

BOARD MEMO

Date: November 2, 2023

For ACTION X

For INFORMATION

FROM: Matt Smith, Policy Services Consultant

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

TO: The Honorable Michelle Rief, Chair, and
Members of the Alexandria City School Board

TOPIC: Proposed Policy Revisions

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

SY 2023-2024 FOCUS AREA:

N/A

FY 2024 BUDGET PRIORITY:

- Full Implementation of Students with Disabilities Action Plan
- Reduce Class Sizes
- K-4 Literacy
- Target Chronic Absenteeism
- Restorative Practices Supports
- Increase Support for Social and Emotional Learning

SUMMARY:

Staff are proposing the revision of several policies and regulations. Summaries of the revision, including links to code changes where appropriate, are presented in the Details section. Red-line changes and comments are included in the draft policies. These policies have been reviewed for code alignment and VSBA model policy alignment, audited for equity, edited by a team of staff members, and reviewed by the SLT and the Board Policy Subcommittee. The proposed revisions were presented for information on October 19, 2023.

DETAILS:

The following summarizes the proposed revisions, details are in the track-changes of the draft policies.

EFB/JHCH - ACPS School Nutrition Services
EFB/JHCH-R Regulations for School Meals and Snacks

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- Shifted responsibility from schools to SNS to inform parents in writing if they have more than \$30 in unpaid meal charges.
- Regulation updated to strengthen language that non-food items should be used to reward student behaviors.
- Policy updated to reflect deadlines for processing free and reduced breakfast and lunch applications per the amendment of Va. Code § 22.1-207.2:2 by [HB 587](#) from 2022, which had a delayed effective date until 8/1/23.
 - **School Breakfast Program and National School Lunch Program; processing of applications.** Requires each public elementary or secondary school to process each web-based or paper-based application for student participation in the School Breakfast Program or the National School Lunch Program administered by the U.S. Department of Agriculture within six working days after the date of receipt of the completed application. The foregoing provision of the bill has a delayed effective date of August 1, 2023. The bill requires school divisions that cannot currently comply with such requirement to develop a plan for ensuring compliance by August 1, 2023.

GBEF - Lactation Support (also JHCL)

- 5-year review
- VSBA model policy alignment
- Standard changes

JN - Student Fees Fines and Charges

JN-R - Regulation Tuition, Course, and Food Service Fees

- 5-year review
- Standard Changes
- VSBA model policy alignment
- Addition of restorative approaches when recovering fees
- The regulation is from the budget (pp 74-75 in the FY24 budget book) and is annually revised and approved as part of the budget process.

BACKGROUND:

The proposed revisions are part of the Board's ongoing work to provide ACPS with high-quality governance. ACPS has over 400 policies and regulations and has established the target of reviewing at least 100 policies and regulations each school year. Candidate policies for revision are drawn from code changes, changes in the VSBA model policies, the code requirement that policies are reviewed every 5 years, and policies and regulations that have been identified by the Board and/or staff for review.

Drafts of proposed revisions are available for public review as part of the Policy Subcommittee, Board Information, and Board Action processes.

RECOMMENDATION:

The Superintendent recommends that the School Board approve the proposed policy revisions.

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IMPACT:

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

ATTACHMENTS: (if there are none, write "None")

1. 231102_EFB - ACPS School Nutrition Services (also JHCH).pdf
2. 231102_EFB-R - School Meals and Snacks (also JHCH-R) .pdf
3. 231102_GBEF - Lactation Support (also JHCL).pdf
4. 231102_JN - Student Fees, Fines and Charges.pdf
5. 231102_JN-R - Regulations - Tuition, Course and Food Service Fees.pdf

REFERENCES:

1. September 28, 2023 SB Policy Subcommittee Meeting
2. October 19, 2023 SB Meeting

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