

BOARD MEMO

Date: March 7, 2024

For ACTION X

For INFORMATION

FROM: Matt Smith, Policy Services Consultant

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

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

TOPIC: Proposed Policy Revisions

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 2023-2024 FOCUS AREA: N/A

FY 2024 BUDGET PRIORITY:

- Full Implementation of Students with Disabilities Action Plan
- Reduce Class Sizes
- K-4 Literacy
- Target Chronic Absenteeism
- Restorative Practices Supports
- Increase Support for Social and Emotional Learning

SUMMARY:

Staff are proposing the revision of several policies and regulations. Summaries of the revision, including links to code changes where appropriate, are presented in the Details section. Red-line changes and comments are included in the draft policies. These policies have been reviewed for code alignment and VSBA model policy alignment, audited for equity, edited by a team of staff members, and reviewed by the SLT and the Board Policy Subcommittee.

These revisions are proposed for adoption at the February 22, 2024, School Board Meeting.

Based on Board feedback, the proposed language around the use of the ACPS logo in policy KF was relocated and revised to improve clarity.

DETAILS:

The following summarizes the proposed revisions, details are in the track-changes of the draft policies.

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KF - Distribution of Information/Materials

KF-R - Regulations for Distribution of Information/Materials in Schools By Non-School Organizations

- 5-year review
- Standard changes
- Minor reorganization to improve readability
- Added that distributed information will not promote discrimination
- Added VSBA language clarifying how student handle information/materials
- Added language addressing use of ACPS logo
- Updated the regulation title to clarify this only refers to Non-School Organizations

KG - Community Use of Schools Facilities

KG-R - Community Use of Schools Facilities Regulations and Application

- Standard changes
- Revised to align with the VSBA Model Policy
- Reorganized to improve readability
- Added Superintendent's designee also responsible for working with City to develop City Facilities Use and Maintenance Agreement
- Removed facilities use protocols related to COVID 19
- Clarified the reasons the community can use ACPS facilities
- Revised so Department of Facilities and Operations is contacted for use of facilities
- Replaced T. C. Williams H. S. with ACHS
- Reorganization to improve readability
- Revised procedures for requesting facilities use
- Clarified services to be provided by custodial staff and ACPS
- Removed Appendix A Facility Use Fee Schedule as fees are published in the ACPS Budget
- Removed Appendix B - Permit for Use of School Facilities

KGA - Public Sales on School Property

- 5-year review
- Standard changes
- Added a definition of Extracurricular Programs to tie this policy together with Policy KG - Community Use of School Facilities.

KH - Public Donations to Schools

KH-R - Regulations for Public Donations to the Schools

- 5-year review
- Standard changes
- Minor rewording and reorganization to improve readability

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- Increased thresholds that require Board approval
- Add a provision requiring a monthly report to the Board on accepted donations
- Added breadcrumbs to policies covering acceptance of donations and Board Members
- Provided clarification on when ACPS may not accept a donation
- Breadcrumb provided on the procedure for restricted donations
- Clarified the types of donations, thresholds, and acceptance procedures

KJ - Advertising in the Schools

- 5-year review
- Standard changes
- Revisions made to improve clarity
- Reorganization to improve readability and to emphasize intent of policy
- Breadcrumbs to Policies JL & JQ
- Clarified that advertisements may be used to offset costs of school publications or activities

BACKGROUND:

The proposed revisions are part of the Board's ongoing work to provide ACPS with high-quality governance. ACPS has over 400 policies and regulations and has established the target of reviewing at least 100 policies and regulations each school year. Candidate policies for revision are drawn from code changes, changes in the VSBA model policies, the code requirement that policies are reviewed every 5 years, and policies and regulations that have been identified by the Board and/or staff for review.

Drafts of proposed revisions are available for public review as part of the Policy Subcommittee, Board Information, and Board Action processes.

Policies were presented for information on February, 22, 2024

RECOMMENDATION:

The Superintendent recommends that the School Board approve the proposed policy revisions.

IMPACT:

By auditing policies for equity, code compliance, and appropriate guidance the School Board ensures that ACPS has high-quality governance.

ATTACHMENTS:

1. 240307_KF - Distribution of Information Materials.pdf
2. 240307_KF-R - Procedures for Distribution of Information Materials in Schools.pdf
3. 240307_KG - Community Use of School Facilities.pdf
4. 240307_KG-R - Community Use of School Facilities Regulations and Application.pdf
5. 240307_KGA - Public Sales on School Property.pdf
6. 240307_KH - Public Donations to the Schools.pdf

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7. 240307_KH-R - Regulations for Public Donations to the Schools.pdf
8. 240307_KJ - Advertising in the Schools.pdf

REFERENCES:

1. February 1, 2024, SB Policy Subcommittee Meeting
2. February 22, 2024, Board Information

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