

**SCHOOL BOARD
POLICY REVIEW COMMITTEE MEETING
AGENDA**

**School Administration Building
School Board Room
December 18, 2025, 3:30 P.M.**

Public seating is available on a first-come, first-served basis. Members of the public will also be able to observe the Policy Review Committee Meeting through the link below:

<https://www.youtube.com/@VirginiaBeachSchools>

Any person seeking an accommodation to observe/listen to the Meeting should, prior to the day of the Meeting, contact the School Board Clerk at 263-1016 or by email

at Regina.Toneatto@vbschools.com.

Committee Members: Carolyn Weems, Chair, Mark Bohensiel, Sharon Felton, Cheryl Woodhouse, Kamala Lannetti, Laura Beth Mattson

I. Attendees:

II. Call to Order:

III. Adoption of the Agenda:

IV. Adopt Meeting Minutes November 25, 2025:

V. Old Business:

- A. Policy 5-29 Awards for Achievement/Class Rank/Honor Designations
- B. Policy 5-39 Student-led Demonstrations
- C. Policy 5-40 Student-led Assemblies

VI. New Business:

- A. Policy 3-95 Public Charter Schools
- B. Policy 5-49 Interscholastic Competition
- C. Policy 6-26 Evaluation of New and Existing Programs
- D. Policy 6-44 School Counseling
- E. Policy 6-77 Literacy and Response to Intervention Screening and Services

VII. Other Business:

- A. Regulation 3-64.2 Video Surveillance
- B. Policy 4-39 Employee Professional Development & Growth in Job Skills

VIII. Next Meeting: January 28, 2026, at 3:30 p.m.

IX. Adjourn: p.m.

**SCHOOL BOARD
POLICY REVIEW COMMITTEE MEETING
MINUTES**

**School Administration Building
School Board Room
November 25, 2025, 1:00 P.M.**

This meeting was live-streamed on YouTube.

Committee Members: Carolyn Weems, Chair, Mark Bohenstiel, Sharon Felton, Cheryl Woodhouse, Kamala Lannetti, Laura Beth Mattson

I. Attendees: Carolyn Weems, Sharon Felton, Mark Bohenstiel, Cheryl Woodhouse, Matthew Delaney, Danielle Colucci, Jack Freeman, Melisa Ingram, Roni Myers-Daub, Robert Jamison, Laura Beth Mattson, Kamala Lannetti

II. Call to Order: 1:00 p.m.

III. Adoption of the Agenda:

Motion to adopt the agenda made by Ms. Felton, seconded by Mr. Bohenstiel.
Ayes: 3 Nays: 0

IV. Adopt Meeting Minutes October 29, 2025:

Motion to adopt the minutes made by Ms. Felton, seconded by Mr. Bohenstiel.
Ayes: 3 Nays: 0

V. Old Business:

A. Policy 3-40 Design-Build and Construction Management Delivery Methods; Regulation 3-40.1 Design-Build and Construction Management Delivery Methods

Ms. Lannetti presented a more concise policy and a regulation as requested by the Committee.

The Committee discussed revisions to include language to clarify that the use of this procedure is optional, and that the RFP/RFQ for new facilities will be presented to the entire School Board for approval.

Motion to send Policy 3-40, as amended in the meeting, to the next School Board meeting on Information made by Ms. Felton, seconded by Mr. Bohenstiel.
Ayes: 3 Nays: 0

B. Policy 5-29 Awards for Achievement/Class Rank/Honor Designations

Mr. Jamison explained the issue of when and where a student's class rank will be provided. Discussion followed regarding equity concerns between academy and non-academy students, and transcript versus student profile distinctions

Motion to send Policy 5-29 to the next School Board meeting on Information made by Ms. Felton, seconded by Mr. Bohenstiel.
Ayes: 3 Nays: 0

C. Policy 5-39 Student-led Demonstrations

Ms. Lannetti explained that this is a new policy, drafted by Ms. Mattson, as requested by the Committee at the last meeting.

Discussion followed regarding third-party participation, student rights, and the approval process through the school principal. Ms. Weems proposed revisions and requested that this policy be returned to the next PRC for further discussion regarding section L.

Motion to bring Policy 5-39 back to the next Policy Review Committee meeting for further discussion made by Ms. Felton, seconded by Ms. Bohenstiel.

Ayes: 3 Nays: 0

D. Policy 5-40 Student-led Assemblies

There was no discussion on the proposed changes to this policy.

Motion to send Policy 5-40 to the next School Board meeting on Information made by Ms. Felton, seconded by Mr. Bohenstiel.

Ayes: 3 Nays: 0

E. Policy 5-54 Physical Restraint and Seclusion – students; Regulation 5-54.1 Use of Physical Restraint and Seclusion – students

Ms. Lannetti explained that this appeared previously in a regulation but has been moved to policy and given a new number.

Discussion followed regarding the definition of ‘serious bodily harm,’ and required staff training. Ms. Lannetti will draft a definition of ‘serious bodily harm’ to be included in the regulation along with other terminology.

Motion to send Policy 5-54 to the next School Board meeting on Information made by Ms. Felton, seconded by Mr. Bohenstiel.

Ayes: 3 Nays: 0

F. Policy 7-51 Use of School Board Equipment

Ms. Weems questioned the return of this policy, recalling that the discussion had been focused on the use of School Board Vehicles. Ms. Mattson explained that review of this policy was the catalyst for that discussion but that this policy still needed to be reviewed to meet the 5-year requirement.

Motion to send Policy 7-51 to the next School Board meeting on Information made by Ms. Felton, seconded by Mr. Bohenstiel.

Ayes: 3 Nays: 0

VI. New Business:

Ms. Felton expressed concern regarding the School Division’s retention policy regarding security video. Ms. Lannetti explained that retention of any video is a combination of the Virginia Records Retention schedule and equipment capacity. Ms. Turnbull will look into how long the records can be maintained.

VII. Other Business:

None at this time.

VIII. Next Meeting: December 18, 2025, at 3:30 p.m.

IX. Adjourn: 2:30 p.m.

DRAFT

STUDENTS

Awards for Achievement/Class Rank/Honor Designations

A. Generally

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

B. Honor Rolls

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

C. Awards for Exemplary Performance

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

D. Honor Designations

~~Beginning in the 2023-24 school year, Each high school will include class rank on a student's transcript during the student's senior year. provide Grade Point Averages for class rank for individual colleges, universities, scholarships or military applications that require this information or that is requested by a parent/legal guardian or student.~~ The principal or school designee shall also provide colleges and universities with an explanation of the Latin Honors system through the Virginia Beach City Public Schools transcript profile.

1. A student's grade point average will be computed for the following purposes:
 - a. To determine honor designations.

- b. To determine if the student is eligible for certain diploma seals awarded by the Virginia Board of Education.
 - c. To communicate to college admission offices and other agencies designated by the adult student and/or parent/legal guardian of a minor student.
 - d. To determine class rank of individual students.
 - e. To determine the valedictorians and salutatorians for the graduating class.
2. The following honor designations will be utilized to distinguish academic achievement for graduating seniors:
 - a. A student earning a 3.0 cumulative grade point average or higher will be considered an honor graduate.
 - b. A student earning a 3.5 - 3.75 cumulative grade point average will be awarded the Cum Laude distinction.
 - c. A student earning a 3.76 - 3.99 cumulative grade point average will be awarded the Magna Cum Laude distinction.
 - d. A student earning a 4.0 and above cumulative grade point average will be awarded the Summa Cum Laude distinction.
 - e. Honor Designations will be added to the student's final transcript.
3. The designation of Valedictorian and Salutatorian will be utilized. A student enrolled in a Virginia Beach City Public Schools advanced academic program who transfers to a comprehensive school during their junior or senior year, will not qualify for Valedictorian/Salutatorian. The Superintendent or designee may authorize exceptions to this subsection.
 - a. For the Princess Anne High School International Baccalaureate Program and the Ocean Lakes High School Math and Science Academy the Superintendent shall authorize a Valedictorian/Salutatorian, for each advanced academic program and one for the comprehensive school.
 - b. For the Princess Anne High School profile, the School Division will include separate class ranks for the International Baccalaureate Program students and the non-International Baccalaureate Program students.
 - c. For the Ocean Lakes High School profile, the School Division will include separate class ranks for the Math and Science Academy students and the non- Math and Science Academy students.
4. The Superintendent shall develop regulations for formally acknowledging academic achievement for graduating seniors, to include the student(s) with the highest GPA.

Legal Reference

Virginia Board of Education Regulations Establishing Standards for Accrediting Public Schools in Virginia, 8 VAC 20-131-10 *et seq.*, as amended.

Adopted by School Board: October 21, 1969

Amended by School Board: February 16, 1971

Amended by School Board: August 21, 1990

Amended by School Board: July 16, 1991

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

Amended by School Board: October 6, 1998

Amended by School Board: April 20, 2010

Amended by School Board: April 24, 2018

Amended by School Board: October 26, 2021

Amended by School Board: March 28, 2023

Students

Student-led Demonstrations

A. Policy Statement

The School Board is committed to constructive exercise of rights related to speech and assembly permitted by the Constitution and applicable law. This Policy establishes consistent expectations and procedures for student demonstrations in a manner that is fair, equitable, and supportive of civil discourse, while maintaining safe and orderly school operations.

B. Purpose

The purpose of this Policy is to outline the rights, responsibilities, and procedures for students engaging in peaceful demonstrations on school property or during school-sponsored activities.

C. Definitions

1. Civil Discourse: Respectful exchange of ideas intended to promote understanding and constructive dialogue.
2. Demonstration: An organized assembly of students peacefully expressing a viewpoint or raising awareness of an issue such as observances or similar collective action.
3. Disruptive Conduct: Conduct that materially interferes with school operations, endangers health or safety, infringes on the rights of others, or violates the Student Code of Conduct. Examples include interference with instruction, blocking access, threats or intimidation, and property damage.
4. Student Activism: Efforts by students to advocate for political, environmental, educational, social, or community change.
5. Student Organization: A student-run group recognized by the school.
6. Third Party: Any individual or organization not affiliated with Virginia Beach City Public Schools.

D. Student Rights

Students have the right to:

1. Express opinions and beliefs respectfully.
2. Organize peaceful demonstrations with prior approval.
3. Engage in civil discourse and peaceful activism, as permitted under this Policy, the Code of Student Conduct, and applicable law, without retaliation.
4. Request administrative review if demonstration approval is denied.

E. Student Responsibilities

Students organizing or participating in demonstrations must:

1. Student demonstrations must be initiated and led by students.
2. Submit a request in advance.
3. Conduct themselves respectfully and peacefully.
4. Follow school rules and directions of staff.
5. Ensure participation is voluntary and non-coercive.
6. Avoid disrupting instruction or school operations.
7. Clean up any materials or items brought for the demonstration.

F. Request and Approval Process

1. Students must meet with the principal or designee to present:
 - a. Purpose and topic of demonstration
 - b. Date, time, and location
 - c. Anticipated number of participants
 - d. Staff sponsor, if applicable
 - a-e. Materials to be distributed (if any)
2. Meetings should be scheduled in advance, and demonstrations may not take place until administrative review is completed. This policy does not allow spontaneous demonstrations during instructional time.
3. Upon approval of a demonstration, the principal/designee will work collaboratively with student organizers to support student expression while ensuring:
 - a. Safety and supervision
 - b. Minimal disruption to instruction
 - c. Appropriate time and location
 - d. Communication with staff and students as needed

- e. The principal/designee reserves the right not to approve demonstrations that it determines are not consistent with School Division Policies and Regulations and/or which may be disruptive

G. School Responsibilities

School administrators will:

1. Provide reasonable guidance regarding time, place, and manners.
2. Ensure students' safety and supervision.
3. Apply this policy equitably and consistently.
4. Communicate expectations to staff and students in advance.
5. Support opportunities for constructive civic learning connected to the event when applicable.
6. No school resources or employees/agents will be used to promote student-led demonstrations.

H. Third-Party Involvement

Third-parties may not be involved in or attend student-led demonstrations.

I. Prohibited Conduct

Demonstrations may not:

1. Disrupt instruction or school operations.
2. Block access to school facilities or transportation.
3. Threaten, harass, or intimidate others.
4. Damage property.
5. Compel participation by others.
6. Interfere with the safety, privacy, or rights of individuals.

J. Consequences

Students who violate this policy or engage in disruptive conduct may be subject to discipline consistent with the Student Code of Conduct. Students shall not be disciplined solely for expressing political or social viewpoints in a lawful, non-disruptive manner.

K. Non-Endorsement

Approval of a demonstration does not constitute endorsement by the School Board, school administration, or staff of the content or viewpoints expressed.

1. ~~L. Digital Expression (Optional)~~Media, Digital Expression, and Online Conduct

1. Respectful and Accurate Representation

Students are expected to represent themselves, their peers, and the school community responsibly in any digital or online communication related to a demonstration. This includes social-media posts, live streams, videos, or other online content.

2. Prohibition on Manipulated or Misleading Media

Students may not create, edit, or distribute images, audio, or video that misrepresent events, other students, or staff. Altering, fabricating, or selectively editing recordings in a manner that could harm, harass, or defame others, or that violates the Student Code of Conduct, is prohibited.

3. Use of Student Images and Information

Posting or sharing images, recordings, or identifying information of other students or staff without their consent is prohibited unless such images are already approved for release under the School Board's *Student Directory Information* policy (Policy 5-XX) and the annual media-release permissions on file. Students and staff must honor any parent or guardian opt-outs from media release.

4. Protection of Privacy

Students must not post, tag, or disclose personally identifiable information of peers or staff in violation of FERPA or division policy. This includes names, addresses, contact information, and identifiable photographs of individuals who have not provided consent.

5. Division and Media Use

The School Division may capture photographs or recordings of approved demonstrations for educational or public-information purposes consistent with directory-information and media-release authorizations. The Division will not release student images or information for commercial or marketing purposes.

6. Consequences

Digital or online conduct that violates this policy, the Student Code of Conduct, or privacy laws may result in disciplinary action and, where applicable, referral to law enforcement or civil remedies.

~~Digital communication related to demonstrations is expected to remain respectful and may not substantially disrupt school operations or infringe on the rights of others. Digital expressions that materially disrupt learning may be addressed consistently with the Student Code of Conduct.~~

Adopted by the School Board: 2025

STUDENTS

Student-led Assemblies/Demonstrations

A. Generally

~~Student assemblies are an important part of the school program and provide opportunities to support learning, promote civic engagement, celebrate student achievement, and build community. 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.—A student assembly is a planned, school-approved gathering of students occurring during the instructional day or on school property for educational, cultural, or community-building purposes. Assemblies may be school-sponsored or student-led with prior approval. Sometime both within and without regular school hours shall be made available for student assemblies to deal with relevant ideas and topics.~~
- ~~2.1.~~ 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.

B.C. Spontaneous Assemblies Guidelines

1. Approval Requirement

All student assemblies must be scheduled and approved by the principal or designee in advance. The School Division reserves the right not to approve assemblies that it determines are not consistent with School Division Policies and Regulations and/or which may be disruptive to the educational environment.

2. Educational Alignment

Assemblies must support educational goals, uphold the mission of the school division, and maintain an orderly and respectful learning environment.

3. Supervision

School-approved staff must be present at all assemblies. Outside speakers or organizations must receive prior authorization consistent with division policy.

4. Attendance

- a. Assemblies may be required or voluntary at the discretion of the school administration.
- b. Schools shall provide appropriate supervision or alternatives for students who opt out when the assembly is not mandatory, consistent with law and division practice.

5. Content Standards

Assembly programs must:

- a. Support a positive school climate
- b. Avoid disrupting the instructional program
- a-c. Not promote commercial, partisan political, or religious activity, except as permitted by law

6. Application Process

Students or student groups requesting an assembly must submit:

- a. Purpose and program description
- b. Proposed date, time, and location
- c. List of speakers/participants
- d. Staff sponsor
- e. The principal/designee will review for appropriateness and scheduling.

- ~~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: August 13, 2024

Amended by School Board: November 2025

BUSINESS AND NONINSTRUCTIONAL OPERATIONS

Public Charter Schools

Public Charter Schools may be established, operated and/or discontinued by the School Board in accordance with this Policy and applicable law or regulation.

A. Purpose of Public Charter Schools

The School Board may review and make determinations regarding the establishment and operations of public charter schools. The purpose for a public charter school is in order to: 1) stimulate the development of innovative programs; 2) provide opportunities for innovative programs within public education; 3) provide parents/legal guardians and students with more options within the School Division; 4) provide teachers with a vehicle for establishing schools with alternative innovative instruction and school scheduling, management and structure; 5) encourage performance-based educational programs; 6) establish high standards for both teachers and administrators; and 7) develop models for replication in other public schools. ~~s, the School Board shall receive and consider applications for the establishment of public charter schools.~~

B. Public Charter Schools – types and certain conditions Defined

1. Non-religious or non-home-based public charter schools required

A ~~public ce~~ charter school is a public, nonreligious, or non-home-based alternative school located within Virginia Beach. A public charter school may be created as a new public school or by converting all or part of an existing public school; however, no public charter school shall be established through the conversion of a private school or a nonpublic home-based educational program. ~~A public charter school for at-risk pupils may be established as a residential school.~~

2. Regional Public Charter schools authorized

~~T~~The School Board may enter into contracts with other school divisions for the ~~purposes~~ purpose of establishing a regional charter school. The procedures and authorizations set forth in this Policy will be adjusted to accomplish such a regional charter school.

3. Residential public charter schools

The School Board may approve a residential charter school application, but the School Board will not be responsible for any costs related to the residential aspect of such charter school. A public charter school for at-risk pupils may be established as a residential school.

4. Compliance with applicable law and regulation

- a. ~~PA~~ ~~All~~ public charter schools shall be subject to all federal and state laws and regulations.
- b. Public charter schools are subject to the same civil rights, health and safety requirements applicable to other public schools in Virginia, except as otherwise provided by law or regulation, and constitutional provisions prohibiting discrimination in admissions, employment, or operation on the basis of disability, race, creed, color, gender, national origin, religion, ancestry, or the need for special education services.
- c. Public charter schools are subject to the student assessment and accountability requirements applicable to other public schools in Virginia, but nothing precludes a public charter school from establishing additional student assessment measures that go beyond state requirements if the School Board approves such measures.
- d. No public charter school shall discriminate against any individual on the basis of disability, race, creed, color, sex, sexual orientation, gender identity, national origin, religion, ancestry, or need for special education services or any other unlawful basis, and each public charter school shall be subject to any court-ordered desegregation plan in effect for the school division.
- e. ~~No~~ No public charter school shall discriminate against any student on the basis of limited proficiency in English, and each public charter school shall provide students who have limited proficiency in English with appropriate services designed to teach such students English and the general curriculum, consistent with federal civil rights laws.
- f. No public charter school shall engage in any sectarian practices in its educational program, admissions or employment policies, or operations.
- g. ~~EE~~ Enrollment in a public charter school shall be open to all students who reside in the School Division. If adequate space is not available to accommodate all students, a waiting list shall be established, prioritized through a lottery process on a space-available basis, except that in the case of the conversion of an existing public school, students who attend the school and the siblings of such students shall be given the opportunity to enroll in advance of the lottery process. Parents/legal guardians and adult students shall be informed of their ~~student's~~ students' or their position on the list.

C. Public Charter School Restrictions

~~C.~~ The following restrictions will apply to public charter schools.

1. Limit of ten percent of total schools may be public charter schools

The School Board may grant public school charters not exceeding ten percent of the School Division's total number of schools.

2. At-risk pupils- priority

Priority shall be given to public charter school applications designed to increase the educational opportunities of at-risk pupils. One-half of the public charter schools in the School Division are to be reserved for schools designed to increase the educational opportunities for "at-risk pupils". However, the one-half requirement shall not apply in cases in which an existing public school is converted into a public charter school that serves the same community as the existing public school, nor shall such public charter school conversions be counted in the determination of School Division compliance with the one-half requirement.

3. Definition of "at-risk pupil"

For purposes of this Policy, an "at-risk pupil" is a student having a physical, emotional, intellectual, socioeconomic, or cultural risk factor, as defined in Virginia Board of Education criteria, which research indicates may negatively influence educational success.

D. Application

Any person, group, or organization including any institution of higher education, may submit an application for the formation of a public charter school.

1. Virginia Board of Education review

Prior to submission of an application to the School Board, the public charter school applicant shall submit its proposed public charter school application to the Virginia Board of Education for its review, comment, and a determination as to whether the application meets the approval criteria developed by the Virginia Board of Education. The Virginia Department of Education will send a formal notification of the Virginia Board of Education's decision to both the applicant and the School Board.

2. Public charter school applications by more than one school board – not subject to Virginia Board of Education review

No public charter school application that is initiated by one or more local school boards is subject to Virginia Code § 22.1-213.9, as amended, with regard to submitting applications to the Virginia Board of Education.

3. Cost for application review

Upon its application to the School Board, the applicant must submit a completed application package together with a \$700.00 application fee. The School Administration shall compute the actual cost to the School Division for legal counsel and staff time spent processing the charter application, charter contract, and requests for release/waiver from School Board Policies and Regulations and Virginia Board of Education Regulations. The costs shall include, at minimum, salary and fringe benefits for legal counsel and staff. At the conclusion of the process, whether the charter is granted or denied, the School Administration shall remit to the applicant any portion of the \$700 application fee exceeding staff and legal counsel costs to process the application, charter contract, and request for release/waiver from School Board Policies and Virginia Board of Education Regulations.

4. Public charter school application

As part of the public charter school application process, the applicant must provide, at a minimum:

- a. An executive summary.
- b. A mission statement of the public charter school that is consistent with principles of the Standards of Quality, including identification of the targeted academic program or study.
- c. The name, address, phone number and qualifications of the applicant(s) and a designated contact person. Additionally, each individual who signs the application or, if the applicant is a group, each member of the group or organization's governing body shall provide a complete professional history and shall provide a completed Federal Bureau of Investigation background check, a Virginia State Police criminal check, a Child Protective Services background check and a credit check.
 - ~~1.—The mission statement of the public charter school which is consistent with the principles of the Standards of Quality.~~
 - ~~2.—The goals and educational objectives to be achieved by the public charter school; which educational objectives must meet or exceed the Standards of Learning.~~
 - ~~3.—Evidence that an adequate number of parents/legal guardians, teachers, students, or any combination thereof, support the formation of a public charter school.~~
- d. Evidence of need and community support for the proposed public charter school.~~A statement of need for a public charter school in a school division or in a geographic area within a school division.~~
- f. A plan for the displacement of pupils, teachers, and other employees who will not attend or be employed in the public charter school, in instances of the

conversion of an existing public school to a public charter school, and for the placement of public charter school pupils, teachers, and employees upon termination or revocation of the charter.

- g. The location or geographic area proposed for the public charter school.
- h. The grades to be served each year for the full term of the charter contract.
- 4. i. Minimum, planned, and maximum enrollment per grade level per year for the term of the charter contract.
- j. A plan for the A description of the student population the public charter school intends to serve.

5.—

- 6. k. A ~~description~~description of the public charter school's educational program, pupil performance standards, and curriculum, which must meet or exceed any applicable Standards of Quality, the assessments to be used to measure pupil progress toward achievement of the school's pupil performance standards in addition to the Standards of Learning assessments prescribed by Virginia Code; the timeline for achievement of such standards; and the procedures for taking corrective action in the event that pupil performance at the public charter school falls below such standards. The description shall also include a method for determining that a student has satisfied the requirements for graduation and a method for the transfer of credits between schools in the School Division.

- l. Plans and timelines for student recruitment and enrollment, including lottery procedures. A description of the lottery process to be used to determine enrollment if there are more applicants than spaces available in the public charter school, including a provision that in the case of the conversion of an existing public school, students who attend the school and the siblings of such students shall be given the opportunity to enroll in advance of the lottery process. A lottery process shall also be developed for the establishment of a waiting list for students for whom space is unavailable. Additionally, if appropriate, the information should describe a tailored admission policy that meets the specific mission or focus of the public charter school and that is consistent with all federal and state laws and regulations and constitutional provisions prohibiting discrimination applicable to public schools.

- 7. m. Evidence that the plan for the public charter school is economically sound for both the public charter school and the School Division; a proposed budget, for the ____ term of the charter; and a description of the manner in which an annual audit of the financial and administrative operations of the public charter school, including any services provided by the School Division, is to be conducted.

~~8.—A plan for the displacement of pupils, teachers, and other employees who previously attended or were employed in the facility converted to a public charter school and who will not attend or be employed in the public charter school; and a plan for the placement of public charter school pupils, teachers, and employees upon charter termination, revocation of the charter, dissolution of the school, or dislocation from the school site for any reason.~~

- n. A description of the management and operation of the public charter school, including the nature and extent of parental, professional educator, and community involvement in the management and operation of the public charter school, including an explanation of how the public charter school will be accountable to the School Board, parents/legal guardians, the community, and the State.
- ~~o. The public charter school's proposed calendar and a sample daily schedule.~~
- ~~p. A description of the academic program that is aligned with the Standards of Learning.~~
- ~~q. A description of the public charter school's instructional design, including the type of learning environment, such as classroom-based or independent study; class size and structure; curriculum overview; and teaching methods.~~
- ~~r. The public charter school's plans for identifying and successfully serving students with disabilities, students who are English language learners, students who lag behind academically, and gifted students, including compliance with applicable laws and regulations.~~
- ~~s. A description of cocurricular or extracurricular programs and how such programs will be funded and delivered.~~
- ~~t. The public charter school's student discipline policies, including discipline policies for special education students.~~
- ~~u. An organization chart that clearly presents the public charter school's organizational structure, including lines of authority and reporting between the management committee; staff; any related bodies, such as advisory bodies or parent and teacher councils; and any external organizations that will play a role in managing the public charter school.~~
- ~~v. A clear description of the roles and responsibilities for the management committee, the public charter school's leadership and management team, and any other entities shown in the organization chart.~~
- ~~w. A staffing chart for the public charter school's first year and a staffing plan for the term of the charter contract.~~
- ~~x. Plans for recruiting and developing the public charter school's leadership and staff.~~

- y. The public charter school's leadership and teacher employment policies.
- z. Proposed governing bylaws.
- aa. Explanations of any partnerships or contractual relationships central to the public charter school's operations or mission.
- bb. The public charter school's plans for providing transportation, food service, and all other significant operational and ancillary services.
- cc. A statement of opportunities and expectations for parent involvement.
- dd. A detailed public charter school start-up plan that identifies tasks, timelines, and responsible individuals.
- ee. A description of the public charter school's financial plan and policies, including financial controls and audit requirements.
- ff. A description of the insurance coverage that the public charter school will obtain.
- gg. Start-up and five-year budgets with clearly stated assumptions.
- hh. Start-up and first-year cash-flow projections with clearly stated assumptions.
- ii. Evidence of anticipated fundraising contributions, if claimed in the application.
- jj. A sound facilities plan, including backup or contingency plans, if appropriate.
- kk. Assurances that the public charter school (i) is nonreligious in its programs, admission policies, employment practices, and all other operations and (ii) does not charge tuition.
- ll. Disclosure of any ownership or financial interest in the public charter school, by the charter applicant and the governing body, administrators, and other personnel of the proposed public charter school, and a requirement that the successful applicant and the governing body, administrators, and other personnel of the public charter school shall have a continuing duty to disclose such interests during the term of any charter.
- 9. ~~mm.~~ mm. An explanation of the relationship that will exist between the proposed public charter school and its employees, including evidence that the terms and conditions of employment have been addressed with affected employees. The public charter school shall also provide an explanation of the procedure and guidelines for hiring all personnel not transferring to the public charter school from the School Division. This shall include an explanation of the process by which all statutory mandates regarding the hiring of public school employees shall be met.
- nn. ~~An~~ An agreement between the parties regarding legal liability and applicable insurance coverage.

~~10.-~~

~~11. oo.~~ A description of how the public charter school plans to meet the transportation needs of its pupils.

~~12. Assurances that the public charter school: a) is nonreligious in its programs, admission policies, employment practices, and all other operations; and b) does not charge tuition; pp.~~ A description of the facility to be used for the school or the plan for acquisition of a site. If the facility is a School Division facility, any plans for alteration ___ or renovation must be provided. If the facility is not property of the School Division, the applicant must provide: ~~1a)~~ a certificate of occupancy; ~~2b)~~ a health inspection certificate; ~~3e)~~ annual fire inspection certificate; d) proof of compliance with federal, state and local health and safety laws and regulations; and ~~4e)~~ a copy of the lease or contract under which the public charter schools will use the facility.

~~13. qq.~~ A description of the procedures the public charter school will implement to ensure the health and safety of the students and employees.

~~14. rr.~~ Assurances, including a copy of all insurance policies naming the School Board and the ~~School Division~~ Virginia Beach City Public Schools as additional insureds, that the School Board, its officers, employees, volunteers and agents will be defended, held harmless and indemnified against any claim, action, loss, damage, injury, liability, cost, or expense of any kind as a result of the public charter school or actions by its agents, employees, invitees or contractors.

~~tt. Disclosure of any ownership or financial interest in the public charter school, by the charter applicant and the governing body, administrators, and other personnel of the proposed public charter school; and a requirement that the successful applicant and the governing body, administrators, and other personnel of the public charter school shall have a continuing duty to disclose such interests during the term of any charter.~~ ss. The plans for compliance with state and federal laws and regulations regarding non-discrimination and/or the educational rights of students with disabilities.

~~15. tt.~~ A plan for handling student discipline matters that meets the criteria set forth in the Virginia Board of Education's *Student Conduct Policy Guidelines*.

~~16. uu.~~ The application package submitted to the Virginia Board of Education and the results of any Virginia Board of Education review of the public charter school application that may have been conducted as provided in Virginia Code § 22.1-212.9 (C), as amended.

E. Application Review

The Superintendent shall designate a review team consisting of appropriate School Division personnel and at least two members of the general public, one of whom has publicly supported the

public charter schools concept, to evaluate public charter school applications. The Superintendent shall designate a member of the Review Team to act as the School Division contact for questions about the public charter school application process and for the acceptance of public charter schools applications.

1. Review Team – work with applicants

The Review Team shall work cooperatively with applicants and prospective applicants to provide information and respond to questions through the School Division contact. All questions from applicants prior to the actual submission of an application must be submitted to the School Division contact in writing and responses from the School Division will be given in writing. Once an application has been submitted, each applicant will be provided with the opportunity to resubmit an application or to submit information required to complete an application. If an applicant neither submits requested information nor resubmits an application within thirty (30) days of a request from the School Division contact, the application may be denied.

2. Regulation for process and review of applications

The Superintendent shall develop a process for receiving and reviewing applications for public charter schools which shall be set forth in regulation. This Regulation shall include a timeline for the application and review process and a means for reviewing and evaluating each application, including the criteria on which the decision to either recommend an application for contract negotiations or to deny an application for a public charter school will be based.

3. Review Team- responsibilities

The Review Team shall be responsible for: a1) recommending to the Superintendent the criteria for reviewing public charter school applications; b2) evaluating all public charter school applications based upon the criteria set forth in regulation; 3c) recommending that the School Board either reject an application or enter into contract negotiations with an applicant; d4) monitoring public charter school progress; and e5) making recommendations regarding the revocation, non-renewal or renewal, including renewal term, of charter contracts.

F. School Board Decisions

1. Public hearing

The School Board shall hold a hearing for the purpose of taking public comments on the recommendations of the Rreview Team before the School Board makes a decision to either reject an application or to move forward with contract negotiations. Notice of such public hearing will be done no less than fourteen (14) days prior to the public hearing. At such hearing the applicant shall be permitted adequate time to present its public charter school concept to the School Board, to

respond to any questions or concerns of the review team and to answer any questions posed by members of the School Board.

2. Notice of School Board's decision

Written notice of the School Board's decision shall be sent to each applicant, and if the application is rejected the notice shall specify the reasons for such rejection. The written notice of the School Board's decision will be posted on the School Division website and be made available for review upon request.

3. Petition for reconsideration

A public charter school applicant whose application was denied, or a grantee whose charter was revoked or not renewed, shall be entitled to petition the School Board for reconsideration.

- a. The petition may include amendments to the application or the charter agreement that address the reasons for the School Board's decision.
- b. The petition for reconsideration shall be filed no later than sixty (60) calendar days from the date the public charter school application was denied, revoked, or not renewed. Such reconsideration shall be decided within sixty (60) calendar days of the filing of the petition and the School Board ~~shall will~~ accept public comment on the reconsideration.
- c. The decision of the School Board to grant or deny a public charter school application or to revoke or fail to renew a charter contract shall be final and not subject to appeal. Following the School Board's decision to deny a public charter school application or to revoke or fail to renew a charter contract, the School Board shall submit documentation to the Virginia Board of Education as to the rationale for the School Board's denial of the public charter school application or revocation of or failure to renew the charter contract.

4. Virginia Department of Education review

~~T~~The applicant or grantee may seek technical assistance from the Virginia Department of Education regarding the reasons for the denial of the application or the revocation or nonrenewal of the charter contract. Upon reconsideration, the decision of the School Board to grant or deny the public charter school application or to revoke or nonrenew a charter agreement shall be final and not subject to appeal. The School Board will submit documentation to the Virginia Board of Education as to the rationale for the denial or revocation of the application.

5. New application by former applicant or grantee

Nothing in this section shall prevent an applicant or grantee from filing a new application.

G. Charter Contract

Once the School Board accepts the recommendation of the ~~R~~review ~~T~~eam to move forward with contract negotiations, the public charter school applicant and the ~~R~~review ~~T~~eam, with the assistance of legal counsel, shall negotiate a contract which contains all agreements between the School Board and the public charter school. Such contract shall become part of the public charter school application which will then be either approved or ~~d~~isapproved by the School Board.

1. Charter contracts not to exceed five years

Upon approval of an application which includes the charter contract by the School Board, a charter shall be granted for a term not to exceed five years.

~~1.2.~~ Revisions to charter contract

Any material revisions of the charter contract shall be made in writing and must be approved in writing by the School Board and the public charter school management committee.

H. Release from Policies and Regulations

~~H.:~~

1. Waiver of School Board policies and regulations and state regulations

A public charter school may operate free from School Board ~~p~~Policies and ~~r~~Regulations and state regulations to the extent specifically waived in the charter contract, except that the Standards of Quality prescribed in Virginia Code § 22.1-253.13:1 *et seq.*, and by reference the Standards of Learning and the Standards of Accreditation, may not be waived. All School Board Policies and Regulations apply to each public charter school unless there has been a specific waiver agreed to in the charter contract. ~~A~~

2. Waiver of new School Board Policies and Regulations

~~dditionally, n~~New and revised School Board Policies and Regulations apply to all public charter schools unless a waiver is requested by the public charter school management committee within sixty ~~calendar~~ days of the passage of such policy or regulation and the waiver is approved in writing by the School Board.

~~1.3.~~ School Board request of Virginia Board of Education to waiver state regulations

The School Board, on behalf of each public charter school, shall request from the Virginia Board of Education waivers from those state regulations agreed to in the public charter school contract. If the public charter school is designed to increase the educational opportunities for at-risk pupils, the School Board shall request that the Virginia Board of Education approve an Individual School Accreditation Plan pursuant to 8 VAC 20-131-280-(C), as amended, of the Virginia Administrative Code.

I. Management and Operation

A public charter school shall be administered and operated by a management committee in the manner agreed to in the charter contract. The management committee shall be composed of

parents of students enrolled in the school, teachers, and administrators working in the public charter school and representatives of any community sponsors or as agreed to by the School Board and the charter school applicant.

1. Responsibilities of a Public Charter School

A public charter school shall be responsible for its own operations, including, but not limited to, budget preparation, contracts for services, and personnel matters as specified in the charter contract. The public charter school shall have no authority to enter into contracts or agreements on behalf of the School Board of the City of Virginia Beach absent the express written approval of the Superintendent. All contracts entered into by the public charter school shall prominently state that the contract is not binding upon the School Board of the City of Virginia Beach unless it is signed by the Superintendent or ~~designee~~Deputy Superintendent or director to whom the Superintendent has delegated authority.

2. School buildings, grounds, operation and maintenance- contract for provision

A public charter school may negotiate and contract with the School Division or any third party for the use of a school building and grounds, the operation and maintenance thereof, and the provision of any service, activity or undertaking which the public charter school is required to perform in order to carry out the educational program set forth in the charter contract.

~~J.—Services provided by the School Division to the public charter school shall be provided at cost to the School Division. The total cost for such services will be based upon the actual costs for the previous year.~~

~~K.~~**J. Personnel**

Public charter school personnel shall be employees of the School Board and the School Division~~Virginia Beach City Public Schools~~ and shall be selected and/or hired as agreed in the charter contract.

1. Volunteering for assignment to a Public Charter School

Professional, licensed employees currently employed by the School Board and the School Division~~Virginia Beach City Public Schools~~ may volunteer for assignment to a public charter school and may be assigned by the School Board to a public charter school for one contract year and reassigned annually upon the request of the employee and the public charter school management committee. Professional, licensed personnel who request assignment to a non-charter school or who are not recommended for reassignment in the public charter school, other than for reasons cited in § 22.1-307, as amended, of the Code of Virginia, shall be transferred to a non-charter school according to School Board Policy.

2. Same benefits for public school charter personnel employed by the School Division

Professional, licensed employees assigned to a public charter school shall receive the same employment benefits as such personnel assigned to non-charter schools. ~~Professional, licensed personnel who request assignment to a noncharter school or who are not recommended for reassignment in the public charter school, other than for reasons cited in § 22.1-307, as amended, of the Code of Virginia, shall be transferred to a nonchschool according to School Board Policy.~~

1-3. School Board retains final authority over its employees

The School Board has the final authority to assign and apply applicable law, policy and regulation to professional, licensed personnel ~~assigned~~ to a public charter school or other schools within the School Division as provided in Code of Virginia ~~Code~~ §§ 22.1-293 and 22.1-295, as amended.

L.K. Funding

Public charter schools shall be funded as provided by law and negotiated in the charter contract. Notwithstanding any other provision of law, the proportionate share of state and federal resources allocated for students with disabilities and school personnel assigned to special education programs shall be directed to the public charter school enrolling such students. The proportionate share of ~~moneys~~money allocated under other federal or state categorical aid programs shall be directed to the public charter school serving students eligible for such aid.

1. Public charter school may not be required to pay more than actual costs

Any services for which the public charter school contracts with the School Board shall not exceed the School Division's costs to provide such services. At its discretion, the School Division may waive any or all of the costs for provision of services.

2. Rent may not be charged

A public charter school shall not be required to pay rent for space which is deemed available, as negotiated by contract, in School Division facilities.

3. No financial incentives

Funding and service agreements between the School Board and the public charter school shall not provide a financial incentive or constitute a financial disincentive to the establishment of the public charter school.

4. Educational and related fees from students

Any educational and related fees collected from students enrolled at the public charter school shall be credited to the account of such public charter school established by the relevant School Board. ~~Any educational and related fees collected from students enrolled at the public charter school shall be credited to the account of the public charter school as established by the School Board.~~

5. Students may not be charged tuition

Students attending the public charter school may not be charged tuition.

4-6. Management committee may accept gifts, donations and grants

The public charter school management committee of a public charter school may accept gifts, donations, or grants of any kind made to the charter school and may spend such funds in accordance with the conditions prescribed by the donor.

However, no gift, donation, or grant shall be accepted by the public charter school management committee ~~of a public charter school~~ if the conditions for such funds are contrary to law or the charter contract.

M.L. Fiscal Management

Each public charter school will be required to utilize a Chart of Accounts designated by the School Division. Financial information and reporting will be required to conform to Generally Accepted Accounting Procedures and Governmental Accounting and Financial Reporting Standards. Each public charter school will be required to provide a monthly financial statement in the format designated by the School Division's Chief Financial Officer or the Director of Business Services. Monthly financial information shall be provided no later than the 20th for the following month.

1. The monthly financial information will consist of the following:

- ~~1.~~ **a.** Bank reconciliation for all accounts;
- ~~2.~~ **b.** Federal and state payroll reports;
- ~~3.~~ **c.** Any required state filings for sales tax or other required reports;
- ~~4.~~ **d.** Listing of all checks written during the month;
- ~~5.~~ **e.** Listing of all payables and receivables at the end of the month;
- ~~6.~~ **f.** Monthly and year-to-date expenditure reports;
- ~~7.~~ **g.** Monthly and year-to-date revenue reports;
- ~~8.~~ **h.** Monthly and year-to-date attendance and projected March 31 ADM;
- ~~9.~~ **i.** Balance sheet;
- ~~10.~~ **j.** Position control information comparing budgeted positions to allocated and staffed positions; and
- ~~11.~~ **k.** Other reports as may be requested from time to time by the School Board, the Chief Financial Officer or the Director of Business Services.

2. Annual operating budget

Each public charter school will be required to provide a proposed Annual Operating Budget to the Department of Budget and Finance prior to the submission of the Superintendent's Proposed Operating Budget. The budget shall be in the form and

manner prescribed by the Department of Budget and Finance and shall be submitted no later than December 1 for the ensuing fiscal year.

3. Annual audited financial statement

Each public charter school will be required to provide the School Division with an audited financial statement prepared by a Certified Public Accountant acceptable to the School Board for each year of operation. The audited financial statement shall be provided no later than September 30 for the preceding fiscal year.

N.M. Public Charter School Reporting Requirements

Public charter schools are required to report to the School Board with the same frequency and in same format as other School Division schools on fiscal matters, student progress, and any other student issues.

O.N. Public Charter School Contract Renewal

A public charter school contract may be renewed for up to five years at the discretion of the School Board. The public charter school management committee must apply to renew a charter by October 1 of the school year in which the charter expires.

1. Renewal application requirements

A public charter school renewal application shall contain, but shall not be limited to:

- ~~1-~~ **a.** A report on the progress of the public charter school in achieving the goals, objectives, program, and performance standards for students and any other terms and conditions agreed to in the charter contract.~~;~~
- ~~2-~~ **b.** A financial statement, on forms prescribed by the Virginia Board of Education, that discloses the costs of administration, instruction, and other spending categories for the public charter school and that has been concisely and clearly written to enable the School Board and the public to compare such costs to those of other schools or comparable organizations; and
- ~~3-~~ **c.** Any other information required by the School Board in its application for renewal.

2. Non-renewal of charter or dissolution of public charter school

If the charter is not renewed or the public charter school is dissolved, the public charter school management committee is responsible for all financial, contractual, and other obligations of the public charter school. A public charter school may petition for reconsideration of the School Board's decision not to renew a charter contract within sixty (60) calendar days of the decision not to renew. The School Board will follow the process for reconsideration set forth ~~in~~ in Section F of this Policy.

P.O. Charter Contract Revocation

1. Reasons for revocation of charter contract

The School Board may revoke a charter contract if:

- ~~1.~~ **a.** The public charter school violates the conditions, standards, or procedures established in the public charter school application.~~;~~[;]
- ~~2.~~ **b.** The public charter school fails to meet or make reasonable progress toward achievement of the content standards or student performance identified in the charter contract;~~;~~_.
- ~~3.~~ **c.** The public charter school fails to meet generally accepted standards of fiscal management.~~;~~[;]
- ~~4.~~ **d.** The public charter school, violates any provision of law from which it was not specifically exempted;~~;~~_.
- ~~5.~~ **e.** The public charter school violates a material term of the charter contract; or
- ~~6.~~ **f.** The School Board determines that it is not in the public interest or the welfare of the students within the School Division to continue the operation of the public charter school.

2. Reconsideration of revocation

A public charter school may petition for reconsideration of the School Board's decision to revoke a charter contract within sixty (60) calendar days of the decision to revoke. The School Board will follow the process for reconsideration set forth in Section F.

3. Public charter school management committee remains responsibility upon revocation or dissolution

If a charter contract is revoked or is dissolved, the public charter school management committee shall be responsible for all financial, contractual, and other obligations of the public charter school.

Q.P. School Board Reporting Requirements

The School Board shall make the following reports to the Virginia Board of Education:

1. If the School Board grants a public charter school application such action shall be reported to the Virginia Board of Education. This report shall specify the maximum amount of charters that may be authorized, if any; the number of charters granted; and whether a public charter school is designed to increase the educational opportunities of at-risk pupils.~~;~~[;]

2. The School Board shall submit an annual evaluation of each public charter school to the Virginia Board of Education.^{2,3}
3. The School Board shall submit an annual report comparing the performance of public charter school students and students enrolled in the regular schools of the School Division; and
4. The School Board shall submit a report of the number of students enrolled in each public charter school at the end of the school year.

Legal Reference

Code of Virginia § 22.1-3, as amended. Persons to whom public schools shall be free.

Code of Virginia § 22.1-212.5- 22.1-212.16, as amended. Establishment of Charter Schools.

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

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

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

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

Virginia Board of Education Regulations Establishing Standards for Accrediting Public Schools in Virginia, 8 VAC 20-131-10, *et seq.*, as amended.

Related Links

Virginia Code § [22.1-212.9](#)

Adopted by School Board: December 1, 1998

Adopted by School Board: November 21, 2000

Amended by School Board: February 5, 2008

Amended by School Board: March 15, 2011

Amended by School Board: August 20, 2013

Amended by School Board: August 19, 2014

[Amended by School Board: 2025](#)

STUDENTS

Interscholastic Competition

A. Generally

The School Board endorses the ideals of good sportsmanship, ethics, and integrity in all extra-curricular and co-curricular activities and charges all division schools with:

1. Encouraging and maintaining attitudes and actions indicative of good sportsmanship in the Virginia Beach City Public Schools;
2. Promoting the establishment of an organized program of sportsmanship activities; and
3. Recognizing the efforts of those individuals and organizations that develop and implement a sound philosophy and program.

B. Virginia High School League, Inc.

The School Board endorses membership by its high schools in the Virginia High School League, Inc. (VHSL) but imposes higher scholastic standards than the VHSL, as set forth in this Policy. The School Board authorizes the Superintendent or designee to make decisions on appeals regarding transfers or eligibility in those matters where the School Board and/or Superintendent are designated by VHSL rules or procedures as the appeal decider. The School Board does not intend to hear appeals of VHSL rules or procedure regarding transfers or eligibility.

C. Academic Requirements for Participation in Interscholastic Competition

1. It is the policy of the School Board that, to obtain eligibility to participate in interscholastic activities, students shall be required to have passed five or more classes with a 2.0 grade point average or higher in courses taken in the semester immediately preceding the semester in which they want to participate. Final grades earned in courses taken during summer school will be averaged with the semester grades the student earned in courses taken during the second semester to determine the student's second semester grade point average. The School Board grants to each student one probationary semester for use during the middle school years while a student attends Virginia Beach City Public Schools and one probationary semester for use during the high school years while a student attends Virginia Beach City Public Schools, during which time the 2.0 grade point average requirement is waived.

2. Students with disabilities eligible for special education and related services under the Individuals with Disabilities Education Improvement Act of 2004 (IDEIA), in order to participate in interscholastic activities, must: a) make standard progress, as determined by the Individualized Education Program (IEP) team, toward the goals and objectives in their IEPs in special education courses; and b) meet the academic requirements set forth in paragraph C.1. above in all courses. Students with disabilities who are taking less than five subjects, due to an IEP team determination that a reduced course load is appropriate, are eligible to participate in interscholastic athletics provided they meet the other requirements of this subsection.

Legal Reference

Virginia High School League, Inc. Handbook and Policy Manual, as revised.

Virginia Board of Education, 8 VAC 20-81-100(H)(2), as amended. Free Appropriate Public Education

Adopted by School Board: July 16, 1991

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

Amended by School Board: September 2, 1997

Amended by School Board: March 21, 2000

Amended by School Board: October 3, 2000

Amended by School Board: September 20, 2011

Amended by School Board: April 21, 2015

Amended by School Board: June 23, 2020

Amended by School Board: April 22, 2025

Amended by School Board: 2026

INSTRUCTION

Evaluation of New and Existing Programs

A. Purpose

The School Division will employ a systematic approach to program evaluation for the purpose of maintaining relevant, ~~high-quality~~high-quality programs. It is expected that results from program evaluations will be used for continuous improvement. For the purposes of this Policy, programs are defined as all educational programs and initiatives that impact students or staff that are currently in operation or being planned for implementation that operate with local resources. This Policy does not apply to programs and initiatives that are funded solely through external grant funds with evaluations completed by external evaluators or funded solely through school-based funds and managed by the school.

B. Evaluation of New Programs

All new programs will be evaluated for a minimum of two years. The year-one evaluation will focus on the implementation of the program, while the year-two evaluation will focus on program outcomes, progress made toward meeting the program's goals and objectives, and program effectiveness. Programs that have been designed to take more than two years to fully implement will also be evaluated during the year in which the program reaches full implementation. This full-implementation evaluation will focus on the accomplishment of the program's goals and objectives and program effectiveness.

1. In accordance with School Board Regulation 6-24.2, as amended, a formal ~~written report~~presentation of findings and recommendations will be ~~reviewed by the Planning and Performance Monitoring Committee (PPMC)~~ and provided to the School Board. Each evaluation will include a recommendation to continue the program without modifications, continue the program with modifications, expand the program, or discontinue/phase out the program.
 - a. If a new program is recommended for continuation without modifications following its final evaluation, the program will not be eligible again for evaluation until after one annual evaluation cycle has passed.
 - b. After that period, the program will be classified as an existing program and will be evaluated in accordance with section C of this Policy.
 - c. All new program proposals shall include a sunset provision in accordance with School Board Regulation 6-24.2. Program evaluations for these programs shall adhere to established timelines.

C. Evaluation of Existing Programs

Existing programs will be evaluated based on an annual Program Evaluation Schedule which will be developed by the Program Evaluation Committee and approved by the School Board annually. The composition of this committee will be determined by the Superintendent and may include representatives from the Office of Research and Evaluation, the Department of Teaching and Learning, the Department of School Leadership, the Office of Professional Growth and Innovation, appropriate school-based personnel, and/or community members.

Existing programs will be prioritized by the Program Evaluation Committee based on the following factors:

1. Alignment with the School Division's strategic ~~plan and School Board~~ goals framework;
2. Program cost;
3. Program scale;
4. Cross-departmental interest;
5. Community/stakeholder interest in the program;
6. Availability of information on the program's effectiveness; and
7. Date of most recent evaluation.

D. Program Status Assessment

Once the existing programs are recommended by the Program Evaluation Committee and approved by the Superintendent, the Office of Research and Evaluation will conduct an assessment of each program to determine the recommended course of action for the program prior to ~~reviewing the Program Evaluation Schedule with the PPMC and~~ seeking approval

goals, objectives, activities, and outcomes are connected, plausible, well defined, and measurable. Based on the outcome of this assessment, the program will be scheduled for an Evaluation Readiness Report or a Comprehensive Evaluation as described below:

1. Evaluation Readiness ~~Report~~ Plan

For those programs scheduled for an Evaluation Readiness Report, the Office of Research and Evaluation will assist program staff in defining measurable goals and objectives, as well as linkages with activities and outcomes. An Evaluation Readiness ~~Report~~ Plan based on focusing on the outcomes of this process and baseline data (if available) will be presented to the Superintendent, ~~PPMC~~, and School Board with a recommendation regarding future evaluation plans for the program. If appropriate based on the evaluation readiness process, the program will be scheduled for a Comprehensive Evaluation.

2. Comprehensive Evaluation

For those programs scheduled for a Comprehensive Evaluation, the Office of Research and Evaluation will complete an evaluation focused on the implementation of the program, outcomes of the program, and program effectiveness. Upon completion of the evaluation, a formal ~~report~~ with presentation of findings and recommendations will be provided to the Superintendent, ~~PPMC~~, and School Board and will include a recommendation to:

- a). continue the program without modifications;
- b). continue the program with modifications;
- c). expand the program; or
- d). discontinue/phase out the program.

Programs that are continued with modifications may require additional program evaluations to monitor the implementation of any School Board approved modifications. If a program is continued without modifications, the program will not be eligible again for evaluation until after one annual evaluation cycle has passed.

- E. In addition, all existing programs that receive a comprehensive evaluation may be subject to the inclusion of a sunset provision at the discretion of the Superintendent and/or the School Board. ~~If a sunset provision is applied to an existing program, future program evaluations shall adhere to established timelines.~~

Related Links

School Board [Regulation 6-24.2](#)

Adopted by School Board: September 5, 2007

Amended by School Board: February 5, 2008

Amended by School Board: June 2, 2009

Scrivener's Amendments: September 28, 2011

Scrivener's Amendments: January 8, 2014

Amended by School Board: September 16, 2014

Amended by School Board: September 24, 2019

Amended by School Board: August 25, 2020

[Amended by School Board: 2026](#)

INSTRUCTION

School Counseling

The School Division shall offer a comprehensive K-12 school counseling program that is an integral part of each school's total educational program designed to promote the academic and career planning process and social/emotional development of all students. Purposes and objectives of the program shall reflect the developmental needs of students and be developed by the Executive Director of the Office of Student Support Services or designee with an advisory committee consisting of level-specific school counselors. All programs and services shall be in compliance with federal and state regulations.

No student shall be required to participate in any school counseling program to which the minor student's parent/guardian objects or the adult student objects.

Legal Reference

“Standards for School Counseling Programs in Virginia Public Schools.” Adopted in January 2004 by the Virginia Board of Education, as amended.

Virginia Board of Education Regulations 8 VAC 20-620-10, as amended. Regarding School Guidance and Counseling Programs in Public Schools of Virginia

Adopted by School Board: June 18, 1996

Amended by School Board: June 6, 2006

Amended by School Board: September 5, 2012

Amended by School Board: June 20, 2017

Reviewed by School Board: 2026

INSTRUCTION

Literacy and Response to Intervention Screening and Services

The Superintendent or designee will develop procedures for providing timely and written notification to adult students or parents/legal guardians of minor student who:

- A. Undergo literacy and Response to Intervention screening and services; and
- B. Do not meet the benchmark on any assessment used to determine at-risk learners in preschool through grade 12. Such notification shall include all such assessments scores and sub-scores and intervention plan that results from such assessment scores or sub-scores.

Legal Reference

Code of Virginia § 22.1-215.2, as amended. Parental notification; literacy and Response to Intervention screening and services; certain assessment results.

Adopted by School Board: September 14, 2021

Reviewed by School Board: 2026

BUSINESS AND NONINSTRUCTIONAL OPERATIONS

Video Surveillance

Video surveillance provides a tool for monitoring activity on School Board property to further protect the health, welfare, and safety of students, staff, and visitors. Video surveillance is a valuable deterrent to inappropriate behavior and is a significant factor in protecting school division assets. This system shall not replace the need for the ongoing vigilance of school supervision/security staff. School administrators shall ensure that due diligence is observed in maintaining general campus security.

A. Camera Location, Operation and Control

1. Placement of cameras is restricted to public areas.
2. Areas chosen for surveillance shall be where surveillance is a necessary and viable deterrent.
3. Cameras will not monitor areas where people have a reasonable expectation of privacy (e.g. change rooms and restrooms).
4. Surveillance cameras are to be used to deter incidents of theft, violence, vandalism or other breaches of security.
5. Only authorized personnel shall have access to the monitor operation controls.
6. The video camera surveillance system will be in operation virtually 365 days a year and 24 hours per day. However, at the school division's discretion, video camera surveillance may be suspended without notice.

B. Protection of Information and Disclosure

1. Security and retention of recordings
 - a. Only those authorized by the Superintendent/designee, Principal/designee, Director of Safety and Loss Control, or Director of Transportation shall have access to the recordings.
 - b. Video monitoring of buildings or areas for security purposes shall be retained for thirty (30) calendar days and then disposed of. Copies of video monitoring preserved as evidence for student hearings or court cases will be made part of the student's education al record or the investigative file.

- c. Copies of recordings of incidents subject to investigations, court cases or due process hearings must be retained until resolved.

2. Video Monitors

- a. The video monitors shall be in a controlled access area or a privacy screen should be utilized as needed to block public view of the video monitor.
- b. Only an administrator, authorized staff members, contractors, or police officers shall have access to the video monitors while they are in operation.

C. **Use of Information Collected**

- 1. Video surveillance may be used for inquiries and proceedings related to law enforcement, administrative investigations, lawsuits, and student and employee hearings. Video used as evidence for law enforcement purposes, administrative investigations or lawsuits may not be altered.
- 2. Videotape/film of students is considered part of a student's educational record and therefore, viewing of a videotape must adhere to regulations of the Federal Educational Rights and Privacy Act (FERPA).
 - a. ~~A video can only be shown to unauthorized persons if the school division receives consent from the adult student or parents/guardians of the other minor students visible in the videotape.~~ A video that is an educational record may only be disclosed to individuals who have a legitimate educational interest in viewing it. Adults students or Pparents/guardians (or the adult student) of minor students may view a video when it directly relates to their own child or themselves, even if other students appear in the recording. The school division is not required to obtain consent from the parents of those other students. However, disclosing the video to any individual who does not have a legitimate educational interest—and who is not the parent/guardian or eligible student—does require prior written consent.
 - b. A copy of a video recording can be released to appropriate authorities in accordance with applicable law. Prior to release of a recording, a Video Surveillance Release Form shall be completed to document who took the recording, when this occurred and whether the recording will be returned or destroyed by the authorities after use.
 - c. A videotape of athletic events, concerts, and plays or similar events does not hold the same confidentiality because they are public events and therefore can be shown. At the ~~S~~school ~~D~~division's discretion, recordings of students that do

not involve disciplinary or other confidential information, i.e., hallways, playgrounds, parking lots, etc., may be released without consent of the parties shown on the recording.

Legal Reference

The Family Educational Rights and Privacy Act, 20 U.S.C. § 1230, 1232 g, 34 C.F.R. Part 99, as amended.

Code of Virginia § 18.2-386.1, as amended. Unlawful filming, videotaping or photographing of another.

Code of Virginia § 22.1-289, as amended. Scholastic Records.

Virginia Department of Education Regulations, as amended. Videotaping.

Adopted by the Superintendent: June 25, 2008

Revised by the Superintendent: September 28, 2011

Revised by the Superintendent: 2025

PERSONNEL

Employee Professional Development & Growth in Job Skills

The School Board encourages employees to participate in activities that will expand the employee's knowledge and will increase professional competency as well as continuing growth in skills, techniques, and human relations. To the extent that the budget allows, the School Board shall provide opportunities for employees to participate in activities outside the School Division and shall offer in-service training programs within the School Division.

The Superintendent or designee may approve programs and activities, to the extent that the School Board has budgeted funds.

A. Teacher Orientation

1. Each school's administration shall develop a program for the orientation of new teachers. In planning the program provisions will be made for current staff involvement.
2. The Department of Planning, Innovation, and Accountability shall develop division-wide programs for the orientation of new teachers.

B. Release Time

1. Administrators shall adjust employee schedules to permit attendance at professional workshops and on-the-job- training programs when such attendance does not disrupt the educational needs of the school or department. Administrators have discretion to determine adjustments and approval of attendance at such events.
2. Professional development activities may occur year round and may be required to be completed outside of contract dates and/or hours.

Attendance at professional development may be excused as determined by the supervising administrator. Professional development activities shall be reasonable in number and duration, with sufficient notice provided.

C. Tuition Reimbursement

Eligible employees may qualify for employee professional development reimbursement for college course tuition and/or vocational/technical or professional development course tuition/registration in an amount approved by the School as part of the annual budget. The Chief Human Resources Officer may approve additional reimbursement for coursework in high need and/or critical shortage areas.

The amount to be reimbursed must be within the funds appropriated annually by the School Board and within the budget.

D. Trainings

As required by law, the School Board authorizes the Superintendent or designees to establish such training for teachers and other employees, including mental health awareness training and other required trainings.

Related Links

School Board [Regulation 4-39.1](#)

School Board [Policy 4-65](#)

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

Amended by School Board: August 6, 2002

Amended by School Board: October 2, 2012

Amended by School Board: October 10, 2017

Amended by School Board: August 27, 2018

Amended by School Board: January 12, 2021