

**BOARD MEMO**

Date: May 18, 2023

For ACTION

For INFORMATION

Board Agenda: Yes

No

**FROM:** Matt Smith, Policy Services Consultant

**THROUGH:** Melanie Kay-Wyatt Ed.D., Acting Superintendent of Schools

**TO:** The Honorable Meagan L. Alderton, Chair, and  
Members of the Alexandria City School Board

**TOPIC:** Proposed Revisions to Policies

**ACPS 2025 STRATEGIC PLAN GOAL:**

Goal 1: Systemic Alignment

Goal 2: Instructional Excellence

Goal 3: Student Accessibility and Support

Goal 4: Strategic Resource Allocation

Goal 5: Family and Community Engagement

**FY 2023 BUDGET PRIORITY:**

Implementation of the 2025 Strategic Plan

**SUMMARY:**

As part of the Board’s continuing Equity Audit of School Board Policies, changes to the Code of Virginia, the requirement that policies are reviewed every 5 years, and policies and regulations that have been identified for revisions, staff are proposing the revision of five policies and regulations. Summaries of the revision, including links to code changes where appropriate, are below. Red-line changes and comments are included in the draft policies.

Policies being considered:

- EEFA – Vending Machines
- IFB - Approval Process for Research Studies
- IGAK – Alternatives to Animal Dissection
- IGBD – Homebound, Correspondence, and Alternative Means of Instruction
- IJD – College and Career Planning

**ADDITIONAL INFORMATION:**

All policies and regulations include the following Standard Changes:

- Remove gender-affirming terms
- Replace parent with parent/guardian

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- Reduce the use of 'shall' per VSBA model policy changes
- Add breadcrumbs to other policies
- Reword and reform to improve readability
- Align content with VSBA model policies and the Code of Virginia
- Use abbreviations consistently
- Add line numbers

### Revision Summaries

#### **EFEA - Vending Machines**

- 5-year review
- No VSBA model policy
- Standard Changes
- Added breadcrumbs to other policies and regulations that provide governance

#### **IFB - Approval Process for Research Studies**

- 5-Year Review
- No VSBA model policy
- Standard changes
- Relocated the Board Belief statement to the beginning
- Minor reorganization to improve readability
- Added a new section for a Research Data Confidentiality Agreement which includes elements such as data security and data destruction
- Added a clause that if the researcher is affiliated with an organization which as an Internal Review Board (IRB), the IRB must approve the research
- Added the a definition of FERPA

#### **IGAK - Alternatives to Animal Dissection**

- 5 year review
- VSBA model policy alignment
- Updated alternatives to reflect current technologies

#### **IGBG - Homebound, Correspondence, and Alternative Means of Instruction**

- 5 year review
- Renamed to Off-Site Instruction and Virtual Courses and revised to reflect the amendment of 8 VAC 20-131-180 in 2018
- Standard changes
- Revised to align with the VSBA model policy

#### **IJD - College and Career Planning**

- Code change review
- Alignment with the VSBA Model Policy
- Added breadcrumbs to the Program of Studies
- Legal references updated

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- Added a section on Students with Disabilities
- Policy updated to reflect enactment of Va. Code § 22.1-206.1 by HB 1299/[SB 738](#).
  - **Department of Education; State Council of Higher Education for Virginia; instruction concerning post-graduate opportunities for high school students.** Requires the Department of Education to collect and distribute to public schools and publicly post on its website information that assists high school students in making more informed decisions about their futures after graduating from high school and in doing so ensure that such students are aware of the costs and benefits of different educational and certificate programs. The bill directs the Department to annually collect and compile such information in consultation with the State Council of Higher Education for Virginia and any other entity that can assist the Department with collecting and compiling such information and to update its distribution materials accordingly each year. The bill requires the Department to post and distribute the information to school boards, with any relevant updates, no later than October 1 each year and requires each school board to ensure that the information is readily available to each high school student and distributed to each high school student who expresses an interest in attending an institution of higher education or completing another training program as described in the bill. This bill is identical to HB 1299.

### **BACKGROUND:**

As part of the standard ACPS policy revision process, these policies have been:

- Reviewed for code changes and alignment with the VSBA model policies
- Reviewed for equity as part of the ACPS 2020-25 Strategic Plan
- Reviewed by staff members whose work is closely related to the policy and/or regulation
- Reviewed by the Senior Leadership Team
- Reviewed by the School Board Policy Subcommittee

### **RECOMMENDATION:**

The Interim Superintendent recommends that the School Board review the policies and regulations.

### **IMPACT:**

By auditing policies for equity, code compliance, and appropriate governance the School Board ensures that ACPS has high-quality policies.

### **ATTACHMENTS:**

- 230518\_EEFA – Vending Machines.pdf
- 230518\_IFB - Approval Process for Research Studies.pdf
- 230518\_IGAK – Alternatives to Animal Dissection.pdf
- 230518\_IGBG – Homebound, Correspondence, and Alternative Means of Instruction.pdf
- 230518\_IJD – College and Career Planning.pdf

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**CONTACT:** Matt Smith, [matt.smith@acps.k12.va.us](mailto:matt.smith@acps.k12.va.us)