

BOARD BRIEF

Date: August 6, 2021

BOARD INFORMATION: X

MEETING PREPARATION: _____

FROM: Julia Burgos, Chief of School and Community Relations
Julie Crawford, Ed.D., Chief of Student Services and Equity
Elizabeth Hoover, Ph.D., Chief of Technology Services
Terri H. Mozingo, Ed.D., Chief of Teaching, Learning and Leadership
Clinton Page, Ph.D., Chief of Accountability and Research
Dominic Turner, Chief of Financial Services

THROUGH: Stephen M. Wilkins, Ed.D., Chief of Staff
Gregory C. Hutchings, Jr., Ed.D., Superintendent of Schools

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

TOPIC: Update on Division Telework Policy and Practice

ACPS 2025 STRATEGIC PLAN GOAL:

All

SY 2020-2021 FOCUS AREA:

Strategic Plan Implementation

FY 2021 BUDGET PRIORITY:

Increased Staff Retention

SUMMARY:

This board brief updates the School Board of the division telework practice for the 2021-2022 school year.

BACKGROUND:

This memo informs of the division telework practice given the lessons-learned about remote work in this pandemic situation. Like other organizations, ACPS has learned that mass telework across the workforce can maintain organizational performance. As we advance the goal to make ACPS an employer of choice, ACPS will continue a more robust use of telework across the division.

Board Policy GAAB – Telework, is the foundation of our remote work practice. The policy states:

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Alexandria City Public Schools recognizes that in certain circumstances, it is practical and efficient to allow authorized employees to work from an alternate location. Regulation GAAB-R establishes the procedures for permitting employees to telework and the circumstances under which such arrangements may be made. The Superintendent or designee shall also designate those positions that are not generally eligible for telework. Such arrangements shall only be permitted provided they do not have a negative impact on the school division.

Over the past 15-months, ACPS has learned how to make mass telework happen in the workplace. Our departments and schools now better understand what, when and how positions qualify for remote work. In the Central Office, each department has identified the specific positions that will work in-person, hybrid or totally remote. Departments have also set daily-work schedules for hybrid workers (e.g. a schedule of office attendance and work-from-home periods).

At the school level, while school staff must work on site to instruct and care for our students who are in-person, we have also learned how to employ remote teaching for those students who choose to remain at home. We also will apply remote opportunities for routine school operations. Going forward, schools will be encouraged to use and expand remote professional learning, remote meetings and remote conferences as feasible.

The use of mass telework will be monitored to ensure our performance and customer service is maintained to the ACPS standard of excellence in all we do.

RECOMMENDATION: The Superintendent recommends that the School Board review the information contained in this brief.

IMPACT:

ACPS will become more efficient, innovative and forward thinking with our organizational work culture as well as mitigate the capacity issues that have been endured over the past several years in our central office building.

ATTACHMENTS:

None

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