

BOARD MEMO

Date: December 15, 2022

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 13 policies and regulations. Summaries of the revision, including links to code changes where appropriate, are below. All policies and regulations receive the standard changes listed below. Red-line changes and additional comments are in the draft policies.

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

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REVISION SUMMARIES:

BB - School Board Legal Status

- 5-year review
- Adjusted to align with the VSBA model policy

BBAA - Board Member Authority

- 5-year review
- Standard changes

BCA - School Board Organizational Meeting

- 5-year review
- Standard changes
- Changing the organizational meeting from January to July to better fit with the overall ACPS calendar. This will require the Chair and Vice Chair elected in January 2023 to serve 6-month terms, with new elections being held at the July 2023 organizational meeting.

CM - School Division Annual Report

- Policy updated to reflect amendment of Va. Code § 22.1-81 by [SB 421](#).
 - This is one of the ‘technical amendments’ relating to the due date of the report.
 - **Libraries and education services; obsolete provisions.** Revises and repeals obsolete provisions in Title 22.1 (Education) related to early childhood education and elementary and secondary education and Title 42.1 (Libraries) related to libraries and the Virginia Public Records Act. The bill also makes technical amendments. This bill is a recommendation of the Virginia Code Commission.

EF - Food Services Management

- Updated so all food services policies can adopted as a bundle
- Minor change to clarify that food services is self-supporting

EFB/JHCH - ACPS Food Services

EFB/JHCH-R Regulations for School Meals and Snacks

- Retitled policy to School Nutrition Services
- Improved alignment with the VSBA model policy
- Added a section on a required change for how ethnic and racial data is gathered for Child and Adult Care Food Program and Summer Food Service Programs. (Organizations are no longer permitted to gather this visually)
- Relocated content from EFE - Food Services Records and Reports
- Revised to reflect the amendment of Va. Code § 22.1-79.7 by [HB 583](#).
 - **Public elementary and secondary school students; ability to pay for meals and school meal debt; extracurricular school activities.** Requires each school board to adopt policies that prohibit the school board or any school board employee from denying a student the opportunity to participate in any extracurricular

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school activity because the student cannot pay for a meal at school or owes a school meal debt.

- Revised to reflect the enactment of Va. Code § 22.1-207.4:2 by [HB 2135](#) by the 2021 General Assembly.
 - **Certain school boards; student meals; participation in the Afterschool Meal Program.** Requires each school board that governs a local school division that has a student population that qualifies for free and reduced-price meals at a minimum percentage of 50 percent in the prior school year and simultaneously offers educational or enrichment activities and is consequently eligible to participate in the Afterschool Meal Program administered by the U.S. Department of Agriculture Food and Nutrition Service (FNS) Child and Adult Care Food Program to apply to the Department of Education to participate in the Afterschool Meal Program for each such school to subsequently and simultaneously serve federally reimbursable meals and offer an afterschool education or enrichment program, pursuant to FNS guidelines and state health and safety standards. The bill requires the Department of Education to administer the Afterschool Meal Program on behalf of the U.S. Department of Agriculture. The bill provides that the Superintendent of Public Instruction shall issue a waiver to this requirement upon determination that participation is not financially viable for a school or group of schools. The bill requires the Department of Education to develop a process and criteria for evaluating such waivers. The bill has a delayed effective date of July 1, 2022.

EFD - Food Sanitation Program

- Reviewed so all food services policies can adopted as a bundle
- No recommended changes

EFE - Food Services Records and Reports

- Non-redundant content moved to EFB/JHCH
- Proposed for retirement
- No VSBA model policy

IGBA - Programs for Students with Disabilities

- Added a board belief statement
- Added a monitoring statement
- Alignment with the VSBA model policy
- Policy updated to reflect amendment of 8 VAC 20-81-110 and 8 VAC 20-81-170, which went into effect November 24, 2021, and amendment of Va. Code § 22.1-253.13:4 by [HB 2299](#).
 - **Department of Education and Board of Education; special education.** Requires the Department of Education and the Board of Education to develop new policies and procedures and effect numerous modifications to existing policies

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and procedures to improve the administration and oversight of special education in the Commonwealth. This bill is identical to SB 1288.

IIA - Instructional Materials

- Added a board belief statement including the need for instructional materials to be culturally and linguistically responsive
- Revised to align with the VDOE Model Policy required under the amendment of Va. Code by adding § 22.1-16.8 by [SB 656](#)
 - **Department of Education; local school boards; policies on sexually explicit content in instructional material.** Requires the Department of Education to develop no later than July 31, 2022, model policies and each local school board to adopt no later than January 1, 2023, policies for ensuring parental notification of any instructional material that includes sexually explicit content and include information, guidance, procedures, and standards relating to (i) ensuring parental notification; (ii) directly identifying the specific instructional material and sexually explicit subjects; and (iii) permitting the parent of any student to review instructional material that includes sexually explicit content and provide, as an alternative, nonexplicit instructional material and related academic activities to any student whose parent so requests. The bill provides that the local school board policies shall be consistent with but may be more comprehensive than the model policies developed by the Department. The bill states that the provisions of the bill shall not be construed as requiring or providing for the censoring of books in public elementary and secondary schools.
- [VDOE Model Policies Concerning Instructional Materials with Sexually Explicit Content](#)

IIAA - Textbook Selection and Adoption

- 5-year review
- Added cultural and linguistic responsiveness to the criteria of selection of textbooks
- Revised to align with the VSBA Model Policy

IIAB - Supplementary Materials Selection and Adoption

- 5-year review
- Added cultural and linguistic responsiveness to the criteria of selection of supplementary materials
- Revised to align with the VDOE Model Policy required under the amendment of Va. Code by adding § 22.1-16.8 by [SB 656](#)
 - **Department of Education; local school boards; policies on sexually explicit content in instructional material.** Requires the Department of Education to develop no later than July 31, 2022, model policies and each local school board to adopt no later than January 1, 2023, policies for ensuring parental notification of any instructional material that includes sexually explicit content and include information, guidance, procedures, and standards relating to (i) ensuring parental notification; (ii) directly identifying the specific instructional material

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and sexually explicit subjects; and (iii) permitting the parent of any student to review instructional material that includes sexually explicit content and provide, as an alternative, nonexplicit instructional material and related academic activities to any student whose parent so requests. The bill provides that the local school board policies shall be consistent with but may be more comprehensive than the model policies developed by the Department. The bill states that the provisions of the bill shall not be construed as requiring or providing for the censoring of books in public elementary and secondary schools.

- [VDOE Model Policies Concerning Instructional Materials with Sexually Explicit Content](#)

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
- 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 review the policies and regulations.

IMPACT:

By auditing policies for equity, the School Board ensures that ACPS's governance is equitable.

ATTACHMENTS:

- 221215_BB_School_Board_Legal_Status.pdf
- 221215_BBAA_Board_Member_Authority.pdf
- 221215_BCA_School_Board_Organizational_Meeting.pdf
- 221215_CM_School_Division_Annual_Report.pdf
- 221215_EF_Food_Service_Management.pdf
- 221215_EFB_JHCH_ACPS_Food_Services.pdf
- 221215_EFB-R_JHCH-R_Regulations_for_School_Meals_and_Snacks.pdf
- 221215_EFD_Food_Sanitation_Program.pdf
- 221215_EFE_Food Service Records and Reports.pdf
- 221215_IGBA_Programs_for_Students_with_Disabilities.pdf
- 221215_IIA_Instructional_Materials.pdf
- 221215_IIAA_Textbook_Selection_and_Adoption.pdf
- 221215_IIAB_Supplementary_Materials_Selection_and_Adoption.pdf

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