

BOARD BRIEF

Date: November 3, 2023
BOARD INFORMATION: X ___
MEETING PREPARATION: _____

FROM: Pierrette Finney, Ed.D., Chief Academic Officer
Carmen Sanders, Executive Director of Instructional Support
Rene Paschal, Acting Executive Director of School Leadership

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

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

TOPIC: Alexandria City Public Schools Encore, World Languages, and Physical Education
Instructional Analysis

ACPS 2025 STRATEGIC PLAN GOAL:

Goal 1: Systemic Alignment
Goal 2: Instructional Excellence

SY 2023-2024 FOCUS AREA:

Social Emotional and Academic Learning Recovery
Middle School Educational Experience
Implementation of Student with Disabilities Plan
Continuous Improvement in KPI Disparities

SUMMARY:

As part of our ongoing commitment to remain in compliance with school board policy while at the same time ensuring that we are fiscally responsible with Alexandria City Public Schools (ACPS) financial resources, an update is being provided on the status of Encore courses along with an overview of our next areas of analysis. During the 2022-2023 school year, an analysis of elementary encore enrollment was conducted revealing three areas of concern. Some encore staff did not have full teaching assignments in their area of certification, music instruction was not being offered during the school day for all schools, and all schools were not in compliance with required PE instructional minutes according to School Board Policy JHCF. These compliance issues have been rectified but additional analysis is required. During the 2023-2024 school year, the elementary encore staffing analysis will continue to assess current implementation and the need for future adjustments based on enrollment and school needs. The scope of this work will also expand to an analysis of enrollment in secondary world languages and physical education (K-12).

BACKGROUND:

The results of the analysis conducted during the 2022-2023 school year required that some encore teaching staff have an adjustment to their schedule and school location to meet the programmatic needs of all schools in the 2023-24 school year. Changes were made to encore teaching assignments for the 2023-2024 school year for the following reasons:

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- Some Encore teachers were not given full instructional schedules in their area of certification based on current enrollment.
- Music instruction was not offered during the school day at all ACPS elementary schools.
- Some schools were not meeting the required 60-90 minutes of Physical Education (PE) instructional minutes according to School Board Policy JHCF.
- Some Encore staff were teaching in areas in which they were not certified to teach (i.e. math/reading intervention) and serving non-instructional purposes within the building, to give them a full instructional schedule and in place of teaching courses in which they are certified.
- To support equitable staffing across all schools

During the 2023-2024 school year, the Office of Teaching, Learning, and Leadership will continue working with school principals to ensure compliance with ACPS School Board Policy JHCF. The next level of our analysis will be conducted on Secondary World Languages and Physical Education (K-12). The Secondary World Language and Physical Education (K-12) audit will be conducted for the following reasons:

- **Staff Resource Utilization:** This analysis will examine the utilization of staff resources within these departments, ensuring that budget allocations are effectively utilized and that the resources are being optimally employed to benefit our students, staff, and schools.

To accomplish this analysis, the Department of Teaching, Learning, and Leadership will be forming an Instructional Analysis Committee in January 2024 consisting of school-based instructional staff, school principals, and the Departments of Teaching, Learning, and Leadership, Human Resources, and Financial Services. This committee will conduct a comprehensive review of ACPS School Board Policy compliance, student enrollment, capacity by course, and staff resource allocations for Encore, Secondary World Languages, and Physical Education (K-12). This committee will also put forth recommendations to the Superintendent regarding next steps in the instructional analysis.

IMPACT:

During the 2024-2025 school year, the Instructional Analysis Committee will put forth recommendations regarding staffing for Encore, Secondary World Languages, and Physical Education (K-12).

RECOMMENDATION:

The Superintendent recommends that the ACPS School Board review this board brief and next steps for Instructional Analysis.

REFERENCES:

- Alexandria City Public Schools (ACPS) Encore Teaching Assignment Adjustments

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