

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

**School Administration Building
School Board Room
October 14, 2026, 1:30 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 Bohenstiel; Sharon Felton; Cheryl Woodhouse; Kamala Lannetti; Laura Beth Mattson

I. Attendees:

II. Call to Order:

III. Adoption of the Agenda:

IV. Adoption of the Minutes:

A. Policy Review Committee Meeting September 9, 2026

V. Old Business:

A. Regulation 5-36.1 Code of Student Conduct/Expulsion for First Time Offense

B. Policy 4-32 Employee Associations

C. Policy 4-36 Payroll Deductions

D. Policy 7-57 Vehicles, Motorized Devices and Animals on School Grounds

VI. Action:

A. Policy 3-60 Safety: Testing, Maintenance, reporting – Radon, Mold, Lead, etc.

B. Policy 5-69 Fees/Materials/Deposits/Reimbursements

C. Policy 7-16 Expressive Activities

D. Policy 7-17 Visitors to School Board facilities and events

VII. Other Business:

A. Policy 6-13 School Day and School Hours

VIII. Next Meeting:

IX. Adjourn:

SCHOOL BOARD
POLICY REVIEW COMMITTEE MEETING
MINUTES - DRAFT

School Administration Building

School Board Room

September 9, 2026, 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 Bohenstiel; Sharon Felton; Cheryl Woodhouse; Kamala Lannetti; Laura Beth Mattson

I. Attendees: Crystal Pate, Tracy LaGatta, Stephanie Enzmann, Leann Turnbull, Matthew Delaney, Daniel Miani, Crystal Wilkerson

II. Call to Order: 3:30 p.m.

III. Adoption of the Agenda:

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

Ayes: 3 Nays: 0

IV. Adoption of the Minutes:

A. Policy Review Committee Meeting August 12, 2026

Motion to adopt the minutes made by Ms. Felton. Second by Mr. Bohenstiel.

Ayes: 3 Nays: 0

V. Old Business:

A. Policy 4-32 Employee Associations

Discussion regarding the use of School Division email and communication systems by employee associations. The Committee requested additional information regarding when and how employee association announcements are currently made in schools, including the frequency and content of such announcements. The Committee also discussed the proposed use of electronic mail for association business and its consistency with the School Division's Acceptable Use requirements. The Committee requested additional information on these matters before further consideration of the policy.

Motion to bring Policy 4-32 back to the next PRC meeting for further discussion made by Ms. Felton. Second by Mr. Bohenstiel.

Ayes: 3 Nays: 0

B. Policy 4-36 Payroll Deductions

Discussion regarding employee association dues and whether employees should be required to annually authorize payroll deductions for association dues rather than having the authorization remain in effect until discontinued by the employee. The Committee requested that Payroll consult with the Department of Technology and return with information regarding the feasibility of programming the payroll system to require annual authorization for these deductions.

Motion to bring Policy 4-36 back to the next PRC meeting for further discussion made by Ms. Felton. Second by Mr. Bohenstiel.

Ayes: 3 Nays: 0

VI. Action:

A. Regulation 5-36.1 Code of Student Conduct/Expulsion for First Time Offense

The Committee would like the administration to return to the next meeting with clarification of the term simple and to have a better definition of inhalants.

Motion to bring Regulation 5-36.1 back to the next PRC meeting for further discussion made by Ms. Felton. Second by Mr. Bohenstiel.

Ayes: 3 Nays: 0

B. Policy 5-37 Reporting Data About School Violence and Crime

Discussion on changes based on updates to the Code of Virginia and minor scrivener's changes.

Motion to send Policy 5-37 to the next School Board meeting on Information made by Ms. Felton. Second by Mr. Bohenstiel.

Ayes: 3 Nays: 0

C. Policy 5-57 Medications

Discussion on the updates regarding self-carry medication and a new law on seizure medication requiring a policy in order for students to carry seizure medications.

Motion to send Policy 5-57, as amended, to the next School Board meeting on Information made by Ms. Felton. Second by Mr. Bohenstiel.

Ayes: 3 Nays: 0

D. Policy 6-3 Accreditation

Policy up for review for the five-year review requirement.

Motion to send Policy 6-3 to the next School Board meeting on Information made by Ms. Felton. Second by Mr. Bohenstiel.

Ayes: 3 Nays: 0

E. Policy 6-6 Kindergarten Program

Discussion of updates and the scheduled five-year review.

Motion to send Policy 6-6 to the next School Board meeting on Information made by Ms. Felton. Second by Mr. Bohenstiel.

Ayes: 3 Nays: 0

F. Policy 6-7 Access to Programs

Minor scrivener's changes and updates to related laws.

Motion to send Policy 6-7 to the next School Board meeting on Information made by Ms. Felton. Second by Mr. Bohenstiel.

Ayes: 3 Nays: 0

G. Policy 6-9 Religion in the Curriculum

Changes to the legal reference section and required five-year review.

Motion to send Policy 6-9 to the next School Board meeting on Information made by Ms. Felton. Second by Mr. Bohenstiel.

Ayes: 3 Nays: 0

H. Policy 6-31 Gifted Programs

Discussion regarding how the policy is written to reflect the layout of the handbook.

Motion to send Policy 6-31 to the next School Board meeting on Information made by Ms. Felton. Second by Mr. Bohenstiel.

Ayes: 3 Nays 0

VII. Other Business:

A. The Committee reviewed corrections made to Section C.3. of Policy 5-30 as discussed at the 9/8 School Board Meeting. The Committee agreed that the correction made sense and Policy 5-30 can go on the Consent agenda on 9/22.

B. Ms. Weems mentioned there was a request to put Policy 6-13 on the agenda for the next PRC meeting. Ms. Weems will work on getting it on the agenda.

C. 2027 Policy review schedule

VIII. **Next Meeting:** October 14, 2026 at 1:30 p.m.

IX. **Adjourn:** 5:57 p.m.

STUDENTS

Code of Student Conduct/Expulsion for First Time Offenses

- A. A Code of Student Conduct shall be distributed to all students at the beginning of each school year.
- B. Each Code of Student Conduct shall have regulatory status and set forth the discipline practices of the school division, as well as the responsibilities of students and parents/guardians in the provision of safe school environments.
- C. **Expulsion recommendation required for certain offenses.** Students may be disciplined as set forth in the appropriate Code of Student Conduct, the Discipline Guidelines and the regulations provided herein for any disturbance to the learning environment. However, any student committing any of the following offenses while on school property, during extra-curricular activities, or at school sponsored or related activities, or while coming to or from school, shall, except for a first time simple drug possession offense as provided in Division Regulation 5-45.1 (I)(A), be automatically recommended by the principal to the Superintendent for expulsion of at least one calendar year (**365 calendar days**) and, when appropriate, referred for criminal prosecution.
 - 1. Arson or attempted arson;
 - 2. Assault and Battery of an employee or student;
 - 3. Possession, use or sale of a firearm, pneumatic weapon **as defined in Code of Virginia § 15.2-915.4, as amended, a firearm muffler or a firearm silencer, a**

destructive device as defined in Code of Virginia § 22.1-277.07€, as amended, or dangerous weapon;

4. Use, possession, being under the influence of, selling, bringing, giving, distributing or passing to another individual or possessing with intent to sell, give, or distribute alcohol, marijuana as defined in Code of Virginia § 18.2-247, as amended, THC in any form, controlled substances or imitation controlled substances; and inhalants

5. Extortion, attempted extortion, robbery, and/or larceny, burglary, motor theft;

6. Sex offenses, obscene phone calls, sexual assault, sexual battery, and inappropriate sexual behavior;

7. Hazing; Initiation of another student into a club, group, or any other organization through abuse and humiliation so as to cause bodily injury;

8. Kidnapping or other serious criminal violations.

9. Possession, use, distribution, sale, lighting or discharge of explosive devices, except poppers;

10. Homicide;

11. And other good and just cause as determined by the Superintendent or designee.

D. Expulsion for 365 calendar days for certain firearm, pneumatic gun or destructive devices on school property or school sponsored events. The School Board shall expel for at least one (1) year (365 calendar days) any student who is determined to have brought to or possessed a firearm or destructive device as defined in Code of Virginia § 22.1-277.07€, firearm muffler

or firearm silencer, or pneumatic gun as defined in Code of Virginia § 15.2-915.4E, on school property, including a school bus, at extra-curricular activities or any school-sponsored or related activity, or coming to and from school. The School Board may, on a case-by-case basis, determine that other disciplinary action is appropriate.

E. The School Board may suspend or expel any student for whom the Superintendent has received a report pursuant to Virginia Code § 16.1-305.1, as amended, of an adjudication of delinquency or a conviction.

F. Alternative education placement may be required for certain conditions. The School Board may require any student who ~~has~~ meets any of the conditions set forth below to attend an alternative education program, including, but not limited to, night school, adult education or any other educational program designed to offer instruction to students for whom the regular program of instruction may be inappropriate. The School Board may require such student to attend such programs regardless of where the crime occurred.

~~(1.)~~ charged with an offense relating to the Commonwealth's laws, or with a violation of School Board policies on weapons, alcohol or drugs or intentional injury to another person;

~~(2.)~~ found guilty or not innocent of an offense relating to the laws on weapons, alcohol, or drugs, or of a crime which resulted in or could have resulted in injury to others, or of a crime for which the disposition ordered by a court is required to be disclosed to the Superintendent pursuant to ~~Virginia~~ Code of Virginia §§ 16.1-260, 16.1-305.1, as amended;

~~(3.)~~ found to have committed a serious offense or repeated offenses in violation of school board policies and/or regulations;

~~(4.)~~ suspended pursuant to Virginia Code § 22.1-277.05, as amended (written threats); or

~~(5.) expelled pursuant to Virginia Code of Virginia § 22.1-277.06 or § 22.1-277.07, or § 22.1-277.08, or subsection B of § 22.1-277, as amended. to attend an alternative education program, including, but not limited to, night school, adult education or any other educational program designed to offer instruction to students for whom the regular program of instruction may be inappropriate. The School Board may require such student to attend such programs regardless of where the crime occurred.~~

As used in this regulation, "charged" means that a petition or warrant has been filed or is pending against a pupil.

G. ~~Substance abuse related offenses may require evaluation and treatment program compliance.~~

The School Board may require any student who has been found, in accordance with procedures set forth in this regulation to have been in possession of, or under the influence of, drugs or alcohol on a school bus, on school property, or during extra-curricular activities or at a school sponsored activity, or coming from or going to school in violation of School Board policies, to undergo evaluation for drug or alcohol abuse, or both, and if recommended by the evaluator and with the consent of the ~~adult student or a minor~~ student's parent, to participate in a treatment program.

Editor's Note

~~For Substance Abuse Intervention Program see Division Regulation 5-45.1.~~

~~For disciplinary hearing procedures see School Board Policy 5-21.~~

~~For Weapons/Explosives/Fireworks see Division Regulation 5-36.4.~~

~~Code of Student Conduct Disciplinary Guidelines~~

Legal Reference

Code of Virginia. § 22.1-277, as amended. Sort-term suspension; procedures; readmission.

Code of Virginia. § 22.1-277.05, as amended. Long-suspensions; procedures; readmission.

Code of Virginia. § 22.1-277.06, as amended. Expulsions; procedures; readmission.

Code of Virginia. § 22.1-277.07, as amended. Expulsion of students under certain circumstances; exceptions.

Code of Virginia. § 22.1-277.08, as amended. Expulsion of students for certain drug offenses.

Code of Virginia. § 22.1-277.2:1, as amended. Disciplinary authority of school boards under certain circumstances; alternative education program.

Virginia Board of Education Model Guidance for Positive and Preventive Code of Student Conduct Policy and Alternatives to Suspension, June 2021, as amended.

~~Code of Va., § 22.1-277.04, as amended, *et seq.* Short-term and long-term suspension, and expulsion of pupils; generally.~~

Related Links

School Board [Policy 5-21](#)

School Division [Regulation 5-36.4](#)

School Division [Regulation 5-45.1](#)

Code of Student Conduct Disciplinary Guidelines

Approved by Superintendent: July 16, 1991

Revised by Superintendent: August 18, 1992

Revised by Superintendent: September 21, 1993 (Effective August 14, 1993)

Revised by Superintendent: October 17, 1995

Adopted by School Board: December 15, 1998

Amended by School Board: August 21, 2001

Amended by School Board: April 4, 2006

Amended by School Board: August 22, 2006

Amended by School Board: 2026

PERSONNEL

Employee Associations

A. Right to Form, Join, etc.

The Superintendent shall ensure the right of all employees, freely and without fear of penalty, to form, join, assist, or be represented by an employee association or to refrain from such activity. The School Board shall continue to exercise unilaterally its final managerial authority.

B. ~~Employee Association—definition~~ Definitions

For the purposes of this Policy:

~~An employee association is defined as~~ “Employee association” means an organization comprised of and organized by only employees or retirees of Virginia Beach City Public Schools (the “School Division”).

“Association representative” means an employee or retiree authorized to act on behalf of an employee association.

“Meeting” means a gathering, in person or by electronic means, of two or more members of an employee association for the purpose of conducting association business.

“Non-duty time” means time outside an employee’s assigned working hours, including the time before and after assigned hours ~~and any duty-free meal period~~. Non-duty time does not include paid working time or the instructional day.

“Designated location” means the physical posting space, or electronic equivalent, that the principal identifies at each school for the posting of employee association information under Section 3.

C. Use of School Facilities for Employee Association Business

Employee associations are authorized to use school facilities for association business as set forth below.

1. With the prior approval of the principal, an employee association representative may confer with an individual association member on school premises, ~~either before or after such member’s established work hours during the non-duty time of the representative and the member.~~ either before or after such member’s established work hours.
2. An employee association may hold meetings of its members on school premises, provided:
 - a. a written request for the use of school premises is submitted to the principal at least twenty-four (24) hours in advance of such use;
 - b. the request is approved;
 - c. the meeting is not held during the ~~regular work hours of the facility being used~~ working hours of the participating employees or the ~~operating~~ business hours of the facility being used; and
 - d. the employee association agrees to pay any customary charges that may be assessed for custodial services and utilities.

3. ~~One (1) bulletin board shall be set aside at each school specifically for the posting of information by employee associations. The principal of each school shall determine the size and location of such bulletin board; provided, however, that the bulletin board shall be at least two (2) feet by three (3) feet in size and shall be located away from student areas. Any information posted on school premises by an employee association shall only be posted on the designated bulletin board.~~ The principal at each school shall identify one designated location for the posting of employee association information. A physical posting space shall be at least two (2) feet by three (3) feet in size and shall be located away from student areas. An electronic posting space, if used, shall be identified by the principal for the same purpose. Employee association information shall be posted only in the designated location.
4. Employee associations may distribute information in ~~teacher~~staff mailboxes or by electronic mail, provided such distribution ~~is~~:
 - a. is done by a member of the employee association and not by a school's administrative staff; and
 - b. ~~only occurs before the beginning of, or after the end of, a school's regular workday~~ occurs only during non-duty time. Distribution by electronic mail shall comply with the School Division's acceptable use requirements.
5. With the prior approval of the principal, employee associations may use a school's public address system or other school communication system to announce the date, time and place of association meetings, provided such use does not occur during the instructional part of the day.

Notwithstanding the above, school premises, ~~bulletin boards~~ designated locations, ~~teacher staff~~ mailboxes, ~~electronic mail~~, and ~~school public address systems~~ communication systems shall not be used by any employee association, on its own behalf or on behalf of a political action committee or other entity, for the distribution or dissemination of information which directly or indirectly supports or opposes any candidate for public office. ~~This subsection does not apply to activity related to polling places or authorized facility usage.~~

D4. ~~Additional Services~~ Submission of Leave Requests ~~In addition to the foregoing, any employee association as defined in this Policy shall be entitled to the following: 1. —~~

With the prior approval of the Superintendent or designee, an employee association's members may take ~~Professional L~~ leave to conduct employee association business. ~~; provided the employee association reimburses the School Division for actual expenses for required substitutes for members approved for association leave.~~

~~; and 2. An employee association may have the dues of its members deducted from such members' paychecks, provided the employee has provided authorization to the Administration to have employee association dues deducted from his/her paycheck. Such withholding will remain in force until the employee provides appropriate authorization as determined by the Administration to discontinue the deduction. Employees who are employed or join an employee association after November 1st may elect to have their dues deducted from their paychecks for the remainder of the fiscal year by providing appropriate authorization to the Administration at least ten (10) days before the date they want the first such deduction to take place. Verification of such authorization, and the deduction of dues, shall be conducted by the Administration, provided the employee association reimburses the School Division for the actual cost to provide this service.~~

Editor's Note

On October 5, 1999, the School Board passed a Resolution Authorizing the Superintendent to Suspend an Employee Association's Privilege of Using School Facilities. This resolution authorizes the Superintendent to suspend an association's privileges under this Policy for up to twelve (12) months and remains in effect until the School Board acts to revoke it.

Related Links

[School Board Policy 4-36](#)

[School Board Policy 4-48](#)

Adopted by School Board: November 1, 1977

Amended by School Board: August 21, 1990

Amended by School Board: July 16, 1991

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

Amended by School Board: September 21, 1999

Amended by School Board: June 8, 2004

Amended by School Board: December 20, 2005

Amended by School Board: February 13, 2018

Amended by School Board: February 9, 2021

[Amended by School Board: 2026](#)

PERSONNEL

Payroll Deductions

~~1. Payroll Deductions~~A. General

No deductions shall be made from the salary or wages of any employee except ~~for such purposes~~ ~~asa deduction~~ required by federal or state law or a deduction specifically approved by the School Board. The School Division shall administer all payroll deductions in compliance with applicable federal and state law.

B. Required Deductions

The School Division shall make the deductions required by law, including but not limited to:

1. federal income tax withholding;
 2. Social Security and Medicare (FICA) contributions;
 3. Virginia income tax withholding;
 4. Virginia Retirement System member contributions for covered employees;
 5. garnishments, liens, and income-withholding orders to the extent required by law;
- and

6. any other deduction mandated by federal or state law or by court order.

C. Voluntary Deductions

1. A voluntary deduction, meaning any deduction other than those required by law, shall be made only upon the approval of the School Board and at the written request of the employee.
2. No voluntary deduction shall be approved that does not offer advantages or opportunities open and available to all employees.
3. The School Board shall approve annually the list of authorized voluntary payroll deductions. The Administration shall make available only those voluntary deductions included on the approved list.
4. A voluntary deduction shall remain in force until the employee provides authorization, in the manner determined by the Administration, to discontinue it.

D. Employee Association Dues

1. An employee association may have the dues of its members deducted from their paychecks, provided that employee association dues deduction is included on the School Board's approved list of voluntary deductions and the employee has authorized the deduction in the manner determined by the Administration.
2. The authorization shall remain in force until the employee provides authorization, in the manner determined by the Administration, to discontinue the deduction.
- ~~3. An employee who is employed, or who joins an employee association, after November 1 may elect to have dues deducted for the remainder of the fiscal year~~

~~by providing authorization to the Administration at least ten (10) days before the date the first such deduction is to take place.~~

~~4. The Administration shall verify each authorization and administer the deduction, provided that the employee association reimburses the School Division for the actual cost of providing this service.~~

E. Administration

The Administration shall administer all payroll deductions, including garnishments and income-withholding orders, in accordance with this Policy, Regulation 4-36.1, Regulation 4-36.2, and applicable federal and state law.

Legal Reference

Fair Labor Standards Act, 29 U.S.C. § 201 et seq., as amended.

Internal Revenue Code, 26 U.S.C. §§ 3101–3102 and 3402, as amended.

Consumer Credit Protection Act, 15 U.S.C. § 1673, as amended.

Code of Virginia § 22.1-78, as amended. Bylaws and regulations.

Code of Virginia § 34-29, as amended. Maximum portion of disposable earnings subject to garnishment.

Code of Virginia § 58.1-460 et seq, as amended. Income Tax Withholding.

Code of Virginia Title 51.1, as amended. Pensions, Benefits, and Retirement.

Related Links

School Board Policy 4-32

School Board Regulation 4-36.1

School Board Regulation 4-36.2

Adopted by School Board: October 20, 1987

Amended by School Board: August 21, 1990

Amended by School Board: July 16, 1991

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

Amended by School Board: December 21, 1999

Amended by School Board: April 1, 2003

Amended by School Board: April 6, 2004

Amended by School Board: October 10, 2017

Amended by School Board: February 9, 2021

Amended by School Board: 2026

COMMUNITY RELATIONS

Vehicles, Motorized Devices and Animals on School Grounds

A. Vehicles or motorized devices

The operation of powered vehicles not owned by the School Board, not licensed by the Virginia Division of Motor Vehicles, or otherwise licensed in compliance with Virginia laws, shall be prohibited on school grounds.

1. The operation of licensed motor vehicles on school grounds shall be restricted to the paved roads and parking lots. Parking on school grounds shall be limited to employees, students, visitors and those attending school-related activities.
2. ~~Without prior approval from the building administrator/designee, No~~ person may operate or otherwise use the following items on school property, buses or grounds: mopeds; electronic powered bicycles; motorized skateboards; motorized scooters; golf carts; go carts; low speed vehicles; battery-operated ride on vehicles; surreys; motorized or electronic toys such as model airplanes, helicopters, hovercraft or similar devices. Other devices or items that are used in a manner that create a disruption or threat may be determined to be inappropriate items and prohibited on school property, buses or grounds.
3. ~~Electric or motorized wheelchairs or scooters may be used on school grounds by those persons with disabilities who require assistance due to mobility limitations.~~

B. Animals on School grounds

1. Animals can be allowed on School Board property, buildings, vehicles, grounds or School Division sponsored activities with prior permission of the principal or building administrator, if the activity is relevant to instruction or any other approved activity. Classroom animals will be limited to rodents, reptiles, insects, arachnids, fish or small amphibious animals that are related to classroom activities. The principal, building administrator or the School Administration may revoke permission for classroom animals at any time and there will be no appeal procedure.
2. Employees and students are not authorized to have personal pets or animals that do not qualify as trained service dogs or miniature horses in school buildings or vehicles, on school grounds or at School Division sponsored events when the employee is working, or the student is attending school or participating in a School Division sponsored event. Under limited circumstances, a principal or building administrator may authorize an animal to be present in a School Division building, on school grounds or vehicles or at a School Division sponsored event if the following conditions are met:
 - a. The animal may only be a dog that has current certification of completed training as a therapy dog.
 - b. The dog is under the control of a handler who is not an employee or a student of the School Division.
 - c. The principal or building administrator has set forth a specific purpose for the dog's presence that addresses educational needs of the students or work conditions for employees. Such need or purpose must be more than as a mascot, general goodwill, or general morale. Examples of acceptable purposes: reading to the dog by struggling readers; specific activities related to kindness or good manners with others.
 - d. The dog has specific hours and days that it is present in the building, grounds or activities. Dogs should not be present every day or for full work or school days.

- e. The dog meets the conditions set forth in Regulation 7-57.1 (B)(3-6).
 - f. A plan similar to a trained service dog or miniature horse plan is developed and in place before the dog is allowed access.
 - g. The dog's owner or handler agrees to any conditions set forth by the School Administration for the dog's presence including assuming full liability for any injury to or any injury or damage caused by the dog.
 - h. The School Board and the School Division will assume no responsibility for the care, costs, control or ownership of the dog.
 - i. The Department of School Leadership and the Risk Manager have approved the plan for the dog if the dog is to be school based.
 - j. The Building Administrator and the Risk Manager have approved the plan for the dog if the dog is to be allowed access to non-school buildings.
 - k. The School Administration reserves the right to revoke approval for the dog to access School Board buildings, grounds, vehicles, or School Division sponsored events.
There will be no appeal procedure for such determination.
3. Trained service dogs or miniature horses that provide assistance to persons with disabilities, as set forth in Virginia Code §§ 51.5-42 and 44, as amended, and Regulation 7-57.1, as amended are allowed in accordance with applicable regulations and procedures.

Legal Reference

Code of Virginia § 51.5-42, as amended. Discrimination against otherwise qualified persons with disabilities by educational institutions prohibited.

Code of Virginia § 51.5-44, as amended. Rights of persons with disabilities in public places and places of public accommodation.

Code of Virginia § 55.15-44.1, as amended. Fraudulent representation of a service dog or hearing dog; penalty.

Adopted by School Board: October 20, 1992

Adopted by School Board: September 21, 2010

Amended by School Board: February 4, 2014

Scrivener's Amendments: May 23, 2014

Amended by School Board: May 10, 2022

Amended by School Board: November 9, 2022

Amended by School Board: August 2026

For signature page please contact the FOIA office.

BUSINESS AND NONINSTRUCTIONAL OPERATIONS

Safety: Testing, Maintenance, reporting -Radon, Mold, Lead, etc.

The Superintendent or designee is directed to implement all safety programs required by state or federal law or regulation regarding radon, mold, lead or other substances potentially hazardous to building occupants or public health. In compliance with applicable law, the Superintendent or designee will provide appropriate notice to staff, students, families and the public regarding such programs.

A. Radon testing and measurement

In accordance with applicable state and federal law, school buildings and additions ~~opened for in~~ operation after July 1, 1994, shall be tested for radon pursuant to such United States Environmental Protection Agency (EPA) procedures and regulations prescribed by the Virginia Board of Education. Each school shall maintain files of its radon test results and make such files available for review. The Superintendent ~~or designee~~ shall report radon test results to the Virginia Department of Health.

B. Mold testing and reporting

In accordance with applicable state and federal law and regulation, the School Division will develop and implement plans to test, and if necessary, remediate mold in School Division buildings and facilities. ~~The School Board shall submit such testing plan to the Department of Health and take all steps necessary to notify school staff and the parents of all enrolled students if tests indicates the presence of mold in a public school building at or above the normal level that raises concerns for the health of building occupants by the Department of Health.~~

C. Potable water- lead testing and reporting

In accordance with applicable state and federal law and regulation, the School Division will develop and implement plans to test, and if necessary, remediate potable water from sources identified as high priority for testing. Such plans will be consistent with guidance promulgated by federal and state agencies. All steps necessary to notify parents ~~will be taken~~ if testing results indicate lead contamination that exceeds 10 parts per billion.; ~~or otherwise if laws or regulations are amended will be taken.~~

D. Other potentially hazardous substances in public schools or facilities

As required by state or federal law or regulation, the Superintendent or designee ~~will~~ implement testing, maintenance and remediation programs regarding other potentially hazardous substances in public schools.

E. Reporting

The Superintendent or designee is directed to ~~implement take~~ all ~~steps~~-necessary ~~actions~~ to notify school staff and the families of all enrolled students if ~~applicable environmental~~ testing results in School Division buildings or facilities are at or above ~~established-minimum~~ levels that raise a concern for health of building occupants or as otherwise determined by state or federal agencies. The School Board will be ~~promptly timely~~ informed ~~if various environmental when~~ testing results indicate ~~a level of concerns~~.

Legal Reference

Code of Virginia § 22.1-135.1, as amended. Potable water; lead testing.

Code of Virginia § 22.1-138, as amended. Minimum standards for public school buildings.

Code of Virginia § 32.1-229.01, as amended. Companies listed as proficient to perform radon screening, testing or mitigation; compliance.

Code of Virginia § 32.1-299.01:1, as amended. Action for damages.

Code of Virginia § 22.1-135, as amended. Health and decency.

Adopted by School Board: February 16, 1993

Amended by School Board: September 16, 2014

Amended by School Board: November 9, 2021

Amended by School Board: 2026

STUDENTS

Fees/Materials/Deposits/Reimbursements

A. Generally

1. Fees and charges approved by the School Board

No fees or charges may be levied on students except when approved by the School Board and when specifically permitted by law or the regulations of the Virginia Board of Education or the General Assembly.

- a. The School Board will annually adopt a schedule of fees and charges for students.
- b. Such schedule will include provisions for reducing or waiving fees or charges as well as the consequences for nonpayment of fees. The schedule may refer to policies, regulations or guidelines that address such matters.
- c. Eligible students, parents/legal guardians of minor students will be provided informed of the fee schedule annually and the fee schedule will be posted on the School Division's website. **Such notice will include that a fee waiver may be requested and directions for how to apply for a waiver.**

2. Financial assistance or waiver for students and families

The Superintendent or designee ~~is~~^{are} authorized to provide financial assistance or waiver of fees and charges when students or families may not have the financial means to pay fees or charges. At the discretion of the Superintendent/designee and consistent with applicable law, policy or regulation, all students and families may be exempted from fees and charges when doing so will promote an equitable and inclusive opportunity for all students and families.

3. Fees and charges for voluntary school and extracurricular activities

Students may be charged for their participation in school activities or extracurricular activities of a voluntary nature if fees or charges are approved by the School Board. Before recommending a fee or charge for voluntary school activities or extracurricular activities, the school administrator will consider the impact that such fee or charge may have on the inclusivity and equity opportunity for students.

4. Prohibited actions based on nonpayment of fees or charges

- a. A student may not be suspended or expelled or have scholastic report cards, diplomas, or class schedules withheld because of nonpayment of fees or charges.
- b. A student may not be denied a school provided meal based on inability to pay or unpaid prior meal fees or charges. The Superintendent ~~or~~^{designee} is authorized to take actions to collect unpaid meal fees or charges consistent with applicable law.

B. Admission Fees and Charges

Reasonable fees and charges may be collected for admission to athletic contests, student performances that are open to the public and other programs sponsored by the school.

C. Voluntary Class and Membership Dues

Approved student organizations and classes may assess their members **voluntary class or membership dues**. The principal or executive director for the school or program will specify the kinds of programs and activities that class or membership dues can be used for. These dues shall not exceed an amount approved by the principal or executive director and will take into consideration the impact that such dues may have on the inclusivity and equity opportunities for students.

D. Lockers and Locks

A fee may be charged for the use of school lockers. All locks on school lockers must be approved by the school administrator.

E. Library/Media Center Fines

Students may be assessed reasonable fines for overdue, **damaged or lost** books, materials, and equipment **from the Library/Media Center**. The principal or executive director may waive or reduce the fines. Students will not be assessed for reasonable wear and tear of such items.

F. Material Charges and Rentals

1. Classroom Materials

Students may be required to purchase or rent materials other than instructional materials used in a class.

2. Musical instruments or personal attire

~~2.~~ Students may be required to purchase or rent musical instruments, so long as the instruction in the use of the musical instruments is not part of the required curriculum. Students may be assessed a fee for ~~and~~ personal attire for voluntary participation in organizations sponsored by the school.

G. Fees for Classes and Programs

Persons attending adult education programs, night school, summer school, postgraduate classes or behind-the-wheel phase of driver education may be charged a fee approved by the School Board.

H. Field Trip Fees and Charges

Students may be charged for transportation and admission fees for cultural, enrichment programs or extracurricular activities when:

1. Participation is voluntary.
2. Participation is not required for any course of study.
3. The activity is of a type authorized by policy or regulation and approved by the principal as a qualifying activity.
4. The trip or program is not covered by an activity fund.
5. The funds are available to pay for those students who are financially unable to pay the fee and have expressed the intent to otherwise participate.

I. Textbooks and other educational materials

The Superintendent **or designee** shall establish regulations regarding payment for **lost or damaged or additional** textbooks, other educational materials and supplementary materials. Students may be assessed a fee for consumable materials, such as workbooks writing books, drawing books, and fine arts materials. Supplies provided to students who are not able to afford such items may have the fee waived or reduced. Additionally, no fee may be charged for instructional materials, textbooks, or other materials that are not directly used by students.

Legal Reference

Code of Virginia § 22.1-6, as amended. Permitted fees and charges.

Code of Virginia § 22.1-79.71:1, as amended. School meals; availability to students.

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

Code of Virginia § 22.1-280.4, as amended. School Board action regarding destruction of property.

~~Code of Virginia § 22.1-276, as amended. Liability of pupils for destruction of property.~~

Virginia Board of Education Regulations 8VAC20-720-80, as amended. Student fees and charges.

Related Links

[Link to Annual Fee Schedule](#)

School Board [Policy 6-28](#)

School Board [Policy 6-56](#)

School Board [Regulation 5-69.2](#)

School Board [Regulation 6-56.1](#)

Adopted by School Board: October 21, 1969

Amended by School Board: November 21, 1978

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: April 13, 2021

COMMUNITY RELATIONS

Expressive Activities

A. General

1. The buildings, facilities, grounds, equipment and vehicles of the School Division and the School Board (hereinafter “facilities”) are not open public forums for purposes of public expression during the regular school day, when education-oriented activities are being conducted, during business hours or when members of the public have not obtained permission to use School Division and School Board buildings, facilities, grounds and vehicles. These restrictions are established in consideration of the potential for disruption caused by activities not related to the dedicated purpose of the School Board and the School Division.
2. This Policy does not extend to the public sidewalks outside of and adjacent to facilities. Internal sidewalks, internal paths for ingress and egress, parking areas are not open forums of public expression, unless a facility use request or application has been approved by the Superintendent or designee.
3. These restrictions are "content neutral" and apply to any individual or group, whether representing a non-profit, commercial, political or other interest.

B. Restrictions

1. No expressive activities (including but not limited to picketing, demonstrating, solicitation, public address, musical or art presentation, pamphlet distribution,

canvassing, petitioning or sales of any nature are permitted on or in School Board and School Division buildings, facilities, grounds, or vehicles unless prior authorization is obtained from the School Administration.

2. This prohibition shall not prevent expressive activities in any meeting space reserved for and in use by a private group or organization, consistent with School Board policies, regulations or agreements governing use of buildings, facilities, grounds or vehicles.
3. These conditions shall also not be applicable to participants in any school sponsored or organized activity held in conjunction with a course of instruction or school related activity. Nor shall these conditions be applicable to students/student groups acting in accordance with School Board Policies 5-38 Freedom of Speech, 5-39 Publications, and 5-40 Assemblies/Demonstrations and their applicable regulations.
4. For purposes of this prohibition, the regular school day is defined as 30 minutes before the time the first students are scheduled to arrive at a particular school on School Board provided transportation until 30 minutes after the last students are scheduled to leave the school on School Board provided transportation.

C. Use of Students

1. Students shall not be required to convey or deliver any materials that:
 - a. advocate the election or defeat of any candidate for elective office;
 - b. advocate the passage or defeat of any referendum question;

- c. advocate the passage or defeat of any matter pending before a local school board, local governing body, the Virginia General Assembly, or the United States Congress.

This prohibition shall not be construed to prohibit the discussion or use of political or issue-oriented materials as part of classroom discussions or projects or to prohibit the delivery of informational materials.

- 2. While educators should encourage, but not require, students to take an active interest in national, state, and local elections through school-sponsored activities, school staff shall not encourage nor require a student to take part in the campaign or political activities of a particular candidate, party, or position over that of another candidate, party, or position.

D. Exception for Election Day When School Used as Polling Place

When school buildings, facilities or grounds are used as polling places, policy and regulations prohibiting posting signs and disseminating written material (except subsection C, above) shall be waived on the day of the election to permit distribution of written campaign and election materials to prospective voters in compliance with state election laws, provided this distribution does not interfere with the educational process. Materials and signs must be removed by the candidates or their representatives within 24 hours of the time the polls close or the School Administration may remove and discard the materials.

E. Enforcement

Any person(s) in violation of any provision of this Policy should be advised of these restrictions and given the opportunity to comply. If the person(s) thereafter fails to comply, the building administrator or designee shall request the person(s) to leave, and may take appropriate action if the person(s) refuses to do so, including contacting law enforcement and filing criminal charges.

Legal Reference

Code of Virginia §24.2-604, as amended. ~~Prohibited activities at polls; notice of prohibited area; presence of representatives of parties or candidates; simulated elections; observers; news media; penalties.~~ Polling places; prohibited activities; prohibited area; penalties.

Code of Virginia §24.2-604.1, as amended. Signs for special entrances to polling places.

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

Related Links

School Board [Policy 5-38](#)

School Board [Policy 5-40](#)

Adopted by School Board: December 19, 2000

Amended by School Board: May 9, 2006

Amended by School Board: August 19, 2014 Amended by School Board: October 26, 2021

Amended by School Board: 2026

COMMUNITY RELATIONS

Visitors to School Board facilities and events

A. Visitors

1. The School Board welcomes visits by citizens of the city to their public schools and other School Board property. Visitors are expected to act in a manner consistent with School Board bylaws, policies, regulations, and applicable law. In order to protect the students, staff and property, visitors during the school day or business day shall report to the security desk or the main office for authorization to be in or on the facilities and wear a visitor's identification badge.
2. The School Board authorizes the Superintendent or designee to take all necessary actions regarding the safety, order and preservation of the educational environment and business environment in or on facilities or at School Division-sponsored activities. The Superintendent or designee shall formulate and post such regulations, and procedures as are necessary to protect students, staff, and facilities from unauthorized, **unsafe, threatening** or disruptive conduct by visitors. Law enforcement officers may be called upon to enforce this Policy in cases of uncooperative visitors.
3. When visiting facilities, school sponsored events, or School Division communication systems visitors are expected to comply with the decorum and order guidelines, health and safety protocols and applicable bylaws, policies and regulations. Principals and building administrators or their designees are encouraged to post decorum and order guidelines at facilities for visitor viewing.

Visitors seeking to meet with specific administrators or employees should make arrangements in advance of coming to facilities in order to be assured that school personnel will be available to meet with them. Delivery of education services and activities for students should not be interrupted unless prior approval of the school administrators is obtained. The visitor(s) shall be treated in a courteous manner and shall be afforded prompt and informative replies to legitimate questions in accordance with School Board bylaws, policies and regulations. For safety or health purposes, the Superintendent or designee may prevent or limit persons other than students, staff, and authorized agents from accessing School Board property or School Division events.

B. Trespassing or Disorderly Conduct

1. Unauthorized persons on or entering **buildings, grounds or** facilities or School Board communication systems for the purposes of disrupting **or causing harm or damagesame** or who create disturbances to the educational environment or business of School Division personnel or agents or to School Board meetings shall be subject to punishment as defined in the Code of Virginia and banning or limitation of access as determined by the School Division. Administrators shall inform such law enforcement officers and agencies as required to maintain order to take appropriate action to remove violators or otherwise end the **disruptive, unsafe and/or** disorderly conduct.
2. No person shall be in a school or School Board administration building **or facility**, school bus or on school grounds during hours of darkness unless the person is on official school business, is participating in a supervised school activity, is authorized by an administrator, is at an activity open to the public or is a member of an organization having permission to use the school facilities. Unauthorized persons loitering upon school property may be treated as trespassers.

3. The Superintendent or designee may take all appropriate actions against persons who cause or pose a threat, ~~disorder, or~~ disruption or safety risk to the educational environment or school activities by:

- a). committing criminal or disruptive acts on School Board property or against students or employees;
- b). committing criminal or disruptive , threatening or unsafe acts at School Board sponsored activities and meetings;
- c). having convictions or administrative findings that the Superintendent or designee determines make the person a potential or actual threat or disruption to the educational or business environment;
- d). other good and just cause as determined by the Superintendent or designee.

The Superintendent is authorized to create regulations or other guidance to address these issues.

C. Definition

Buildings, facilities, grounds, equipment and vehicles owned, leased or operated by the School Board and the School Division will be referred to as “facilities.”

Legal Reference

Code of Virginia, § 18.2-128, as amended. Trespass upon church or school property.

Code of Virginia, § 18.2-415, as amended. Disorderly conduct in public places.

Adopted by School Board: October 21, 1969

Amended by School Board: October 21, 1981

Amended by School Board: August 21, 1990

Amended by School Board: July 16, 1991

Amended by School Board: October 20, 1992

Amended by School Board: September 21, 2010

Amended by School Board: August 19, 2014

Amended by School Board: August 18, 2015

Amended by School Board: September 28, 2021

INSTRUCTION

School Day and School Hours

The standard school year shall be at least 180 ~~teaching instructional~~ days or 990 teaching hours in any school year. The standard school day for students in grades 1 through 12 shall average at least 5 1/2 hours, excluding intermissions for meals.

The School Division may develop alternative schedules for meeting these requirements as long as a minimum of 990 hours of instructional time is provided for grades 1 through 12. Such alternative plans must be approved by the School Board and by the Virginia Board of Education, under guidelines established by the Virginia Board of Education. No alternative plan which reduces the instructional time in the core academics shall be approved.

The length of the school day for students shall be determined by the School Board on recommendation of the Superintendent and shall take into consideration, but not be limited to, the ages of the students, the distances to and from school, bus scheduling, safety hazards and time needed to accomplish educational objectives. The Superintendent shall yearly set forth the actual hours of attendance for each elementary, middle, and high school in the School Division. The Superintendent is authorized to make determinations regarding adjustment of school hours and the opening or closing of school when inclement weather or conditions exist that would prohibit safely conducting school.

Legal Reference

Code of Virginia § 22.1-98, as amended. Reduction of state aid when length of school term below 180 days or 990 hours.

Code of Virginia § 22.1-79.1, as amended. Opening of the school year; approvals for certain schedules.

Virginia Board of Education Regulations Establishing Standards for Accrediting Public Schools in Virginia, §8VAC20-131-10 *et seq.*

Code of Virginia § 22.1-200.2, as amended. Minimum instructional time; optional unstructured recreational time.

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

Amended by School Board: October 6, 1998

Amended by School Board: November 9, 2022