

**BOARD MEMO**

Date: October 20, 2022  
For ACTION   
For INFORMATION \_\_\_\_\_  
Board Agenda: Yes   
No \_\_\_\_\_

**FROM:** Susan Neilson, Clerk of the Board  
**THROUGH:** Melanie Kay-Wyatt, Ed.D., Interim Superintendent of Schools  
**TO:** The Honorable Meagan L. Alderton, Chair, and  
Members of the Alexandria City School Board  
**TOPIC:** School Board Policy Review Subcommittee

**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 2022-2023 FOCUS AREA:**

Strategic Plan Implementation  
Policy Equity Audit

**FY 2023 BUDGET PRIORITY:**

n/a

**SUMMARY:**

Staff are proposing an updated approach to policy revisions based on four priorities:

1. Equity Audit of School Board Policies
2. Updating policies with code revisions and VSBA model policy changes
3. Updating policies with requested Board and staff modifications
4. Ensuring all policies are reviewed every 5 years

A new process has been proposed for the 2022-2023 school year that proposes a standing School Board Policy Subcommittee rather than rotating School Board Member assignments to review policy bundles. This change better aligns with the current Board practice of assigning responsibilities for a year as well as the efficiencies created through having a consistent team.

Therefore, Board Members Ashley Simpson Baird and Kelly Carmichael Booz are recommended to serve on the School Board Policy Subcommittee.

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### **BACKGROUND:**

ACPS has 423 policies and regulations. These documents need to be systematically reviewed and revised according to ACPS requirements and code changes. To ensure that all four priorities are met, the Board will need to adopt at least 100 policies each year.

The first step of the process has identified over 200 policies and regulations for revision based on the four priorities. These have a wide range of urgency from high priority code changes (27 policies) and critical policy revisions such as grading (12 focus areas with approximately 50 policies and regulations), to low priority updates such as minor updates to references in the VSBA model policies (37 policies) or the need to affirm the existing policy (15 policies). The balance of the 200 are due for the 5-year revision and are being audited for the nature of the changes, if any. The high priority items will be spread throughout the school year with the low priority items filling in gaps with the goal of presenting a regular flow of policy revisions to the Board for consideration.

### **RECOMMENDATION:**

The Interim Superintendent recommends that the School Board approve the appointment of Board Members Kelly Booz and Ashley Simpson Baird to the School Board Policy Review Subcommittee.

### **IMPACT:**

The updated process will ensure that ACPS's policies are routinely reviewed for Equity, code changes, staff and Board priorities, and VSBA model policy changes with a minimum threshold of being reviewed at least every 5 years.

### **ATTACHMENTS:**

None

### **REFERENCES:**

[September 23, 2022 Policy Revisions Board Brief](#)

### **CONTACT:**

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