

**SCHOOL BOARD
POLICY REVIEW COMMITTEE MEETING
AGENDA - DRAFT**

School Administration Building

School Board Room

April 22, 2026, 3:00 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 March 25, 2026:

V. Old Business:

VI. New Business:

A. Policy 3-2 Ethics in Public Contracting

B. Policy 4-6 Healthy Work Environment

C. Policy 4-18 Dismissal or Placement on Probation

D. Policy 4-39 Employee Professional Development & Growth in Job Skills

VII. Other Business:

A. Policy 6-41 Digital Literacy - Chromebook update

VIII. Next Meeting:

IX. Adjourn:

SCHOOL BOARD
POLICY REVIEW COMMITTEE MEETING
MINUTES - DRAFT

School Administration Building
School Board Room
March 25, 2026, 3:00 P.M.

This meeting was livestreamed and can be viewed at the link below:

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

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

I. Attendees: Matthew Delaney, Tiffany Jacobs, Ryan Goldberg, Lorena Kelly, Melisa Ingram

II. Call to Order: 3:30 pm

III. Adoption of the Agenda:

Motion to adopt the agenda made by Mr. Bohenstiel. 2nd by Ms. Felton.

Ayes: 3 Nays: 0

IV. Adopt Meeting Minutes March 4, 2026:

Motion to adopt the March 24, 2026, meeting minutes made by Mr. Bohenstiel. Seconded by Ms. Felton.

Ayes: 3 Nays: 0

V. Old Business:

A. Policy 3-1 Criteria

Ms. Jacobs attended the meeting to answer questions regarding petty cash and shared that the Chief Financial Officer suggests retaining the language as written.

Motion to move Policy 3-1 to the School Board meeting on Information made by Mr. Bohensiel. Seconded by Ms. Felton.

Ayes: 3 Nays: 0

VI. New Business:

A. Policy 3-55 Buildings, Facilities, Grounds, Vehicles and Equipment – Generally

Ms. Lannetti read the proposed changes.

Motion to move Policy 3-55 to the School Board meeting on Information made by Mr. Bohensiel. Seconded by Ms. Felton.

Ayes: 3 Nays: 0

B. Policy 3-56 Safety Program

Ms. Lannetti read the proposed changes.

Motion to move Policy 3-56 to the School Board meeting on Information made by Mr. Bohensiel. Seconded by Ms. Felton.

Ayes: 3 Nays: 0

C. Policy 3-64 Security of Buildings and Grounds

Ms. Lannetti read the proposed changes.

Ms. Ingram was present to answer questions regarding who determines the need for outside lighting.

Motion to move Policy 3-64 to the School Board meeting on Information made by Mr. Bohenstiel. Seconded by Ms. Felton.

Ayes: 3 Nays: 0

D. Policy 3-72 Safety: Water Management Program to Prevent Legionella Growth

Ms. Lannetti explained that the policy is being updated to reflect the language in the statute.

Motion to move Policy 3-72 to the School Board meeting on Information made by Mr. Bohenstiel. Seconded by Ms. Felton.

Ayes: 3 Nays: 0

VII. Other Business:

A. Policy 6-18 Instructional Time and Impact Review

Mr. Delaney provided updates based on input from the last PRC Meeting. The six schools that were allowing pre-K through 2nd grade to take home Chromebooks will no longer be sending them home with those students.

The Administration will provide written recommendations for the remaining items at the next PRC meeting on April 22.

VIII. Next Meeting: April 22, 2026, at 3:00 P.M.

IX. Adjourn: 4:06 pm

BUSINESS AND NONINSTRUCTIONAL OPERATIONS

Ethics in Public Contracting

The Superintendent ~~or designee~~ shall see that all employees of the ~~School Division School Board~~ engaged in the procurement of goods and services are aware of Article ~~6-4~~ of the Virginia Public Procurement Act, entitled "Ethics in Public Contracting."

A. Employees must also comply with:

1. The Virginia State and Local Government Conflict of Interests Act.
2. The Virginia Frauds Act.

B. The Superintendent or designee will provide guidance and training as necessary to ensure understanding and compliance with these statutes.

Legal Reference

Code of Virginia § 2.2-43~~60~~7, *et seq.*, as amended. Virginia Public Procurement Act.

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

Code of Virginia § 18.2-438, *et seq.*, as amended. Virginia Governmental Frauds Act., ~~§ 18.2-438, et seq., as amended.~~

Adopted by School Board: February 16, 1993

Amended by School Board: March 9, 2021

Amended by School Board: 2026

PERSONNEL

Healthy Work Environment

- A. The School Board supports the rights of employees to have work environments that are free of abusive conduct and authorizes the Superintendent to develop regulations and/or procedures to address complaints regarding abusive work environments. Such regulations and/or procedures will:
1. Identify acts that a reasonable person would find abusive.
 2. Provide for the appropriate corrective action for acts that are found to contribute to an abusive work environment.
 3. Prohibit retaliation against any employee who alleges an abusive work environment or assists in the investigation of an abusive work environment.
- B. Complaints of discrimination or harassment addressed under other School Board policies or regulations will be investigated and addressed under those policies and regulations and will not be considered separate complaints. If the acts that are alleged to cause an abusive work environment are alleged to be caused by a School Board Member or the Superintendent, such complaints and supporting evidence will be referred to the School Board Governance Committee to make a recommendation to the School Board as to who to resolve the complaint. The Superintendent or designee or the School Board are authorized to take reasonable, remedial measures to provide a work environment that is free of abusive conduct pending the final resolution of the complaint.

Legal Reference

Code of Virginia § 22.1-291.4 as amended. Bullying and abusive work environments prohibited.

Related Links

School Board [Policy 4-4](#)

Adopted by School Board: October 23, 2018

Amended by School Board: July 20, 2021

PERSONNEL

~~Dismissal or Placement on Probation~~

~~A. Licensed Personnel~~

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

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

~~B. Classified Personnel~~

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

~~The employee must be given written notification of the proposed action, the reason for the proposed action, a summary of the evidence supporting the action and be given the opportunity to respond to allegations.~~

~~For non-probationary employees, the Chief Human Resources Officer or Designee will hold a due process hearing.~~

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

~~C. Placement on Probation~~

~~Placement on probation may result in up to a 6% reduction in pay for the term of the probation. During the period of probation, the employee will not be eligible for bonuses or other increases in pay. When probation ceases, the employee may then receive such bonuses or increases the employee would have received if the employee had not been placed on probation. The Superintendent or designee shall inform any employee recommended for or receiving probation of these consequences.~~

~~Legal Reference~~

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

~~Virginia Board of Education Regulation 8VAC20-90-10, *et seq.*, as amended.~~

~~Related Links~~

School Board **Regulation 4-3.2**

~~Adopted by School Board: July 16, 1991~~

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

~~Amended by School Board: June 16, 1998~~

~~Amended by School Board: June 8, 2004~~

~~Scrivener's Amendments: February 5, 2014~~

~~Amended by School Board: April 24, 2018~~

~~Amended by School Board: September 14, 2021~~

Repealed by School Board: 2026

PERSONNEL

Employee Professional Development ~~& Growth in Job Skills~~

~~The School Board encourages E~~employees are encouraged to participate in activities that will expand their ~~employee's~~ knowledge, ~~and will~~ increase professional competency, ~~and as well as to provide~~ 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~~ Office of Professional Growth and Innovation 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~~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 **terms of** number and duration, with sufficient notice provided.

C. ~~Tuition~~Employee Professional Development Reimbursement

Eligible employees may qualify for employee professional development reimbursement for college course tuition, ~~and/or~~vocational/technical **training**, or professional development course tuition/registration in an amount approved by the School **Board** 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.

Legal Reference

Code of Virginia § 22.1-298.8, as amended. Public elementary and secondary school teachers; certain training activities; requirements and limitations; index.

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

Chromebook Considerations

These considerations provide a framework for aligning PreK–5 instructional practices with developmental needs based on a School Board request.

Recommendation: Removal of devices in PreK and K classrooms, 10 devices in every first grade classroom, and maintain 1:1 in grades 2-5. Devices do not go home for K-2nd grade classes, unless directed by the superintendent.	
Grade Level	Rationale Scale: minimal - low - moderate - significant
PreK	<u>Instructional Impact:</u> - Teachers: minimal - Students: minimal - Parents: none <u>Logistical Impact:</u> - A division-wide plan must be developed to remove iPads from small group rotation in the classroom. - Contracts for digital preK programs will need to be canceled/nonrenewed.
K	<u>Instructional Impact:</u> - Teachers: moderate (revision/creation of lesson plans, professional learning to address research standards and changes to differentiation) - Students: moderate (elimination of adaptive programs, change in how students complete research) - Parents: low (communication impact with Seesaw and visibility of student learning) <u>Logistical Impact:</u> - A division-wide plan must be developed to remove class sets. - Contracts for digital programs will need to be cancelled/nonrenewed. - Considerations for remote learning.
First Grade	<u>Instructional Impact:</u> - Teachers: moderate (manage device sharing and scheduling for students during research and small group literacy and math; curricular modifications to support transition) - Students: moderate (less availability of devices with sharing) - Parents: low (communication impact with Seesaw and visibility of student learning) <u>Logistical Impact:</u> - Device sharing can result in increased wear and tear on devices. - Considerations for remote learning.
Second-Fifth Grade	<u>Instructional Impact:</u> - Teachers: none - Students: none - Parents: none <u>Logistical Impact:</u> - Maintain ongoing technology plan for 1:1 devices

Policy Review Committee Q&A

Can we be provided an annual report on screen time K-12?

Yes, we can provide an annual report on screen time at School Board Retreat.

Chromebooks should not go home K-5 unless inclement weather or at the discretion of the superintendent. How many schools are sending home currently in 3rd-5th grade?

Schools have been advised that they are to no longer send home chromebooks in K-2nd beginning after Spring Break. Please see the additional data below for chromebooks

- 3rd grade- 14 schools send computers home at times other than inclement weather.
- 4th grade- 19 schools send computers home at times other than inclement weather.
- 5th grade- 31 schools send computers home at times other than inclement weather.
- Of these schools, some only send home with tutoring students.

What is the impact/need for charging stations and carts?

Elementary schools currently have their own processes for charging devices. This may range from school or PTA purchased charging stations to charging on drying racks with surge protectors. If we do not allow them to go home or if we transition to 10 per class, we would recommend for school-based administrations to make decisions on charging.