

**BOARD MEMO**

Date: February 4, 2021  
For ACTION  \_\_\_  
For INFORMATION \_\_\_  
Board Agenda: Yes  \_\_\_  
No \_\_\_

**FROM:** Gregory C. Hutchings, Jr., Ed.D., Superintendent of Schools

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

**TOPIC:** Superintendent Contract Provision: Addendum to Other Work Activities

**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 2020-2021 FOCUS AREA:**

- Focus Area 2: Policy Equity Audit
- Focus Area 3: Strategic Plan Implementation

**FY 2021 BUDGET PRIORITY:**

- Increased Staff Retention
- Human Resources Audit Implementation
- Facilities Audit Implementation
- Cultural Competence for All Staff
- Outreach to Hispanic Families to Improve Attendance and Graduation
- Outreach to Underserved Communities to Increase Engagement
- Improving Customer Relationship Services and Management

**SUMMARY:**

The Division Superintendent would like to inform the Board of an addition to professional activities related to Section VIII of the Superintendent’s contract. This is in addition to the activities approved at the October 15, 2020 School Board meeting. I have been appointed to The Sources of Learning’s Board of Directors as one of their superintendent representatives. The commitment is two board meetings per year and I will be taking personal or annual leave when these meetings are held on a work day.

**BACKGROUND:**

As stipulated in the Superintendent’s Contract, Section *VIII Other Work Activities*: “The Board may approve activities of the Division Superintendent to include consultative works, speaking engagements, writing, lecturing, teaching, or other professional activities for compensation

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provided that such activities do not cause a conflict of interest, and that they are undertaken during annual or personal leave, or at other times which, in the opinion of the Board, do not reduce the availability of the Division Superintendent for fulfilling his full-time responsibilities hereunder. Pursuant to Section 22.1-66 of the Code of Virginia, the office of Superintendent shall be deemed vacant upon the Superintendent engaging in any other business or employment without such prior approval by the Board.”

### **RECOMMENDATION:**

The Superintendent recommends that the School Board approve the additional activity provided in this memo.

### **IMPACT:**

Allows the Superintendent to build professional capacity and contribute his areas of expertise to the education profession.

### **ATTACHMENTS:**

Employment Agreement

### **CONTACT:**

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