

SCHOOL BOARD DUTIES

Definitions

Essential Information - Information that is called out to families so they can access ACPS programs, services or activities such as: language assistance programs, special education and related services, IEP meetings, grievance procedures, notices of nondiscrimination, student discipline policies and procedures, registration and enrollment, report cards, requests for parent permission for student participation in district or school activities, parent-teacher conferences, parent handbooks, gifted and talented programs, magnet and charter schools, and any other school and program choice options.

School laws are applicable federal, state, and local laws.

Specialized student support positions include school social workers, school psychologists, school nurses, licensed behavior analysts, licensed assistant behavior analysts, and other licensed health and behavioral positions, which may either be employed by the School Board or provided through contracted services.

As part of its core duties, the School Board:

1. Adopts policy to provide for the day-to-day supervision of schools;
2. Sees that the school laws are properly explained, enforced, and observed;
3. Secures, by visitation or otherwise, as full information as possible about the conduct of the public schools in the school division and takes care that they are conducted according to law and with the utmost efficiency;
4. Cares for, manages and controls the property of the school division and provides for the erecting, furnishing, equipping, and non-instructional operating of necessary school buildings and appurtenances and the maintenance thereof by purchase, lease, or other contracts;
5. Provides for the consolidation of schools or redistricting of school boundaries or adopts pupil assignment plans whenever such procedure will contribute to the efficiency of the school division;
6. Operates and maintains the public schools in the school division and determines the length of the school term, the studies to be pursued, the methods of teaching, and the government to be employed in the schools;
7. Performs such other duties as shall be prescribed by the Virginia Board of Education or are imposed by law, including those in other ACPS policies;

44 In addition to its core duties, the School Board

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8. Obtains public comment through a public hearing not less than seven days after reasonable notice to the public in a newspaper of general circulation in the school division prior to providing (i) for the consolidation of schools; (ii) the transfer from the public school system of the administration of all instructional services for any public school classroom or all non-instructional services in the school division pursuant to a contract with any private entity or organization; or (iii) in school divisions having 15,000 pupils or more in average daily membership, for redistricting of school boundaries or adopting any pupil assignment plan affecting the assignment of fifteen percent or more of the pupils in average daily membership in the affected school. Such public hearing may be held at the same time and place as the meeting of the School Board at which the proposed action is taken if the public hearing is held before the action is taken;
9. Surveys, at least annually, the school division to identify critical shortages of:
 - teachers and administrative personnel by subject matter;
 - specialized student support positions; and
 - school bus drivers; andreports such critical shortages to the Superintendent of Public Instruction and to the Virginia Retirement System or requests the Superintendent to conduct such survey and submit such report to the School Board, the Superintendent of Public Instruction, and the Virginia Retirement System;
10. Ensures that public schools within the school division are registered with the Department of State Police to receive electronic notice of the registration or re-registration of any sex offender within the school division pursuant to Va. Code § 9.1-914;
11. Ensures that the information sheet on the Supplemental Nutrition Assistance Program (SNAP) benefits program developed and provided by the Department of Social Services pursuant to subsection D of Va. Code § 63.2-801 is sent home with each student enrolled in an elementary or secondary school in the division at the beginning of each school year or, in the case of any student who enrolls after the beginning of the school year, as soon as practicable after enrollment;
12. Ensures that a fillable free or reduced price meals application is sent home with each student enrolled in a public elementary or secondary school in the division at the beginning of each school year or, in the case of any student who enrolls after the beginning of the school year, as soon as practicable after enrollment; and
13. Ensures that at any back to school night event in the division to which the parents of enrolled students are invited, any parent in attendance receives prominent notification of and access, in paper or electronic form, or both, to information about application and eligibility for free or reduced price meals for students and a fillable free or reduced price meals application that may be completed and submitted on site. ACPS considers these notifications Essential Information, and provides translations in accordance with federal

88 law.

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91 Adopted: October 24, 1996

92 Amended: July 10, 1997

93 Amended: April 6, 2006

94 Amended: September 20, 2007

95 Amended: April 24, 2014

96 Amended: April 30, 2015

97 Amended: February 4, 2021

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100 Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-703, 22.1-78,.22.1-79,
101 22.1-253.13:2.

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103 Dear Colleague Letter: English Learner Students and Limited English Proficient
104 Parents; U.S Department of Justice/U.S. Department of Education; January, 2015

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106 Cross Refs.: AF Comprehensive Plan
107 CBA Qualifications and Duties for the Superintendent
108 KN Sex Offender Registry Notification

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SCHOOL BOARD ~~POWERS AND~~ DUTIES

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Definitions

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4. Cares for, manages and controls the property of the school division and provides for the erecting, furnishing, equipping, and non-instructional operating of necessary school buildings and appurtenances and the maintenance thereof by purchase, lease, or other contracts;
5. Provides for the consolidation of schools or redistricting of school boundaries or adopts pupil assignment plans whenever such procedure will contribute to the efficiency of the school —division;
6. Operates and maintains the public schools in the school division and determines the length of the school term, the studies to be pursued, the methods of teaching, and the government to be employed in the schools;
7. Performs such other duties as shall be prescribed by the Virginia Board of Education or are imposed by law, including those in other ACPS policies;

Commented [2]: This is a literal copy and paste from the code.
<https://law.lis.virginia.gov/vacodefull/title22.1/chapter7/#:~:text=%C2%A7%2022.1%2D79.%20Powers%20and%20duties.>

Added to the new definitions section so we are simply adding detail beyond the code but not changing the actual code language.

7- In addition to its core duties, the School Board

8. Obtains public comment through a public hearing not less than ~~seventeen~~ days after reasonable notice to the public in a newspaper of general circulation in the school division prior to providing (i) for the consolidation of schools; (ii) the transfer from the public school system of the administration of all instructional services for any public school classroom or all non-instructional services in the school division pursuant to a contract with any private entity or organization; or (iii) in school divisions having 15,000 pupils or more in average daily membership, for redistricting of school boundaries or adopting any pupil assignment plan affecting the assignment of fifteen percent or more of the pupils in average daily membership in the affected school. Such public hearing may be held at the same time and place as the meeting of the School Board at which the proposed action is taken if the public hearing is held before the action is taken;

Commented [3]: Updated to reflect amendment of Va. Code § 22.1-79 by • HB 2161 and SB 1151
<https://lis.virginia.gov/cgi-bin/legp604.exe?231+sum+HB2161>

9. Surveys, at least annually, the school division to identify critical shortages of:

- teachers and administrative personnel by subject matter;
- specialized student support positions; and
- school bus drivers; and

Commented [4]: Updated to reflect amendment of Va. Code § 22.1-79 by HB 1630/SB 1479
<https://lis.virginia.gov/cgi-bin/legp604.exe?231+sum+HB1630>

reports such critical shortages to the Superintendent of Public Instruction and to the Virginia Retirement System or requests the Superintendent to conduct such survey and submit such report to the School Board, the Superintendent of Public Instruction, and the Virginia Retirement System; ~~and~~

10. Ensures that public schools within the school division are registered with the Department of State Police to receive electronic notice of the registration or re-registration of any sex offender within the school division pursuant to Va. Code § 9.1-914;

11. Ensures that the information sheet on the Supplemental Nutrition Assistance Program (SNAP) benefits program developed and provided by the Department of Social Services pursuant to subsection D of Va. Code § 63.2-801 is sent home with each student enrolled in an elementary or secondary school in the division at the beginning of each school year or, in the case of any student who enrolls after the beginning of the school year, as soon as practicable after enrollment;

Commented [5]: Updated to reflect amendment of Va. Code § 22.1-79 by HB 2025
<https://lis.virginia.gov/cgi-bin/legp604.exe?231+cab+SC10220HB2025+UCHB2>

~~10.~~12. Ensures that a fillable free or reduced price meals application is sent home with each student enrolled in a public elementary or secondary school in the division at the beginning of each school year or, in the case of any student who enrolls after the beginning of the school year, as soon as practicable after enrollment; and

Commented [6]: @eric.coleman@acps.k12.va.us Do we provide this information in multiple languages? Should we put something requiring this into policy/regulation somewhere?

~~11.~~13. Ensures that at any back to school night event in the division to which the parents of enrolled students are invited, any parent in attendance receives prominent notification of and access, in paper or electronic form, or both, to information about application and eligibility for free or reduced price meals for students and a fillable free or reduced price meals application that may be completed and submitted on site. ACPS considers these notifications Essential Information, and provides translations in accordance with federal

Commented [7]: Added that ACPS considers this Essential Information which means it must be translated.

Commented [8]: Updated to reflect amendment of Va. Code § 22.1-79 by HB 2021
<https://lis.virginia.gov/cgi-bin/legp604.exe?231+sum+HB2021>

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