

Memorandum

TO: ACPS School Board Policy Committee
FROM: Matt Smith, Policy Services Consultant
DATE: May 2, 2024
SUBJECT: Proposed Policy Revisions

Staff are proposing revisions to the following policies:

- GBOA - Voluntary Retirement Savings Plan
- GCBD - Staff Leaves and Absences
- GCBD-R - Staff Leaves and Absences Regulations
- GCBD-R2 - Voluntary Donated Leave Regulations
- GCBE - Family and Medical Leave
- GCBE-B - Military Leave and Benefits
- GCI - Licensed Staff Assignments and Transfers
- GCI-R - Licensed Staff Assignments and Transfers Regulations
- GDI - Support Staff Assignments and Transfers
- GDI-R - Support Staff Assignments and Transfers Regulations
- IB - Academic Freedom
- IC/ID-R - Calendar Regulations
- IGBF - Limited English Proficient Students
- IGBF-R - English Learners Identification and Assessment Regulations
- IGBJ - Academic Excellence and Educational Equity
- IKE-R - Regulations for Academic Promotion and Retention - Update
- IKF - The Virginia Assessment Program and Graduation Requirements - Update
- IKFD - Alternative Paths to Attaining Standard Units of Credit: Credit-by-Exam for World Languages
- IKFD-R - Credit-by-Exam for World Languages Regulations
- INB - Teaching About Controversial Issues
- INB-R - Teaching About Controversial Issues Regulations
- JFB - Student Involvement in Decision Making
- JFB-R - Student Involvement in Decision Making Regulations
- JFG - Search and Seizure
- JGA - Corporal Punishment
- KP - Parental Rights and Responsibilities
- LB - Relations with Private Schools

These policies have been revised to align with the ACPS Policy Style Guide, aligned with the VSBA model policy and the Code of Virginia, and reviewed by the Equity Audit Team, ACPS staff members, and the Senior Leadership Team

Revision Summaries

GBOA - Voluntary Retirement Savings Program

- Discrepancy discovered during audit
- Added the 403b and 457 plans to the list of voluntary retirement savings plans offered by ACPS.

G CBD - Staff Leaves and Absences

G CBD-R - Staff Leaves and Absences Regulations

G CBD-R2 - Voluntary Donated Leave Regulations

- 5-year review
- Standard Changes
- Added definitions for employee groups
- Updated the types of leave that are earned at given points in time
- Minor reorganization
- Corrected the leave accrual table
- Clarified the religious leave language
- Clarified that only continuing contract employees may request long term leave (except for long term child care leave)
- New regulation G CBD-R2

G CBE - Family and Medical Leave

- 5-year review
- Standard changes
- Alphabetized the definitions,
- Reorganization to improve readability and align with the VSBA model

G C BEB - Military Leave and Benefits

- 5-year review
- Updated the length of leave to 21 days of paid leave for a federally funded tour of duty per the VSBA model

G CI - Licensed Staff Assignments and Transfers

G CI-R - Licensed Staff Assignments and Transfers Regulation

- 5-year review and preparation for redistricting
- Added definitions
- Reorganized the voluntary transfers process to provide greater clarity

G DI - Support Staff Assignments and Transfers

G DI-R - Support Staff Assignments and Transfers Regulation

- 5-year review and preparation for redistricting
- Added definitions
- Added a due date for voluntary transfers for the upcoming school year
- New regulation which mirrors the licensed staff regulation

IB - Academic Freedom

- New policy based on the VSBA model
- Adjustments to improve inclusivity

IC/ID-R - School Year Calendar Regulations

- Requested review
- Adjusted conference days to add flexibility in scheduling
- Included evening cultural observance days
- Error corrections
 - Veterans Day was omitted in the original document
 - Orthodox Epiphany was listed twice

IGBF - Limited English Proficient Students

IGBF-R English Learners Identification and Assessment Regulations

- 5-year review
- VSBA model policy alignment
- Standard changes
- Added that services are provided until age 22
- Added notification requirements of testing accommodations for certain examinations
- Created a new regulation with procedures for identification, assessment, placement, and monitoring.
 - Includes clarification that ELs are placed in grade levels at the HS using the same criteria as non-ELs.
- Added a section to the regulation around equity for ELs

IGBJ - Academic Excellence and Educational Equity

- 5-year review
- Revised the Board Belief Statement
- Added language around removing systemic barriers to education
- Added sections on the education of staff and families

IKE-R - Regulations for Retention and Promotion

- Update
- Updated to reflect VDOE guidance on grade level placements
- Updated to reflect the change in the title of student's academic plan
- Updated LEP students to EL students
- Updated the title of the Executive Director of School Leadership

IKF - The Virginia Assessment Program and Graduation Requirements

- Code Change (2023)
- Per the 2023 amendment of Va. Code § 22.1-253.13:3 by HB 2225/[SB 1253](#).
 - **Certain student assessment results; availability.** Requires each school board to provide teachers, parents, principals, and other school leaders with their students' results on any Standards of Learning assessment or Virginia Alternate

Assessment Program assessment as soon as practicable after the assessment is administered. This bill is identical to HB 2225.

IKFD - Credit by Exam

IKFD-R - Credit by Exam Regulations

- 5-year review
- Standard changes
- Title change to better reflect the content of the policy
- VSBA model policy alignment
- Organized the options for earning credits into a waiver section per the code. This gives the division the ability to add other waivers if desired.
- Struck language from the regulation which was time limited
- Increased the number of credits that can be awarded for world languages from 3 to 4. This gives the students who are proficient in multiple languages the ability to earn two credits in each of two languages thereby satisfying graduation requirements.

INB - Teaching About Controversial Issues

INB-R - Teaching About Controversial Issues Regulations

- 5 year review
- Added a definition of controversial issues
- Relocated process items from the policy to the new regulation
- Adjusted the expectations for teachers when teaching about controversial issues with a focus on the teacher remaining personally neutral on the issues.

JFB - Student Involvement in Decision Making

JFB-R - Student Involvement in Decision Making Regulations

- 5-year review
- Standard changes
- Added that the superintendent develops regulations to implement the policy
- Moved the SCA content to the new regulation
- Added additional areas of student involvement in decision making to the regulation
 - Student reps to the Board; Surveys; Course Selection; Listening Sessions

JFG - Search and Seizure

- Requested review
- Updated the definitions
- Struck language around law enforcement officers ability to search that wasn't in the model policy
- Added a section on strip searches
- Clarified that school rules apply to parking lots and vehicles are subject to search
- Removed references to 4th amendment rights

JGA - Corporal Punishment

- 5-year review

- Standard changes

KP - Parental Rights and Responsibilities

- 5-year review
- Reworded to improve clarity
- Reorganized to improve readability and alignment with the VSBA model

LB - Relations with Private Schools

- Revision reason: 5-year review
- VSBA model policy alignment
- Removed prohibition against entering into agreements with private schools to transport students. Agreements are permitted under the code.