

**Prince William County
Public Schools**

**Superintendent's Advisory
Council on Instruction**

Annual Report

2022-23 Academic Year

Adopted by the
Superintendent's Advisory Council on Instruction
April 13, 2023

Contents

Introduction	3
Organization of the Council.....	3
Functions of the Council	4
Guiding Principles	4
Topics of the Council for the 2022-23 Academic Year.....	5
Commendations.....	5
PWCS Strategic Plan- PWCS Vision 2025: Launching Thriving Futures.....	6
Questions on the Implementation of the PWCS Strategic Plan.....	6
Learning and Achievement for All.....	7
Positive Climate and Culture.....	8
Family and Community Engagement.....	9
Organizational Coherence.....	9
Best Practices Conference for Parents	10
Topics of Interest for the 2023-24 Academic Year.....	10
Appendix I: 2022-23 Council Membership.....	11
Staff Facilitator: Ken Bassett, Director of Student Learning.....	11
Elected Officers.....	11
School Representatives and Altemates	11
Elementary Schools.....	11
Middle Schools.....	17
High Schools.....	18
At-Large Representatives—None.....	19
Appendix II: 2022-23 Yearly Agenda.....	20

Introduction

Each year, the Superintendent's Advisory Council on Instruction (the Council) submits an annual report to the Superintendent of Schools. This report:

- Documents the Council's activities during the school year.
- Provides the Council's commendations, recommendations, and views on issues for consideration.
- Serves as a source of information for local School Advisory Councils, parent organizations, community groups, and local school administrators.

The annual report is part of the Council's ongoing communication strategy to share Council activities, ideas, commendations, and recommendations with the Superintendent, administrators, individual School Advisory Councils, and the community at large.

Organization of the Council

The Council was established in the Fall of 1996 to promote communication between the Office of Teaching and Learning (previously the Office of Instruction, Office of Student Learning and Accountability, Office of Student Learning) and parent representatives from each of the schools in the division. The Council provides advice/recommendations from parents and members of the community on curriculum and instructional program planning to the Division Superintendent. The Council is the only divisionwide parent advisory body whose membership includes a representative from each school.

Council membership is comprised of Individual School Representatives:

- Parent or guardian representatives from each Prince William County Public School who are also members of their respective school advisory councils.
- Individual School Representatives must have at least one student enrolled in the school the parent represents.
- Individual School Representatives include both "primary" and "alternate" members.
- Throughout the report, the term "parent(s)" shall be construed to mean parent(s) and/or guardian(s).

Council membership may also include At-Large Representatives:

- Representatives from business, civic, citizen groups, or organizations or other stakeholders of Prince William County as deemed appropriate by the Superintendent.
- At-large members may or may not have students enrolled in Prince William County Public Schools.

All members of the Council are appointed by and serve at the discretion of the Superintendent.

For the 2022-23 Academic Year, the Council was comprised solely of Individual School Representatives from each of the schools in the division, with 76 of 98 schools being represented at one or more Council meetings. See Appendix I for a complete membership list.

The Executive Committee is elected by the Council membership. The Council Chair is elected by the general membership and is assisted by five Vice Chairs, (3 from Elementary School, 1 from Middle School, and 1 from High School). The Vice Chairs are elected by the school representatives from their respective levels. The Executive Committee also includes a Secretary elected from the general membership. The Associate Superintendent for Teaching and Learning serves as the Council's chief advisor and appoints a member of his/her staff to serve as the Council's facilitator.

The Associate Superintendent for Teaching and Learning, the Council's facilitator, and the Council Chair developed a schedule of meetings for the 2022-23 Academic Year. See Appendix II for the 2022-23 Yearly Agenda.

The Council's bylaws, yearly agenda, meeting agendas, and meeting minutes for the year—as well as presentations from speakers—appear on the Council's webpage on the pwcs.edu website.

Functions of the Council

The primary function of the Council is that of an advisory body but may also include that of an advocacy group for curriculum and instructional programs and initiatives. To fulfill these functions, the Council has the following responsibilities:

- Review the curriculum, instructional programs, and instructional priorities of the Division.
- Provide guidance for improving, expanding, and implementing curriculum and instructional initiatives.
- Communicate information on current programs, new initiatives, and implementation strategies to parents, guardians, students, and organizations within the school community.

The Council accomplishes these responsibilities through the following actions:

- Reviewing the instructional plan of the Office of Teaching and Learning and its proposed implementation.
- Reviewing the School Division budget.
- Reviewing the current curriculum and instructional priorities to aid in the determination of divisionwide initiatives.
- Evaluating divisionwide needs and priorities.
- Reviewing strategies for meeting divisionwide needs and implementing new programs.
- Providing information, as needed, on current priorities, new initiatives, and implementation strategies to parents, guardians, students, and other members of organizations within the school community, as well as other advisory groups.
- Fulfilling other responsibilities as requested by the Division Superintendent.

Guiding Principles

Since its inception in 1996, the Council has adhered to seven guiding principles:

1. The School Division should maintain high academic standards, continuity in applying those standards within every school and to every student, and consistency in

- implementing standards and initiatives throughout the School Division from kindergarten through grade twelve.
2. For any new curriculum or instructional initiative, there must be a corresponding professional development component.
 3. The use of technology should be appropriately incorporated into instruction.
 4. Each new curriculum or instructional initiative must include an evaluation component; and once the initiative has been implemented, there must be a comprehensive, ongoing evaluation of its effectiveness.
 5. Communication must include listening and responding to achieve a well-informed and involved school community.
 6. The School Division should incorporate a streamlined process to collect, store, and exchange information and best practices.
 7. The education of all students—regardless of economic condition, disabilities, learning requirements, English proficiency, or cultural and ethnic background—is the duty of all members of the School Division: administrators, faculty, and staff have a joint responsibility to help all students succeed.

Topics of the Council for the 2022-23 Academic Year

Throughout the year, the Council received presentations on topics related to instructional practices throughout the division. The Council received presentations on the *PWCS Vision 2025: Launching Thriving Futures*; the Water Safety School; PWCS Heals; school safety; Diversity, Equity, and Inclusion (DEI); the budget; and Capital Improvement Plan (CIP).

In preparation for this report, the Council was asked to consider the presentations that were provided and to reflect on any additional questions, concerns, or commendations. Council members considered the views, priorities, and needs of the individual schools and advisory councils represented. These commendations, questions, and concerns were gathered electronically. The Council identified areas of commendation to highlight the people, programs, and practices that improve PWCS. The writing committee reviewed feedback on the topics covered this year and organized the report to align with the framework of the PWCS Strategic Plan.

Commendations

The Council wishes to commend the amazing teachers, staff, and administration of our division and their leadership in providing an outstanding education for our Prince William County students during this school year. There have been numerous challenges navigating instruction and addressing the academic and social emotional needs of the students. The Council wishes to recognize these efforts and express our appreciation for the dedication of so many throughout the division. The Council would like to acknowledge specific areas of division excellence. The Council urges the continuation of the cited programs and/or policies by the Division, as well as the requisite funding to support such efforts.

The Council would like to highlight:

- Emerging consistency across the division with decisions guided by the PWCS Strategic Plan.
- Communication efforts throughout the division including weekly emails/texts from the schools, effective dissemination of information in crisis situations, and the divisionwide newsletter (The Scoop). The Council wishes to highlight the weekly emails from the Superintendent and the transparency these emails provide.
- Flexibility and adaptability of administrators, teachers, and staff.
- The increased focus on mental health and additional staffing and funding to support such efforts, specifically the PWCS Heals program.
- The availability of Specialty Programs with express busing.
- Improved funding for Special Education programs.
- Diversity, Equity, and Inclusion Committee and their efforts within the division.
- Attention to and priority of school security.
- Title 1 Family Camp.
- Access to tutoring services to work towards addressing ongoing learning deficits.

PWCS Strategic Plan- PWCS Vision 2025: Launching Thriving Futures

In February 2022, the division adopted *PWCS Vision 2025: Launching Thriving Futures*. This plan identifies the Vision for PWCS which states that “Every student will graduate on time with the knowledge, skills, and habits of mind necessary to create a thriving future for themselves and their community.” The mission is to “serve as trusted partners in education with our students, families, and community; prepare our students to be critical thinkers, responsible digital citizens, innovators and visionaries, resilient individuals, and global collaborators; and to commit to inclusive practices and equity with an expectation of excellence from every student and employee every day.”

This plan identifies the core values of equity, inclusivity, innovation, integrity, resiliency, and well-being as the framework for the PWCS Strategic Plan. This plan is built upon the following key commitments that PWCS is making to all students, families, and the community: Learning and Achievement for All, Positive Climate and Culture, Family and Community Engagement, and Organizational Coherence. Within each commitment, the PWCS Strategic Plan identifies objectives, goals, and strategies to which the division is aspiring to achieve by 2025.

Feedback on topics covered by the Council this year has been organized within the structure of the identified commitments of the PWCS Strategic Plan.

Questions on the Implementation of the PWCS Strategic Plan

The Council has identified the following questions/concerns related to the PWCS Strategic Plan and its implementation:

- The Council requests yearly updates on the progress of the PWCS Strategic Plan. What is the roadmap for how we want to reach the goals identified within the PWCS Strategic Plan?

- The Council is concerned about the number of tests being given throughout the year. The Council expresses concern about the impression of a focus on data collection over providing instruction. The Council requests additional information on the rationale for the type and frequency of assessments given and the balance of testing and instruction.
- The Council is concerned about the impact these PWCS Strategic Plan initiatives have on teacher workload and school climate.

Learning and Achievement for All

The commitment for Learning and Achievement for All represents the promise to provide academic excellence for all. This includes providing equitable opportunities to all students to achieve at all levels, preparing students for post-secondary education and the workforce, and preparing all staff members to support and challenge all students.

This year the Council received a presentation on the work of the Equity office. The Council received information about the historical timeline for the Equity Council and the current work of the Equity Office. The Council received information about Diversity, Equity, and Inclusion efforts and the PWCS DEI Framework.

The Council identified the following as lingering questions/concerns in relation to the presentation

- The Council suggests the continued improvement of translation services to reach all families.
- The Council requests additional information on the classification of students who identify as more than one race. How are these students accounted for in data analysis?
- The Council requests information on how we are looking at budgeting through an equity lens. For example, do all schools have access to after school activity buses? How do differences in the availability of activity buses impact participation in afterschool tutoring and activities?

The Council identified the following additional comments, or requests in relation to Learning and Achievement for All:

- The Council is concerned about how we are meeting the needs of ALL students.
 - Special Education Students:
 - The Council requests additional information on the levels of services provided to special education students and how these services compare to other local jurisdictions.
 - The Council requests information on the inclusion of special education students in all after-school activities.
 - Gifted Services
 - The Council requests more information about efforts to ensure elementary school students are identified for gifted services.

- The Council requests information on how PWCS is ensuring that high achieving students are receiving the appropriate enrichment to ensure they are reaching their full potential.
- All Students
 - The Council is concerned about the needs of all learners, including those that have not been identified as either gifted or as needing additional support. Are these so called “average” learners being continuously challenged and taught at their various levels?
 - The Council requests additional information on best practices for enrichment at all levels.
 - How is PWCS teaching organizational and study skills?
 - The Council expresses concerns about the amount of and appropriate use of screen time for students and the lack of feedback opportunities provided by some of the technology enabled schoolwork.
 - The Council emphasizes its concerns about the impact of the ratio of testing versus instruction on students.
- The Council requests an update on the division's efforts to address the gaps in learning stemming from the pandemic.

Positive Climate and Culture

The commitment for Positive Climate and Culture is the promise to provide a welcoming, supportive, and safe environment for teaching and learning. This includes providing an environment which fosters inclusivity and connectedness and encourages social and emotional wellness. PWCS students and staff will feel supported and have a strong sense of belonging. The facilities will be welcoming, safe, and sustainable. The Council identified the following lingering questions and concerns in relation to Positive Climate and Culture.

During the year, the Council received a presentation on the efforts to address Positive Climate and Culture. We learned about the PWCS Heals program and the efforts to support students' social and emotional needs. The Council also discussed some enhancements to school safety including the addition of school security assistants at every school.

The Council identified the following as lingering questions in relation to the presentation

- How does the attention to safety and security carry over to transportation?
- What are the efforts PWCS is making to ensure all the school safety needs are being addressed including fights, vaping, and drug use?

The Council identified the following additional comments, or requests in relation to Positive Climate and Culture

- In addition to the installation of the screening devices at division high schools, what steps is the division taking to ensure the safety of PWCS students, staff, and faculty?
- What is PWCS doing to support and retain staff?
- How are we holding students and families accountable for behaviors? Is there consistency with disciplinary practices throughout the division? How do current attendance and disciplinary policies impact school suspensions?
- The Council again emphasizes its concern about the impact of testing on students' mental health.

- The Council recognizes the need to include all students, including special education students, in all extracurricular activities as a contributing factor to Positive Climate and Culture.

Family and Community Engagement

The commitment for Family and Community Engagement represents the building of collaborative, meaningful partnerships to foster the success of all students. PWCS will engage families as authentic partners in education, work with community agencies and business partnerships, and ensure honest, transparent, and two-way communication with families, schools, and the community.

In relation to Family and Community Engagement, the Council received a presentation on one of the efforts to engage the community. We learned of the water safety program housed at the PWCS Aquatic center. We also engaged in a discussion on Advisory Councils and the characteristics of a highly effective Advisory Council.

The Council did not identify any lingering questions from these presentations. The Council did identify the following additional questions in relation to Family and Community Engagement.

- The Council expressed concerns about the number of tools for communication and the difficulty in having multiple systems to follow. The Council recommends utilizing a central location for all school communication. This communication may be duplicated on other communication platforms, but there should be a central location for all communication.
 - The Council suggests simple changes to assist in communication with communities
 - As suggested in previous reports, all messages should identify the school sending the information in the subject line. This is critical for families who have students at multiple schools.
 - If available, links to additional information should be included in the email. Parents should not have to search for information discussed within an email.
 - The Council also suggests a video series that addresses information that parents will need for the upcoming year. This information should be level specific. Training or “refresher” courses for parents could include the tools to support instruction (Canvas, ParentVue, Naviance, etc.).
- The Council requests information about efforts to engage families and not just to get them in the building for events such as Math night.
 - How can we help parent engagement at the upper grades?
 - What are some ideas that help promote parent involvement in different communities?
- The Council requests additional information on the role and responsibilities of Parent Liaisons.

Organizational Coherence The commitment to Organizational Coherence strives to align the entire division as one team, united in a singular commitment to support all schools, students, and families. This includes creating systematic structures for continuous improvement,

removing barriers for communication to facilitate collaboration across the division, ensuring our strategic priorities are driving our investments, and working towards convergence as a unified school system with shared accountability for school and division goals.

The Council received presentations on the Academic Year 2023-24 Budget and Capital Improvement Plan. The Council identified the following lingering questions from those presentations.

- Why are some older schools not included in the CIP for updates or improvements when they are over capacity or lacking in amenities of newer schools?
- How has the CIP had to adjust based on actual school conditions rather than the old method of scheduled improvements?
- The Council requests additional information on the equity in budgets.

The Council identified the following requests in relation to Organizational Coherence:

- The Council requests information on efforts made to recruit and retain qualified teachers and staff.

Best Practices Conference for Parents

Each year, the Superintendent's Advisory Council on Instruction (SACI) usually hosts parents representing Principal's Advisory Councils (PACs) and Parent Teacher Organizations (PTOs, as well as PTAs and PTSOs) to share successful practices used within their own communities. The conference discussed topics such as communication, increasing community engagement, school events, fundraisers, afterschool activities, mental health initiatives, growth mindset culture, and enrichment programs. The main challenge of running this Conference is identifying enough facilitators to successfully run this event—the lack of facilitators resulted in the cancellation of the planned May 2023 Conference. The Council recommends combining efforts with the Superintendents staff working on Family and Community Engagement to expand the opportunities this conference has provided.

Topics of Interest for the 2023-24 Academic Year

During the report-writing process, Council members identified possible topics to be discussed during the 2023-24 Academic Year:

- Budget
- Mental Health
- Chronic Absenteeism
- School Safety and Security
- Gifted Education/Special Education
- Attracting and supporting staff
- Consistency in educational practices including grading, both academic and conduct grades, reassessments, communication
- Site Based Management
- Updates on technological applications approved by PWCS

Appendix I: 2022-23 Council Membership

Appendix I represents registered membership and is not necessarily a reflection of meeting attendance.

Staff Facilitator: Ken Bassett, Director of Student Learning

Elected Officers

Vanessa Olson <i>Chairman</i> (Leesylvania ES)	
Emily Baisch <i>Secretary</i> (Osborn Park HS)	Magally Hurtado <i>Elementary School Vice-Ms. Werle</i> (Old Bridge ES)
Tracy Blake <i>Elementary School Vice Chair- Mr. Erickson</i> (Minnieville ES)	Christy Weeden <i>Elementary School Vice Chair- Ms. Hart</i> (Piney Branch ES)
Sean O'Brien <i>Middle School Vice Chair- Ms. Porter-Lucas</i> (Woodbridge MS)	Rana Kahl <i>High School Vice Chair- Mr. Bixby</i> (Colgan HS)

School Representatives and Alternates

Elementary Schools

School	Primary Representative	Alternate Representative
Alvey Elementary	Taylor Riddock	Cathleen Cataldo
Antietam Elementary	Tameka Green	Mark Sparlin
Ashland Elementary	Maria Bryan	Rhiannon Price
Bel Air Elementary	Darianella Baret	
Belmont Elementary	Brian Hoyle	

School	Primary Representative	Alternate Representative
Bennett Elementary	David McKinney	Shannan Conlan
Bristow Run Elementary	Katherine Danziger	Jessica Kilpatrick
Buckland Mills Elementary	Amathullah Ibramsha	Mary Ramirez
Cedar Point Elementary	Laura Confroy	Jennifer Smith
Chris Yung Elementary	Edie Rutz	Andra Morton
Coles Elementary	Sean O'Brien	
Covington-Harper	Napoleon Praxton	
Dale City Elementary		
Dumfries Elementary	Shunte Gray	
Ellis Elementary		
Enterprise Elementary	Charla Walker	Tiffany McLeod

School	Primary Representative	Alternate Representative
Featherstone Elementary	Stephanie Weaver	
Fitzgerald Elementary	Shanta Price	Kimberly Ginyard
Glenkirk Elementary	Victoria Peacock	
Gravelly Elementary	Adrienne Tekampe	
Haymarket Elementary	Brian Johnson	Rapa Barsel
Henderson Elementary	Fiona Rogers	
Jenkins Elementary	Jennifer VanZetta	
Kerrydale Elementary		
Kilby Elementary	Edis Valenti	
Kyle Wilson Elementary	Kendahl Titcomb	
Lake Ridge Elementary	Lucia Ortiz	

School	Primary Representative	Alternate Representative
Leesylvania Elementary	Vanessa Olson	Christina Jenkins
Loch Lomond Elementary		
Marshall Elementary	Katherine Pierret	
Martin Luther King, Jr. Elementary	Demetrius Brown	Sara Larsen
Marumsco Hills Elementary	Ebelin Reyes	Kimberly Rosales
Mary Williams Elementary	Jennifer Thompson	Devan Kirk
McAuliffe Elementary	Jessica Danso	
Minnieville Elementary	Tracy Blake	Stephanie Spears
Montclair Elementary	Matthew Greene	
Mountain View Elementary	Tiffany Brown	
Mullen Elementary	Kelly Hostetler	Jenna Arndt

School	Primary Representative	Alternate Representative
Neabsco Elementary	Elian Boroni	Samira Rahi
Occoquan Elementary	Tamarra Youngblood	Meera Komitsky
Old Bridge Elementary	Kindra Hemphill	Magally Hurtado
Pattie Elementary	Trish Helchinger	William Garber
Penn Elementary	Claudelle "Chloe" Huber	Ramanjit Saini
Piney Branch Elementary	Christy Weeden	Malia Hayes
Potomac View Elementary	Caitlin O'Neill	Shanita Wylie
River Oaks Elementary		
Rockledge Elementary	Robert Buckley	
Rosa Parks Elementary	Geoffrey Pleasant	Brooke Hammond Perez
Signal Hill Elementary	Natasha Beene	Stephen Spiker

School	Primary Representative	Alternate Representative
Sinclair Elementary	Emil El-Ayazra	Elizabeth Pobi
Springwoods Elementary	Sharon Montanez	
Sudley Elementary	Emma Johns	Ana Vargas
Swans Creek Elementary	Poornima Kuma	Ruth Whitton
T. Clay Wood Elementary	Kate Case	Jaime Langdon
Triangle Elementary	Rebecca Emminizer	Wendy Almonte
Tyler Elementary	Angela Carter	Bridgette Everett
Vaughan Elementary	Lauren Posey-Rodriguez	
Victory Elementary	Charles Firkin	
West Gate Elementary	Patrick Heath	Brigette Ring
Westridge Elementary	Angela Peterson	

School	Primary Representative	Alternate Representative
Yorkshire Elementary	Manal Zarou	Justin Robinson
Woodbine PreSchool		

Middle Schools

School	Primary Representative	Alternate Representative
Benton Middle	Kelli O'Loughlin	Vanessa Olson
Beville Middle	Makda Hintsa	
Bull Run Middle		
Fred Lynn Middle	Azucena Rodriguez	
Gainesville Middle	Tracy Houchens	
Graham Park Middle	Amanda Heim	
Hampton Middle		
Lake Ridge Middle	Noelle Khodijibae	Lindsay Snyder
Marsteller Middle	Victor Martin	
Mary G. Porter Traditional School	Kari Dinarte	Erin Thomas

School	Primary Representative	Alternate Representative
Parkside Middle	Adrianna Berk	Holly Beemer
Pennington Traditional	Keyona King-Tsikata	Liz Geiger
Potomac Middle		
Potomac Shores	Aaron Morris	
Reagan Middle	Cathleen Cataldo	Krysta Ardigo
Rippon Middle	Ifeoma Ezeijiofor	Carmela Bertrand
Saunders Middle	Malcom Hawkins	Trish Seaman
The Nokesville School	Tara Aqdas	
Unity Braxton	Brandi Teye	
Woodbridge Middle	Sean O'Brien	Pam Bennett

High Schools

School	Primary Representative	Alternate Representative
Battlefield High	Wendi Gruninger	Montrece Bell
Brentsville District High	Jennifer Pereira	<i>Erica Tredinnick</i>

School	Primary Representative	Alternate Representative
Charles Colgan Sr. High	Rana Kahl	Kelli O'Loughlin
Forest Park High	Angela McKelvey	Vanessa Olson
Freedom High	Mariela Correa Rodriguez	Myshawn Hall
Gainesville	Trinette Kinsel	
Gar-Field High	Hannah Oberg	Brookley Labas
Hylton High	Tara Houston	Renee Woolfolk
Osborn Park High	Emily Baisch	Adrianna Berk
Patriot High	Pauline Salter	
Potomac High	Nicole Chamblin	LaTonya Mitchell
Unity Reed High	Emil El-Ayazra	Brandi Teye
Woodbridge High	Jeff Baker	
Governors School at Innovation Park		
Independence Non Traditional	Jennifer Bricker	
PACE West	Alison Swanson	Jennifer Glover

At-Large Representatives—None

Appendix II: 2022-23 Yearly Agenda

SUPERINTENDENT'S ADVISORY COUNCIL ON INSTRUCTION

2022-23 Yearly Agenda

October 13, 2022	Welcome Address to the Council
KLC, 1101	Superintendent's Welcome Message
	Dr. LaTanya McDade, Superintendent of Schools
	Orientation for Members
	Ms. Vanessa Olson, Chair SACI
November 10, 2022	Presentation: Water Safety School
Building 52, Independent Hill Complex	Allen Dunn, Aquatics Manager
	Work Session: Table Discussion: Creating High-Functioning School Advisory Councils
December 8, 2022	Presentation: Positive Climate and Culture
Building 52, Independent Complex	Denise Huebner, Associate Superintendent for Student Services and Post-Secondary Hill Success
January 12, 2023	Presentation: Learning and Achievement for All: Diversity Equity and Inclusion
KLC, 1011	Dr. Lucretia Brown, Chief Equity Officer
February 9, 2023	Presentation: Organizational Coherence: FY24 Proposed Budget Plan
KLC, 1011	Mr. John Wallingford, Chief Financial Officer
	Presentation: Positive Climate and Culture: Capital Improvement Program
	Mr. Vernon Bock, Chief Operating Officer
March 9, 2023	Topic Selection for Annual Report (Discussion and data collection via online submission)
KLC, 1011	
April 13, 2023	Report Adoption
Building 52, Independent Hill Complex	Elections
	End of Year Survey
May 11, 2023	Best Practices Conference for Parents (Cancelled)