

**ARLINGTON PUBLIC SCHOOLS**  
School Board Meeting  
October 8, 2015

**Item C-1-a**

The Arlington School Board convened on Thursday, October 8, 2015, at 7:30 PM at 1426 North Quincy Street, Arlington, Virginia.<sup>1</sup>

**Present were:**

Nancy Van Doren, Vice Chair  
Barbara Kanninen, Member  
James Lander, Member  
Abby Raphael, Member  
Melanie Elliott, Clerk

**Also present were:**

Dr. Patrick K. Murphy, Superintendent  
Raj Adusumilli, Assistant Superintendent, Information Services  
John Chadwick, Assistant Superintendent, Facilities and Operations  
Linda Erdos, Assistant Superintendent, School and Community Relations  
Cintia Johnson, Assistant Superintendent, Administrative Services  
Deirdra McLaughlin, Assistant Superintendent, Finance and Management  
Dr. Kristi Murphy, Interim Assistant Superintendent, Human Resources  
Connie Skelton, Assistant Superintendent, Instruction  
Dr. Kelly Krug, ATSS Supervisor, Student Services and Special Education

**B. REGULAR MEETING OPENING**

1. Call to Order

Ms. Van Doren called the meeting to order at 7:30 PM. She announced that Dr. Violand-Sánchez was not able to attend due to a health issue.

2. RECOGNITIONS (7:35 PM)

The Washington-Lee High School Women's chorus performed in honor of Hispanic Heritage Month. Dr. Murphy then recognized Hispanic Teacher of Year Veronica Perez who teaches at Arlington Traditional School.

3. Announcements: (7:45 PM)

MEETINGS:

- October 15, 2015 Joint School Board/County Board Work Session, Rm. 101, 4 – 6 PM

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<sup>1</sup> Video clips of regular School Board meetings can be viewed on the APS Web site at the following link:

<http://www.apsva.us/page/3067>

DVDs of all regular School Board meetings are also available for viewing in the School Board office.

EVENTS:

- October 14, 2015 APS College Night, Washington-Lee, 7-9 PM
- October 19, 2015 High School Information Night Washington-Lee, 7-9 PM

Dr. Murphy announced Henry Elementary School was selected as a National Blue Ribbon School, and he reviewed graduation information for the class of 2015. He presented Sept. 30 enrollment figures and shared highlights of recent school visits. October is Bullying Prevention Month, and upcoming APS events include Walk and Bike to School Day and College and Career Night. Additional events include digital learning nights and high school and middle school information nights.

**C. CONSENT ITEMS: (7:56 PM)**

*Mr. Lander moved that the Board adopt the consent agenda, seconded by Dr. Kanninen. The motion was adopted in a vote of 4 – 0, with Dr. Kanninen, Mr. Lander, Ms. Raphael, and Ms. Van Doren voting affirmatively. The following items or actions were approved as a part of consent:*

1. Minutes:
  - a. Sept. 21, 2015 Advisory Council on School Facilities and Capital Programs Meeting

2. Personnel actions

P/E-SCALE PERSONNEL

- 1 Appointment
- 2 Resignations

T-SCALE PERSONNEL

- 1 Appointment
- 1 Resignation With Prejudice

A-SCALE PERSONNEL

- 1 Resignation

SUPPORT SERVICES PERSONNEL

- 10 Appointments
- 2 Changes In Position/Salary
- 1 Resignation With Prejudice
- 1 Suspension

3. Grants and Restricted Programs:

#5 – IDEA Part B Co-Teaching Demonstration Classroom at Swanson MS  
#6 – NOVA SySTEMic Solutions

4. ACI Appointments

5. ~~Revision of SBP 25-1.8 Home Instruction~~ REMOVED FROM AGENDA
6. ~~Revision of School Board Policy 25-2.1 Admission and Placement~~ REMOVED FROM AGENDA
7. Waiver of School Board Policy 25-2.2 Enrollment and Transfers for Schools and Programs
8. Revision of School Board Policy 25-2.2 Enrollment and Transfers for Schools and Programs
9. Resolution to not allow Eligible Employees to Direct Hybrid Voluntary Contributions to an Employer-Sponsored Hybrid 403(b) Retirement Plan
10. Appointment to Aquatics Committee
11. Nottingham License Agreement Little Falls Presbyterian Church

**D. CITIZEN COMMENT ON NON-AGENDA ITEMS: (7:56 PM)**

The following students addressed the Board, asking that the Board consider implementing inclusion for students with special needs such as Autism. It was noted that these students will also be speaking at the National Disability Rights Conference in December:

*Emma Budway*, Wakefield High School student  
*Ben McGann*, Stratford Program student  
*Huan Vuong*, Wakefield High School student

The following speakers also addressed the Board:

*Gerry Collins*, president, Arlington Education Association: concerning the Board's decision to postpone revision of School Board Policy 25-2.1 to no longer allow non-resident staff members' children to attend APS, appreciating the Board's decision to postpone action until further public discussion and consideration can take place.

*Erica Burson*, Kenmore parent: thanking the Board for changes that have been made to the transfer policy and encouraging a comprehensive examination of the policy to improve the process, particularly transfers and transfers for students with special needs.

**E. MONITORING ITEMS: (8:14 PM)**

1. Summer School Report

Dr. Murphy introduced Dr. Donna Snyder, Director, Elementary Education, and Mr. Louis Villafane, Administrator, Summer School, highlighting Mr. Villafane's contributions to the strong graduation rate APS has achieved. Dr. Snyder then

presented the program profile, reviewing program goals and Summer School 2015 course offerings at each level. She also reviewed summer school staffing and the program budget, as well as efforts to inform families about summer school opportunities and to target instruction to student needs. Good news about the program included a successful US/VA History pilot, increased participation in the virtual Economics and Personal finance course, and a consistent message sent to parents about enrollment requirements for remedial programs. Dr. Snyder then shared total student enrollment as well as enrollment by course type, including enrichment, new work for credit, make-up and strengthening, HILT and Special Education.

Mr. Villafane presented SOL comparison pass rates for make-up classes, noting an increase in all content areas. He spoke to specific efforts by staff to improve student success. Lessons learned include understanding that success in online programs requires extended time, routine access to the internet, and frequent engagement with an instructor. Additionally, staff recognizes that consistent messages about remedial program eligibility/requirements improves instruction, and targeted outreach to HILT students and families improves placement and helps ensure success. Mr. Villafane next reviewed recommendations for moving forward to continue improving SOL pass rates in make-up and strengthening courses, expanding support to seniors in completing graduation requirements, and strengthening efforts to attract highly qualified staff. In closing the presentation, Mr. Villafane highlighted bright spots from the program.

Dr. Kanninen appreciated the presentation and asked about broadening the course offerings for credit at the high schools. Ms. Skelton explained how course offerings are determined and confirmed that staff will look at ways to provide additional opportunities. Responding to Mr. Lander's concern that instruction in summer school not focus solely on passing the SOLs, Mr. Villafane and Dr. Snyder explained how staff places students in make-up and strengthening courses to address specific needs both in summer school and throughout the school year. Staff also provided information about foreign language instruction in summer school for middle school students. Ms. Raphael appreciated the rigor and focus on student need in summer school, as well as the increased availability of student data for summer school teachers. She suggested surveying students about the courses they would like to take in summer school. Mr. Villafane shared additional information about students working towards graduation, and the group briefly discussed students with special needs and services provided to them in summer school courses. Ms. Van Doren appreciated efforts to address specific areas of need for the students who enroll in summer school, including for students who struggle with reading. Dr. Snyder described in more detail supports in place to help these and all students. The Board thanked Dr. Snyder and Mr. Villafane for their report and efforts.

2. Career, Technical and Adult Education (CTAE) Annual Update (8:53 PM)

Dr. Murphy introduced Kris Martini, CTAE Supervisor, and acknowledged Career Center Principal Margaret Chung and Phyllis Gandy, Director, Career, Technical and Adult Education. Recognizing the importance of helping prepare students to be part

of a highly skilled work force, Mr. Martini presented the update on Career, Technical and Adult Education. He began with highlights of the program, reviewing courses offered, staffing, and the program budget. Sharing good news, Mr. Martini confirmed a 97% increase in state-approved credentials earned by students in the areas of workplace readiness, financial literacy, and industry certifications and credentialing. Data on competency attainment and state approved credentialing for the past four years was also shared. Mr. Martini also presented information about community participation in the Arlington Community Learning adult education program, including in the GED program. Moving forward, CTAE staff looks to increase the number of program completers, and also will focus on increasing partnerships within the community in targeted areas for workforce development. Mr. Martini gave examples of partnerships and strategies that are being implemented to increase these opportunities for students. In closing the presentation, Mr. Martini shared bright spots and highlighted several recent student accomplishments and successes. He noted in particular the importance of student internships in contributing to student growth.

Ms. Raphael appreciated the report and suggested including internship opportunities as a goal in the next strategic plan. The group briefly discussed how valuable internships can be for students and how to develop pathways for students to allow them to take advantage of internships. Dr. Kanninen appreciated the opportunity the recent Open House at the Career Center was for families and students to see the options available in that program. She also appreciated the range of skills that are taught and encouraged entrepreneurial experiences for the students as well; Mr. Martini confirmed that there are entrepreneurial programs at the high schools, and the group agreed that this is an approach that can be expanded to provide more opportunities. Ms. Van Doren commented on the strength and variety of the courses for students at the Career Center, as well as the courses made available to the community in the Arlington Community Learning program.

## **F. INFORMATION ITEM: (9:20 PM)**

### **1. Internal Audit Work Plan**

John Mickevics, Internal Auditor, presented the work plan, first reviewing the purpose of internal audit. He shared information about the APS Audit Committee, and provided an overview of how the Internal Audit plan is developed. The criteria used to identify areas to include in the audit plan were reviewed, and Mr. Mickevics explained risk assessment analysis factors. The steps for reporting results of the audit projects were also reviewed, as well as the components of the final audit report. Three projects identified for audit in the coming year include continued review of financial control in the schools, Activity revenues, and Design and Construction. For each of these items, Mr. Mickevics reviewed the scope of the review and the risk assessment factors he has identified. In addition to these three projects, Mr. Mickevics is planning to follow up on recommendations made in the audit completed in the 2014-15 school year on payroll processing and controls audit. The next step in this process is Board approval of the audit plan.

Dr. Kanninen thanked Mr. Mickevice, and appreciated Dr. Violand-Sánchez and Mr. Lander's service on the audit committee. Ms. Raphael commented on the ambitious recommendations, and Mr. Mickevice explained his approach to manage the projects he has recommended. Ms. Van Doren asked if the audit will include comparing APS to other jurisdictions, particularly for the audit of Design and Construction. Mr. Mickevice confirmed that this could help delineate and document. Ms. Van Doren thanked Mr. Mickevice and confirmed that the Board will vote on this item at the next meeting.

**G. NEW BUSINESS: none**

**H. ADJOURNMENT:**

The meeting adjourned at 9:32 PM.

**ATTEST:**

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Melanie Elliott, Clerk  
Arlington School Board

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Emma Violand-Sánchez, Chair  
Arlington School Board