



# Policy Revisions

School Board Meeting  
May 23, 2024





# Essential Questions

- Do the revisions support Equity for All?
  - Who is the policy intended to impact?
  - Who does it impact?
  - Who is adversely impacted?
  - How do we mitigate the adverse impact?
- Do the revisions align with the Code of Virginia?
- Do the revisions improve Systemic Alignment?





WELCOMING



# ACPS Policy Revision Process

## Schedule

5-Year Review

Code Changes

Equity Audit

Changed Process

Need for Governance

## Review and Revise

Baseline

Equity

Legal

Staff

Leadership

Board

Policy Consultant

Equity Team

Division Council

Identified Staff

SLT

SB Policy Committee

Code Changes  
Standard Changes  
VSBA Alignment

Equitable Practices  
Equity Deep Dives

Code Alignment  
Risk Mitigation

Current/Best Practices  
Targeted Advisory  
Committee Feedback

Integrated Policies  
Support of Vision

Alignment with Priorities  
Community Input  
Opportunity

## Adopt

Board Information

Board Action

Superintendent Action

Presentation at SB Meeting  
Track Changes and Rationale  
Opportunity for Community Input

Presentation or Consent at SB Meeting  
Track Changes and Rationale  
Opportunity for Community Input

Superintendent Approval of Regulations

## Communicate

Principal's Weekly

ACPS Insider

Back to School Training

Articles with Approved Changes

Articles with Approved Changes

Summary of Changes for Past Year



## Key Teams

- Equity Audit Team
  - Reviews from an equity lens
  - Targeted stakeholder input
- Staff Revision Team
  - Reviews from a staff lens
  - Reviews from a legal lens
- Senior Leadership Team
  - Reviews from a leadership lens
- School Board Policy Subcommittee
  - Reviews from a School Board lens
  - Opportunity for public comment





# Policies and Regulations

- *Policy is a basic statement of the intent of the School Board which creates rights and responsibilities for the conduct of the school division's business. Policies are adopted by the Board.*
- *Regulation is the manner or method of implementation of policy by the Superintendent and staff, subject to change as conditions and/or circumstances may dictate. Regulations are approved by the Superintendent.*

Reference: Policy BFC - Policy Adoption



# Standard Changes

Standard Changes used on all policies and regulations

- Remove gender affirming terms
- Replace parent with parent/guardian or families when appropriate
- Reduce the use of 'shall' per VSBA model policy changes
- Add breadcrumbs to other policies
- Reword and reformat to improve readability
- Relocate definitions to the beginning

Details of revisions are in the comments on the draft policies.



RESULTS-DRIVEN

# Revision Drivers

- Code changes
- VSBA model policy revisions
- Improving equity
- Need for new governance
- Need to remove governance



# Proposed Revisions

## GBOA - Voluntary Retirement Savings Program

- Discrepancy discovered during audit
- Added the 403b and 457 plans to the list of voluntary retirement savings plans offered by ACPS.





# Proposed Revisions

## **GCBD - Staff Leaves and Absences**

### **GCBD-R - Staff Leaves and Absences Regulations**

### **GCBD-R2 - Voluntary Donated Leave Regulations**

- 5-year review
- Standard Changes
- Added definitions for employee groups
- Updated the types of leave that are earned at given points in time
- Minor reorganization
- Corrected the leave accrual table
- Clarified the religious leave language
- Clarified that only continuing contract employees may request long term leave (except for long term child care leave)
- Added a new regulation for voluntary donated leave



# Proposed Revisions

## **GCBE - Family and Medical Leave**

- 5-year review
- Standard changes
- Alphabetized the definitions
- Reorganization to improve readability and align with the VSBA model

## **GCBEB - Military Leave and Benefits**

- 5-year review
- Updated the length of leave to 21 days of paid leave for a federally funded tour of duty per the VSBA model



# Proposed Revisions

## **GCI - Licensed Staff Assignments and Transfers**

### **GCI-R - Licensed Staff Assignments and Transfers Regulation**

- 5-year review and preparation for redistricting
- Added definitions
- Reorganized the voluntary transfers process to provide greater clarity

## **GDI - Support Staff Assignments and Transfers**

### **GDI-R - Support Staff Assignments and Transfers Regulation**

- 5-year review and preparation for redistricting
- Added definitions
- Added a due date for voluntary transfers for the upcoming school year
- New regulation which mirrors the licensed staff regulation



# Proposed Revisions

## IC/ID-R - School Year Calendar Regulations

- Requested review
- Adjusted conference days to add flexibility in scheduling
- Included evening cultural observance days
- Error corrections
  - Veterans Day was omitted in the original document
  - Orthodox Epiphany was listed twice



# Proposed Revisions

## **IGBF - Limited English Proficient Students**

## **IGBF-R English Learners Identification and Assessment Regulations**

- 5-year review
- VSBA model policy alignment
- Standard changes
- Added that services are provided until age 22
- Added notification requirements of testing accommodations for certain examinations
- Created a new regulation with procedures for identification, assessment, placement, and monitoring
  - Includes clarification that ELs are placed in grade levels at the HS using the same criteria as non-ELs.
- Added a section to the regulation around equity for ELs



# Proposed Revisions

## **IGBI - Advanced Placement and Dual Enrollment Courses**

### **IGBI-R - IGBI-R - Notification of Advanced Placement Classes and Special Programs**

- 5-year review
- Added a Board Belief Statement
- Revised the list of programs that ACPS informs families about
- Updated the title to reflect the expanded scope of programs
- Added a regulation per the requirement of the code
- Relocated the quality points section to improve readability



# Proposed Revisions

## IKFD - Credit by Exam

## IKFD-R - Credit by Exam Regulations

- 5-year review
- Standard changes
- Title change to better reflect the content of the policy
- VSBA model policy alignment
- Organized the options for earning credits into a waiver section per the code.
- Struck language from the regulation which was time limited
- Increased the number of credits that can be awarded for world languages from 3 to 4
- Added that the Board pays the costs of the exams
- Added that Languages available for high school credit are dependent on assessments approved and vetted by the VDOE for the World Language Requirement of the Seal of Biliteracy.



# Proposed Revisions

## JFG - Search and Seizure

- Requested review
- Updated the definitions
- Struck language around law enforcement officers' ability to search that wasn't in the model policy
- Added a section on strip searches
- Clarified that school rules apply to parking lots and vehicles are subject to search
- Removed references to 4th amendment rights





# Proposed Revisions

## JL - Fundraising and Solicitation

- 5-year review
- Standard changes
- Added a provision that fundraising must be safe and age appropriate
- Added that fundraising activities are periodically reported to the Board



# Proposed Revisions

## **JM - Managing Student Behaviors in Emergency Situations**

### **JM-R - Regulations for the Management of Student Behavior in Emergency Situations**

- Required annual review
- Standard Changes
- Moved the content of the current policy into a new regulation. Replaced the policy content with the VSBA model policy
- Generalized SROs into Alexandria Police Department staff to broaden the scope
- Removed training of the SROs as they are not permitted to be involved in these interventions



WELCOMING



# ACPS Policy Update Process

## Schedule

Position Title Change

Code Changes

Facilities Name Changes

Board Approved Changes

## Review and Revise

Baseline

~~Equity~~

Legal

~~Staff~~

Leadership

Board

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RESULTS-DRIVEN

# Update Revision Drivers

- Code changes
- Position title changes
- Facilities name changes
- Changes in other Board approved documents
  - Budget
  - Other policies



# Proposed Updates

## **IKE-R - Regulations for Retention and Promotion**

- Update
- Updated to reflect VDOE guidance on grade level placements
- Updated to reflect the change in the title of student's academic plan
- Updated LEP students to EL students
- Updated the title of the Executive Director of School Leadership

## **IKF - The Virginia Assessment Program and Graduation Requirements**

- Code Change (2023)
- Per the 2023 amendment of Va. Code § 22.1-253.13:3 by HB 2225/SB 1253.
  - Certain student assessment results; availability.



RESULTS-DRIVEN

# Progress Monitoring

## Target

The ACPS Board will review for equity and adopt at least 100 policies each year.

Milestone	12 Months
Policies Adopted	140
Equity Review	220
Staff Review	178
SB Policy Subcommittee Review	173

244 Policies/Regulations are currently undergoing revision  
Equity Audit is 93% Complete (407 Policies/Regulations)



## Summary

- 250 Policies and Regulations have been revised and adopted in the past two years.
- The Equity Audit is scheduled to be complete by the end of June.
  - The work will transition from the audit project to ongoing equity analysis as part of the policy revision process
- Improved VSBA alignment
- Increased use of Regulations
- ACPS has a systematic efficient and effective process for Policy and Regulation revisions



## Next Steps

- The policies presented this evening will be on the agenda for approval via the Consent Calendar at the next School Board meeting.
- Code changes will be presented using the new update process this summer.
- Non-code change revisions will resume in the fall.





# Questions?

**Matt Smith**

**Policy Services Consultant**

**[matt.smith@acps.k12.va.us](mailto:matt.smith@acps.k12.va.us)**



**Superintendent**

Dr. Melanie Kay-Wyatt

**School Board**

Michelle Rief, Chair  
Kelly Carmichael Booz, Vice Chair

Meagan L. Alderton  
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Abdel-Rahman Elnoubi

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**[HTTPS://WWW.ACPS.K12.VA.US/2025](https://www.acps.k12.va.us/2025)**

**2025 STRATEGIC PLAN: EQUITY FOR ALL**