <sup>st</sup> & 3 <sup>rd</sup> Tuesday) 3:00 PM	Michael Callan Victoria Manning Carolyn Weems	Committee III (1 <sup>st</sup> & 3 <sup>rd</sup> Wed) 3:00 PM	Beverly Anderson Kathleen Brown Jessica Owens
Committee I (2 <sup>nd</sup> & 4 <sup>th</sup> Mon) 3:00 PM	David Culpepper Shannon Kendrick Trenace Riggs							
Committee II (1 <sup>st</sup> & 3 <sup>rd</sup> Tuesday) 3:00 PM	Michael Callan Victoria Manning Carolyn Weems							
Committee III (1 <sup>st</sup> & 3 <sup>rd</sup> Wed) 3:00 PM	Beverly Anderson Kathleen Brown Jessica Owens							
<b>D. JOINT SCHOOL BOARD AND CITY COUNCIL COMMITTEES</b>								

		<b>FY2025 Recommendations</b>
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.	Jennifer Franklin Victoria Manning Beverly Anderson (Alt.)
<b>E. SCHOOL BOARD AD HOC COMMITTEES</b>		
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.	Kathleen Brown Carolyn Weems
E3.	<b>Jericho Road:</b> The Ad Hoc Committee to Study Open Space Uses for School Property on Jericho Road as approved at the June 27, 2023 School Board meeting.	Kathleen Brown Carolyn Weems
<b>SCHOOL DIVISION STANDING COMMITTEES WITH SCHOOL BOARD MEMBERS AND/OR LIAISONS</b>		
F.	<b>If requested by the Superintendent or as set forth by Policy, the School Board may assign School Board Members to serve as Members of School Division Standing Committees. Voting rights of School Board Members serving as liaisons are determined by the Committee.</b>	
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.	Shannon Kendrick Kimberly Melnyk Jessica Owens (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> No more than two School Board Members will be assigned as liaisons to the Mental Health Taskforce.	Jessica Owens Carolyn Weems
<b>OUTSIDE ORGANIZATIONS</b>		
G.	<b>The School Board Chair will recommend, and the School Board will approve School Board Members to represent the School Board on Outside Committees. In those instances, School Board Members have authority to bind the School Board for the limited purpose for which the Outside Committee exists.</b>	
G1.	<b>Green Run Collegiate Charter Board</b>	Jennifer Franklin Kimberly Melnyk (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.	
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 Kimberly Melnyk (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 David Culpepper (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	Beverly Anderson Shannon Kendrick
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>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
G10.	<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

**POLICY 7-21 Citizens’ Advisory Committees**

**FY2025 Members  
Recommendations**

**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>	Jennifer Franklin Victoria Manning (Alt.)
B2.	<b>General Advisory Council for Technical and Career Education</b>	Carolyn Weems Kathleen Brown (Alt.)
B3.	<b>Community Advisory Committee for Gifted Education</b>	Michael Callan Jennifer Franklin
B4.	<b>Interagency Adult Basic Education Advisory Committee</b>	Michael Callan Chair/Vice Chair (Alt.)

<b>POLICY 7-21 Citizens' Advisory Committees</b>		<b>FY2025 Members Recommendations</b>
B5.	<b>School Health Advisory Committee</b>	Victoria Manning Kathleen Brown (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 Beverly Anderson Michael Callan

<b>OTHER</b>	
<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

DRAFT



**Subject:** Closed Session **Item Number:** 17

**Section:** Closed Session **Date:** July 23, 2024

**Senior Staff:** N/A

**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, 1, 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.

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. Employee Grievance – dismissal of bus driver.
- B. Status of pending litigation or administrative cases.
- C. Consultation with legal counsel regarding probable litigation and pending litigation matters.

**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.