

Memorandum

TO: ACPS School Board Policy Committee
FROM: Matt Smith, Policy Services Consultant
DATE: April 4, 2024
SUBJECT: Proposed Policy Revisions

Staff are proposing revisions to the following policies:

- BCE - School Board Committees
- BCF - Advisory Committees to the School Board
- BCF-R - School Board Advisory Committee Regulations
- BCFB - Bylaws for School Board Advisory Committees
- BCFC - Roles of the Staff and Board Liaisons to Advisory Committees
- EBBA - First Aid, CPR and AED Certified Personnel (also GBEG)
- GBG - Staff Participation in Political Activities and School Board Election Campaigns (also KE)
- GBL - Personnel Records
- GBL-R - Personnel Records Regulations
- GCPA - Reduction in Licensed Staff Workforce
- GCPA-R - Reduction in Licensed Staff Workforce Regulations
- GCQA - Non-school Employment by Staff Members
- GCQAB - Tutoring for Pay
- IGBG - Off-site Instruction and Virtual Courses
- IGBGA - Online Courses and Virtual School Programs
- IGBGA-R - ACPS Online Learning Program
- IKH - Retaking SOL Assessments
- IKH-R - Retaking SOL Assessments Regulations
- IM - Evaluation of Instructional Programs

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

[BCE - School Board Committees](#)

- 5 year review
- Standard changes
- Reorganized sections for clarity
- Updated policy to include names of standing and joint committees
- Relocated details of advisory committees to policy BCF

[BCF - Advisory Committees to the School Board](#)

[BCF-R - School Board Advisory Committee Regulations](#)

- Review requested
- Standard changes
- Reorganized for clarity
- Updated language to be more inclusive
- Struck redundancies
- Relocated some application details to website
- Relocated some details from policy to regulation and vice-versa
- Increased meeting public notification time from 3 to 5 days

BCFB - Bylaws for School Board Advisory Committees

- Review requested
- Standard changes
- No model policy

BCFC - Roles of the Staff and Board Liaisons to Advisory Committees

- Review requested
- Standard changes
- Removed sections redundant to other policies

EBBA - First Aid, CPR and AED Certified Personnel (also GBEG)

- Code Change
- Standard changes
- Policy updated to reflect amendment of Va. Code §§ 22.1-271.2 and 54.1-2957.02 by 2023 SB 975.
 - **School property; telephones and electronic communications systems in public schools.** Requires local school boards to equip the classrooms of each public school in the relevant school division with telephones or other electronic communications devices, upon the appropriation of funds by the General Assembly for this purpose, to enhance the safety of students and school pe

GBG - Staff Participation in Political Activities and School Board Election Campaigns

- 5-year review
- VSBA model policy alignment
- Relocated content relating to individuals running for the School Board to the ACPS website.
- Renamed policy to limit scope to staff participation in political activities

GBL - Personnel Records

GBL-R - Personnel Records Regulations

- 5-year review
- VSBA model policy alignment
- Struck provision that permitted maintaining information after an allegation was determined to be unfounded

- New regulation that lists the contents of the employee record, based on the Virginia Administrative Code
- Added a provision permitting the maintenance of transactional information which informs items that will go into the permanent record.

GCPA - Reduction in Licensed Staff Workforce

GCPA-R - Reduction in Licenced Staff Workforce Regulations

- 5-year review
- VSBA model policy alignments
- Limited the recall order of RIFed staff to seniority
- Added that staff who have been identified for RIF may apply for any open position and will only be RIFed if they are unable to find a new position
- Added that recalled RIFed staff will be placed by the Superintendent
- Added that a RIFed staff member who received unsatisfactory ratings on their most recent summative evaluation will not be recalled.

GCQA - Non-school Employment by Staff Members

- 5 year review
- Standard changes
- Updated leave exception authorization from the Chief Human Resources Officer to the Superintendent or Superintendent's Designee
- Added cross-references

GCQAB - Tutoring for Pay

- 5 year review
- Standard changes
- Removed redundant wording
- Clarified which organizations might sponsor tutoring
- Removed inaccurate provision regarding how staff members are paid for tutoring from other organization
- Removed provision preventing ACPS from providing a stipend to teachers for additional tutoring

IGBG - Off-Site Instruction and Virtual Courses

IGBGA - Online Courses and Virtual School Programs

IGBGA-R - ACPS Online Learning Program

- 5 year review
- Standard changes
- VSBA model policy alignment
- Added a vision statement
- Clarified the definitions
- Remed the ACPS full day virtual program the ACPS Virtual Academy
- Added the benefits of online courses and the ACPS Virtual Academy
- Clarified the enrollment process

- Clarified that tuition is only charged during summer and at the same rate as in-person summer school
- Added processes to the regulation
- Revised the roles in the regulation to improve clarity.

IKH - Retaking SOL Assessments

IKH-R - Retaking SOL Assessments Regulations

- 5 year review
- VSBA model policy alignment
- Added that students in Grades K-2 are not required to retake SOL assessments, the current version states Grades 3-8.
- Relocated content not in the VSBA model policy to a new regulation
- Minor adjustments to improve readability

IM - Evaluation of Instructional Programs

- 5 year review
- No model policy
- Standard changes
- Updated state and federal reporting groups