

**BOARD MEMO**

Date: May 4, 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 seven 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. These policies were presented for information on April 20, 2023.

Policies being considered:

- BBFA - Conflict of Interests and Disclosure of Economic Interests
- BDDH - Public Participation at School Board Meetings (also KD)
- BDDH-R - Procedures for Public Communications with the School Board (also KD-R)
- FE - Playground Equipment
- IGAI - Character Education
- JRCA - School Service Providers' Use of Student Personal Information
- KKA - Service Animals in Public Schools

**ADDITIONAL INFORMATION:**

## BOARD MEMO

All policies and regulations include the following Standard Changes:

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

#### **BBFA - Conflict of Interests and Disclosure of Economic Interests - May 5, 2023 Adoption**

- Update requested by the Subcommittee to align Superintendent and Board disclosure requirements.
- Added a clause that requires Board members to promptly inform the Board Chair of personal interest or other changes that will require disclosure with the next filing.

#### **BDDH - Public Participation at School Board Meetings (also KD)**

##### **BDDH-R - Procedures for Public Communications with the School Board (also KD-R)**

- Update requested by the School Board Clerk
- Updated and clarified speaker deadlines
- Clarified translation options
- Set a one-hour maximum time for public comments for regular meetings and an adjustable time for public hearings
- Set aside 5 slots for day of meeting public comments sign up
- Removed the requirement of submitting 13 written copies of comments
- Relocated the Board Belief Statement from the Regulation to the Policy
- Clarified public comments at Board meetings vs work sessions and other meeting types
- Added breadcrumbs to KK - School Visitors noting that speakers should not disrupt the orderly conduct of the meeting and a provision for submitting comments in writing if they repeatedly fail to comply with this provision.

#### **IGAI - Character Education**

- Standard changes
- Added a Board Belief Statement
- Added a paragraph connecting the seal of the Commonwealth with ACPS's ongoing work to eliminate racism.
- Policy updated to reflect the 2019 enactment of Va. Code § 22.1-207.2:1 by [HB 2107](#).
  - **Anti-bullying or suicide prevention materials**; parental right to review. Each school board shall develop and implement policies that ensure that parents have

## BOARD MEMO

the right to review any audio-visual materials that contain graphic sexual or violent content used in any anti-bullying or suicide prevention program. Such policies shall require that prior to using any such material, the parent of the child participating in such a program shall be provided written notice of his right to review the material and his right to excuse his child from participating in the part of such program utilizing such material.

- Legal References updated to reflect enactment of Va. Code § 22.1-23.3 by HB 145/[SB 161](#) (2020).
  - **Public elementary and secondary schools; treatment of transgender students; policies.** Requires the Department of Education to develop and make available to each school board, no later than December 31, 2020, model policies concerning the treatment of transgender students in public elementary and secondary schools that address common issues regarding transgender students in accordance with evidence-based best practices and include information, guidance, procedures, and standards relating to (i) compliance with applicable nondiscrimination laws; (ii) maintenance of a safe and supportive learning environment free from discrimination and harassment for all students; (iii) prevention of and response to bullying and harassment; (iv) maintenance of student records; (v) identification of students; (vi) protection of student privacy and the confidentiality of sensitive information; (vii) enforcement of sex-based dress codes; and (viii) student participation in sex-specific school activities and events, excluding athletics, and use of school facilities. The bill requires each school board to adopt, no later than the beginning of the 2021-2022 school year, policies that are consistent with but may be more comprehensive than such model policies developed by the Department of Education. This bill is identical to HB 145.

### **JRCA - Service Providers' Use of Student Information**

- 5-year review
- Standard changes
- Revised to align with the VSBA Model Policy
- Added the definition of 'Machine Readable Format' from § 22.1-289.01
- Add a provision that service providers include electronic access to student records and giving ACPS the option to require that those be in Machine Readable Format

### **KKA - Service Animals in Schools**

- 5-year review
- Standard changes
- Revised to align with the VSBA Model Policy
- Added a provision that families have a right to know if a service animal will be in a school on a continuing basis
- Added a provision on the use of harnesses to align with code

### **BACKGROUND:**

## BOARD MEMO

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 Superintendent recommends that the School Board approve the policies and review the regulations.

### **IMPACT:**

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

### **ATTACHMENTS:**

- 230504\_BBFA - Conflict of Interests and Disclosure of Economic Interests.pdf
- 230504\_BDDH - Public Participation at School Board Meetings (Also KD).pdf
- 230504\_BDDH-R - Procedures for Public Communications with the School Board (Also KD-R).pdf
- 230504\_FE\_Playground\_Equipment.pdf
- 230504\_IGAI - Character Education.pdf
- 230504\_JRCA - Service Providers' Use of Student Information.pdf
- 230504\_KKA - Service Animals in Public Schools.pdf

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