




VIRGINIA BEACH CITY PUBLIC SCHOOLS





A H E A D O F T H E C U R V E

Department of Curriculum and Instruction
Department of School Administration

MEMORANDUM

TO: Principals

FROM: Christine W. Caskey, Assistant Superintendent
Department of Curriculum and Instruction 

 Jobynia G. Caldwell, Assistant Superintendent, High School Education
 Maynard E. Massey, Assistant Superintendent, Middle School Education
 Pamela A. McKinney, Director, Elementary School Education
 Richard P. Sidone, Director, Elementary School Education

SUBJECT: POLICY REVISION 6-23 – CURRICULUM – PARENT/STUDENT COURSE INFORMATION DOCUMENTS

DATE: August 20, 2009

On June 16, 2009, in an effort to reduce printing costs, the School Board amended Policy 6-23 making parent/student course information documents available to parents on the Internet with print copies available upon request. These documents are typically distributed to students and parents at the beginning of each school year to communicate information about the curriculum to be taught in a particular grade level or course. This policy change will go into effect this fall.

These documents are in the process of being posted on *vbschools.com* and can be accessed two ways from the homepage: *Parents* section and/or *Curriculum/Programs* link. During this transition year, a minimal number of printed versions will be available to schools upon request from the warehouse. We are asking for your assistance in notifying parents of this change in procedure. Please have teachers direct parents to these electronic documents during open house and through routine correspondence with parents.

If you have any questions regarding this change in distribution of parent/student course information documents, please contact Christopher Fischer at 263-1070 or via email at Christopher.Fischer@vbschools.com.

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pc: James G. Merrill, Superintendent

ec: Sheila S. Magula, Deputy Superintendent
John S. Kalocay, Assistant Superintendent, Department of Administrative Support Services

Directors, Department of Curriculum and Instruction
Eric Woodhouse, Director, Office of Supply Services