

Date: February 10, 2021
For ACTION
For INFORMATION
Board Agenda: Yes
No

FROM: Jennifer Abbruzzese, Director of Policy & Board Initiatives

THROUGH: Natalie Mitchell, Director of Title I Programs
Theresa A. Werner, Executive Director, Office of Specialized Instruction
Terri H. Mozingo, Ed.D, Chief of Teaching, Learning, and Leadership
Dominic Turner, Chief of Financial Services
Gregory C. Hutchings, Jr., Ed.D., Superintendent of Schools

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

TOPIC: Revisions to D, I and J Policies and Regulations

ACPS 2025 STRATEGIC PLAN GOAL:

Goal 1: Systemic Alignment

SUMMARY:

As part of the Board’s continuing policy review cycle, policies and regulations from the classifications below are proposed for revision.

- D Policies: Fiscal Management
- I Policies: Instructional Program
- J Policies: Students

These revisions are primarily driven by changes to the Code of Virginia and Virginia Board of Education regulations. However, some have also been initiated by ACPS to either reflect current practice or the changing needs of the school division. Finally, some have been included to comply with the state of Virginia’s five-year policy review requirement.

The following chart outlines the policy and regulatory revisions:

February 10, 2021 Policy Work Session
Light Blue Fill = ≥ 5 Years Since Policy Last Reviewed
Yellow Fill = ACPS-Initiated Revision
White Fill = Statutory/Regulatory/VSBA Revision

Policy/ Reg.	Title	Statute/ Reg./VSBA Revised	ACPS Last Revised	Revision
DG	Custody and Disbursement of School Funds	Feb 2015	Dec 2015	Legal and cross references updated.
DGB DGB-R	Authorization of Procurement and Credit Card Use	Not a VSBA policy	Dec 2015 (DGB-R: Sept 2015)	Revised to reflect current ACPS practice: legal and cross references updated.
DGD	Funds for Instructional Materials and Office Supplies	Feb 2014	Dec 2015	Legal and cross references updated.
DIA	Reporting Per Pupil Costs	May 2012	Dec 2015	Minor textual revisions.
DJFA	Purchasing Procedures- Construction Services	Not a VSBA policy	April 2016	No recommended changes. Reviewed per upcoming 5-year deadline to align with the overall financial policies review cycle.
DJG	Vendor Relations	May 2017	Dec 2015	Minor textual change; cross references updated.
DK	Payment Procedures	Feb 2014	May 2016	Cross references updated; reviewed per upcoming 5-year deadline to align with the overall financial policies review cycle.

DLC DLC-R	<u>Policy</u> : Expense Reimbursements/ <u>Reg</u> : Travel Regulations and Business Meals Procedures	May 2013	Dec 2015 (DLC-R: Aug 2013)	(DLC) Minor textual revisions; (DLC-R) has been updated to reflect current ACPS practice.
IGBC-R	Family and Community Engagement Regulations	May 2017	June 2018	Regulation IGBC-R updated to reflect new Title I policy requirements. Policy IGBC has no proposed revisions, but is linked here for reference.
JM	Management of Student Behaviors in Emergency Situations	July 2020	June 2015	Revised to reflect new Virginia Board of Education (VBOE) Seclusion and Restraint Regulations effective January 1, 2021. Relevant reporting forms will be compiled and posted as new Regulation JM-R.

BACKGROUND:

The Code of Virginia § 22.1-253.13:7 and Policy BF require the School Board to maintain and follow up-to-date policies, and that all policies shall be reviewed at least every five years and revised as needed.

RECOMMENDATION:

The Superintendent recommends the School Board review the attached policy and regulatory revisions.

IMPACT:

By reviewing policies periodically, the School Board ensures that ACPS operations are aligned to support excellence and high performance.

ATTACHMENTS:

Revisions to policies and regulations listed above

CONTACT:

Jennifer Abbruzzese, policy@acps.k12.va.us