VIRGINIA: At a regular meeting of the Tazewell County School Board held at the Student Center of the Tazewell County Career and Technical Center on July 13, 2026 at 5:00 p.m.

PRESENT: Erik Robinson, School Board Chair
Irene Mullins, School Board Vice-Chair
Brannon Breeding, Board Member
Donna Culbertson, Board Member
David Woodard, Board Member
Dr. Chris Stacy, Division Superintendent
Dr. Tom Brewster, Deputy Superintendent
Vicki Bailey, Clerk

Chair Robinson called the meeting to order at 5:05 p.m.

Unscheduled Agenda Items

None

Approval of Agenda

Vice-Chair Mullins made a motion to approve the agenda as presented. Mrs. Culbertson seconded the motion, and the Board unanimously approved.

Closed Session

Pursuant to section 2.2-3711 of the Code of Virginia, a motion was made by Vice-Chair Mullins, seconded by Mr. Breeding and passed to convene to a closed session for the purpose of discussing the following specific matters:

Personnel – Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of employees as authorized by Section 2.2-3711 A 1 of the Code of Virginia.
Contracts – Discussion of the award of a public contract involving the expenditure of public funds as authorized by Section 2.2-3711 A 29 of the Code of Virginia.
Legal - Consultation with legal counsel and briefings by staff members or consultants or attorneys, pertaining to actual or probable litigation, or other specific legal matters requiring the provision of legal advice by counsel as authorized by § 2.2-3711 A 7 of the Code of Virginia.
Property – Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property as authorized by Section 2.2-3711 A 3 of the Code of Virginia.
Students – Discussion or consideration of admission or disciplinary matters concerning students as authorized by Section 2.2-3711 A 2 of the Code of Virginia.

Mr. Woodard abstained form the personnel portion of closed session.

Regular Session

The Board returned to open session. Chair Robinson called the open session portion of the meeting to order at 6:35 p.m.

Certification from Closed Session

In accordance with the Freedom of Information Act, a roll call vote was taken in which all members affirmed that only public business matters lawfully exempted from open meetings, as identified in the motion for closed session, were heard, discussed, or considered by the Board.

Moment of Silence and Pledge of Allegiance

Chair Robinson called for a moment of silence. Vice-Chair Mullins led the Pledge of Allegiance.

Consent Agenda and Motions from Closed Session

Vice-Chair Mullins made a motion to approve items A and B of the consent agenda and item C of the consent agenda as amended. Mr. Breeding seconded the motion, and the motion passed with three votes. Mr. Woodard and Vice-Chair Mullins both abstained.

Vice-Chair Mullins made a motion to approve the minutes from the June 8, 2026 Student Disciplinary Committee meeting. Mr. Breeding seconded the motion, and the Board unanimously approved.

Recognitions and Instructional Focus

A. Richlands High School Recognitions, *Rickie Vencill, Principal, Richlands High School*

Mr. Vencill and Coach Cochran recognized the Richlands High School Softball Team as the 2026 Regional Champions and State Semi-Finalists. Mr. Vencill and Michelle Elswick recognized members of the Richlands High School Senior Beta Club for their many accomplishments at the recent Nashville Convention.

Mr. Vencill told Board members that members of the Tennis Team were unable to attend the Board meeting, and would not be able to attend in August. He shared that the Richlands High School Tennis Team was named the Regional Champions and the State Semi-Finalists. Mr. Vencill also advised that Jack Clem was named the State Tennis Runner-Up.

Hearing of Citizens

None

Hearing of Employees

None

Scheduled Delegation

A. Transportation Concern, *Matthew Wynn*

Mr. Wynn shared concerns with the School Board members regarding his experience as a substitute school bus driver on March 16, 2026. He indicated students attacked the bus by spraying aerosol cans inside the bus. Mr. Wynn indicated he spoke about the incident with Marcella Keene, Glayde Brown and Dr. Stacy. Mr. Wynn said there were 30 students on the bus and questioned why those students were not interviewed. Board Member Woodard said these were serious allegations and questioned Dr. Stacy about review of the bus tape. Dr. Stacy confirmed the bus tape had been viewed by several staff members and had been viewed with Mr. Wynn. Dr. Stacy told Board members nothing alleged by Mr. Wynn happened on the bus. Mr. Wynn stated the bus video had been edited.

Unfinished Business

A. May 2026 Policy Updates, second read, *Dr. Chris Stacy, Division Superintendent,* (SEE ATTACHED)

Dr. Stacy asked Board members a second read approval of the VSBA May 2026 Policy updates.

Vice-Chair Mullins made a motion that the Tazewell County School Board approve the May 2026 Policy updates as presented as a second read. Mr. Woodard seconded the motion, and the Board unanimously approved.

New Business

A. Division Superintendent's Evaluation, *Erik Robinson, School Board Chair*

Chair Robinson and Vice-Chair Mullins shared that the superintendent was performing proficiently in all categories of the evaluation, and they expressed appreciation to Dr. Stacy. Mr. Woodard stated he would be in favor of extending Dr. Stacy's contract. Chair Robinson said the extension of the superintendent's contract could be discussed.

B. Tazewell County Mass Casualty Event, *Lieutenant Landon Hieatt, Tazewell County Sheriff's Office, School Safety Coordinator*

Lt. Hieatt informed Board members there would be a mass casualty training at the Tazewell County Career and Technical Center at 9:00 a.m. on Friday, July 17, 2026. He advised a lot of agencies would be involved and that this was a very important training. He invited School Board members to attend the training.

C. Ratification of Poll Vote, *Erik Robinson, School Board Chair*

Chair Robinson asked Board members to ratify the poll vote of June 10, 2026 for personnel. This poll vote was unanimously approved by School Board members

Vice-Chair Mullins made a motion that the Tazewell County School Board ratify the poll vote from June 10, 2026. Mr. Breeding seconded the motion, and the Board unanimously approved.

D. Authorization to appoint the Division Superintendent to Serve as Fiscal Agent and the Director of Budget and Finance to serve as the Deputy Fiscal Agent, *Dr. Chris Stacy, Division Superintendent*

In order to expedite the payment of valid and proper invoices, Dr. Stacy asked the School Board to appoint him as the Fiscal Agent and Gary Matney, Director of Budget and Finance, as the Deputy Fiscal Agent, to approve the payment of all bills in a timely manner.

Vice-Chair Mullins made a motion that the Tazewell County School Board appoint Dr. Chris Stacy, Division Superintendent, as Fiscal Agent, and Gary Matney, Director of Budget and Finance, as Deputy Fiscal Agent, to examine and approval all just claims and to authorize the payment thereof for the 2026-2027 school year. Mrs. Culbertson seconded the motion, and the Board unanimously approved.

E. Authorization for Division Superintendent to Approve Appointments, Resignations, Transfers, and Recommendations for Terminations, *Dr. Chris Stacy, Division Superintendent* (SEE ATTACHED)

Dr. Stacy requested the School Board authorize him, as Division Superintendent, to approve personnel actions that include appointments, resignations, transfers, and recommendations for terminations.

Vice-Chair Mullins made a motion that the Tazewell County School Board authorize the Division Superintendent to approve personnel actions that include appointments, resignations, transfers, and recommendations for termination for the period of July 1, 2026 to June 30, 2027 subject to ratification by the Board. Mr. Woodard seconded the motion, and the Board unanimously approved.

F. Resolution to Authorize Reassignment of Personnel, *Dr. Chris Stacy, Division Superintendent* (SEE ATTACHED)

Dr. Stacy asked Board members to approve the resolution authorizing the division superintendent to reassign teachers, principals and assistant principals, according to section 22.1-297 of the Code of Virginia.

Vice-Chair Mullins made a motion that the Tazewell County School Board approve resolution authorizing the division superintendent to reassign teachers, principals and assistant principals according to section 22.1-297 of the Code of Virginia. Mr. Breeding seconded the motion, and the Board unanimously approved.

G. Selection of Delegate and Alternate Delegate for Virginia School Board's Association, *Dr. Chris Stacy, Division Superintendent* (SEE ATTACHED)

Dr. Stacy asked Board members to appoint a voting delegate and an alternate delegate to represent the Tazewell County School Board at the VSBA Delegate Assembly scheduled for November 19, 2026. He advised Chair Robinson was the voting delegate last year and Vice-Chair Mullins was the alternate delegate.

Vice-Chair Mullins made a motion that the Tazewell County School Board appoint Mr. Breeding as the VSBA voting delegate and Mr. Woodard as the alternate voting delegate for the VSBA Delegate Assembly in November 2026. Mrs. Culbertson seconded the motion, and the Board unanimously approved.

H. Approval of Attorney Services, *Dr. Chris Stacy, Division Superintendent*

Dr. Stacy asked Board members to appoint the law firm of BotkinRose PLC to continue its representation and provision of legal counsel and services to the Tazewell County School Board.

Vice-Chair Mullins moved to appoint the law firm of BotkinRose PLC to continue its representation and provision of legal counsel and services to the Tazewell County School Board.

I. Finalization of the Amended 2026-2027 Budget, *Dr. Chris Stacy, Division Superintendent and Gary Matney, Director of Budget and Finance* (SEE ATTACHED)

Mr. Matney explained the school division had received a new calculation tool, which increased the school division budget by approximately $2.1 million. This new budget increased the raise for employees from two percent plus a step to four percent plus step. Mr. Matney asked for Board approval of the amended budget.

Vice-Chair Mullins made a motion that the Tazewell County School Board approve the amended 2026-2027 budget. Mrs. Culbertson seconded the motion, and the Board unanimously approved.

J. Approval of Adult Breakfast/Lunch Prices for the 2026-2027 School Year, *Dr. Chris Stacy, Division Superintendent* (SEE ATTACHED)

Dr. Stacy asked the Board for approval to increase the price of adult breakfast to $3.25 and adult lunch to $5.25 for the 2026-27 school year.

Vice-Chair Mullins made a motion that the Tazewell County School Board approve the price increase of adult breakfast to $3.25 and adult lunch to $5.25. Mr. Breeding seconded the motion, and the Board unanimously approved.

K. Approval of Virginia Public School Authority (VPSA) Educational Technology Grant, Reimbursement Resolution, *Patrick Buckner, Director of Technology* (SEE ATTACHED)

Mr. Buckner advised this was the annual technology grant which allowed the school division to utilize $388,000. When combined with the 20% local match ($77,600), the maximum cost of the project was expected to be $465,600.00. Mr. Buckner told Board members the resolution required Board approval.

Vice-Chair Mullins made a motion that the Tazewell County School Board approve the VPSA Reimbursement Resolution. Mrs. Culbertson seconded the motion, and the Board unanimously approved.

L. Approval of Bid for a Heat Pump for Dudley Primary School, *Eugene Parkhurst, Manager of Buildings and Grounds* (SEE ATTACHED)

Mr. Parkhurst asked for School Board approval of the heat pump quote from Southern Air in the amount of $35,176.22 for Dudley Primary School.

Vice-Chair Mullins made a motion that the Tazewell County School Board approve the heat pump quote from Southern Air in the amount of $35,176.22 for Dudley Primary School. Mr. Woodard seconded the motion, and the Board unanimously approved.

Superintendent's Report

A. Virginia Department of Education Transportation State Review, *Marcella Keene, Manager of Transportation* (SEE ATTACHED)

Ms. Keene shared information from the results of a recent review by the Virginia Department of Education. She also shared information on bus routes, open routes, and mechanics.

B. Superintendent's Update, *Dr. Chris Stacy, Division Superintendent*

Dr. Stacy shared the following:

- Welcomed Dr. Tom Brewster as Deputy Superintendent for the school division.
- Told Board members the administrative meetings with principals, directors, supervisors and managers were scheduled for July 29-31.
- Expressed appreciation to Gary Matney, Kayla Myers, Vickie Lester and Glayde Brown for all of the work done to reissue contracts with a full four percent raise plus step to all employees.
- Thanked Board members for the input on his recent evaluation.
- Expressed sympathy to the family of long-time school division employee and School Board member, Jimmy Jones, in his recent passing.

Board Member Comments

Mr. Woodard thanked everyone for all the work in progress for the new school year.

Mrs. Culbertson wished everyone some relaxation time before the new school year.

Mr. Breeding congratulated the Richlands High School students and staff recognized during the meeting. He thanked Ms. Keene for the information she shared, and thanked Lt. Hieatt for planning the mass casualty training.

Vice-Chair Mullins thanked everyone for their hard work and hoped all employees took time for a vacation.

Chair Robinson welcomed Dr. Brewster. He expressed sadness in the passing of Jimmy Jones. Chair Robinson wished everyone a great rest of the summer.

Mr. Woodard made a motion to adjourn the meeting in memory of Jimmy Jones at 7:24 p.m. Vice-Chair Mullins seconded the motion, and the Board unanimously approved.

_____ _____

Erik Robinson, School Board Chair Date

_____ _____

Vicki Bailey, School Board Clerk Date

Approved by the School Board: August 10, 2026

The official signed minutes are filed with the Clerk at the Tazewell County School Board Office, 506 Jeffersonville Street, Tazewell, Virginia 24651.

Explanation of Revisions – May 2026 Policy Update

POLICY CODE	REVISION
AE	**School Division Goals and Objectives** Language updated for clarity and to be broader to account for changes in regulations (regular review cycle).
AF	**Comprehensive Plan** Updated for clarity and to reflect statute and DOE guidance; added cross references.
BBFA	**School Board Member Conflict of Interests** Renamed; updated to include change in SB530, which amended Va. Code § 2.2-3115; significant rewrite to remove language not required for policy.
BCA	**School Board Organizational Meeting** Administrative changes only (regular review cycle).
BDA	**Regular School Board Meetings** Added to be compliant with FOIA; additional language from SB699 which amended Va. Code § 2.2-3707 with new restrictions on amending agendas; language changed for clarity.
~~**CBCA (optional)**~~	~~**Disclosure Statement Required of Superintendent**~~ ~~Revised and added change in SB530, which amended Va. Code § 2.2-3115.~~
CH	**Policy Implementation** Changes for clarity and added legal references (regular review cycle).
EBB	**Threat Assessment Teams** Added new training requirement from HB1071, which amended Va. Code § 22.1-79.4; changed language more in line with statute and for clarity. Added cross references.
EEAD	**Use of School Buses** Significant rewrite to mirror statute and new legislation HB416, which amended Va. Code § 22.1-182 to allow for reimbursement of insurance costs. Added legal and cross references.

POLICY CODE	REVISION
EFB	**Food Services** Added requirements of HB210, which amended Va. Code § 22.1-79.7 to add a requirement for annual reporting of school meal debt; substantially revised to remove language that is procedural/administrative in nature, cleaned up for clarity; added cross references.
EGAA	**Reproduction of Copyrighted Materials** Admin change only (regular review cycle).
GAB/IIBEA	**Acceptable Computer System Use** Added language from HB171, which amended Va. Code § 22.1-70.2; new requirements on internet safety; added footnote on AI.
GAE	**Child Abuse and Neglect Reporting** Added language from HB 1414 which amended Va. Code § 63.2-1509 adding certain personnel to list of mandatory reporters; made clarifications.
GAH	**School Division Employee Conflict of Interest** Renamed; significant rewrite to remove language not required for policy and mirror rewrite of BBFA.
~~**GBGB (new)**~~	~~**Wearable Panic Alarm for Staff (Optional)**~~ ~~Optional policy created pursuant to HB592, which added Va. Code § 22.1-79.4:1.~~
GCBEA	**Leave Without Pay** Added new requirement from HB 139, which amended Va. Code § 22.1-296.
GCG	**Professional Staff Probationary Term and Continuing Contract** Change made in compliance with HB125, which amended Va. Code § 22.1-304 to make a change in notification requirements.
GCL	**Professional Staff Development** Reworked to provide clarity; added requirements from HB38, which amended Va. Code § 22.1-298.6 to add requirements for mental awareness training; added language consistent with statutes (regular review cycle).

POLICY CODE	REVISION
GCN	**Evaluation of Professional Staff** Added language consistent with statute; deleted certain language that was removed from statute; updated BOE information.
GCPD	**Professional Staff Discipline** HB1301/SB122 amended Va. Code § 22.1-274 and 22.1-274.01.1 to allow employees to decline to deliver health-related services. Added cross-references.
GCPF	**Suspension of Staff Members** Language clarified in accordance with HB849, which amended Va. Code § 22.1-315; added statute (regular review cycle).
GEA/JOH	**Acceptance of Electronic Signatures and Records** Administrative changes only (regular review cycle).
IA	**Instructional Goals and Objectives** Substantial rewrite to remove unnecessary language that is incorporated in other policies. Some language incorporated into new policy IK "*Academic Planning and Course Selection*."
IC/ID	**School Year/School Day** Added change in SB815/HB1455, which amended Va. Code § 22.1-79.1 to allow schools to begin 14 days before September 1; cleaned up language; deleted older footnotes not needed anymore.
IGAG	**Teaching About Drugs, Alcohol, Tobacco, Gambling, and Electronic Devices** Added additional requirement from HB1486/SB568, which amended Va. Code § 22.1-206 to add screen time/time spent on electronic devices to required instruction; added a cross-reference.
IGAI	**Character Education** Administrative changes (regular review cycle).
~~**IGAJ (optional)**~~	~~**Driver Education** Added requirement per HB1352, which amended Va. Code § 22.1-205 to add reckless driving to required curriculum for driver education programs.~~

POLICY CODE	REVISION
IGBC	**Parent and Family Engagement** Administrative changes, added footnotes (regular review cycle).
IGBG	**Off-Site Instruction and Virtual Courses** Updated language to reflect change in regulations; updated legal references to reflect updated regulatory citations.
IIA	**Sexually Explicit Instructional Materials** Added language from SB19, which amended Va. Code § 22.1-16.8; changes for clarity; added legal reference.
IIAA	**Textbook Selection, Adoption, and Purchase** Changes made pursuant to SB955 (2025); added legal reference (regular review cycle).
IIBEA/GAB	**Acceptable Computer System Use** Added language from HB171, which amended Va. Code § 22.1-70.2; new requirements on internet safety; added footnote on AI.
IJ	**Guidance and Counseling Program** Administrative changes; legal reference updated (regular review cycle).
IK (new)	**Academic Planning and Course Selection** Some language taken from Policy IAA "*Notification of Learning Objectives*." Additional language came from SB817, which added Va. Code § 22.1-79.3:2.
ILBC (new)	**College Board School Day Program** Requirement in HB410, which added Va. Code § 22.1-79.10 that requires a SAT/College Day program.
JED	**Student Absences/Excuses/Dismissals** Added new requirement from HB653, which amended Va. Code § 22.1-254. New provision allows for excused absences for military dependents in certain situations. Additional edits made for clarity; removed language that is procedural/administrative in nature. Updated regulatory citations and added cross references.
JFCA	**Teacher Removal of Students from Class** Administrative changes; added a footnote for clarification; and added an additional cross-reference (regular review cycle).

POLICY CODE	REVISION
JFCD/KGBA	**Weapons on School Property** Created mirror policy, KGBA; administrative changes.
JFCM	**Student Cell Phone and Smart Device Possession and Use** Added changes pursuant to SB108, which amended Va. Code § 22.1-79.3:1; use of electronics from "bell to bell" is now a mandatory prohibition; added additional clarification in the footnotes.
JGDA	**Discipline of Students with Disabilities** Substantially revised to remove language that is procedural/administrative in nature; clarity added (regular review cycle).
JHC	**Student Health Services** Added new school nurse training requirement from SB822/HB1446 that added Va. Code § 22.1-274.9; added additional clarifying language in the footnote.
JHCD	**Administering Medicines to Students** Added requirements from SB122/HB1301 that amended Va. Code § 22.1-274 and 22.1-274.01.1 and added Va. Code § 22.1-274.01.2; clarified some language.
JJAG	**Student-Athlete Extreme Heat Safety and Protection** Changed legal reference to reflect the updated provision number in the Code; added link to current guidelines.
JLB (new)	**Financial Aid Information and Guidance for High School Students** New requirement added by HB1095, which added Va. Code § 22.1-206.4.
JOB	**Administration of Surveys and Questionnaires** Updated to ensure compliance with federal and state law; added legal citation.
JOH/GEA	**Acceptance of Electronic Signatures and Records** Administrative changes only (regular review cycle).
JS (new)	**Extracurricular Activity Notification** New requirement from SB245, which added Va. Code § 22.1-79.3:2.

POLICY CODE	REVISION
KGBA/JFCD (new)	**Weapons on School Property** This is only a mirror policy to JFCD to add this policy to a section inclusive of all persons; it had previously only been in the "J" section which is student policies.
KKA	**Service Animals in Public Schools** Additional language added pursuant to HB1336, which amended Va. Code § 51.5-40.1 to define "three-unit service dog team;" language updated.
KP	**Parental Rights and Responsibilities** Added new notification requirement pursuant to SB109, which amended Va. Code § 22.1-79.3; added new legal reference. Mirrors addition in policy IK "*Academic Planning and Course Selection*."
KPA (new)	**Parental Notification of Safe Storage of Prescription Drugs and Firearms** New requirement per SB817, which amended Va. Code § 22.1-79.3.

SCHOOL DIVISION GOALS AND OBJECTIVES

Generally

The **[BLANK]** Sschool Ddivision is committed to excellence in education, equality of educational opportunity, and the recognition of each student's individuality. Inasmuch as students differ in their rate of physical, mental, emotional, and social growth and vary in their needs and abilities, learning opportunities are provided that are consistent with personal development and potential. Programs emphasize diagnostic and prescriptive instruction, allowing an individual approach to each student's learning style and educational needs.

The educational program introduces each student to a variety of interestinterests and subject areas that offer exposure to the range of opportunities available in later years. These experiences produce the basis for further education and future employment. As students demonstrate increased maturity, they may assume more responsibility for the decisions regarding their education.

The school environment should be responsive and conducive to learning. The physical environment facilitates and enhances the learning experiences available to each student. A responsive environment includes competent, dedicated teachers using a variety of techniques and a classroom atmosphere where students can function and develop according to their abilities. Safety, physical comfort, and appearance well-maintained facilities also are vital environmental components.

Standards of Quality and Objectives

The sSchool Bboard accepts the overall goals of public education as expressed by in the Standards of Quality legislated by the Virginia General Assembly and implemented by State Virginia Board of Education regulations.

The Board and the Superintendentschool board reports its division compliance with the Standards of Quality to the Board of Education annually, in a manner consistent with the Board guidelines. The report of compliance is submitted to the Board of Education by the chairman of the board and the superintendent.

Standards of Quality--Programs and Services

The sSchool bBoard commits itself to providing programs and services as stated inconsistent with the Standards of Quality to the extent funding thereof is provided by the General Assembly.and applicable state and federal funding provisions.

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-23.3, 22.1-253.13:1, 22.1-253.13:8.

Cross Ref.: IA Instructional Goals and Objectives

IK Academic Planning and Course Selection

SCHOOL DIVISION GOALS AND OBJECTIVES

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The Board and the Superintendent report division compliance with the Standards of Quality to the Board of Education annually in a manner consistent with the Board guidelines.

Standards of Quality--Programs and Services

The School Board commits itself to providing programs and services consistent with the Standards of Quality and applicable state and federal funding provisions.

Adopted: July 13, 2026

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-23.3, 22.1-253.13:1, 22.1-253.13:8.

Cross Ref.: IA Instructional Goals and Objectives
IK Academic Planning and Course Selection

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COMPREHENSIVE PLAN

The **[BLANK]** School Board adopts a divisionwide comprehensive, unified, long-range plan based on data collection, an analysis of the data, and how the data will be utilized to improve classroom instruction and student achievement. The plan is developed with staff and community involvement and includes, or is consistent with, all other divisionwide plans required by state and federal laws and regulations. The ~~s~~School ~~b~~Board reviews the plan biennially and adopts any necessary revisions. Prior to the adoption of the plan or revisions thereto, the ~~s~~School ~~b~~Board posts the plan or revisions on the division's ~~Internet~~ official website if practicable, ~~and~~ makes a hard copy of the plan or revisions available for public inspection and copying, and conducts at least one public hearing to solicit public comment on the plan or revisions.

The divisionwide comprehensive plan includes:

- the objectives of the school division, including strategies for (a) improving student achievement, particularly the achievement of educationally at-risk students, (b) maintaining high levels of student achievement, and (c) supporting student achievement through the adoption and implementation of textbooks and other high-quality instructional materials~~for first improving student achievement, particularly the achievement of educationally at risk students, then maintaining high levels of student achievement~~;
- an assessment of the extent to which these objectives are being achieved;
- a forecast of enrollment changes;
- a plan for projecting and managing enrollment changes including consideration of the consolidation of schools to provide for a more comprehensive and effective delivery of instructional services to students and economies in school operations;
- an evaluation of the appropriateness of establishing regional programs and services in cooperation with neighboring school divisions;
- a plan for implementing such regional programs and services when appropriate;
- a technology plan designed to integrate educational technology into the instructional programs of the school division, including the division's career and technical education programs, consistent with or as part of the comprehensive technology plan for Virginia adopted by the Board of Education;
- an assessment of the needs of the school division and evidence of community participation, including parental participation, in the development of the plan;
- any corrective action plan required pursuant to Va. Code § 22.1-253.13:3; **and**
- a plan for parent and family involvement to include building successful school and parent partnerships that will be developed with staff and community involvement, including participation by parents.

~~Effective with the 2024-2025 school year, t~~The divisionwide comprehensive plan also includes a divisionwide literacy plan for pre-kindergarten through grade eight in accordance with Virginia law and as identified in **[INSERT DIVISION POLICY ON LITERACY PLAN (VSBA SAMPLE POLICY AG)]** ~~Policy AG Literacy Plan~~.

The ~~s~~School ~~b~~Board presents a report to the public by November 1 of each odd-numbered year on the extent to which the objectives of the divisionwide comprehensive plan have been met during the previous two school years.

Each school prepares a comprehensive, unified, long-range plan, which the school board considers in the development of the divisionwide comprehensive plan.

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-253.13:6.

Cross Ref.: ~~_____~~AG Literacy Plan
IIAA Textbook Selection, Adoption, and Purchase
KA Goals for School-Community Relations

COMPREHENSIVE PLAN

The Tazewell County School Board adopts a divisionwide comprehensive, unified, long-range plan based on data collection, an analysis of the data, and how the data will be utilized to improve classroom instruction and student achievement. The plan is developed with staff and community involvement and includes, or is consistent with, all other divisionwide plans required by state and federal laws and regulations. The School Board reviews the plan biennially and adopts any necessary revisions. Prior to the adoption of the plan or revisions thereto, the School Board posts the plan or revisions on the division's official website if practicable, makes a hard copy of the plan or revisions available for public inspection and copying, and conducts at least one public hearing to solicit public comment on the plan or revisions.

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- the objectives of the school division, including strategies for (a) improving student achievement, particularly the achievement of educationally at-risk students, (b) maintaining high levels of student achievement, and (c) supporting student achievement through the adoption and implementation of textbooks and other high-quality instructional materials;
- an assessment of the extent to which these objectives are being achieved;
- a forecast of enrollment changes;
- a plan for projecting and managing enrollment changes including consideration of the consolidation of schools to provide for a more comprehensive and effective delivery of instructional services to students and economies in school operations;
- an evaluation of the appropriateness of establishing regional programs and services in cooperation with neighboring school divisions;
- a plan for implementing such regional programs and services when appropriate;
- a technology plan designed to integrate educational technology into the instructional programs of the school division, including the division's career and technical education programs, consistent with or as part of the comprehensive technology plan for Virginia adopted by the Board of Education;
- an assessment of the needs of the school division and evidence of community participation, including parental participation, in the development of the plan;
- any corrective action plan required pursuant to Va. Code § 22.1-253.13:3; **and**
- a plan for parent and family involvement to include building successful school and parent partnerships that will be developed with staff and community involvement, including participation by parents.

The divisionwide comprehensive plan also includes a divisionwide literacy plan for pre-kindergarten through grade eight in accordance with Virginia law and as identified in Policy AG.

The School Board presents a report to the public by November 1 of each odd-numbered year on the extent to which the objectives of the divisionwide comprehensive plan have been met during the previous two school years.

Each school prepares a comprehensive, unified, long-range plan, which the school board considers in the development of the divisionwide comprehensive plan.

Adopted: July 13, 2026

Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-253.13:6.

Cross Ref.:
- AG Literacy Plan
- IIAA Textbook Selection, Adoption, and Purchase
- KA Goals for School-Community Relations

SCHOOL BOARD MEMBER CONFLICT OF INTERESTS ~~AND DISCLOSURE OF ECONOMIC INTERESTS~~

Policy Statement~~urpose~~

The **[BLANK]** School Board is committed to maintaining public confidence in the integrity and impartiality of the Board and emphasizes that th~~The~~ **~~[BLANK]~~** ~~School Board~~ Virginia State and Local Government Conflict of Interests Act ("COIA") applies to all members of the **[BLANK]** School Board. Members will maintain the highest ethical standards in the conduct of public business to include recognizing and managing situations where personal interests may interfere with official duties.~~seeks, through the adoption of this policy, to assure that the judgment of its members, officers and employees will be guided by a policy that defines and prohibits inappropriate conflicts and requires disclosure of economic interests as defined by the General Assembly in the State and Local Government Conflict of Interests Act (the Act).~~

Copy of Virginia State and Local Government Conflict of Interests Act

The Superintendent ensures that each School Board member is furnished with a copy of the Virginia COIA within two weeks following the person's election, reelection, appointment, or reappointment to office. Every member must familiarize themselves with the requirements of the Virginia COIA.[1]

Training Requirement

Each School Board member is required to complete conflict of interest training provided by the Virginia Conflict of Interest and Ethics Advisory Council, as required by Virginia Code § 2.2-3132. Such training must be completed within two months of assuming office and thereafter at least once during each consecutive period of two calendar years while holding office.

The clerk maintains records identifying School Board members subject to the training requirement and the dates that each member completed the training. Such records are maintained as public records for five years in the office of the clerk.

~~Areas of Regulation~~Prohibited Conduct

~~The Act establishes six principal areas of regulation applicable to Board members, officers and employees of the **[BLANK]** School Division. They~~ School Board members~~are:~~ must perform their official duties in a manner that avoids conflicts between

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FOOTNOTE IS FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM THE FINAL POLICY.

[1] Va. Code § 2.2-3100.1 states that any person required to file a disclosure statement of personal interest must be furnished with a copy of the COIA within two weeks following the person's election, reelection, employment, appointment, or reappointment.

personal interests and official responsibilities, refrains from using their public office for personal gain, and complies with the Virginia COIA and other applicable law.

School Board members must comply with the contractual conflict provisions of the Virginia COIA.

Prohibited Gifts

School Board members must comply with the gift limitations and restrictions imposed by the Virginia COIA. This includes restrictions on gifts from lobbyists and parties seeking contracts with the division. Members, and members of their immediate family, may accept gifts that fall under the exceptions provided in Virginia COIA.

D~~D~~isclosure and Abstention Requirements

~~1. School Board members[2] file, as a condition of assuming office, a disclosure statement of their personal interests and other information as is required on the form prescribed by the Council pursuant to Va. Code § 2.2-3117 and thereafter file such statement annually on or before February 1. The disclosure forms are filed and maintained as public records for five years in the office of the clerk of the School Board.~~

~~2. School Board members and employees required to file the Statement of Economic Interests who fail to file such form within the time period prescribed shall be assessed a civil penalty of $250. The clerk of the School Board shall notify the attorney for the Commonwealth for the locality of any School Board member's or employee's failure to file the required form and the attorney for the Commonwealth shall assess and collect the civil penalty. The clerk shall notify the attorney for the Commonwealth within 30 days of the deadline for filing.~~

~~3.~~ Any School Board member~~,~~ who has a personal interest in a transaction or any matter before the School Board~~,~~ must disclose such interest as required by Virginia Code § 2.2-3112, and when required, must disqualify themselves from participating in the specific matter, to include abstention from voting. ~~Board member or employee who is disqualified from participating in a transaction under Section G.1.a. of this policy, or otherwise elects to disqualify himself, shall forthwith make disclosure of the existence of his interest, including the full name and address of the business and the address or parcel number for the real estate if the interest involves a business or real estate and such disclosure shall be reflected in the School Board's public records in the division superintendent's office for a period of five (5) years.~~

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Any member participation in a matter in which they have a personal interest is governed by Virginia Code § 2.2-3112.

~~4. Any Board member or employee who is required to disclose his interest under Section G.1.b. of this policy shall declare his interest by stating:~~

~~the transaction involved;~~

~~the nature of the Board member's or employee's personal interest affected by the transaction;~~

~~that he is a member of a business, profession, occupation or group the members of which are affected by the transaction; and~~

~~that he is able to participate in the transaction fairly, objectively, and in the public interest.~~

~~_____~~The School Board member s~~ member or employee~~ shall disclose the existence of an interest~~either make his declaration~~ orally or in writing, and the~~to be recorded in written minutes of the Board or file a signed written declaration with the clerk of the Board, who shall~~shall record such disclosure in the minutes~~, in either case, retain and make available for public inspection such declaration for a period of five years from the date of recording or receipt.~~ . If reasonable time is not available to comply with the provisions of this subsection prior to participation in the transaction, the Board member must~~or employee shall prepare and~~ file the required declaration by the end of the next business day. The School Board member~~ or employee~~ shall also orally disclose the existence of ~~the inter~~the ~~est~~interest during each ~~School Board~~ meeting at which the transaction is ~~discussed~~discussed, and such disclosure shall be recorded in the minutes of the meeting.

~~5. A Board member or employee who is required to declare his interest pursuant to subdivision G.1.c. of this policy shall declare his interest by stating~~

~~the transaction involved;~~

~~that a party to the transaction is a client of his firm;~~

~~that he does not personally represent or provide services to the client; and~~

~~that he is able to participate in the transaction fairly, objectively and in the public interest.~~

~~_____~~

~~The Board member or employee shall either make his declaration orally to be recorded in written minutes of the Board or file a signed written declaration with the clerk of the Board who shall, in either case, retain and make available for public inspection such declaration for a period of five years from the date of recording or receipt. If reasonable time is not available to comply with the provisions of this subsection prior to participation in the transaction, the Board member or employee shall prepare and file the required declaration by the end of the next business day.~~

~~special anti-nepotism rules relating to School Board members and superintendents of schools~~
~~general rules governing public conduct by School Board members regarding acceptance of gifts and favors~~
~~prohibited conduct regarding contracts~~
~~required conduct regarding transactions~~
~~disclosures required from School Board members~~
~~training requirements for School Board members~~

~~**Definitions**~~
~~"Advisory agency" means any board, commission, committee or post which does not exercise any sovereign power or duty, but is appointed by a governmental agency or officer or is created by law for the purpose of making studies or recommendations, or advising or consulting with a governmental agency.~~
~~"Affiliated business entity relationship" means a relationship, other than a parent-subsidiary relationship, that exists when~~
~~one business entity has a controlling ownership interest in the other business entity;~~
~~a controlling owner in one entity is also a controlling owner in the other entity; or~~
~~there is shared management or control between the business entities.~~

~~Factors that may be considered in determining the existence of an affiliated business entity relationship include that the same person or substantially the same person owns or manages the two entities, there are common or commingled funds or assets, the business entities share the use of the same offices or employees, or otherwise share activities, resources or personnel on a regular basis, or there is otherwise a close working relationship between the entities.~~
~~"Business" means any individual or entity carrying on a business or profession, whether or not for profit.~~
~~"Contract" means any agreement to which a governmental agency is a party, or any agreement on behalf of a governmental agency which involves the payment of money appropriated by the General Assembly or political subdivision, whether or not such agreement is executed in the name of the Commonwealth, or some political subdivision of it.~~
~~"Council" means the Virginia Conflict of Interest and Ethics Advisory Council established in Va. Code § 30-355.~~
~~"Employee" means all persons employed by a governmental or advisory agency.~~
~~"Financial institution" means any bank, trust company, savings institution, industrial loan association, consumer finance company, credit union, broker-dealer as defined in~~

~~subsection A of Va. Code § 13.1-501, or investment company or advisor registered under the federal Investment Advisors Act or Investment Company Act of 1940.~~
~~"Foreign country of concern" means any country designated by the Secretary of State to have repeatedly provided support for acts of international terrorism pursuant to the National Defense Authorization Act for Fiscal Year 2019, P.L. 115-232 § 1754(c), Aug. 13, 2018; the Arms Export Control Act § 40, 22 U.S.C. § 2780; or the Foreign Assistance Act of 1961 § 620A, 22 U.S.C. § 2370.~~
~~"Gift" means any gratuity, favor, discount, entertainment, hospitality, loan, forbearance or other item having monetary value. It includes services as well as gifts of transportation, local travel, lodgings, and meals, whether provided in-kind, by purchase of a ticket, payment in advance or reimbursement after the expense has been incurred. "Gift" does not include~~
~~any offer of a ticket, coupon or other admission or pass unless the ticket, coupon, admission or pass is used;~~
~~honorary degrees;~~
~~any athletic, merit, or need-based scholarship or any other financial aid awarded by a public or private school, institution of higher education, or other educational program pursuant to such school, institution or program's financial aid standards and procedures applicable to the general public;~~
~~a campaign contribution properly received and reported pursuant to Va. Code § 24.2-945 et seq.;~~
~~any gift related to the private profession, occupation or volunteer service of the School Board member or employee or of a member of the School Board member's or employee's immediate family;~~
~~food or beverages consumed while attending an event at which the School Board member or employee is performing official duties related to his public service;~~
~~food and beverages received at or registration or attendance fees waived for any event at which the School Board member or employee is a featured speaker, presenter or lecturer;~~
~~unsolicited awards of appreciation or recognition in the form of a plaque, trophy, wall memento or similar item that is given in recognition of public, civic, charitable or professional service;~~
~~a devise or inheritance;~~
~~travel disclosed pursuant to the Campaign Finance Disclosure Act (Va. Code § 24.2-945 et seq.);~~
~~travel paid for or provided by the government of the United States, any of its territories or any state or any political subdivision of such state;~~
~~travel related to an official meeting of, or any meal provided for attendance at such meeting by the Commonwealth, its political subdivisions, or any board, commission,~~

~~authority, or other entity, or any charitable organization established pursuant to § 501(c)(3) of the Internal Revenue Code affiliated with such entity, to which such person has been appointed or elected or is a member by virtue of his office or employment;~~
~~gifts with a value of less than $20;~~
~~attendance at a reception or similar function where food, such as hors d'oeuvres, and beverages that can be conveniently consumed by a person while standing or walking are offered;~~
~~tickets or the registration or admission fees to an event that are provided by the School Board to School Board members or employees for the purposes of performing official duties related to their public service; or~~
~~gifts from relatives or personal friends.~~
~~For the purpose of this definition, "relative" means the donee's spouse, child, uncle, aunt, niece, nephew or first cousin; a person to whom the donee is engaged to be married; the donee's or donee's spouse's parent, grandparent, grandchild, brother, sister, step-parent, step-grandparent, step-grandchild, step-brother, step-sister, the donee's brother's or sister's spouse or the donee's son-in-law or daughter-in-law. For the purpose of this definition, "personal friend" does not include any person that the School Board member or employee knows or has reason to know is (a) a lobbyist registered pursuant to Va. Code § 2.2-418 et seq.; (b) a lobbyist's principal as defined in Va. Code § 2.2-419; or (c) a person, organization, or business who is a party to or is seeking to become a party to a contract with the School Board. For purposes of this definition, "person, organization or business" includes individuals who are officers, directors or owners of or who have a controlling ownership interest in such organization or business.~~
~~"Governmental agency" means each component part of the legislative, executive or judicial branches of state and local government, including each office, department, authority, post, commission, committee, and each institution or board created by law to exercise some regulatory or sovereign power or duty as distinguished from purely advisory powers or duties. Corporations organized or controlled by the Virginia Retirement System are "governmental agencies" for purposes of this policy.~~
~~"Immediate family" means (i) a spouse and (ii) any other person who resides in the same household as the School Board member or employee and who is a dependent of the School Board member or employee.~~
~~"Officer" means any person appointed or elected to any governmental or advisory agency including local school boards, whether or not he receives compensation or other emolument of office.~~
~~"Parent-subsidiary relationship" means a relationship that exists when one corporation directly or indirectly owns shares possessing more than 50 percent of the voting power of another corporation.~~

"Personal interest" means a financial benefit or liability accruing to a School Board member or employee or to a member of the immediate family of the School Board member or employee. Such interest shall exist by reason of
ownership in a business if the ownership interest exceeds three percent of the total equity of the business;
annual income that exceeds, or may reasonably be anticipated to exceed, $5,000 from ownership in real or personal property or a business;
salary, other compensation, fringe benefits, or benefits from the use of property, or any combination thereof, paid or provided by a business or governmental agency that exceeds, or may reasonably be anticipated to exceed $5,000 annually;
ownership of real or personal property if the interest exceeds $5,000 in value and excluding ownership in a business, income or salary, other compensation, fringe benefits or benefits from the use of property;
personal liability incurred or assumed on behalf of a business if the liability exceeds three percent of the asset value of the business; or
an option for ownership of a business or real or personal property if the ownership interest will consist of the first or fourth bullets above.

"Personal interest in a contract" means a personal interest which an officer or employee has in a contract with a governmental agency, whether due to his being a party to the contract or due to a personal interest in a business which is a party to the contract.
"Personal interest in a transaction" means a personal interest of an officer or employee in any matter considered by his agency. Such personal interest exists when an officer or employee or a member of his immediate family has a personal interest in property or a business, or governmental agency, or represents or provides services to any individual or business and such property, business, or represented or served individual or business
is the subject of the transaction or
may realize a reasonably foreseeable direct or indirect benefit or detriment as a result of the action of the agency considering the transaction.
Notwithstanding the foregoing, such personal interest in a transaction shall not be deemed to exist where (a) an elected member of a local governing body serves without remuneration as a member of the board of trustees of a not-for-profit entity and such elected member or member of his immediate family has no personal interest related to the not-for-profit entity or (b) an officer, employee or elected member of a local governing body is appointed by the local governing body to serve on a governmental agency or an officer, employee or elected member of a separate local governmental agency formed by a local governing body is appointed to serve on a governmental agency, and the personal interest in the transaction of the governmental agency is a

~~result of the salary, other compensation, fringe benefits, or benefits provided by the local governing body or the separate governmental agency to the officer, employee, elected member or member of his immediate family.~~

~~"Transaction" means any matter considered by any governmental or advisory agency, whether in a committee, subcommittee, or other entity of that agency or before the agency itself, on which official action is taken or contemplated.~~

~~**Special Anti-Nepotism Rules Relating to School Board Members and Superintendents**~~

~~The School Board may not employ or pay, and the superintendent may not recommend for employment, the father, mother, brother, sister, spouse, son, daughter, son-in-law, daughter-in-law, sister-in-law or brother-in-law of the superintendent or of a School Board member except as authorized below. This prohibition does not apply to the employment, promotion, or transfer within the school division, of any person within a relationship described above when such person~~

~~has been employed pursuant to a written contract with the School Board or employed as a substitute teacher or teacher's aide by the School Board prior to the taking of office of the superintendent or any member of the Board; or~~

~~has been employed pursuant to a written contract with the School Board or employed as a substitute teacher or teacher's aide by the School Board prior to the inception of such relationship; or~~

~~was employed by the School Board at any time prior to June 10, 1994, and had been employed at any time as a teacher or other employee of any Virginia school board prior to the taking of office of any member of the School Board or superintendent.~~

~~A person employed as a substitute teacher may not be employed to any greater extent than he was employed by the School Board in the last full school year prior to the taking of office of such Board member or superintendent or to the inception of such relationship.~~

~~Notwithstanding the rules stated in Subsection D.1. above, the School Board may employ or pay, and the superintendent may recommend for employment, any family member of a School Board member provided that~~

~~•the member certifies that he had no involvement with the hiring decision; and~~

~~• the superintendent certifies to the remaining members of the School Board in writing that the recommendation is based upon merit and fitness and the competitive rating of the qualifications of the individual and that no member of the Board had any involvement with the hiring decision.~~

~~Notwithstanding the rules stated above, the School Board may employ or pay any family member of the superintendent provided that~~

~~the superintendent certifies that he had no involvement with the hiring decision; and~~

~~the assistant superintendent certifies to the members of the School Board in writing that the recommendation is based upon merit and fitness and the competitive rating of the qualifications of the individual and that the superintendent had no involvement with the hiring decision.~~

~~4. No family member (as listed in section D.1., above) of any employee may be employed by the School Board if the family member is to be employed in a direct supervisory and/or administrative relationship either supervisory or subordinate to the employee. The employment and assignment of family members in the same organizational unit is discouraged.~~

~~**General Rules Governing Public Conduct by School Board Members and Employees Regarding Gifts and Favors**~~

~~**Prohibited Conduct**~~

~~No member or employee of the Board, shall~~

~~solicit or accept money, or anything else of value, for services performed within the scope of the Board Member's or employee's official duties other than the Board Member's or employee's regular compensation, expenses or other remuneration;~~

~~offer or accept money, or anything else of value, for or in consideration of obtaining employment, appointment, or promotion of any person in the school division;~~

- ~~offer or accept any money or anything else of value for or in consideration of the use of his public position to obtain a contract for any person or business with the school division;~~
- ~~use for the Board Member's or employee's own economic benefit, or anyone else's, confidential information gained by reason of the Board Member's or employee's office, and which is not available to the public;~~
- ~~accept any money, loan, gift, favor, service or business or professional opportunity that reasonably tends to influence the Board Member or employee in the performance of the Board Member's or employee's official duties;~~
- ~~accept any business or professional opportunity when he or she knows that there is a reasonable likelihood that the opportunity is being afforded the Board Member or employee to influence the Board Member's or employee's conduct in the performance of official duties;~~
- ~~accept a gift from a person who has interests that may be substantially affected by the performance of the School Board member's or employee's official duties under circumstances where the timing and nature of the gift would cause a reasonable person to question the Board member's or employee's impartiality in the matter affecting the donor;~~

- ~~accept gifts from sources on a basis so frequent as to raise an appearance of the use of the Board Member's or employee's public office or employment for private gain; or~~
- ~~use the Board Member's or employee's public position to retaliate or threaten to retaliate against any person for expressing views on matters of public concern or for exercising any right that is otherwise protected by law, provided, however, that this prohibition shall not restrict the authority of any public employer to govern conduct of its employees, and to take disciplinary action, in accordance with applicable law.~~

~~Prohibited Gifts~~

~~For purposes of this subsection:~~

~~"Person, organization or business" includes individuals who are officers, directors or owners of or who have a controlling ownership interest in such organization or business.~~

~~"Widely attended event" means an event at which at least 25 persons have been invited to attend or there is a reasonable expectation that at least 25 persons will attend the event and the event is open to individuals (i) who are members of a public, civic, charitable or professional organization, (ii) who are from a particular industry or profession or (iii) who represent persons interested in a particular issue.~~

~~School Board members and employees required to file a Statement of Economic Interests as prescribed in Va. Code § 2.2-3117 and members of their immediate families shall not solicit, accept or receive any single gift with a value in excess of $100 or any combination of gifts with an aggregate value in excess of $100 within any calendar year for the School Board member or employee or a member of the School Board or employee's immediate family from any person that the School Board member or employee or a member of the School Board's or employee's immediate family knows or has reason to know is (i) a lobbyist registered pursuant to Va. Code § 2.2-418 et seq.; (ii) a lobbyist's principal as defined in Va. Code § 2.2-419; or (iii) a person, organization, or business who is or is seeking to become a party to a contract with the School Board. Gifts with a value of less than $20 are not subject to aggregation for purposes of this prohibition.~~

~~Notwithstanding the above, School Board members and employees required to file a Statement of Economic Interests and members of their immediate families may accept or receive~~

- ~~a gift of food and beverages, entertainment or the cost of admission with a value in excess of $100 when such gift is accepted or received while in attendance at a widely attended event and is associated with the event. Such gifts shall be reported on the Statement of Economic Interests;~~

- ~~a gift from a foreign dignitary with a value exceeding $100 for which the fair market value or a gift of greater or equal value has not been provided or exchanged, so long as such foreign dignitary is not a representative of a foreign country of concern. Such gift shall be accepted on behalf of the Commonwealth or a locality and archived in accordance with guidelines established by the Library of Virginia. Such gift shall be disclosed as having been accepted on behalf of the Commonwealth or a locality, but the value of such gift shall not be required to be disclosed;~~
- ~~certain gifts with a value in excess of $100 from a lobbyist, lobbyist's principal or a person, organization or business who is or is seeking to become a party to a contract with the School Board if such gift was provided to such School Board member or employee or a member of the immediate family of the School Board member or employee on the basis of a personal friendship. A lobbyist, lobbyist's principal or a person, organization or business who is or is seeking to become a party to a contract with the School Board may be a personal friend of such School Board member or employee or the immediate family of the School Board member or employee. In determining whether a lobbyist, lobbyist's principal or a person, organization or business who is or is seeking to become a party to a contract with the School Board is a personal friend, the following factors shall be considered: (i) the circumstances under which the gift was offered; (ii) the history of the relationship between the person and the donor, including the nature and length of the friendship and any previous exchange of gifts between them; (iii) to the extent known to the person, whether the donor personally paid for the gift or sought a tax deduction or business reimbursement for the gift; and (iv) whether the donor has given the same or similar gifts to other persons required to file the disclosure form prescribed in Va. Code §§ 2.2-3117 or 30-111; and~~
- ~~gifts of travel, including travel-related transportation, lodging, hospitality, food or beverages, or other thing of value, with a value in excess of $100 that is paid for or provided by a lobbyist, lobbyist's principal or a person, organization or business who is or is seeking to become a party to a contract with the School Board when the School Board member or employee has submitted a request for approval of such travel to the Council and has received the approval of the Council pursuant to Va. Code § 30-356.1. Such gifts shall be reported on the Statement of Economic Interests.~~

~~The $100 limitation imposed in accordance with this section shall be adjusted by the Council every five years, as of January 1 of that year, in an amount equal to the annual increases for that five-year period in the United States Average Consumer Price Index for all items, all urban consumers (CPI-U), as published by the Bureau of Labor Statistics of the U.S. Department of Labor, rounded to the nearest whole dollar.~~

~~No person shall be in violation of this policy if (i) the gift is not used by such person and the gift or its equivalent in money is returned to the donor or delivered to a charitable organization within a reasonable period of time upon the discovery of the value of the gift and is not claimed as a charitable contribution for federal income tax~~

~~purposes or (ii) consideration is given by the donee to the donor for the value of the gift within a reasonable period of time upon the discovery of the value of the gift provided that such consideration reduces the value of the gift to $100 or less.~~

~~3. **Awards to Employees for Exceptional Service**~~

~~Nothing herein shall be construed to prohibit or apply to the acceptance by a teacher or other employee of **[BLANK]** School Board of an award or payment in honor of meritorious or exceptional services performed by the teacher or employee and made by an organization exempt from federal income taxation pursuant to the provisions of Section 501(c)(3) of the Internal Revenue Code.~~

~~**Prohibited Conduct Regarding Contracts**~~

~~No School Board member or employee shall have a personal interest in (i) any contract with the School Board or (ii) any contract with any government agency which is subject to the ultimate control of the Board;~~

~~**Exceptions** - The above prohibition is **not** applicable to:~~
~~a Board member's personal interest in a contract of employment provided the employment first began prior to the member becoming a member of the School Board~~

- ~~an employee's own contract of employment~~
- ~~contracts for the sale by a governmental agency of services or goods at uniform prices available to the general public~~
- ~~a contract awarded to a member of the School Board as a result of competitive sealed bidding where the School Board has established a need for the same or substantially similar goods through purchases prior to the election or appointment of the member to serve on the School Board; however, the member shall have no involvement in the preparation of the specifications for such contract, and the remaining members of the School Board, by written resolution, shall state that it is in the public interest for the member to bid on such contract~~
- ~~the sale, lease or exchange of real property between a School Board member or employee and the School Board, provided the Board member or employee does not participate in any way as a Board member or employee in such sale, lease or exchange, and this fact is set forth as a matter of public record by the School Board or superintendent~~
- ~~the publication of official notices~~
- ~~contracts between the School Board and an officer or employee of the School Board when the total of such contracts between the School Board and the officer or employee of the School Board or a business controlled by the officer or employee does not exceed $5,000 per year or such amount exceeds $5,000 and is less than $25,000 but results from contracts arising from~~

~~awards made on a sealed bid basis, and such officer or employee has made disclosure as provided for in Va. Code § 2.2-3115[3]~~

- ~~an officer or employee whose sole personal interest in a contract with the governmental agency is by reason of income from the contracting firm or governmental agency in excess of $5,000 per year, provided the officer or employee or a member of his immediate family does not participate and has no authority to participate in the procurement or letting of such contract on behalf of the contracting firm and the officer or employee either does not have authority to participate in the procurement or letting of the contract on behalf of his governmental agency or he disqualifies himself as a matter of public record and does not participate on behalf of his governmental agency in negotiating the contract or in approving the contract~~
- ~~contracts between an officer's or employee's governmental agency and a public service corporation, financial institution or company furnishing public utilities in which the officer or employee has a personal interest provided the officer or employee disqualifies himself as a matter of public record and does not participate on behalf of his governmental agency in negotiating or approving the contract~~
- ~~contracts for the purchase of goods or services when the contract does not exceed $500~~
- ~~grants or other payment under any program wherein uniform rates for, or the amounts paid to, all qualified applicants are established solely by the administering governmental agency~~
- ~~an officer or employee whose sole personal interest in a contract with his own governmental agency is by reason of his marriage to his spouse who is employed by the same agency, if the spouse was employed by such agency for five or more years prior to marrying such officer or employee~~
- ~~employment contracts and other contracts entered into prior to August 1,1987, provided such contracts were in compliance with the Virginia Conflict of Interests Act (or the Comprehensive Conflict of Interests Act) at the time of their formation and thereafter. Those contracts shall continue to be governed by the provisions of the appropriate prior Act. The employment by the same governmental agency of an officer or employee and spouse or any other relative residing in the same household shall not be deemed to create a material financial interest except when one of the persons is employed in a direct supervisory and/or administrative position with respect to the spouse or other relative residing in his household and the annual salary of the subordinate is $35,000 or more~~

~~**FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.**~~

~~[3]This provision applies only to school boards in towns and cities with a population of less than 10,000. School boards in divisions in counties and in towns and cities with a population of 10,000 or more should delete this provision.~~

~~Prohibited Conduct Regarding Transactions~~

~~Each School Board member and School Board employee who has a personal interest in a transaction~~

~~a. shall disqualify himself from participating in the transaction if~~

~~(i) the transaction has application solely to property or a business or governmental agency in which he has a personal interest or a business that has a parent-subsidiary or affiliated business entity relationship with the business in which he has a personal interest, or~~

~~(ii) he is unable to participate pursuant to subdivision G.1.b, G.1.c., or G.1.d. of this policy.~~

~~Any disqualification under this subsection shall be recorded in the School Board's public records. The School Board member or employee shall disclose his personal interests as required by Va. Code § 2.2-3115.F and shall not vote or in any manner act on behalf of the School Board in the transaction. The member or employee shall not~~

~~(i) attend any portion of a closed meeting authorized by the Virginia Freedom of Information Act when the matter in which he has a personal interest is discussed; or~~

~~(ii) discuss the matter in which he has a personal interest with other governmental officers or employees at any time.~~

~~b. may participate in the transaction if he is a member of a business, profession, occupation, or group of three or more persons, the members of which are affected by the transaction, and he complies with the declaration requirements of Va. Code § 2.2-3115.H;~~

~~c. may participate in the transaction when a party to the transaction is a client of his firm if he does not personally represent or provide services to such client and he complies with the declaration requirements of Va. Code § 2.2-3115.I; or~~

~~d. may participate in the transaction if it affects the public generally, even though his personal interest, as a member of the public, may also be affected by that transaction.~~

~~1. Disqualification under this section shall not prevent any employee having a personal interest in a transaction in which his employer is involved from representing himself or a member of his immediate family in such transaction provided he does not receive compensation for such representation and provided he complies with the disqualification and relevant disclosure requirements of this policy.~~

~~2. If disqualifications under subsection 1.a. of this section leave less than the number required by law to act, the remaining member or members of the Board shall constitute a quorum for the conduct of business and have authority to act for the Board by majority vote, unless a unanimous vote of all members is~~

~~required by law, in which case authority to act shall require a unanimous vote of remaining members.~~

~~3. The provisions of this section shall not prevent a Board member or employee from participating in a transaction merely because such a Board member or employee is a defendant in a civil legal proceeding concerning such transaction.~~

~~**A. Disclosure Requirements**~~

~~1. School Board members[4] file, as a condition of assuming office, a disclosure statement of their personal interests and other information as is required on the form prescribed by the Council pursuant to Va. Code § 2.2-3117 and thereafter file such statement annually on or before February 1. The disclosure forms are filed and maintained as public records for five years in the office of the clerk of the School Board.~~

~~2. School Board members and employees required to file the Statement of Economic Interests who fail to file such form within the time period prescribed shall be assessed a civil penalty of $250. The clerk of the School Board shall notify the attorney for the Commonwealth for the locality of any School Board member's or employee's failure to file the required form and the attorney for the Commonwealth shall assess and collect the civil penalty. The clerk shall notify the attorney for the Commonwealth within 30 days of the deadline for filing.~~

~~3. Any Board member or employee who is disqualified from participating in a transaction under Section G.1.a. of this policy, or otherwise elects to disqualify himself, shall forthwith make disclosure of the existence of his interest, including the full name and address of the business and the address or parcel number for the real estate if the interest involves a business or real estate and such disclosure shall be reflected in the School Board's public records in the division superintendent's office for a period of five (5) years.~~

~~4. Any Board member or employee who is required to disclose his interest under Section G.1.b. of this policy shall declare his interest by stating:~~

- ~~the transaction involved;~~
- ~~the nature of the Board member's or employee's personal interest affected by the transaction;~~
- ~~that he is a member of a business, profession, occupation or group the members of which are affected by the transaction; and~~

~~**FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.**~~

~~[4] This provision applies to school board members in counties, cities and towns with populations in excess of 3,500. Other divisions should not include this provision in their policy.~~

- ~~that he is able to participate in the transaction fairly, objectively, and in the public interest.~~

~~The Board member or employee shall either make his declaration orally to be recorded in written minutes of the Board or file a signed written declaration with the clerk of the Board, who shall, in either case, retain and make available for public inspection such declaration for a period of five years from the date of recording or receipt. If reasonable time is not available to comply with the provisions of this subsection prior to participation in the transaction, the Board member or employee shall prepare and file the required declaration by the end of the next business day. The Board member or employee shall also orally disclose the existence of the interest during each School Board meeting at which the transaction is discussed and such disclosure shall be recorded in the minutes of the meeting.~~

~~5. A Board member or employee who is required to declare his interest pursuant to subdivision G.1.c. of this policy shall declare his interest by stating~~

~~(i) the transaction involved;~~
~~(ii)(i) that a party to the transaction is a client of his firm;~~
~~(iii)(i) that he does not personally represent or provide services to the client; and~~
~~(iv)(i) that he is able to participate in the transaction fairly, objectively and in the public interest.~~

~~The Board member or employee shall either make his declaration orally to be recorded in written minutes of the Board or file a signed written declaration with the clerk of the Board who shall, in either case, retain and make available for public inspection such declaration for a period of five years from the date of recording or receipt. If reasonable time is not available to comply with the provisions of this subsection prior to participation in the transaction, the Board member or employee shall prepare and file the required declaration by the end of the next business day.~~

~~**Release of Disclosure Forms**~~

~~A clerk of the School Board who releases any disclosure form shall redact from the form any residential address, personal telephone number, email address, or signature contained on such form.~~

~~**Deadlines and Coverage Periods for**~~**Filing of Disclosure of Economic Interests**~~**Forms**~~

Each School Board member[5] must file a disclosure statement of their personal interests and other information with the Virginia Conflict of Interest and Ethics Advisory Council on or before February 1 of the year they assume office and thereafter file such statement annually on or before February 1. Members shall disclose their personal interests and other information as required on the form prescribed by the Council for the preceding calendar year complete through December 31. ~~A School Board member or employee required to file an annual disclosure on or before February 1~~

The clerk is responsible for coordinating the electronic[6] filing of disclosure statements. ~~shall disclose his personal interests and other information as required on the form prescribed by the Council for the preceding calendar year complete through December 31.~~

~~An School Board member or employee required to file a disclosure as a condition to assuming office or employment shall file such disclosure on or before the day such office or position of employment is assumed and disclose his personal interests and other information as required on the form prescribed by the Council for the preceding 12-month period complete through the last day of the month immediately preceding the month in which the office or position of employment is assumed; however, any School Board member or employee who assumes office or a position of employment in January shall be required to only file an annual disclosure on or before February 1 for the preceding calendar year complete through December 31.~~

~~When the deadline for filing any disclosure falls on a Saturday, Sunday or legal holiday, the deadline for filing shall be the next day that is not a Saturday, Sunday or legal holiday.~~Failure to file required disclosure forms may subject a member to penalties under the law.

~~Release of Disclosure Forms~~

~~A clerk of the School Board who releases any disclosure form shall redact from the form any residential address, personal telephone number, email address, or signature contained on such form.~~

~~Training Requirements for School Board Members~~

FOOTNOTE IS FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM THE FINAL POLICY.

[5] Va. Code § 2.2-3115 mandates that the members of every governing body and school board of each county and city and of towns with populations in excess of 3,500 are required to file with the Council. Smaller divisions do not need to include this section in their policy.

[6] Va. Code § 2.2-3115 was amended in 2026 to require electronic filing of the disclosure forms. All forms will be maintained as a public record for five years in the Office of the Council.

~~Each school board member completes the training session provided by the Council within two months after assuming office and thereafter at least once during each consecutive period of two calendar years while holding office.~~

~~The clerk of the School Board maintains records indicating school board members subject to the training requirement and the dates of their completion of training sessions. Such records are maintained as public records for five years in the clerk's office.~~

Advisory Opinions

School Board members ~~or employees subject to the Act~~ may request and rely in good faith on~~seek~~ written opinions regarding the Act from:

- ~~-~~the local Commonwealth's attorney;
- the local **[SELECT ONE: county, city or town]** attorney; or
- the Virginia Conflict of Interest and Ethics Advisory Council.

~~Good faith reliance on any such written opinion of the Commonwealth Attorney or a formal opinion or written informal advice of the Council made in response to a written request for such opinion or advice regardless of whether such opinion or advice is later withdrawn, provided that the alleged violation occurred prior to the withdrawal of the opinion or advice~~When seeking a written opinion, School Board members must fully disclose all the facts to obtain the protections afforded by law.

~~bars prosecution for a knowing violation of the Act provided the opinion was made after a full disclosure of the facts. If the School Board member or employee relies on the opinion of the attorney for the Commonwealth in a prosecution for a knowing violation of the Act, the written opinion of the attorney for the Commonwealth shall be a public record and shall be released upon request. An opinion of the [**SELECT ONE:** county, city or town] attorney may be introduced at trial as evidence that the School Board member or employee did not knowingly violate the Act.~~

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 2.2-3100 et seq., § 2.2-3704, 22.1-78~~1~~, ~~2.2-3102, 2.2-3103, 2.2-3103.2, 2.2-3104.1, 2.2-3108, 2.2-3109, 2.2-3110, 2.2-3112, 2.2-3115, 2.2-3118.2, 2.2-3119, 2.2-3121, 2.2-3124, 2.2-3132 and 30-356.~~

Cross Ref.:		
	CBCA	Disclosure Statement Required of Superintendent
	GAH	School Division Employee Conflict of Interests
	GCCB	Employment of Family Members

SCHOOL BOARD MEMBER CONFLICT OF INTERESTS

Policy Statement

The Tazewell County School Board is committed to maintaining public confidence in the integrity and impartiality of the Board and emphasizes that the Virginia State and Local Government Conflict of Interests Act ("COIA") applies to all members of the Tazewell County School Board. Members will maintain the highest ethical standards in the conduct of public business to include recognizing and managing situations where personal interests may interfere with official duties.

Copy of Virginia State and Local Government Conflict of Interests Act

The Superintendent ensures that each School Board member is furnished with a copy of the Virginia COIA within two weeks following the person's election, reelection, appointment, or reappointment to office. Every member must familiarize themselves with the requirements of the Virginia COIA.

Training Requirement

Each School Board member is required to complete conflict of interest training provided by the Virginia Conflict of Interest and Ethics Advisory Council, as required by Virginia Code § 2.2-3132. Such training must be completed within two months of assuming office and thereafter at least once during each consecutive period of two calendar years while holding office.

The clerk maintains records identifying School Board members subject to the training requirement and the dates that each member completed the training. Such records are maintained as public records for five years in the office of the clerk.

Prohibited Conduct

School Board members must perform their official duties in a manner that avoids conflicts between personal interests and official responsibilities, refrains from using their public office for personal gain, and complies with the Virginia COIA and other applicable law.

School Board members must comply with the contractual conflict provisions of the Virginia COIA.

Prohibited Gifts

School Board members must comply with the gift limitations and restrictions imposed by the Virginia COIA. This includes restrictions on gifts from lobbyists and

parties seeking contracts with the division. Members, and members of their immediate family, may accept gifts that fall under the exceptions provided in Virginia COIA.

Disclosure and Abstention Requirements

Any School Board member who has a personal interest in a transaction or any matter before the School Board must disclose such interest as required by Virginia Code § 2.2-3112, and when required, must disqualify themselves from participating in the specific matter, to include abstention from voting.

Any member participation in a matter in which they have a personal interest is governed by Virginia Code § 2.2-3112.

The School Board member shall disclose the existence of an interest orally or in writing, and the clerk shall record such disclosure in the minutes. If reasonable time is not available to comply with the provisions of this subsection prior to participation in the transaction, the member must file the required declaration by the end of the next business day. The School Board member shall also orally disclose the existence of the interest during each meeting at which the transaction is discussed, and such disclosure shall be recorded in the minutes of the meeting.

Filing of Disclosure of Economic Interests

Each School Board member must file a disclosure statement of their personal interests and other information with the Virginia Conflict of Interest and Ethics Advisory Council on or before February 1 of the year they assume office and thereafter file such statement annually on or before February 1. Members shall disclose their personal interests and other information as required on the form prescribed by the Council for the preceding calendar year complete through December 31.

The clerk is responsible for coordinating the electronic filing of disclosure statements.

Failure to file required disclosure forms may subject a member to penalties under the law.

Advisory Opinions

School Board members may request and rely in good faith on written opinions regarding the Act from:

- the local Commonwealth’s attorney;
- the local county attorney; or
- the Virginia Conflict of Interest and Ethics Advisory Council.

When seeking a written opinion, School Board members must fully disclose all the facts to obtain the protections afforded by law.

Adopted: July 13, 2026

Legal Ref.: Code of Virginia, 1950, as amended, §§ 2.2-3100 et seq., § 2.2-3704, 22.1-78

Cross Ref.:

CBCA	Disclosure Statement Required of Superintendent
GAH	School Division Employee Conflict of Interests
GCCB	Employment of Family Members

SCHOOL BOARD ORGANIZATIONAL MEETING

The **[BLANK]** School Board holds an organizational meeting annually.

At that meeting the Board:

- establishes its regular meeting schedule for the following year;
- elects one of its members as chair;
- approves a designee of the superintendent to attend meetings of the School Board in case of the superintendent's absence or inability to attend; and
- appoints, on the recommendation of the superintendent, a clerk of the School Board.

Upon election, the chair immediately assumes office and presides over the remainder of the meeting.

In addition, the Board

- may elect one of its members as vice-chair and
- may appoint a deputy clerk.

The vice-chair and deputy clerk, if any, are empowered to act in all matters in case of the absence or inability to act of the chair or clerk, respectively, or as otherwise provided by the Board.

The terms of the chair, clerk, vice-chair, and deputy clerk are one year.

The Board's annual organizational meeting is held in _____.[1]

Adopted:

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FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[1] Each school board should fill in this blank with either "January" or "July."

- Boards which serveserving a city or town constituting a school division, regardless of whether their members are appointed, elected, or any combination thereof, may hold their organizational meeting in either January or July.
-
- Boards which serveserving a county constituting a school division and which consist entirely of appointed members must hold their organizational meetings in July.
-
- BSchool boards which serveserving a county constituting a school division and which consist, in whole or in part, of elected members may hold their organizational meeting in either January or July.

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-72, 22.1-76.

Cross Ref.: BCB School Board Officials

SCHOOL BOARD ORGANIZATIONAL MEETING

The Tazewell County School Board holds an organizational meeting annually.

At that meeting the Board:

- establishes its regular meeting schedule for the following year;
- elects one of its members as chair;
- approves a designee of the superintendent to attend meetings of the School Board in case of the superintendent's absence or inability to attend; and
- appoints, on the recommendation of the superintendent, a clerk of the School Board.

Upon election, the chair immediately assumes office and presides over the remainder of the meeting.

In addition, the Board

- may elect one of its members as vice-chair and
- may appoint a deputy clerk.

The vice-chair and deputy clerk, if any, are empowered to act in all matters in case of the absence or inability to act of the chair or clerk, respectively, or as otherwise provided by the Board.

The terms of the chair, clerk, vice-chair, and deputy clerk are one year.

The Board's annual organizational meeting is held in January.

Adopted: July 13, 2026

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_____

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-72, 22.1-76.

Cross Ref.: BCB School Board Officials

~~—~~REGULAR SCHOOL BOARD MEETINGS

The School Board transacts all business at School Board meetings. ~~The School Board does not vote by secret or written ballot.~~ ~~However, n~~Nothing in this policy prohibits a person ~~separately~~ from contacting ~~the membership~~an individual School Board member, ~~or any part thereof, of the School Board~~ for the purpose of ascertaining a member's position with respect to the transaction of public business, whether such contact is done in person, by telephone, or by electronic communication, provided the contact ~~is done on a basis~~does not circumvent the requirements of ~~that does not constitute a meeting under~~ a properly held meeting under the~~the~~ Virginia Freedom of Information Act (VFOIA).~~—~~

All meetings of the School Board are open to the public, except as otherwise permitted by law. The School Board does not vote by secret or written ballot.

No meeting is conducted through telephonic, video, ~~electronic~~ or other electronic communication means where the members are not physically assembled to discuss or transact public business, except as permitted by VFOIA and implemented~~provided~~ in Policy **[INSERT DIVISION POLICY ON ELECTRONIC PARTICIPATION IN BOARD MEETINGS; (VSBA SAMPLE POLICY BDD) ~~"*Electronic Participation in Meetings from Remote Location*"~~]**s.~~.~~

The School Board gives notice of its meetings in accordance with **[INSERT DIVISION POLICY ON NOTIFICATION OF MEETINGS (VSBA SAMPLE POLICY BDDA ~~*Notification of Meetings*~~")]**.

At least one copy of the proposed agenda and all agenda packets and, unless exempt, all materials furnished to the members of the School Board for a meeting are made available for public inspection at the same time such documents are furnished to the members of the ~~School~~ Board. The public agenda is posted on the official School Board website prior to the meeting.

No final action is taken on items added to the agenda after the meeting commences unless it is a time-sensitive matter or the subject of a properly identified closed meeting pursuant to VFOIA. For purposes of this section, "final action" means a vote, adjudication, or other formal action taken by the School Board that completes a matter or acts as final consideration of an item. "Final action" does not include:

- referral to a committee or advisory body;
- referral to a future meeting for action;
- direction to the staff to provide further information; **or**
- issuance of a commending or memorial proclamation.

Any person may photograph, film, record, or otherwise reproduce any portion of an open meeting. The School Board may adopt rules governing the placement and use of equipment necessary for broadcasting, photographing, filming, or recording a meeting to prevent interference with the proceedings, but does not prohibit or otherwise prevent any person from photographing, filming, recording, or otherwise reproducing any portion of an open meeting. The School Board does not conduct any open meeting in any building or facility where such recording devices are prohibited.

Minutes of all regular School Board meetings are recorded in accordance with P**[INSERT DIVISION POLICY ON MINUTES (VSBA Sample PolicySAMPLE POLICY is olicy BDDG "*Minutes*")]**.

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 2.2-3707, 2.2-3708.2, 2.2-3710, 22.1-72, and 22.1-74.

Cross Refs.:

KC	Community Involvement in Decision Making
BCA	Board Organizational Meetings
BDD	Electronic Participation in School Board Meetings from Remote Locations
BDDA	Notification of Meetings
BDDG	Minutes
BDDL (Optional)	Electronic Participation in Committee Meetings from Remote Locations (Optional)

REGULAR SCHOOL BOARD MEETINGS

The School Board transacts all business at School Board meetings. Nothing in this policy prohibits a person from contacting an individual School Board member, for the purpose of ascertaining a member's position with respect to the transaction of public business, whether such contact is done in person, by telephone, or by electronic communication, provided the contact does not circumvent the requirements of a properly held meeting under the Virginia Freedom of Information Act (VFOIA).

All meetings of the School Board are open to the public, except as otherwise permitted by law. The School Board does not vote by secret or written ballot.

No meeting is conducted through telephonic, video, or other electronic communication means where the members are not physically assembled to discuss or transact public business, except as permitted by VFOIA and implemented in Policy BDD.

The School Board gives notice of its meetings in accordance with Policy BDDA.

At least one copy of the proposed agenda and all agenda packets and, unless exempt, all materials furnished to the members of the School Board for a meeting are made available for public inspection at the same time such documents are furnished to the members of the Board. The public agenda is posted on the official School Board website prior to the meeting.

No final action is taken on items added to the agenda after the meeting commences unless it is a time-sensitive matter or the subject of a properly identified closed meeting pursuant to VFOIA. For purposes of this section, "final action" means a vote, adjudication, or other formal action taken by the School Board that completes a matter or acts as final consideration of an item. "Final action" does not include:

- referral to a committee or advisory body;
- referral to a future meeting for action;
- direction to the staff to provide further information; **or**
- issuance of a commending or memorial proclamation.

Any person may photograph, film, record, or otherwise reproduce any portion of an open meeting. The School Board may adopt rules governing the placement and use of equipment necessary for broadcasting, photographing, filming, or recording a meeting to prevent interference with the proceedings, but does not prohibit or otherwise prevent any person from photographing, filming, recording, or otherwise reproducing any portion of an open meeting. The School Board does not conduct any open meeting in any building or facility where such recording devices are prohibited.

Minutes of all regular School Board meetings are recorded in accordance with Policy BDDG.

Adopted: July 13, 2026

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 2.2-3707, 2.2-3708.2, 2.2-3710, 22.1-72, 22.1-74.

Cross Ref.:

KC	Community Involvement in Decision Making
BCA	Board Organizational Meetings
BDD	Electronic Participation in School Board Meetings from Remote Locations
BDDA	Notification of Meetings
BDDG	Minutes
BDDL	Electronic Participation in Committee Meetings from Remote Locations (Optional)

POLICY IMPLEMENTATION

Development of Regulations

The School Board authorizes the ~~s~~Superintendent to create and update regulations necessary to carry out the policies adopted by the Board. If Board action is required by law or the Board asks that certain regulations or types of regulations be approved by the Board, the ~~s~~Superintendent will present those regulations to the Board for action. The ~~s~~Superintendent makes all regulations available to School Board members, division employees, and the public and sees that the regulations are placed in the School Board Policy Manual or are kept and published with the Policy Manual.

Dissemination of Policies and Regulations

Administrators and supervisors are responsible for informing staff members of all newly adopted or revised policies and regulations.

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-23.3, 22.1-70, 22.1-78, 22.1-79.

Cross Ref.: BF ——— Board Policy Manual
BFC ——— Policy Adoption

POLICY IMPLEMENTATION

Development of Regulations

The School Board authorizes the Superintendent to create and update regulations necessary to carry out the policies adopted by the Board. If Board action is required by law or the Board asks that certain regulations or types of regulations be approved by the Board, the Superintendent will present those regulations to the Board for action. The Superintendent makes all regulations available to School Board members, division employees, and the public and sees that the regulations are placed in the School Board Policy Manual or are kept and published with the Policy Manual.

Dissemination of Policies and Regulations

Administrators and supervisors are responsible for informing staff members of all newly adopted or revised policies and regulations.

Adopted: July 13, 2026

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_____

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-23.3, 22.1-70, 22.1-78, 22.1-79.

Cross Ref.:

BF	Board Policy Manual
BFC	Policy Adoption

THREAT ASSESSMENT TEAMS

Purpose

Each school must ~~establish~~have a threat assessment team to assess and intervene with individuals whose behavior may pose a threat to the safety of school staff or students. Such teams must operate consistently with the model policies developed by the Virginia Center for School and Campus Safety (the Center) including procedures for referrals to community services boards or health care providers for evaluation or treatment when appropriate.

Optional Oversight Committee[1]

The Superintendent may establish a division-level committee, or designate an existing committee, to perform oversight of the division's threat assessment teams. The committee must include individuals with expertise in human resources, education, counseling, instruction, school administration, mental health, and law enforcement. Additionally, in schools that employ a school resource officer, at least one such school resource officer, as determined by the Superintendent.

Establishment of Threat Assessment Teams

The S~~s~~uperintendent ~~establishes~~ must establish a threat assessment team for each school. Teams may serve one or more schools as determined by the S~~s~~uperintendent~~. The teams assess and intervene with individuals whose behavior may pose a threat to the safety of school staff or students consistent with the model policies developed by the Virginia Center for School and Campus Safety including procedures for referrals to community services boards or health care providers for evaluation or treatment when appropriate~~. The team must include individuals with expertise in counseling, instruction, school administration, and law enforcement,

~~Each team includes persons with expertise in counseling, instruction, school administration and law enforcement,~~ and in schools in which a school resource officer is employed, at least one such school resource officer.~~.~~

Each team:

- provides guidance to students, faculty, and staff regarding recognition of threatening or aberrant behavior that may represent a threat to the community, school, or self;
- identifies members of the school community to whom threatening behavior should be reported; **and**
- implements policies adopted by the School Board.

FOOTNOTE IS FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM THE FINAL POLICY.

[1] The establishment or designation of a committee is permissible, not mandatory, under Va. Code § 22.1-79.4(B).

Training of Threat Assessment Team Members

All nNew threat assessment team members must complete an initial threat assessment training and. All members of a all threat assessment team member must s complete refresher threat assessment trainingtraining every three years.

Training must include specific training on the use of emergency substantial risk orders and substantial risk orders in accordance with Va. Code § 19.2-152.13, *et seq*. to address the risk of harm to self or others posed by a student's access to a firearm.

Information Sharing Each team

- provides guidance to students, faculty and staff regarding recognition of threatening or aberrant behavior that may represent a threat to the community, school or self;
- identifies members of the school community to whom threatening behavior should be reported; and
- implements policies adopted by the School Board.

A principal, or another division employee, who has received information that a juvenile is a suspect in or has been charged with certain violations of law pursuant to Va. Code § 16.1-301 may provide such information to a threat assessment team. No member of a threat assessment team may disclose any such information or use such information for any purpose other than evaluating threats to students and school personnel.

Threat assessment team members must maintain confidentiality regarding such information, and it may only be used solely for evaluating threats to students and school personnel.

Threat Determination and Notification

Upon a preliminary determination that a student poses a threat of violence or physical harm to self or others, a threat assessment team immediately reports its determination to the Ssuperintendent or Ssuperintendent's designee. The Ssuperintendent or Ssuperintendent's designee immediately attempts to notify the student's parent or legal guardian.

and shall provide, Eeither in such the initial attempt to notify the student's parent or legal guardian, or through a separatea subsequent communication to the student's parent or legal guardian made as soon as practicable thereafter, the Superintendent or Superintendent's designee must provide the parents . Such materials:

will address recognition of and strategies for responding to behavior indicating that a student poses a threat of violence or physical harm to self or others,

~~must include~~with information on the legal requirements in Va. Code § 19.2-152.13 relating to emergency substantial risk orders and Va. Code § 18.2-56.2 relating to the safe storage of firearms in the presence of minors. The materials may also ~~; and may~~ include guidance on best practices and strategies for limiting a student's access to lethal means, including firearms, and medications.

~~Nothing in this policy precludes school division personnel from acting immediately to address an imminent threat.~~

Upon a preliminary determination by the threat assessment team that an individual poses a threat of violence to self or others or exhibits significantly disruptive behavior or need for assistance, a threat assessment team may obtain criminal history record information, as provided in Va. Code §§ 19.2-389 and 19.2-389.1, and health records, as provided in Va. Code § 32.1-127.1:03. No member of a threat assessment team rediscloses any criminal history record information or health information obtained pursuant to this policy or otherwise uses any record of an individual beyond the purpose for which such disclosure was made to the threat assessment team.

Immediate Action

Nothing in this policy precludes school division personnel from ~~acting~~ taking immediate action~~ly~~ to address an imminent threat.

Reporting

Each threat assessment team collects and reports to ~~the Virginia Center for School and Campus Safety (~~the Center~~)~~ quantitative data on its activities using the Center's case management tool. ~~developed by the Center.~~

~~The superintendent may establish a committee to oversee the threat assessment teams or may assign the oversight of the teams to an existing committee. If such a committee is established, it will include individuals with expertise in human resources, education, school administration, mental health and law enforcement.~~

Adopted:

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Legal Ref~~s~~.: Code of Virginia, 1950, as amended, §§ 16.1-301, 18.2-56.2, 22.1-79.4.

Cross Ref~~s~~.: BCF Advisory Committees to the School Board
CLA Reporting Acts of Violence and Substance Abuse
EB School Crisis, Emergency Management and Medical Emergency Response Plan

GBGB	Wearable Panic Alarm for Staff (Optional)
JFC	Student Conduct
JFCD	Weapons in School
JFCI	Substance Abuse-Student Assistance Program
JGD/JGE	Student Suspension/Expulsion
JGDA	Disciplining Students with Disabilities
JFCC	Student Conduct on School Buses
JFCD/KGBA	Weapons on School Property
JFCE	Gang Activity or Association
JHH	Suicide Prevention
JM	Restraint and Seclusion of Students
JO	Student Records
KNAJ	Relations with Law Enforcement Authorities

THREAT ASSESSMENT TEAMS

Purpose

Each school must have a threat assessment team to assess and intervene with individuals whose behavior may pose a threat to the safety of school staff or students. Such teams must operate consistently with the model policies developed by the Virginia Center for School and Campus Safety (the Center) including procedures for referrals to community services boards or health care providers for evaluation or treatment when appropriate.

Optional Oversight Committee

The Superintendent may establish a division-level committee, or designate an existing committee, to perform oversight of the division's threat assessment teams. The committee must include individuals with expertise in human resources, education, counseling, instruction, school administration, mental health, and law enforcement. Additionally, in schools that employ a school resource officer, at least one such school resource officer, as determined by the Superintendent.

Establishment of Threat Assessment Teams

The Superintendent must establish a threat assessment team for each school. Teams may serve one or more schools as determined by the Superintendent. The team must include individuals with expertise in counseling, instruction, school administration, and law enforcement, and in schools in which a school resource officer is employed, at least one such school resource officer.

Each team:

- provides guidance to students, faculty, and staff regarding recognition of threatening or aberrant behavior that may represent a threat to the community, school, or self;
- identifies members of the school community to whom threatening behavior should be reported; **and**
- implements policies adopted by the School Board.

Training of Threat Assessment Team Members

All new threat assessment team members must complete an initial threat assessment training. All members of a threat assessment team member must complete refresher training every three years.

Training must include specific training on the use of emergency substantial risk orders and substantial risk orders in accordance with Va. Code § 19.2-152.13, *et seq*. to address the risk of harm to self or others posed by a student's access to a firearm.

Information Sharing

A principal, or another division employee, who has received information that a juvenile is a suspect in or has been charged with certain violations of law pursuant to Va. Code § 16.1-301 may provide such information to a threat assessment team.

Threat assessment team members must maintain confidentiality regarding such information, and it may only be used solely for evaluating threats to students and school personnel.

Threat Determination and Notification

Upon a preliminary determination that a student poses a threat of violence or physical harm to self or others, a threat assessment team immediately reports its determination to the Superintendent or Superintendent's designee. The Superintendent or Superintendent's designee immediately attempts to notify the student's parent or legal guardian.

Either in the initial attempt to notify the student's parent or legal guardian, or through a subsequent communication to the student's parent or legal guardian made as soon as practicable thereafter, the Superintendent or Superintendent's designee must provide the parents with information on the legal requirements in Va. Code § 19.2-152.13 relating to emergency substantial risk orders and Va. Code § 18.2-56.2 relating to the safe storage of firearms in the presence of minors. The materials may also include guidance on best practices and strategies for limiting a student's access to lethal means, including firearms, and medications.

Upon a preliminary determination by the threat assessment team that an individual poses a threat of violence to self or others or exhibits significantly disruptive behavior or need for assistance, a threat assessment team may obtain criminal history record information, as provided in Va. Code §§ 19.2-389 and 19.2-389.1, and health records, as provided in Va. Code § 32.1-127.1:03. No member of a threat assessment team rediscloses any criminal history record information or health information obtained pursuant to this policy or otherwise uses any record of an individual beyond the purpose for which such disclosure was made to the threat assessment team.

Immediate Action

Nothing in this policy precludes school division personnel from taking immediate action to address an imminent threat.

Reporting

Each threat assessment team collects and reports to the Center quantitative data on its activities using the Center's case management tool.

Adopted: July 13, 2026

Legal Ref.: Code of Virginia, 1950, as amended, §§ 16.1-301, 18.2-56.2, 22.1-79.4.

Cross Ref.:

BCF	Advisory Committees to the School Board
CLA	Reporting Acts of Violence and Substance Abuse
EB	School Crisis, Emergency Management and Medical Emergency Response Plan
JFC	Student Conduct
JFCD	Weapons in School
JFCI	Substance Abuse-Student Assistance Program
JGD/JGE	Student Suspension/Expulsion
JGDA	Disciplining Students with Disabilities
JFCC	Student Conduct on School Buses
JFCD/KGBA	Weapons on School Property
JFCE	Gang Activity or Association
JHH	Suicide Prevention
JM	Restraint and Seclusion of Students
JO	Student Records
KNAJ	Relations with Law Enforcement Authorities

~~SPECIAL~~ USE OF SCHOOL BUSES

Purpose

The School Board recognizes that s~~use of s~~chool buses are public assets and, when not used for their primary use, ~~for purposes other than transporting children to and from school for the regular school hours~~may be used in a manner that supports community needs and maximizes the efficient use of public resources. This policy establishes guidelines for such use consistent with the law and fiscal principles.

Student Transportation

Division school buses are primarily used for the transportation of students to and from school during regular school hours, including for specialty programs, and for school-sponsored activities.

Extracurricular Activities

School buses may be used for other purposes when not needed for student transportation purposes with approval of the Superintendent or Superintendent's designee in accordance with division regulations pertaining to such use. When student transportation is provided for field trips and other programs, the School Board may accept contributions for such transportation.[1]
~~and for extracurricular activities is permitted with prior approval of the superintendent and in accordance with the superintendent's regulations pertaining to field trips.~~

Authorized Agreements

The School Board may enter into agreements with nonpublic schools within the division to provide student transportation to and from school and for school field trips in accordance with division regulations.[2]

~~In addition, T~~the School Board may also enter into agreements with the following entities, as described in Va. Code § 22.1-182:

- a third-party logistics company;
- the governing body of a county, city, or town in the school division;

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM THE FINAL POLICY.

[1] The School Board may remove the last sentence of this paragraph if they do not want the option of accepting monetary contributions.

[2] Va. Code § 22.1-176.1 permits school boards to enter into agreements to transport nonpublic school pupils. Local regulations should be established and consider arrangements relating to cost-sharing, fees, insurance, and liability. If school boards do not want to provide transportation for non-public students, it may remove this sentence.

- any state agency; **and**
- any federal agency identified in statute.

Such use must be for a public purpose or other community use and is subject to the following limitations and requirements:

- ~~with any third-party logistics company, its appropriating body, or any state agency or any federal agency established or identified pursuant 42 U.S.C. § 3001 et seq. providing for the use of the school buses of the division by such company, body or agency for public purposes, including transportation for the elderly or private purposes, T~~except that such third-party logistics companies~~ may~~ cannot use the school buses to provide transportation of passengers for compensation or for residential delivery of products for compensation;~~.~~
- Each ~~such~~ agreement ~~shall~~ must provide for reimbursing the School Board in full for the proportionate share of ~~any and all~~all costs, both fixed and variable~~, of such buses~~ incurred by the School Board attributable to the use of such buses pursuant to the ~~such~~ agreement;~~.~~
- Each agreement ~~Each such agreement~~ must require the third-party logistics company, appropriating body, or agency to supply insurance on the school bus that meets the minimum requirements in Va. Code § 22.1-190, or, in the case of a governing body, the agreement must require the governing body to reimburse the School Board for the proportionate share of any insurance costs, both fixed and variable, incurred from the use of the school buses per the agreement; **and**~~.~~
- The third-party logistics company, appropriating body, or state or federal agency, shall indemnify and hold harmless the School Board ~~the School Board~~ by virtue of use of such buses pursuant to an agreement.

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-176, 22.1-176.1, 22.1-182, 22.1-190.

Cross Ref.: EEAB School Bus Safety and Routing
EEAC School Bus Safety Program
IICA ~~———~~Field Trips

USE OF SCHOOL BUSES

Purpose

The School Board recognizes that school buses are public assets and, when not used for their primary use, may be used in a manner that supports community needs and maximizes the efficient use of public resources. This policy establishes guidelines for such use consistent with the law and fiscal principles.

Student Transportation

Division school buses are primarily used for the transportation of students to and from school during regular school hours, including for specialty programs, and for school-sponsored activities.

Extracurricular Activities

School buses may be used for other purposes when not needed for student transportation purposes with approval of the Superintendent or Superintendent's designee in accordance with division regulations pertaining to such use. When student transportation is provided for field trips and other programs, the School Board may accept contributions for such transportation.

Authorized Agreements

The School Board may also enter into agreements with the following entities, as described in Va. Code § 22.1-182:

- a third-party logistics company;
- the governing body of a county, city, or town in the school division;
- any state agency; **and**
- any federal agency identified in statute.

Such use must be for a public purpose or other community use and is subject to the following limitations and requirements:

- Third-party logistics companies cannot use the school buses to provide transportation of passengers for compensation or for residential delivery of products for compensation;
- Each agreement must provide for reimbursing the School Board in full for the proportionate share of all costs, both fixed and variable, incurred by the School Board attributable to the use of such buses pursuant to the agreement;
- Each agreement must require the third-party logistics company, appropriating body, or agency to supply insurance on the school bus that meets the minimum requirements in Va. Code § 22.1-190, or, in the case of a governing body, the agreement must require the governing body to reimburse the School Board for

the proportionate share of any insurance costs, both fixed and variable, incurred from the use of the school buses per the agreement; **and**

- The third-party logistics company, appropriating body, or state or federal agency, shall indemnify and hold harmless the School Board from any and all liability of by virtue of use of such buses pursuant to an agreement.

Adopted: July 13, 2026

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-176, 22.1-176.1, 22.1-182, 22.1-190.

Cross Ref.:

EEAB	School Bus Safety and Routing
EEAC	School Bus Safety Program
IICA	Field Trips

FOOD SERVICES

Generally

The **[BLANK]** School Board is committed to providing all students access to nutritious meals in a manner that is consistent with applicable federal and state laws and does not stigmatize any student.

The School Division participates in federal school nutrition programs including the National School Lunch Program, National School Breakfast Program, and the Special Milk Program, as available and approved.[1]

The School Division must comply with all applicable federal and state requirements governing the sale and service of competitive foods, as defined by the U.S. Department of Agriculture (USDA) and the Virginia Board of Education, on school campuses during the school day.[2]

Meal Charges

Students who do not have funds at the time of service may be permitted to charge meals in accordance with procedures established by the Superintendent. The Superintendent shall develop procedures governing meal charging limits, account balances, and division notification and collection practices, consistent with federal and state legal requirements and applicable USDA guidance.

Meal charge procedures must be implemented in a manner that ensures compliance with federal and state child nutrition program requirements and avoids stigmatization of any student.

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE DELETED FROM FINAL POLICY.

[1] If the division does not participate in all three programs, the policy should be adapted accordingly. Virginia law requires school boards to establish a school breakfast program in any school in which twenty-five percent or more of enrolled children were approved eligible to receive free or reduced-price meals in the federally funded lunch program during the previous school year. Virginia law also requires school boards in divisions which contain any school that has a minimum identified percentage of 40 percent in the prior school year and is consequently eligible to participate in the Community Eligibility Provision (CEP) administered by the U.S. Department of Agriculture Food and Nutrition Service (FNS) to apply to FNS to participate in CEP for each such school.

[2] School boards may impose additional restrictions on competitive foods, if they are not inconsistent with federal regulations.

School Meal Debt

The School Board prohibits any practice that stigmatizes or punishes a student for unpaid meals or debt.

Employees of **[BLANK]** School Board ~~do~~ must not require a student who ~~cannot~~ is unable to pay for a meal at school or who ~~owes a~~has accrued school meal debt[3] to throw away or discard a meal after it has been served ~~to the student~~, perform~~do~~ chores or other work to pay for ~~such~~ meals, or wear a wristband or hand stamp as an indicator of school meal debt~~d or hand stamp~~.

~~The School Board does not file lawsuits against a student or the student's parent because the student cannot pay for a meal at school or owes a school debt.~~

Neither the ~~BLANK~~ School Board nor any employee of the Board ~~denies~~ will deny any student the opportunity to participate in any school-sponsored extracurricular activity because the student cannot pay for a meal or has unpaid school meal debt.~~at school or owes a school meal debt.~~[4]

~~The BLANK school division~~ [5] ~~provides free and reduced price breakfasts, lunches and milk to students according to the terms of the National School Lunch Program, the National School Breakfast Program and the Special Milk Program.~~[6] The School Board may accept and administer donations or other funds for the purpose of eliminating or offsetting any school meal debt at any time and will use any such funds solely for such purpose, consistent with federal and state law and applicable USDA guidance.[7]

The School Board does not initiate legal action against a student or the student's parent for unpaid school debt.

If any school in the division has a student population that qualifies for free and reduced-price meals at a minimum percentage of 50 percent in the prior school year and simultaneously offers educational or enrichment activities, the School Board ~~applies~~ should seek to participate, as eligible and approved, in the ~~to the Virginia Department of Education for such school to participate in the~~ Afterschool Meal Program administered by the U.S. Department of Agriculture Food and Nutrition (FNS) Child and Adult Care Food Program (CACFP). ~~to subsequently and simultaneously serve federally~~

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE DELETED FROM FINAL POLICY.

[3] If the division does not permit students to accrue school meal debt, it should not adopt the last seven words of this sentence.

[7] School boards are not required to solicit and receive such donations or other funds. If a board chooses not to solicit and receive such donations, it should not adopt this paragraph.

~~reimbursable meals and offer an afterschool education or enrichment program pursuant to FNS guidelines and state health and safety standards.~~

~~Competitive foods, as defined herein, comply with state and federal requirements.~~

~~The BLANK School Board may solicit and receive any donation or other funds for the purpose of eliminating or offsetting any school meal debt at any time and will use any such funds solely for such purpose.~~

Free and Reduced~~-~~Price Food Services

The School Board provides nutritionally acceptable meals and milk free or at a reduced cost to eligible students if state and federal resources for school food programs are available. School officials determine student eligibility based on guidelines established by federal law. ~~Eligible students are provided nutritionally acceptable meals and milk free or at a reduced cost if state and federal resources for school food programs are available . The superintendent or superintendent's designee establishes regulations or procedures as needed to implement this policy.~~

The school division does not physically segregate, overtly identify, or otherwise discriminate against any child eligible for free or reduced-price meals.

The school division must ensure that the criteria for determining a student's eligibility and the procedures for securing free and ~~reduced price~~reduced-price meals and milk ~~is~~are publicly announced at the beginning of each school year and provided to parents of all children in attendance at **[BLANK]** public schools.

The Superintendent or Superintendent's designee establishes regulations or procedures as needed to implement this policy.

If the School Board collects information to determine eligibility for participation in the National School Breakfast Program or the National School Lunch Program, it must provide both a ~~posts prominently on its website a web-based application for student participation in~~web-based and paper application to ensure such information is made available to the public in accordance with applicable law. ~~such program and provides a paper-based application.~~

Excess Food

The School Board complies with applicable federal and state requirements regarding the donation or redistribution of excess food prepared as part of the school meal programs.[8]

[8] School divisions may establish procedures to distribute excess food as described in this paragraph. The superintendent may establish procedures by which excess food may be distributed to enrolled students eligible for the School Breakfast Program or National School Lunch Program administered by the USDA, saved for later consumption, or donated.

~~Each elementary and secondary school processes each web-based and paper-based application for participation in the School Breakfast Program or the National School Lunch Program within six working days after the date of receipt of the completed application.~~

~~Employees of BLANK School Board do not physically segregate, overtly identify, or otherwise discriminate against any child eligible for free or reduced price meals.~~

~~The superintendent is responsible for establishing procedures by which excess food may be distributed to enrolled students eligible for the School Breakfast Program or National School Lunch Program administered by the U.S. Department of Agriculture, saving excess food for later consumption, or donating food.~~[9] ~~The s~~Superintendent~~'s procedures identify which students are eligible to receive excess food.~~ is responsible for establishing such procedures in accordance with applicable law and guidance.

~~Definitions~~

~~"Competitive food" means all food and beverages other than meals reimbursed under programs authorized by the National School Lunch Act and the Child Nutrition Act of 1966 available for sale to students on the school campus during the school day. Competitive foods meet the nutrient guidelines established by the Board of Education, including the guidelines for calories, fat, sugar and sodium.~~

~~"Excess food" means any remaining unexpired, unopened, and unconsumed food intended to be served as part of a reimbursable meal that was unable to be utilized for a current or future meal provision after a school has served breakfast and lunch to students during a school day.~~

~~"Fundraiser" means a school-sponsored activity where food or nonfood items are sold on the school campus during regular school hours by a school-sponsored organization to raise money for a school-related program or activity. One fundraiser is defined as one or more fundraising activities by one or more school-sponsored organizations that last one school day. If multiple school-sponsored organizations conduct fundraisers on the same day, the combined activities are counted as one fundraiser. If a fundraising activity lasts more than one school day, each subsequent day's activity is considered as one fundraiser and counts toward the total number of permitted fundraisers.~~

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[9] ~~School divisions~~boards ~~are not required to~~may establish procedures ~~to~~ distribute excess food ~~as described in this paragraph. If a board does not distribute excess food or take other actions described, it should not adopt this paragraph.~~The Superintendent may establish procedures by which excess food may be distributed to enrolled students eligible for the School Breakfast Program or National School Lunch Program administered by the U.S. Department of Agriculture, saving excess food for later consumption, or donating food.

~~"School campus" means all areas of the property under the jurisdiction of the school that are accessible to students during the school day.~~

~~"School day" means the period from the midnight before to 30 minutes after the end of the official school day.~~

School- Sponsored Fundraisers[10]

Each school may conduct **[INSERT RELEVANT NUMBER]** ~~____~~[11] school-sponsored fundraisers per school year during which food that does not meet the nutrition guidelines for competitive foods may be available for sale to students. Fundraisers are not conducted during school meal service times.

~~"Fundraiser" means a school-sponsored activity where food or nonfood items are sold on the school campus during regular school hours by a school-sponsored organization to raise money for a school-related program or activity. One fundraiser is defined as one or more fundraising activities by one or more school-sponsored organizations that last one school day. If multiple school-sponsored organizations conduct fundraisers on the same day, the combined activities are counted as one fundraiser. If a fundraising activity lasts more than one school day, each subsequent day's activity is considered as one fundraiser and counts toward the total number of permitted fundraisers.~~

~~**Unpaid Meal Charges**[12]~~

~~**FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE DELETED FROM FINAL POLICY.**~~

[10] School boards may, but are not required to, permit schools to conduct fundraisers at which competitive foods that do not meet the otherwise applicable nutrition standards are available for sale to students. A board which does not permit any such fundraisers should not adopt this section of this policy ~~or the definition of "fundraiser."~~ *See* 8 VAC 20-740-35.~~.~~

[11] Each school board that permits fundraisers must select the number of school-sponsored fundraisers that will be permitted. The maximum number permitted is 30.

~~[12] The U.S. Department of Agriculture directs divisions which participate in the federal school meals programs to have in place a written and clearly communicated system to address meal charges. SP 23-2017 Unpaid Meal Charges: Guidance and Q&A, March 23, 2017. This section of the policy establishes such a system. Divisions which prefer to establish such a system via another method, such as a regulation written and updated by the superintendent, may do so.~~

Students[13] who do not have money on account or in hand to cover the cost of a meal[14] at the time of service **CHOOSE ONE** [may be permitted to charge the meal] **OR** [may be given an alternative meal **OR** [insert local practice].[15] Students may charge no more than [$___ OR ___ meals] to their accounts.[16]

A student carrying a negative balance of $ ___ or more is not permitted to charge any additional amounts. A student who is not permitted to charge any additional amounts is permitted to buy a meal if the student has cash on hand. Reasonable efforts are used to avoid calling attention to a student's inability to pay.

Notice of low or negative balances in a student's meal account[17] are sent[18] to parents and the school principal. Parents are expected to pay all meal charges in full by the last day of the school year.

If a parent regularly fails to provide meal money or send food to school with the student and the student does not qualify for free or reduced benefits, the child nutrition director[19] will inform the principal, who will determine the next course of action, which may include notifying the department of social services of suspected child neglect.[20]

The superintendent or superintendent's designee ensures that federal child nutrition funds are not used to offset the cost of unpaid meals and that the child nutrition

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FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE DELETED FROM FINAL POLICY.

[13] Divisions may choose to create different rules for students at different grade levels.

[14] This policy assumes that students are not permitted to charge a la carte or extra items. If a division does permit students to charge such items, the policy, or an accompanying regulation, should clarify that fact.

[15] Neither state nor federal law requires schools to permit students to charge meals or to provide alternative meals. If the division charges students for alternative meals, that information should be included here.

[16] If the division does not permit students to charge meals, the policy should be adjusted accordingly.

[17] Divisions may want to provide more detail regarding the points at which notice will be sent either in the policy or in an accompanying regulation. For example, a division may provide notice any time the balance in an account reaches a certain point and/or may provide a periodic report regardless of the balance in the account.

[18] Notice may be given by a letter addressed to the parent and sent home with the student.

[19] Divisions may substitute the title of a different staff person.

[20] Any other steps that the division may take to recover funds should be added here.

program is reimbursed for bad debt.[21] In order to accomplish those goals, the following procedures[22] are followed:

- At least one written notice is provided prior to the student being denied reimbursable meals for exceeding the division's charge limit.
- If payment of the negative balance is not received within __[23] working days of the maximum charge limit being reached, the debt will be turned over to the superintendent or superintendent's designee for collection. If the debt is not paid within __[24] days of notice being given, it is considered bad debt for the purposes of federal law concerning unpaid meal charges.

Recordkeeping

The BLANK School Board division is responsible formust maintain ing records that document compliance with this policy. Thosewith federal and state requirements regarding school nutrition programs and competitive foods records include documentation used to assess the nutritional profile of food items and determine whether a food item is an allowable competitive food, such as recipes, nutrition labels and/or product specifications for the competitive food available for sale to students and .

- The School Board is also responsible for maintaining records documenting compliance with the competitive food nutrition standards for food available for sale in areas that are outside of the control of the school nutrition programs operations,

ensureing any organization or school activity designated as responsible for food service at the various venues in the school, other than the school nutrition programs, maintains records documenting compliance with the competitive food nutrition standardsall food and beverage sales to students, including those conducted by organizations other than the school nutrition program, comply with applicable requirements and are appropriately documented.,

maintaining records each school year documenting the number of exempt fundraisers, if any, conducted at each school within the division, **and**

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE DELETED FROM FINAL POLICY.

[21] The U.S. Department of Agriculture directs that information regarding the collection of delinquent meal charge debt be included in the division's written system. More information regarding how federal regulations apply to the nonprofit school food service account (NSFSA) may be found in SP 47-2016, Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments, July 8, 2016, https://www.fns.usda.gov/sites/default/files/cn/SP47-2016os.pdf.

[22] Any additional procedures followed in the division should be included here or in an accompanying regulation.

[23] The School Board should determine a reasonable number of working days for this provision.

[24] The School Board should determine a reasonable number of working days for this provision.

~~designating an individual at the division or school level to monitor and ensure compliance with this policy in all areas that are outside the control of the school nutrition programs operation. The designee may not be a school nutrition personnel.~~

Reporting

The **[BLANK]** School Board annually reports to the Virginia Department of Education, in accordance with their guidance, the amount of school meal debt in the division. This report must not contain any personally identifiable student information.

Implementation

The Superintendent is responsible for implementing procedures to ensure compliance with this policy and all applicable federal and state law and regulations. The Superintendent may designate one or more individuals responsible for monitoring and ensuring compliance with this policy, including areas that are outside the direct control of the school nutrition program.

Adopted:

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Legal Ref~~s~~.: 42 U.S.C. §§ 1758, 1772 and 1773.

7 C.F.R. §§ 210.9, 210.11, 220.20, 245.5, 245.8.

U.S. Department of Agriculture, SP 23-2017 Unpaid Meal Charges: Guidance and Q&A, March 23, 2017.
U.S. Department of Agriculture, SP 47-2016, Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments, July 8, 2016.

Code of Virginia, 1950, as amended, ~~§~~ §§ 22.1-79.7, 22.1-207.2:2, 22.1-207.3, 22.~~/~~1-207.3:1, 22.1-207.4, 63.2-1509.

8 VAC 20-740~~-10.~~

~~8 VAC 20-740-30.~~

~~8 VAC 20-740-35.~~

~~8 VAC 20-740-40.~~

Cross Ref~~s~~.: BBA ~~———~~School Board Powers and Duties
EF Food Service Management

EFD	Food Sanitation Program
GAE	Child Abuse and Neglect Reporting
JHCF	Student Wellness
KH	Public Gifts to the Schools

FOOD SERVICES

Generally

The Tazewell County School Board is committed to providing all students access to nutritious meals in a manner that is consistent with applicable federal and state laws and does not stigmatize any student.

The School Division participates in federal school nutrition programs including the National School Lunch Program, National School Breakfast Program, and the Child and Adult Care Food Program (CACFP), as available and approved.

The School Division must comply with all applicable federal and state requirements governing the sale and service of competitive foods, as defined by the U.S. Department of Agriculture (USDA) and the Virginia Board of Education, on school campuses during the school day.

Meal Charges

Reasonable efforts are used to avoid calling attention to a student's inability to pay for a la carte items.

Notice of low or negative balances in a student's account are sent to parents and the school principal. Parents are expected to pay all charges in full by the last day of the school year.

Students will always be served a reimbursable meal (breakfast or lunch). No student will be denied a meal.

Students may not charge a la carte items.

Procedures for notifying parent/guardian and employees with outstanding debts:

- Weekly notification should be made to parent/guardian and employees.
- Document all contacts (date, time, and amount)

Parents/Guardians are encouraged to sign up for online accounts at myschoolbucks.com to monitor their child or children's account.

School Meal Debt

The School Board prohibits any practice that stigmatizes or punishes a student for unpaid meals or debt.

Employees of Tazewell County School Board must not require a student who is unable to pay for a meal at school or who has accrued school meal debt to throw away

or discard a meal after it has been served, perform chores or other work to pay for meals, or wear a wristband or hand stamp as an indicator of school meal debt.

Neither the School Board nor any employee of the Board will deny any student the opportunity to participate in any school-sponsored extracurricular activity because the student cannot pay for a meal or has unpaid school meal debt.

The School Board may accept and administer donations or other funds for the purpose of eliminating or offsetting any school meal debt at any time and will use any such funds solely for such purpose, consistent with federal and state law and applicable USDA guidance.

The School Board does not initiate legal action against a student or the student's parent for unpaid school debt.

If any school in the division has a student population that qualifies for free and reduced-price meals at a minimum percentage of 50 percent in the prior school year and simultaneously offers educational or enrichment activities, the School Board should seek to participate, as eligible and approved, in the Afterschool Meal Program administered by the U.S. Department of Agriculture Food and Nutrition (FNS) Child and Adult Care Food Program (CACFP).

Free and Reduced-Price Food Services

The School Board provides nutritionally acceptable meals and milk free or at a reduced cost to eligible students if state and federal resources for school food programs are available. School officials determine student eligibility based on guidelines established by federal law.

The school division does not physically segregate, overtly identify, or otherwise discriminate against any child eligible for free or reduced-price meals.

The school division must ensure that the criteria for determining a student's eligibility and the procedures for securing free and reduced-price meals and milk are publicly announced at the beginning of each school year and provided to parents of all children in attendance at Tazewell County Public Schools.

The Superintendent or Superintendent's designee establishes regulations or procedures as needed to implement this policy.

If the School Board collects information to determine eligibility for participation in the National School Breakfast Program or the National School Lunch Program, it must provide both a web-based and paper application to ensure such information is made available to the public in accordance with applicable law.

Excess Food

The School Board complies with applicable federal and state requirements regarding the donation or redistribution of excess food prepared as part of the school meal programs. The Superintendent is responsible for establishing such procedures in accordance with applicable law and guidance.

School-Sponsored Fundraisers

Each school may conduct 30 school-sponsored fundraisers per school year during which food that does not meet the nutrition guidelines for competitive foods may be available for sale to students. Fundraisers are not conducted during school meal service times.

Recordkeeping

The school division must maintain records that document compliance with federal and state requirements regarding school nutrition programs and competitive foods and ensure all food and beverage sales to students, including those conducted by organizations other than the school nutrition program, comply with applicable requirements and are appropriately documented.

Reporting

The Tazewell County School Board annually reports to the Virginia Department of Education, in accordance with their guidance, the amount of school meal debt in the division. This report must not contain any personally identifiable student information.

Implementation

The Superintendent is responsible for implementing procedures to ensure compliance with this policy and all applicable federal and state law and regulations. The Superintendent may designate one or more individuals responsible for monitoring and ensuring compliance with this policy, including areas that are outside the direct control of the school nutrition program.

Adopted and Amended: July 13, 2026

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Legal Ref.: 42 U.S.C. §§ 1758, 1772 and 1773.
7 C.F.R. §§ 210.9, 210.11, 220.20, 245.5, 245.8.
U.S. Department of Agriculture, SP 23-2017 Unpaid Meal Charges: Guidance and Q&A, March 23, 2017.
U.S. Department of Agriculture, SP 47-2016, Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments, July 8, 2016.

Code of Virginia, 1950, as amended, §§ 22.1-79.7, 22.1-207.2:2, 22.1-207.3, 22.1-207.3:1, 22.1-207.4, 63.2-1509.

8 VAC 20-740

Cross Ref.:	BBA	School Board Powers and Duties
	EF	Food Service Management
	EFD	Food Sanitation Program
	GAE	Child Abuse and Neglect Reporting
	JHCF	Student Wellness
	KH	Public Gifts to the Schools

REPRODUCTION OF COPYRIGHTED MATERIALS

The reproduction and use of copyrighted materials, including computer software, electronic materials, video tapes, compact discs, laser discs, and other non-print materials, are controlled by federal law. In general, copyright owners have the exclusive right to use, reproduce and modify their materials. Federal law does provide limited exceptions to this general rule which permit the reproduction and use of copyrighted materials in some circumstances. The ~~s~~Superintendent is responsible for promoting an understanding of the applicable law among staff members and students.

The **[BLANK]** School Board encourages its staff and students to enrich the educational experience by making proper use of supplementary materials. However, each staff member and student is responsible for complying with copyright law and with any regulations or procedures developed by the superintendent. Any employee or student who is uncertain as to whether reproducing or using copyrighted materials complies with the division procedures or is permissible under law should contact the **[INSERT POSITION TITLE]**[1] who will provide clarification and assist staff members and students in obtaining proper authorization to copy or use protected material when such authorization is required.

At no time is it necessary for a staff member to violate copyright laws in order to properly perform the staff member's duties. At no time is it necessary for a student to violate copyright laws in order to complete any assigned work. For staff members, violation of copyright laws or division requirements may result in discipline up to and including termination of employment. For students, violation of copyright laws or division requirements may result in discipline up to and including suspension or expulsion.

Adopted:

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Legal Ref.: 17 U.S.C § 101 et seq.

Cross Ref.: GAB/IIBEA Acceptable Computer System Use
GCPD Professional Staff Discipline

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[1] Position titles which divisions may wish to include here include superintendent, principal, or librarian.

REPRODUCTION OF COPYRIGHTED MATERIALS

The reproduction and use of copyrighted materials, including computer software, electronic materials, video tapes, compact discs, laser discs, and other non-print materials, are controlled by federal law. In general, copyright owners have the exclusive right to use, reproduce and modify their materials. Federal law does provide limited exceptions to this general rule which permit the reproduction and use of copyrighted materials in some circumstances. The Superintendent is responsible for promoting an understanding of the applicable law among staff members and students.

The Tazewell County School Board encourages its staff and students to enrich the educational experience by making proper use of supplementary materials. However, each staff member and student is responsible for complying with copyright law and with any regulations or procedures developed by the superintendent. Any employee or student who is uncertain as to whether reproducing or using copyrighted materials complies with the division procedures or is permissible under law should contact the librarian or principal who will provide clarification and assist staff members and students in obtaining proper authorization to copy or use protected material when such authorization is required.

At no time is it necessary for a staff member to violate copyright laws in order to properly perform the staff member's duties. At no time is it necessary for a student to violate copyright laws in order to complete any assigned work. For staff members, violation of copyright laws or division requirements may result in discipline up to and including termination of employment. For students, violation of copyright laws or division requirements may result in discipline up to and including suspension or expulsion.

Adopted: July 13, 2026

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Legal Ref.: 17 U.S.C § 101 et seq.

Cross Ref.:

GAB/IIBEA	Acceptable Computer System Use
GCPD	Professional Staff Discipline

ACCEPTABLE COMPUTER SYSTEM USE[1]

The School Board provides a computer system, including access to the internet, to promote educational excellence by facilitating learning, resource sharing, innovation, and communication. The term computer system includes, but is not limited to, hardware, software, data, communication lines and devices, terminals, display devices, printers, CD, DVD and other media devices, tape or flash drives, storage devices, servers, mainframe and personal computers, tablets, laptops, telephones, cameras, projectors, interactive whiteboards/panels, audio-visual equipment, multimedia devices, workstations, remote network access, cloud services, the internet, and other electronic services and internal or external networks. This includes any device that may be connected to or used to connect to the school division's network or electronically stored division material.

All use of the division's computer system must be (1) in support of education and/or research, or (2) for legitimate division business. Use of the computer system is a privilege, not a right. Inappropriate use may result in cancellation of those privileges, disciplinary action, and/or legal action. Any communication or material generated using the computer system, including electronic mail, social media posts, instant or text messages, tweets, and other files, including communications and materials deleted from a user's account, may be monitored, read, and/or archived by division staff.

This policy applies to all users of the division's computer system. By using or accessing the computer system, the user agrees to abide by this policy and the Technology Use Guidelines established by the ~~s~~Superintendent.

The ~~s~~Superintendent is responsible for establishing Technology Use Guidelines, containing the appropriate uses, ethics, and protocols for use of the computer system. The ~~s~~Superintendent is also responsible for reviewing and updating, as necessary, the Guidelines at least every two years. It is the user's responsibility to know and follow this policy and the Technology Use Guidelines.

The Guidelines include:

(1) a prohibition against use of the division's computer equipment and communications services for sending, receiving, viewing, or downloading illegal material via the internet;

(2) provisions, including the selection and operation of a technology protection measure for the division's computers having internet access to filter or block internet access through such computers, that seek to prevent access to:

FOOTNOTE IS FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM THE FINAL POLICY.

[1] Currently there is no federal or Virginia law that requires school boards to adopt policies specific to AI. However, school boards should consider adding any additional division-specific policies on the proper use of AI by division personnel and students to this Acceptable Computer System Use Policy. School boards may also direct superintendents and staff to develop specific regulations regarding AI.

a. child pornography as set out in Va. Code § 18.2-374.1:1 or as defined in 18 U.S.C. § 2256;
b. obscenity as defined by Va. Code § 18.2-372 or 18 U.S.C. § 1460; and
c. material that the school division deems to be harmful to juveniles as defined in Va. Code § 18.2-390, material that is harmful to minors as defined in 47 U.S.C. § 254(h)(7)(G), and material that is otherwise inappropriate for minors;

(3) provisions establishing that the technology protection measure is enforced during any use of the division's computers;

(4) provisions establishing that all usage of the computer system may be monitored;

(5) provisions designed to educate students and employees about appropriate online behavior, including interacting with students and other individuals on social networking websites, blogs, in chat rooms, and cyberbullying awareness and response;

(6) provisions designed to prevent unauthorized online access by minors, including "hacking" and other unlawful online activities;

(7) provisions requiring every user to protect the security of information necessary to access the computer system, such as usernames and passwords, and prohibiting the sharing of passwords;

(8) provisions prohibiting the unauthorized disclosure, use, and dissemination of photographs and/or personal information of or regarding minors; and

(9) a component of internet safety for students that is integrated in the division's instructional program that includes instruction on key modern digital safety topics, including online scams, misinformation, and content generated by artificial intelligence.

Use of the school division's computer system must be consistent with the educational or instructional mission or administrative function of the division as well as the varied instructional needs, learning styles, abilities and developmental levels of students.

The division's computer system is not a public forum.

Users of the division's computer system have no expectation of privacy for use of the division's resources or electronic devices including non-division owned devices while connected to division networks or computer resources.

Software and/or services may not be installed or downloaded on the division's computer system without the prior approval of the ~~s~~Superintendent or ~~s~~Superintendent's designee.

No employee or agent of the School Board or person or entity contracting with the School Board may download or use any application, ~~-~~including TikTok or WeChat, or access any website developed by ByteDance Ltd. or Tencent Holdings Ltd. on any device or equipment issued, owned, or leased by the School Board, including mobile phones, desktop computers, laptop computers, tablets, or other devices capable of connecting to the Internet.

The failure of any user to follow the terms of this policy or the Technology Use Guidelines may result in loss of computer system privileges, disciplinary action, and/or appropriate legal action. Users of the system agree to indemnify the School Board for any losses, costs, or damages relating to or arising out of any violation of this policy or the Technology Use Guidelines.

The School Board is not responsible for any information that may be lost, damaged, or unavailable when using the computer system or for any information retrieved via the internet. Furthermore, the School Board is not responsible for any unauthorized charges or fees resulting from access to the computer system.

The School Board reviews and amends, if necessary, this policy every two years.

Adopted:

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Legal Refs: 18 U.S.C. §§ 1460, 2256.
47 U.S.C. §§ 54.520, 254.

Code of Virginia, 1950, as amended, §§ 2.2-5514.1, 18.2-372, 18.2-374.1:1, 18.2-390, 22.1-23.3, 22.1-70.2, and 22.1-78.

Cross Refs.:

ECAB	Vandalism
EGAA	Reproduction and Use of Copyrighted Materials
ET (Optional)	Educational Technology Foundations and Public School Foundations
GBA/JHFA	Prohibition Against Harassment and Retaliation
GCPD	Professional Staff Discipline
GCQB	Staff Research and Publishing
JECB (Option 1)	Admission of Nonpublic Students for Part-Time Enrollment
JFC	Student Conduct
JFCM	Student Cell Phone and Smart Device Possession and Use

JRCA	School Service Providers' Use of Student Personal Information
LBD	Home Instruction

ACCEPTABLE COMPUTER SYSTEM USE

The School Board provides a computer system, including access to the internet, to promote educational excellence by facilitating learning, resource sharing, innovation, and communication. The term computer system includes, but is not limited to, hardware, software, data, communication lines and devices, terminals, display devices, printers, CD, DVD and other media devices, tape or flash drives, storage devices, servers, mainframe and personal computers, tablets, laptops, telephones, cameras, projectors, interactive whiteboards/panels, audio-visual equipment, multimedia devices, workstations, remote network access, cloud services, the internet, and other electronic services and internal or external networks. This includes any device that may be connected to or used to connect to the school division's network or electronically stored division material.

All use of the division's computer system must be (1) in support of education and/or research, or (2) for legitimate division business. Use of the computer system is a privilege, not a right. Inappropriate use may result in cancellation of those privileges, disciplinary action, and/or legal action. Any communication or material generated using the computer system, including electronic mail, social media posts, instant or text messages, tweets, and other files, including communications and materials deleted from a user's account, may be monitored, read, and/or archived by division staff.

This policy applies to all users of the division's computer system. By using or accessing the computer system, the user agrees to abide by this policy and the Technology Use Guidelines established by the Superintendent.

The Superintendent is responsible for establishing Technology Use Guidelines, containing the appropriate uses, ethics, and protocols for use of the computer system. The Superintendent is also responsible for reviewing and updating, as necessary, the Guidelines at least every two years. It is the user's responsibility to know and follow this policy and the Technology Use Guidelines.

The Guidelines include:

(1) a prohibition against use of the division's computer equipment and communications services for sending, receiving, viewing, or downloading illegal material via the internet;

(2) provisions, including the selection and operation of a technology protection measure for the division's computers having internet access to filter or block internet access through such computers, that seek to prevent access to:
   a. child pornography as set out in Va. Code § 18.2-374.1:1 or as defined in 18 U.S.C. § 2256;
   b. obscenity as defined by Va. Code § 18.2-372 or 18 U.S.C. § 1460; and
   c. material that the school division deems to be harmful to juveniles as defined in Va. Code § 18.2-390, material that is harmful to minors as defined in 47 U.S.C. § 254(h)(7)(G), and material that is otherwise inappropriate for minors;

(3) provisions establishing that the technology protection measure is enforced during any use of the division's computers;

(4) provisions establishing that all usage of the computer system may be monitored;

(5) provisions designed to educate students and employees about appropriate online behavior, including interacting with students and other individuals on social networking websites, blogs, in chat rooms, and cyberbullying awareness and response;

(6) provisions designed to prevent unauthorized online access by minors, including "hacking" and other unlawful online activities;

(7) provisions requiring every user to protect the security of information necessary to access the computer system, such as usernames and passwords, and prohibiting the sharing of passwords;

(8) provisions prohibiting the unauthorized disclosure, use, and dissemination of photographs and/or personal information of or regarding minors; and

(9) a component of internet safety for students that is integrated in the division's instructional program that includes instruction on key modern digital safety topics, including online scams, misinformation, and content generated by artificial intelligence.

Use of the school division's computer system must be consistent with the educational or instructional mission or administrative function of the division as well as the varied instructional needs, learning styles, abilities and developmental levels of students.

The division's computer system is not a public forum.

Users of the division's computer system have no expectation of privacy for use of the division's resources or electronic devices including non-division owned devices while connected to division networks or computer resources.

Software and/or services may not be installed or downloaded on the division's computer system without the prior approval of the Superintendent or Superintendent's designee.

No employee or agent of the School Board or person or entity contracting with the School Board may download or use any application, including TikTok or WeChat, or access any website developed by ByteDance Ltd. or Tencent Holdings Ltd. on any device or equipment issued, owned, or leased by the School Board, including mobile phones, desktop computers, laptop computers, tablets, or other devices capable of connecting to the Internet.

The failure of any user to follow the terms of this policy or the Technology Use Guidelines may result in loss of computer system privileges, disciplinary action, and/or appropriate legal action. Users of the system agree to indemnify the School Board for any losses, costs, or damages relating to or arising out of any violation of this policy or the Technology Use Guidelines.

The School Board is not responsible for any information that may be lost, damaged, or unavailable when using the computer system or for any information retrieved via the internet. Furthermore, the School Board is not responsible for any unauthorized charges or fees resulting from access to the computer system.

The School Board reviews and amends, if necessary, this policy every two years.

Adopted: July 13, 2026

Legal Refs: 18 U.S.C. §§ 1460, 2256.
47 U.S.C. §§ 54.520, 254.

Code of Virginia, 1950, as amended, §§ 2.2-5514.1, 18.2-372, 18.2-374.1:1, 18.2-390, 22.1-23.3, 22.1-70.2, and 22.1-78.

Cross Refs.:

ECAB	Vandalism
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GBA/JHFA	Prohibition Against Harassment and Retaliation
GCPD	Professional Staff Discipline
GCQB	Staff Research and Publishing
JECB (Option 1)	Admission of Nonpublic Students for Part-Time Enrollment
JFC	Student Conduct
JFCM	Student Cell Phone and Smart Device Possession and Use
JRCA	School Service Providers' Use of Student Personal Information
LBD	Home Instruction

CHILD ABUSE AND NEGLECT REPORTING

Reporting Requirement

In accordance with Va. Code § 63.2-1509, ~~Every employee of **BLANK** School Board who, in his professional or official capacity,~~ the following people who, in their professional or official capacity, have reason to suspect that a child has been abused or neglected, must report the matter immediately:

- any teacher or other person employed by the **[BLANK]** School Board; and
- any athletic coach, director, or other person 18 years or older employed by or volunteering with a school athletics program in a division school, including interscholastic teams and clubs.

A report of suspected child abuse or neglect must be made to:~~has reason to suspect that a child is an abused or neglected child, in compliance with the Code of Virginia § 63.2-1509 et seq. shall immediately report the matter to~~

- the local county or city department of social services where the child resides or where the abuse or neglect is believed to have occurred;
- to the Virginia Department of Social Services' toll-free child abuse and neglect hotline; or
- to the person in charge of the school or department, or ~~his~~ a designee, who shall immediately make the ~~report forthwith~~report to the local or state agency.

If a person makes an initial report to the school or department, t~~T~~he ~~person making~~ supervisor must ~~the report to the local or state agency must~~ notify the person bringing the initial report~~person making the initial report when the report of suspected abuse or neglect is made to the local or state agency, and~~ of the name of the ~~individual~~ agency representative receiving the report~~,~~ and ~~must~~ forward a~~ny~~ny communication resulting from the report. Reporting to a supervisor does not relieve an individual of ensuring that the report is made to the appropriate agency.~~, including any information about any actions taken regarding the report, to the person who made the initial report.~~

Notice of Reporting Requirement

In compliance with Va. Code § 22.1-291.3, t~~T~~he ~~School Board posts in each school a notice that~~ Superintendent must ensure that each school has posted a notice of duty to report child abuse or neglect. The notice ~~shall~~must include

:

- that any teacher or other ~~person employed there~~division employee who has reason to suspect that a child is an abused or neglected child, including any child who may be abandoned, is required to report such suspected cases of child abuse or neglect to local or state social services

agencies or the person in charge of the relevant school or ~~his~~ a designee; ~~and~~

- that all persons required to report cases of suspected child abuse or neglect are immune from civil or criminal liability or administrative penalty or sanction on account of such reports unless such person has acted in bad faith or with malicious purpose;~~.~~ **and**

- ~~The notice shall also~~ must ~~include~~ the Virginia Department of Social Services' toll-free child abuse and neglect hotline.

Complaints of Abuse and Neglect

The School Board and the local department of social services ~~have adopted a~~maintain a written interagency agreement as a protocol for investigating child abuse and neglect reports, including reports of sexual abuse of a student. The interagency agreement is based on ~~recommended~~ procedures ~~for conducting investigations~~ developed by the Departments of Education and Social Services~~. The School Board reports substantial modifications of the agreement to the Board of Education~~ and will be modified or updated in accordance with applicable state guidance.~~.~~

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-253.13:7, 22.1-291.3, 63.2-1509, 63.2-1511.

Cross Ref~~s~~.:

EFB	Food Services
JFHA/GBA	Prohibition Against Harassment and Retaliation
GA	Personnel Policies Goals
GBLA	Third Party Complaints Against Employees

CHILD ABUSE AND NEGLECT REPORTING

Reporting Requirement

In accordance with Va. Code § 63.2-1509, the following people who, in their professional or official capacity, have reason to suspect that a child has been abused or neglected, must report the matter immediately:

- any teacher or other person employed by the **[BLANK]** School Board; and
- any athletic coach, director, or other person 18 years or older employed by or volunteering with a school athletics program in a division school, including interscholastic teams and clubs.

A report of suspected child abuse or neglect must be made to:

- the local county or city department of social services where the child resides or where the abuse or neglect is believed to have occurred;
- to the Virginia Department of Social Services' toll-free child abuse and neglect hotline; or
- to the person in charge of the school or department, or a designee, who shall immediately make the report to the local or state agency.

If a person makes an initial report to the school or department, the supervisor must notify the person bringing the initial report of the name of the agency representative receiving the report and forward any communication resulting from the report. Reporting to a supervisor does not relieve an individual of ensuring that the report is made to the appropriate agency.

Notice of Reporting Requirement

In compliance with Va. Code § 22.1-291.3, the Superintendent must ensure that each school has posted a notice of duty to report child abuse or neglect. The notice must include:

- that any teacher or other division employee who has reason to suspect that a child is an abused or neglected child, including any child who may be abandoned, is required to report such suspected cases of child abuse or neglect to local or state social services agencies or the person in charge of the relevant school or a designee;

- that all persons required to report cases of suspected child abuse or neglect are immune from civil or criminal liability or administrative penalty or sanction on account of such reports unless such person has acted in bad faith or with malicious purpose; **and**

- the Virginia Department of Social Services' toll-free child abuse and neglect hotline.

Complaints of Abuse and Neglect

The School Board and the local department of social services maintain a written interagency agreement as a protocol for investigating child abuse and neglect reports, including reports of sexual abuse of a student. The interagency agreement is based on procedures developed by the Departments of Education and Social Services and will be modified or updated in accordance with applicable state guidance.

Adopted: July 13, 2026

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-253.13:7, 22.1-291.3, 63.2-1509, 63.2-1511.

Cross Ref.:		
	EFB	Food Services
	JFHA/GBA	Prohibition Against Harassment and Retaliation
	GA	Personnel Policies Goals
	GBLA	Third Party Complaints Against Employees

SCHOOL DIVISION EMPLOYEE CONFLICT OF INTERESTS

Purpose

The The **[BLANK]** School Board is committed to maintaining public confidence and trust in the integrity of division officers and employees and emphasizes that the Virginia State and Local Government Conflict of Interests Act ("COIA") and the Ethics in Public Contracting provisions of the Virginia Public Procurement Act apply to all School Board employeesState and Local Government Conflict of Interests Act (the Act), applies to public school employees and officials. The Act creates uniform standards of conduct for all public employees and officials. The Act also defines and prohibits inappropriate conflicts of interest and requires disclosure of economic interests in some circumstances. The purpose of this policy is to provide an introduction to the Act for employees. Additional information regarding the Act may be obtained from Policy BBFA Conflict of Interests and Disclosure of Economic Interests and from the Virginia Conflict of Interest and Ethics Advisory Council (the Ethics Council) which assists with compliance with the Act.

The School Board holds its employees to the highest standards of integrity and encourages employees to avoid even the appearance of a conflict of interest or impropriety.

Compliance

School Bboard employees are required to read and be familiar with and comply with applicable provisions of the law.the Act. Violations of applicable law could result in civil or criminal penalties.

The Ssuperintendent or Superintendent's designee provides employees with information regarding how to access to the Virginia COIAAct and information on how tohow to contact the Virginia Conflict of Interest and Ethics Advisory Council for assistance.[1] Ethics Council.[2]

The Act's provisions are complex and their application is fact-specific. A violation of the Act could result in civil or criminal penalties. ThereforeIf an , if an employee has

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FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[1] If a school division has identified employees that must, pursuant to statute, file a Statement of Economic Interest as a matter of employment (e.g., procurement officers) a statement regarding the requirement to file and the Superintendent's role, if any, in that process may be included.
~~**FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.**~~

[2] The Ssuperintendent may want to provide information, such as links to the Act and to the Ethics Council's website or other ways to access the Act and related information, to accompany this policy.

any questions whether an interest the employee has in a contract, t or transaction, or other matter involving the school division is prohibited under law, the Act, the employee should contact the Ssuperintendent or Superintendent's designee, 's office or the Virginia Conflict of Interest and Ethics Advisory Council for guidance. Ethics Council for assistance.

Areas of Regulation

The Act prohibits school employees from having a "personal interest," as that term is defined by the Act, in certain contracts and transactions that involve the division and from engaging in other specified conduct related to the schools. The prohibited personal interest also may be that of the school employee's immediate family (a spouse or any other person who resides in the same household as the employee and who is a dependent of the employee).

Under the Act, an employee may be considered to have a prohibited conflict arising from:
a personal interest in a contract;
a personal interest in a transaction;
business opportunities tied to official acts;
misuse of confidential information; or
receipt or solicitation of certain gifts.
Examples of prohibited conduct include:
soliciting or accepting money or other thing of value for services performed within the scope of the employee's official duties, except for the employee's compensation, expenses or other remuneration paid by the division;
using for the employee's own economic benefit or that of another party, confidential information that the employee has acquired by reason of the employee's public position and which is not available to the public;
accepting any money, loan, gift, favor, service or business or professional opportunity that reasonably tends to influence the employee in the performance of the employee's official duties;
accepting any business or professional opportunity when the employee knows that there is a reasonable likelihood that the opportunity is being afforded to influence the employee in the performance of the employee's official duties;
entering into contracts with the school division under certain circumstances;
accepting a gift from a person who has interests that may be substantially affected by the performance of the employee's official duties under circumstances where the timing and nature of the gift would cause a reasonable person to question the employee's impartiality in the matter affecting the donor; and
accepting gifts from sources on a basis so frequent as to raise an appearance of the use of the employee's position for private gain.

Awards to Employees for Exceptional Service

The Virginia COIA ~~The Act~~ does not prohibit or apply to the acceptance by a teacher or other employee of **[BLANK]** School Board of an award or payment in recognition~~honor~~ of meritorious or exceptional services when the award or payment is ~~performed by the teacher or employee and~~ made by an organization exempt from federal income taxation pursuant to the provisions of Section 501(c)(3) of the Internal Revenue Code.

Advisory Opinions

Employees of **[BLANK]** School Division may request and rely in good faith on written opinions regarding the Act from:

- the local Commonwealth's attorney;
- the local **[SELECT ONE: county, city or town]** attorney; or
- the Virginia Conflict of Interest and Ethics Advisory Council.

When seeking a written opinion, ~~School Board members~~division employees must fully disclose all the facts to obtain the protections afforded by law. ~~Employees may seek written opinions regarding application of the Act from the local Commonwealth's Attorney, the local **SELECT ONE** [county, city or town] attorney or the Ethics Council. Good faith reliance on a written opinion of the Commonwealth's Attorney or a formal opinion or written informal advice of the Ethics Council made in response to a written request for such opinion or advice regardless of whether such opinion or advice is later withdrawn, provided that the alleged violation occurred prior to the withdrawal of the opinion or advice, bars prosecution for a knowing violation of the Act provided the opinion or advice was made after a full disclosure of the facts. If the employee relies on written informal advice given by the Ethics Council in a prosecution for a knowing violation of the Act, the record of the request and the written informal advice given shall be a public record and released upon request. An opinion of the local **SELECT ONE** [county, city or town] attorney may be introduced at trial as evidence that the employee did not knowingly violate the Act.~~

Adopted:

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Legal Refs.: Code of Virginia, 1950, as amended, §§ 2.2-3101, 2.2-3102, 2.2-3103, 2.2-3103.2, 2.2-3104.1, 2.2-3109, 2.2-3110, 2.2-3112, 2.2-3121, 2.2-3124, 2.2-4367-4377, ~~and~~ 30-35~~5~~-358~~6~~.

Cross Ref.: BBFA School Board Member Conflict of Interests ~~and Disclosure Requirements~~

CBCA	Disclosure Statement Required of Superintendent
DJG	Vendor Relations
GCCB	Employment of Family Members
GCQA	Nonschool Employment by Staff Members
KGA	Sales and Solicitations in Schools
KJ	Advertising in the Schools

SCHOOL DIVISION EMPLOYEE CONFLICT OF INTERESTS

Purpose

The Tazewell County School Board is committed to maintaining public confidence and trust in the integrity of division officers and employees and emphasizes that the Virginia State and Local Government Conflict of Interests Act ("COIA") and the Ethics in Public Contracting provisions of the Virginia Public Procurement Act apply to all School Board employees.

The School Board holds its employees to the highest standards of integrity and encourages employees to avoid even the appearance of a conflict of interest or impropriety.

Compliance

School Board employees are required be familiar with and comply with applicable provisions of the law. Violations of applicable law could result in civil or criminal penalties.

The Superintendent or Superintendent's designee provides employees with information regarding access to the Virginia COIA and information on how to contact the Virginia Conflict of Interest and Ethics Advisory Council for assistance.

If an employee has any questions whether an interest the employee has in a contract, transaction, or other matter involving the school division is prohibited under law, the employee should contact the Superintendent or Superintendent's designee, or the Virginia Conflict of Interest and Ethics Advisory Council for guidance.

Awards to Employees for Exceptional Service

The Virginia COIA does not prohibit or apply to the acceptance by a teacher or other employee of Tazewell County School Board of an award or payment in recognition of meritorious or exceptional services when the award or payment is made by an organization exempt from federal income taxation pursuant to the provisions of Section 501(c)(3) of the Internal Revenue Code.

Advisory Opinions

Employees of Tazewell County School Division may request and rely in good faith on written opinions regarding the Act from:

- the local Commonwealth's attorney;
- the local county attorney; or
- the Virginia Conflict of Interest and Ethics Advisory Council.

When seeking a written opinion, division employees must fully disclose all the facts to obtain the protections afforded by law.

Adopted: July 13, 2026

Legal Refs.: Code of Virginia, 1950, as amended, §§ 2.2-3101, 2.2-3102, 2.2-3103, 2.2-3103.2, 2.2-3104.1, 2.2-3109, 2.2-3110, 2.2-3112, 2.2-3121, 2.2-3124,2.2-4367-4377, 30-355-358.

Cross Ref.:

BBFA	School Board Member Conflict of Interests
CBCA	Disclosure Statement Required of Superintendent
DJG	Vendor Relations
GCCB	Employment of Family Members
GCQA	Nonschool Employment by Staff Members
KGA	Sales and Solicitations in Schools
KJ	Advertising in the Schools

LEAVE WITHOUT PAY

Employee's Debilitating or Life-Threatening Illness or Injury

A leave of absence, without pay, may be granted to employees of the school division who have a debilitating or life-threatening illness or injury and who are not eligible for Family and Medical Leave as described in **[INSERT DIVISION POLICY ON FAMILY AND MEDICAL LEAVE (VSBA SAMPLE POLICY GCBE)]** ~~Policy GCBE Family and Medical Leave~~ because they have not worked for the division for 12 months or have not worked at least 1250 hours according to the Fair Labor Standards Act, 29 U.S.C. § 201 et seq.

Employees with a debilitating or life-threatening illness who are entitled to leave under this policy may take up to ___[1] days unpaid leave during their first year of employment with the school division.

Unpaid Educational Leave

The **[BLANK]** School Board approves unpaid educational leave for school board employees who are state employee association executive officers for a maximum of four years per officer. Additionally, up to two school board employees who are local employee association officers may be granted unpaid educational leave for a maximum of four years per officer. Employees may receive compensation from the relevant association while on the unpaid educational leave.

Other Work During Leave

Employees who are on unpaid leave pursuant to this policy or any other policy, except as outlined in this policy and those on leave pursuant to the Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA) (see **[INSERT DIVISION POLICY ON MILITARY LEAVE AND BENEFITS (VSBA SAMPLE POLICY GCBEB)]**~~Policy GCBEB Military Leave and Benefits~~), may not engage in work for which they receive pay or any other type of remuneration without the prior written approval of the ~~s~~Superintendent or ~~s~~Superintendent's designee.

Adopted:

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Legal Ref.: 29 C.F.R. 825.216.
Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-296.

Cross Refs.: GCBD ——— Staff Leaves and Absences
GCBE ——— Family and Medical Leave
GCBEB ——— Military Leave and Benefits

FOOTNOTE IS FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM THE FINAL POLICY.

[1] Virginia law does not mandate the amount of leave school boards must provide. Each school board should determine the amount of leave it wants to provide and state that amount here.

LEAVE WITHOUT PAY

Employee's Debilitating or Life-Threatening Illness or Injury

A leave of absence, without pay, may be granted to employees of the school division who have a debilitating or life-threatening illness or injury and who are not eligible for Family and Medical Leave as described in Policy GCBE because they have not worked for the division for 12 months or have not worked at least 1250 hours according to the Fair Labor Standards Act, 29 U.S.C. § 201 et seq.

Employees with a debilitating or life-threatening illness who are entitled to leave under this policy may take up to 30 days unpaid leave during their first year of employment with the school division.

Unpaid Educational Leave

The Tazewell County School Board approves unpaid educational leave for school board employees who are state employee association executive officers for a maximum of four years per officer. Additionally, up to two school board employees who are local employee association officers may be granted unpaid educational leave for a maximum of four years per officer. Employees may receive compensation from the relevant association while on the unpaid educational leave.

Other Work During Leave

Employees who are on unpaid leave pursuant to this policy or any other policy, except as outlined in this policy and those on leave pursuant to the Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA) (see Policy GCBEB), may not engage in work for which they receive pay or any other type of remuneration without the prior written approval of the Superintendent or Superintendent's designee.

Adopted: July 13, 2026

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Legal Ref.: 29 C.F.R. 825.216.
Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-296.

Cross Ref.:

GCBD	Staff Leaves and Absences
GCBE	Family and Medical Leave
GCBEB	Military Leave and Benefits
GCQA	Nonschool Employment by Staff Members

PROFESSIONAL STAFF PROBATIONARY TERM AND CONTINUING CONTRACT

Teachers

Probationary Term

A probationary term of service of three years in **[BLANK]** School Division is required before a teacher is issued a continuing contract, consistent with Code of Virginia § 22.1-303.

A mentor teacher is provided to every first-year probationary teacher to assist such teacher in achieving excellence in instruction. Probationary teachers with prior successful teaching experience, as determined by the **[BLANK]** School Board, may be exempt from this requirement.

Probationary teachers are evaluated at least annually in accordance with **[INSERT DIVISION POLICY ON EVALUATION OF PROFESSIONAL STAFF (VSBA SAMPLE POLICY GCN)]**~~Policy GCN Evaluation of Professional Staff~~.[1] A teacher in the first year of the probationary period is evaluated informally at least once during the first semester of the school year. The ~~s~~Superintendent considers such evaluations as one factor in making recommendations to the School Board regarding the nonrenewal of such probationary teacher's contract.

In order to achieve continuing contract status, every teacher must successfully complete training in instructional strategies and techniques for intervention for or remediation of students who fail or are at risk of failing the Standards of Learning assessments. **[BLANK]** School Board provides said training at no cost to teachers it employs. If such training is not offered in a timely manner, no teacher will be denied continuing contract status for failure to obtain such training.

Once a continuing contract status has been attained in a school division in Virginia, another probationary period need not be served unless such probationary period, not to exceed two years, is made a part of the contract of employment. If a teacher who has attained continuing contract status separates from service and returns to teaching service in a school division in Virginia by the beginning of the third year from separation from service, the person will be required to begin a new probationary period, not to exceed two years, if made part of the contract for employment.

If a teacher who has not achieved continuing contract status receives notice of re-employment, the teacher must accept or reject in writing within 15 calendar days of

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~~**FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.**~~

~~[1] Policy GCN Evaluation of Professional Staff is reference to VSBA sample policy coding. Boards should modify this sentence to identify their division's adopted policy on evaluating professional staff, if different.~~

receipt of the notice. Unless a conference with the ~~s~~Superintendent is requested as specified in the Code of Virginia, or in the case of reduction in force, written notice of nonrenewal of the probationary contract must be given by the Board on or before June 15 of each year. If the teacher requests a conference with the ~~s~~Superintendent, then written notice of non-renewal by the School Board must be given within thirty days after the ~~s~~Superintendent notifies the teacher of the ~~s~~Superintendent's intention with respect to the recommendation.

Continuing Contract

Teachers employed after completing the probationary period are entitled to continuing contracts during good behavior and competent service. Written notice of noncontinuation of the contract by ~~either party~~the teacher must be given by June 15 of each year; otherwise, the contract continues automatically for the ensuing year.

The School Board may reduce the number of teachers, whether or not such teachers have reached continuing contract status, because of decrease in enrollment or abolition of particular subjects.

Furthermore, nothing in the continuing contract will be construed to authorize the School Board to contract for any financial obligation beyond the period for which funds have been made available.

After June 15, once the school budget is approved by the appropriating body, the School Board furnishes each teacher a statement confirming continuation of employment, setting forth assignment and salary.

Within two weeks of the approval of the school budget by the appropriating body, but no later than July 1, the School Board will notify any teacher who may be subject to a reduction in force due to a decrease in the School Board's budget as approved by the appropriating body.

Principals, Assistant Principals, and Supervisors

A person employed as a principal, assistant principal, or supervisor, including a person who has previously achieved continuing contract status as a teacher, will serve a probationary term of three years in such position in the same school division before acquiring continuing contract status as a principal, assistant principal or supervisor.

Continuing contract status acquired by a principal, assistant principal, or supervisor will not be construed (i) as prohibiting the School Board from reassigning such principal, assistant principal, or supervisor to a teaching position if notice of reassignment is given by the School Board by June 15 of any year or (ii) as entitling any such principal, assistant principal or supervisor to the salary paid to them as principal, assistant principal, or supervisor in the case of any such reassignment to a teaching position. No such salary reduction and reassignment, however, will be made without

first providing such principal, assistant principal, or supervisor with written notice of the reason for such reduction and reassignment and an opportunity to present their position at an informal meeting with the ~~s~~Superintendent, the ~~s~~Superintendent's designee, or the School Board. Before recommending such reassignment, the ~~s~~Superintendent will consider, among other things, the performance evaluations for such principal, assistant principal, or supervisor. The principal, assistant principal, or supervisor will elect whether such meeting will be with the ~~s~~Superintendent, the ~~s~~Superintendent's designee, or the School Board. The School Board, ~~s~~Superintendent or ~~s~~Superintendent's designee will determine what processes are to be followed at the meeting. The decision to reassign and reduce salary will be at the sole discretion of the School Board.

The intent of this section is to provide an opportunity for a principal, assistant principal, or supervisor to discuss the reasons for such salary reduction and reassignment with the ~~s~~Superintendent, the ~~s~~Superintendent's designee, or the School Board, and the provisions of this section are meant to be procedural only. Nothing contained herein will be taken to require cause for the salary reduction and reassignment of a principal, assistant principal, or supervisor.

As used in this policy, supervisor means a person who holds an instructional supervisory position as specified in the regulations of the Board of Education and who is required to hold a license as prescribed by the Board of Education.

Adopted:

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Legal Ref~~s~~.: Code of Virginia, 1950, as amended, §§ 22.1-294, 22.1-303, 22.1-304.

Cross Ref~~s~~.:

GBM	Professional Staff Grievances
GCB	Professional Staff Contracts
GCE	Substitute Teachers
GCN	Evaluation of Professional Staff
GCPA	Reduction in Professional Staff Work Force
GCPB	Resignation of Staff Members
GCPD	Professional Staff Discipline
GCPF	Suspension of Staff Members

PROFESSIONAL STAFF PROBATIONARY TERM AND CONTINUING CONTRACT

Teachers

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A probationary term of service of three years in Tazewell County School Division is required before a teacher is issued a continuing contract, consistent with Code of Virginia § 22.1-303.

A mentor teacher is provided to every first-year probationary teacher to assist such teacher in achieving excellence in instruction. Probationary teachers with prior successful teaching experience, as determined by the Tazewell County School Board, may be exempt from this requirement.

Probationary teachers are evaluated at least annually in accordance with Policy GCN. A teacher in the first year of the probationary period is evaluated informally at least once during the first semester of the school year. The Superintendent considers such evaluations as one factor in making recommendations to the School Board regarding the nonrenewal of such probationary teacher's contract.

In order to achieve continuing contract status, every teacher must successfully complete training in instructional strategies and techniques for intervention for or remediation of students who fail or are at risk of failing the Standards of Learning assessments. Tazewell County School Board provides said training at no cost to teachers it employs. If such training is not offered in a timely manner, no teacher will be denied continuing contract status for failure to obtain such training.

Once a continuing contract status has been attained in a school division in Virginia, another probationary period need not be served unless such probationary period, not to exceed two years, is made a part of the contract of employment. If a teacher who has attained continuing contract status separates from service and returns to teaching service in a school division in Virginia by the beginning of the third year from separation from service, the person will be required to begin a new probationary period, not to exceed two years, if made part of the contract for employment.

If a teacher who has not achieved continuing contract status receives notice of re-employment, the teacher must accept or reject in writing within 15 calendar days of receipt of the notice. Unless a conference with the Superintendent is requested as specified in the Code of Virginia, or in the case of reduction in force, written notice of nonrenewal of the probationary contract must be given by the Board on or before June 15 of each year. If the teacher requests a conference with the Superintendent, then written notice of non-renewal by the School Board must be given within thirty days after the Superintendent notifies the teacher of the Superintendent's intention with respect to the recommendation.

Continuing Contract

Teachers employed after completing the probationary period are entitled to continuing contracts during good behavior and competent service. Written notice of noncontinuation of the contract by the teacher must be given by June 15 of each year; otherwise, the contract continues automatically for the ensuing year.

The School Board may reduce the number of teachers, whether or not such teachers have reached continuing contract status, because of decrease in enrollment or abolition of particular subjects.

Furthermore, nothing in the continuing contract will be construed to authorize the School Board to contract for any financial obligation beyond the period for which funds have been made available.

After June 15, once the school budget is approved by the appropriating body, the School Board furnishes each teacher a statement confirming continuation of employment, setting forth assignment and salary.

Within two weeks of the approval of the school budget by the appropriating body, but no later than July 1, the School Board will notify any teacher who may be subject to a reduction in force due to a decrease in the School Board's budget as approved by the appropriating body.

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Continuing contract status acquired by a principal, assistant principal, or supervisor will not be construed (i) as prohibiting the School Board from reassigning such principal, assistant principal, or supervisor to a teaching position if notice of reassignment is given by the School Board by June 15 of any year or (ii) as entitling any such principal, assistant principal or supervisor to the salary paid to them as principal, assistant principal, or supervisor in the case of any such reassignment to a teaching position. No such salary reduction and reassignment, however, will be made without first providing such principal, assistant principal, or supervisor with written notice of the reason for such reduction and reassignment and an opportunity to present their position at an informal meeting with the Superintendent, the Superintendent's designee, or the School Board. Before recommending such reassignment, the Superintendent will consider, among other things, the performance evaluations for such principal, assistant principal, or supervisor. The principal, assistant principal, or supervisor will elect whether such meeting will be with the Superintendent, the Superintendent's designee, or the School Board. The School Board, Superintendent or Superintendent's designee

will determine what processes are to be followed at the meeting. The decision to reassign and reduce salary will be at the sole discretion of the School Board.

The intent of this section is to provide an opportunity for a principal, assistant principal, or supervisor to discuss the reasons for such salary reduction and reassignment with the Superintendent, the Superintendent's designee, or the School Board, and the provisions of this section are meant to be procedural only. Nothing contained herein will be taken to require cause for the salary reduction and reassignment of a principal, assistant principal, or supervisor.

As used in this policy, supervisor means a person who holds an instructional supervisory position as specified in the regulations of the Board of Education and who is required to hold a license as prescribed by the Board of Education.

Adopted: July 13, 2026

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-294, 22.1-303, 22.1-304.

Cross Ref.:

GBM	Professional Staff Grievances
GCB	Professional Staff Contracts
GCE	Substitute Teachers
GCN	Evaluation of Professional Staff
GCPA	Reduction in Professional Staff Work Force
GCPB	Resignation of Staff Members
GCPD	Professional Staff Discipline
GCPF	Suspension of Staff Members

PROFESSIONAL STAFF DEVELOPMENT

Generally

The **[BLANK]** School Board provides a program of high-quality professional development:

- in the use and documentation of performance standards and evaluation criteria based on student academic progress and skills for teachers, principals, and administrators to clarify roles and performance expectations and to facilitate the successful implementation of instructional programs that promote student achievement at the school and classroom levels;
- as part of the license renewal process, to assist teachers and principals in acquiring the skills needed to work with gifted students, students with disabilities, and students who have been identified as having limited English proficiency and to increase student achievement and expand the knowledge and skills students require to meet the standards for academic performance set by the Board of Education;
- in educational technology for all instructional personnel which is designed to facilitate integration of computer skills and related technology into the curricula;
- for administrative personnel designed to increase proficiency in instructional leadership and management, including training in the evaluation and documentation of teacher and administrator performance based on student academic progress and the skills and knowledge of such instructional or administrative personnel; and
- designed to educate School Board employees about bullying as defined in Va. Code § 22.1-276.01 and the need to create a bully-free environment.

Teachers and Principals

In addition, the School Board provides teachers and principals with high-quality professional development programs each year in:

- instructional content;
- the preparation of tests and other assessment measures;
- methods for assessing the progress of individual students, including Standards of Learning assessment materials or other criterion-referenced tests that match locally developed objectives;
- instruction and remediation techniques in English, mathematics, science and history and social science;
- interpreting test data for instructional purposes;
- technology applications to implement the Standards of Learning; and
- effective classroom management.

Requirements

All instructional personnel are required to participate each year in professional development programs.

No elementary or secondary school teacher is required to participate more frequently than once within six months of employment with the School Board and once every five years thereafter in any non-academic training activity, as defined in Va. Code § 22.1-298.8(A). Except that participation in additional training relating to secure mandatory test violations as set forth in Va. Code §§ 22.1-19.1 and 22.1-292.1 may be required as determined by the School Board or Ssuperintendent if it is determined that such additional training is necessary to comply with federal or state law or to remediate misconduct. Each teacher who completes such training must sign a written attestation that the teacher has been trained in and understands the relevant subject matter.

The total frequency and duration of non-academic training activities in which each public elementary or secondary school teacher is required to participate pursuant to (i) state law or regulation or (ii) policy or regulation of the School Board shall not exceed 25 hours every five years. Any non-academic training a teacher voluntarily participates in does not count toward this maximum number of hours. The provisions of Va. Code § 22.1-298.8(B) do not apply to any non-academic training activity or other training activity in which any public school teacher is required to participate pursuant to federal law or regulation.

Science-Based Reading Research and Evidence-Based Literacy Instruction

Teachers and principals, as required by law, must completeThe School Board provides high-quality professional development and training in science-based reading research and evidence-based literacy instruction, from the list developed and the resources provided by the Virginia Department of Education (the Department) pursuant to subsection C of Va. Code § 22.1-253.13:5 or an alternative program that consists of evidence-based literacy instruction and aligns with science-based reading research approved by the Department in accordance with applicable guidance from the Virginia Department of Education (VDOE),. for:

each elementary school principal and each teacher with an endorsement in early/primary education preschool through grade three, elementary education preschool through grade six, special education general curriculum kindergarten through grade 12, special education deaf and hard of hearing preschool through grade 12, special education blindness/visual impairments preschool through grade 12, or English as a second language preschool through grade 12, or as a reading specialist that builds proficiency in evidence-based literacy instruction and science-based reading research in order to aid in the licensure renewal process for such individuals;

each teacher with an endorsement in middle education grades six through eight who teaches English that builds proficiency in evidence-based literacy instruction and science-based reading research; and

~~each middle school principal and teacher with an endorsement in middle education grades six through eight who teaches mathematics, science, or history and social science that builds an awareness of evidence-based literacy instruction and science-based reading research.~~

Virginia Individual Education Program (IEP) Implementation Training

Beginning no later than the 2027-2028 school year, the School Board will ~~will~~ provide high-quality professional development in implementing the Virginia ~~IEP~~IEP established pursuant to Va. Code § 22.1-214.4(11) and the referral, evaluation, reevaluation, and eligibility forms and worksheets referenced in Va. Code §22.1-214.4(6), for ~~each teacher with a provisional special education license or an endorsement in special education general curriculum kindergarten through grade 12, special education deaf and hard of hearing preschool through grade 12, and special education blindness and visual impairments preschool through grade 12.~~applicable instructional personnel as required by law.[1]

Beginning no later than the 2027-2028 school year, the School Board will provide[2] high-quality professional development in instructional practices to support specially designed instruction in inclusive settings for:

- each teacher with a provisional general education license or an endorsement in early/primary education preschool through grade three, elementary education preschool through grade six, and secondary education grades six through 12;
- each principal with an endorsement in administration and supervision preschool through grade 12;
- each teacher's aide or other paraprofessional; and
- any teacher with a provisional special education license for whom the School Board determines there is a need for such professional development.

Autism Spectrum Disorder Training

The School Board ~~may~~ provides high-quality professional development each year in communicating with and supporting students with autism spectrum disorder for any instructional personnel and School Board employees whose duties include regular contact with students. Such training ~~is optional, and if given, will be~~is provided in

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FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE DELETED FROM FINAL POLICY.

[1] If the school board already provides for this training, the language in this paragraph should be changed to say that the school board "provides" such training.

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE DELETED FROM FINAL POLICY.

[2] Same as above, if the school board provides for the training, the language should be changed to reflect that.

accordance with the guidance provided by the Board of Education[3] pursuant to clause (x) of Va. Code § 22.1-253.13:5(C), that includes

- an overview of the characteristics and behavioral recognition of autism spectrum disorder,
- strategies for communicating and interacting with and supporting students with autism spectrum disorder, and
- best practices for responding to and de-escalating certain behavioral challenges and situations.

This professional development program is optional. Instructional personnel and School Board employees who complete this professional development are eligible for professional development points toward renewal of the individual's license for the number of in-person hours of coursework completed.

Aides assigned to work with a teacher who has primary oversight of students with autism spectrum disorder must receive training in behavior management within 60 days of assignment to such responsibility.[4]

Additionally, each School Board employee who assists in the transportation of students with autism spectrum disorders on school buses must participate in any Board of Education provided training program relevant to this work.[5]

~~All instructional personnel are required to participate each year in professional development programs.~~

~~No elementary or secondary school teacher is required to participate more frequently than once within six months of employment with the School Board and once every five years thereafter in any non-academic training activity, as defined in Va. Code § 22.1-298.8(A). Except that participation in additional training relating to secure mandatory test violations as set forth in Va. Code §§ 22.1-19.1 and 22.1-292.1 may be~~

[3] This guidance is located here: https://www.doe.virginia.gov/programs-services/special-education/specific-disabilities/autism.

[4] Va. Code § 22.1-298.3 separately requires this training. School boards may opt to use the general training to fulfill this requirement but are not required to do so. The VDOE has developed guidelines to assist in meeting this requirement, located at https://www.doe.virginia.gov/home/showpublisheddocument/14464/638033281856370000.

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE DELETED FROM FINAL POLICY.

[5] Va. Code § 22.1-298.3 requires the BOE to develop a training program for school board employees who assist in the transportation of students on school buses, including individuals employed to operate school buses and school bus aides, on autism spectrum disorders, including the characteristics of autism spectrum disorders, strategies for interacting with students with autism spectrum disorders, and collaboration with other employees who assist in the transportation of students on school buses.

~~required as determined by the School Board or superintendent if it is determined that such additional training is necessary to comply with federal or state law or to remediate misconduct. Each teacher who completes such training must sign a written attestation that the teacher has been trained in and understands the relevant subject matter.~~

~~The total frequency and duration of non-academic training activities in which each public elementary or secondary school teacher is required to participate pursuant to (i) state law or regulation or (ii) policy or regulation of the School Board shall not exceed 25 hours every five years. Any non-academic training a teacher voluntarily participates in does not count toward this maximum number of hours. The provisions of Va. Code § 22.1-298.8(B) do not apply to any non-academic training activity or other training activity in which any public school teacher is required to participate pursuant to federal law or regulation.~~

Mental Health Awareness Training

In accordance with Virginia Code § 22.1-298.6, the School Board requires each teacher and the following personnel, who are employed full-time, to complete mental health awareness training: **[INSERT LIST HERE**[6]**]**.

[BLANK] School Division will ensure such training is provided and made available. ~~Each teacher and **INSERT LIST HERE**[7], employed on a full-time basis, is required to complete a mental health awareness training~~

~~or similar program.~~Such training must address the needs of youth populations that are at a high risk of experiencing mental health challenges and disorders in accordance with evidence-based practices developed by the American Psychological Association, including those delineated in Virginia Code § 22.1-298.6[8] and any additional requirements established by the Board of Education.

~~**FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE DELETED FROM FINAL POLICY.**~~

[6] Va. Code § 22.1-298.6 ~~requires~~ mandates school boards to require that full-time teachers "and other relevant personnel, as determined by the school board", ~~to~~ complete this~~e~~ or mental health awareness training. Each school board should identify the staff members, in addition to teachers, that it will require to receive the training. The employees designated by the school board may be a category of employees or delegated to the ~~S~~superintendent.

~~**FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE DELETED FROM FINAL POLICY.**~~

~~[7] Va. Code § 22.1-298.6 requires school boards to require that full-time teachers "and other relevant personnel, as determined by the school board", to complete the training. Each school board should identify the staff members, in addition to teachers, that it will require to receive the training and insert the list here.~~

[8] Va. Code § 22.1-298.6 states that the following must be included in the training: youth that are (1) bereaved by suicide; (2) have mental or physical disabilities or chronic health conditions, including substance use disorders; (3) are experiencing homelessness or housing instability; (4) are in foster care or other situations that may result in instability in a youth's custodial or living situation; or (5) identify as

Cultural Competency Training

~~Every~~ All ~~employee holding a license~~licensed instructional personnel issued ~~by the Board of Education is required to~~must complete cultural competency training~~,~~ in accordance with guidance issued by the Board of Education~~, at least every two years.~~ .

Implementation and Review

The School Board annually reviews its professional development program for quality, effectiveness, participation by instructional personnel, and relevancy to the instructional needs of teachers and the academic achievement needs of the students in the school division. Such review must consider the extent to which the professional development program supports teachers in implementing the textbooks and other high-quality instructional materials adopted for division and school use.

Professional development programs must be aligned with guidance, technical assistance, and approved professional learning resources issued by the Virginia Department of Education.

The Superintendent or Superintendent's designee shall establish procedures for the implementation, tracking, and documentation of all training required under law and this policy.

Adopted:

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Legal Ref~~s~~.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-23.3, 22.1-253.13:5, 22.1-276.01, 22.1-291.4, 22.1-298.6~~,~~ , 22.1-298.7 and 22.1-298.8.

LGTBQ+. These requirements may be included or delineated in the s~~S~~uperintendent regulation implementing this policy, along with any other division requirements.

PROFESSIONAL STAFF DEVELOPMENT

Generally

The Tazewell County School Board provides a program of high-quality professional development:

- in the use and documentation of performance standards and evaluation criteria based on student academic progress and skills for teachers, principals, and administrators to clarify roles and performance expectations and to facilitate the successful implementation of instructional programs that promote student achievement at the school and classroom levels;
- as part of the license renewal process, to assist teachers and principals in acquiring the skills needed to work with gifted students, students with disabilities, and students who have been identified as having limited English proficiency and to increase student achievement and expand the knowledge and skills students require to meet the standards for academic performance set by the Board of Education;
- in educational technology for all instructional personnel which is designed to facilitate integration of computer skills and related technology into the curricula;
- for administrative personnel designed to increase proficiency in instructional leadership and management, including training in the evaluation and documentation of teacher and administrator performance based on student academic progress and the skills and knowledge of such instructional or administrative personnel; and
- designed to educate School Board employees about bullying as defined in Va. Code § 22.1-276.01 and the need to create a bully-free environment.

Teachers and Principals

In addition, the School Board provides teachers and principals with high-quality professional development programs each year in:

- instructional content;
- the preparation of tests and other assessment measures;
- methods for assessing the progress of individual students, including Standards of Learning assessment materials or other criterion-referenced tests that match locally developed objectives;
- instruction and remediation techniques in English, mathematics, science and history and social science;
- interpreting test data for instructional purposes;
- technology applications to implement the Standards of Learning; and
- effective classroom management.

Requirements

All instructional personnel are required to participate each year in professional development programs.

No elementary or secondary school teacher is required to participate more frequently than once within six months of employment with the School Board and once every five years thereafter in any non-academic training activity, as defined in Va. Code § 22.1-298.8(A). Except that participation in additional training relating to secure mandatory test violations as set forth in Va. Code §§ 22.1-19.1 and 22.1-292.1 may be required as determined by the School Board or Superintendent if it is determined that such additional training is necessary to comply with federal or state law or to remediate misconduct. Each teacher who completes such training must sign a written attestation that the teacher has been trained in and understands the relevant subject matter.

The total frequency and duration of non-academic training activities in which each public elementary or secondary school teacher is required to participate pursuant to (i) state law or regulation or (ii) policy or regulation of the School Board shall not exceed 25 hours every five years. Any non-academic training a teacher voluntarily participates in does not count toward this maximum number of hours. The provisions of Va. Code § 22.1-298.8(B) do not apply to any non-academic training activity or other training activity in which any public school teacher is required to participate pursuant to federal law or regulation.

Science-Based Reading Research and Evidence-Based Literacy Instruction

Teachers and principals, as required by law, must complete high-quality professional development and training in science-based reading research and evidence-based literacy instruction in accordance with applicable guidance from the Virginia Department of Education (VDOE).

Virginia Individual Education Program (IEP) Implementation Training

Beginning no later than the 2027-2028 school year, the School Board will provide high-quality professional development in implementing the Virginia IEP established pursuant to Va. Code § 22.1-214.4(11) and the referral, evaluation, reevaluation, and eligibility forms and worksheets referenced in Va. Code §22.1-214.4(6), for applicable instructional personnel as required by law.

Beginning no later than the 2027-2028 school year, the School Board will provide high-quality professional development in instructional practices to support specially designed instruction in inclusive settings for:

- each teacher with a provisional general education license or an endorsement in early/primary education preschool through grade three, elementary education preschool through grade six, and secondary education grades six through 12;

- each principal with an endorsement in administration and supervision preschool through grade 12;
- each teacher's aide or other paraprofessional; and
- any teacher with a provisional special education license for whom the School Board determines there is a need for such professional development.

Autism Spectrum Disorder Training

The School Board provides high-quality professional development each year in communicating with and supporting students with autism spectrum disorder for any instructional personnel and School Board employees whose duties include regular contact with students. Such training is provided in accordance with the guidance provided by the Board of Education pursuant to clause (x) of Va. Code § 22.1-253.13:5(C), that includes

- an overview of the characteristics and behavioral recognition of autism spectrum disorder,
- strategies for communicating and interacting with and supporting students with autism spectrum disorder, and
- best practices for responding to and de-escalating certain behavioral challenges and situations.

This professional development program is optional. Instructional personnel and School Board employees who complete this professional development are eligible for professional development points toward renewal of the individual's license for the number of in-person hours of coursework completed.

Aides assigned to work with a teacher who has primary oversight of students with autism spectrum disorder must receive training in behavior management within 60 days of assignment to such responsibility.

Additionally, each School Board employee who assists in the transportation of students with autism spectrum disorders on school buses must participate in any Board of Education provided training program relevant to this work.

Mental Health Awareness Training

In accordance with Virginia Code § 22.1-298.6, the School Board requires each teacher and the following personnel, who are employed full-time, to complete mental health awareness training: instructional supervisor/director and counselor.

Tazewell County School Division will ensure such training is provided and made available.

Such training must address the needs of youth populations that are at a high risk of experiencing mental health challenges and disorders in accordance with evidence-

based practices developed by the American Psychological Association, including those delineated in Virginia Code § 22.1-298.6 and any additional requirements established by the Board of Education.

Cultural Competency Training

All licensed instructional personnel issued must complete cultural competency training in accordance with guidance issued by the Board of Education.

Implementation and Review

The School Board annually reviews its professional development program for quality, effectiveness, participation by instructional personnel, and relevancy to the instructional needs of teachers and the academic achievement needs of the students in the school division. Such review must consider the extent to which the professional development program supports teachers in implementing the textbooks and other high-quality instructional materials adopted for division and school use.

Professional development programs must be aligned with guidance, technical assistance, and approved professional learning resources issued by the Virginia Department of Education.

The Superintendent or Superintendent's designee shall establish procedures for the implementation, tracking, and documentation of all training required under law and this policy.

Adopted: July 13, 2026

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-23.3, 22.1-253.13:5, 22.1-276.01, 22.1-291.4, 22.1-298.6, 22.1-298.7 and 22.1-298.8.

EVALUATION OF PROFESSIONAL STAFF

Every professional employee of the **[BLANK]** School Board ~~staff~~ is evaluated on a regular basis at least as frequently as required by law.

The S~~s~~uperintendent ~~assures~~ ensures that cooperatively developed procedures for professional staff evaluations are implemented throughout the division and included in the division's policy manual. **[INSERT PROCEDURES FOR EVALUATIONS]**.[1] ~~The results of the evaluation are in writing, dated and signed by the evaluator and the person being evaluated, with one copy going to the central office personnel file and one copy to the person being evaluated.~~

The primary purposes of evaluation of teachers are to:

- ~~to optimize student learning and growth;~~
- ~~to contribute to the successful achievement of the goals and objectives of the division's educational plan;~~
- ~~to improve the quality of instruction by ensuring accountability for classroom performance and teacher effectiveness;~~
- ~~to provide a basis for leadership improvement through productive performance appraisal and professional growth;~~
- ~~to implement a performance evaluation system that promotes a positive working environment and continuous communication between the employee and the evaluator that promotes continuous professional growth, leadership effectiveness, improvement of overall job performance and improved student outcomes; and~~
- ~~to promote self-growth, instructional effectiveness, and improvement of overall professional performance.~~
- contribute to the successful achievement of the goals and objectives defined in the school division's educational plan;
- improve the quality of instruction by ensuring accountability for classroom performance and teacher effectiveness;
- promote a positive working environment, as well as collaboration and continuous communication between the teacher and the evaluator, that promotes continuous professional growth and improved student outcomes;
- promote self-growth, instructional effectiveness, and improvement of overall professional performance; and, ultimately
- optimize student learning and growth for all students.

The primary purposes of evaluation of principals are to:

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE DELETED FROM FINAL POLICY.

[1] If school divisions wish to outline the process for handling an evaluation, those should be inserted here. For example, "The results of the evaluation are in writing, dated and signed by the evaluator and the person being evaluated, with one copy going to the central office personnel file and one copy to the person being evaluated."

- optimize student learning and growth;
- contribute to the successful achievement of the goals and objectives defined in the vision, mission, and goals of the school division;
- provide a basis for leadership improvement through productive principal performance appraisal and professional growth; and
- implement a performance evaluation system that promotes collaboration between the principal and evaluator and promotes self-growth, leadership effectiveness, and improvement of overall job performance.

Evaluation Standards

Teacher~~,~~ and principal~~, and superintendent~~ evaluations are consistent with the performance standards included in the Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers~~,~~ and Principals~~, and Superintendents~~. Evaluations include:

- ~~-~~student academic progress as a significant component and an overall summative rating; ~~. Teacher evaluations include regular observation and evidence that instruction is aligned with the school's curriculum. Evaluations include~~
- identification of areas of individual strengths and weaknesses; ~~and~~
- recommendations for appropriate professional activities~~.~~; **and** ~~Evaluations include~~
- an evaluation of cultural competency.

Teacher evaluations include regular observation and evidence that instruction is aligned with the school's curriculum. ~~Any teacher whose evaluation indicates deficiencies in managing student conduct may be required to attend professional development activities designed to improve classroom management and discipline skills.~~

Adopted:

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Legal Ref~~s~~.: Code of Virginia, 1950, as amended, §§ 22.1-70, 22.1-78, 22.1-294, 22.1-295, 22.1-303, 22.1-253.13:5, 22.1-253.13:7 and 22.1-276.2.

Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers (Virginia Board of Education as approved March 18, 2021).[2]

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE DELETED FROM FINAL POLICY.

[2] https://townhall.virginia.gov/L/GetFile.cfm?File=C:\TownHall\docroot\GuidanceDocs\201\GDoc_DOE_7013_v1.pdf

Guidelines for Uniform Performance Standards and Evaluation Criteria for Principals (Virginia Board of Education as effective ~~January 10, 2020~~March 17, 2022).[3]

Cross Ref.: CBG ~~———~~Evaluation of the Superintendent
GCG ~~———~~Professional Staff Probationary Term and Continuing ~~———~~Contract

[3] https://townhall.virginia.gov/L/GetFile.cfm?File=C:\TownHall\docroot\GuidanceDocs\201\GDoc_DOE_7198_v1.pdf

EVALUATION OF PROFESSIONAL STAFF

Every professional employee of the Tazewell County School Board is evaluated on a regular basis at least as frequently as required by law.

The Superintendent ensures that cooperatively developed procedures for professional staff evaluations are implemented throughout the division and included in the division's policy manual. The results of the evaluation are in writing, dated and signed by the evaluator and the person being evaluated, with one copy going to the central office personnel file and one copy to the person being evaluated.

The primary purposes of evaluation of teachers are to:

- contribute to the successful achievement of the goals and objectives defined in the school division's educational plan;
- improve the quality of instruction by ensuring accountability for classroom performance and teacher effectiveness;
- promote a positive working environment, as well as collaboration and continuous communication between the teacher and the evaluator, that promotes continuous professional growth and improved student outcomes;
- promote self-growth, instructional effectiveness, and improvement of overall professional performance; and, ultimately
- optimize student learning and growth for all students.

The primary purposes of evaluation of principals are to:

- optimize student learning and growth;
- contribute to the successful achievement of the goals and objectives defined in the vision, mission, and goals of the school division;
- provide a basis for leadership improvement through productive principal performance appraisal and professional growth; and
- implement a performance evaluation system that promotes collaboration between the principal and evaluator and promotes self-growth, leadership effectiveness, and improvement of overall job performance.

Evaluation Standards

Teacher and principal evaluations are consistent with the performance standards included in the Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers and Principals. Evaluations include:

- student academic progress as a significant component and an overall summative rating;
- identification of areas of individual strengths and weaknesses;
- recommendations for appropriate professional activities; **and**
- an evaluation of cultural competency.

Teacher evaluations include regular observation and evidence that instruction is aligned with the school's curriculum.

Adopted: July 13, 2026

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-70, 22.1-78, 22.1-294, 22.1-295, 22.1-303, 22.1-253.13:5, 22.1-253.13:7 and 22.1-276.2.

Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers (Virginia Board of Education as approved March 18, 2021).

Guidelines for Uniform Performance Standards and Evaluation Criteria for Principals (Virginia Board of Education as effective March 17, 2022).

Cross Ref.:

CBG	Evaluation of the Superintendent
GCG	Professional Staff Probationary Term and Continuing Contract

PROFESSIONAL STAFF DISCIPLINE

Probation and Dismissal

Teachers may be dismissed for incompetency, immorality, non-compliance with school laws and regulations, disability in accordance with ~~S~~state and federal law, conviction of a felony or a crime of moral turpitude, or other good and just cause.

A teacher shall be dismissed if such teacher is or becomes the subject of a founded complaint of child abuse and neglect, pursuant to Va. Code § 63.2-1505, and after all rights to an appeal provided by Va. Code § 63.2-1526 have been exhausted. The fact of such finding, after all rights to an appeal provided by Va. Code § 63.2-1526 have been exhausted, shall be grounds for the School Board to recommend that the Board of Education revoke such person's license to teach.

In those instances when licensed personnel are dismissed or resign due to a conviction of any felony; any offense involving the sexual molestation, physical or sexual abuse or rape of a child; any offense involving drugs; or due to having become the subject of a founded case of child abuse or neglect, the School Board shall notify the Board of Education within 10 business days of such dismissal or the acceptance of such resignation.

If a current employee is dismissed because of information appearing on the employee's criminal history record, the School Board shall provide a copy of the information obtained from the Central Criminal Records Exchange to the employee.

Administrative regulations shall be developed for the dismissal or placing on probation of continuing contract teachers and probationary teachers during the school year.

No teacher shall be dismissed or placed on probation solely on the basis of the teachers' refusal to submit to a polygraph examination requested by the School Board.

Suspension

Employees of **[BLANK]** School Board may be suspended as provided in **[INSERT DIVISION POLICY ON SUSPENSION OF STAFF MEMBERS (VSBA SAMPLE POLICY GCPF)]**~~Policy GCPF Suspension of Staff Members~~.

Failure to Perform Nonemergency Health-Related Services

With the exception of school administrative personnel and employees who have the specific duty to deliver health-related services, no licensed instructional employee, instructional aide, or clerical employee shall be disciplined, placed on probation, or dismissed on the basis of such employee's refusal to (i) perform nonemergency health-related services for students or (ii) obtain training in the administration of insulin and

glucagon. Any employee who does not have a specific duty to deliver health-related services may, with reasonable notice to the school division, decline to provide future health-related services. However, instructional aides and clerical employees may not refuse to dispense oral medications.

"Health-related services" means those activities which, when performed in a health care facility, must be delivered by or under the supervision of a licensed or certified professional.

Effect of Probation Pursuant to Va. Code §18.2-251

For purposes of this policy, a court's placing an individual on probation pursuant to Va. Code § 18.2-251 shall be treated as a conviction and as a finding of guilt.

Administration of Opioid Antagonist

No employee of the School Board will be subject to disciplinary action for any act or omission made in connection with the administration of an opioid antagonist, when the employee during regular school hours, on school premises, or during a school-sponsored activity, in good faith administers an opioid antagonist for opioid overdose reversal to any individual who is believed to be experiencing or about to experience a life-threatening opioid overdose, regardless of whether such employee was trained or certified in the administration of an opioid antagonist.

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 18.2-251, 22.1-274, 22.1-274.4:1, 22.1-296.2, 22.1-307, 22.1-313, 22.1-315.

Cross Refs.:	EBBC	Opioid Antagonists
	GBEA	Unlawful Manufacture, Distribution, Dispensing, Possession or Use of a Controlled Substance
	GBM	Professional Staff Grievances
	GCB	Professional Staff Contracts
	GCE	Substitute TeachersPart-Time and Substitute Staff Employment
	GCG	Professional Staff Probationary Term and Continuing Contract
	GCDA	Effect of Criminal Conviction or Founded Complaint of Child Abuse or Neglect
	GCPF	Suspension of Staff Members
	JHC	Student Health Services
	JHCD	Administering Medicines to Students

PROFESSIONAL STAFF DISCIPLINE

Probation and Dismissal

Teachers may be dismissed for incompetency, immorality, non-compliance with school laws and regulations, disability in accordance with state and federal law, conviction of a felony or a crime of moral turpitude, or other good and just cause.

A teacher shall be dismissed if such teacher is or becomes the subject of a founded complaint of child abuse and neglect, pursuant to Va. Code § 63.2-1505, and after all rights to an appeal provided by Va. Code § 63.2-1526 have been exhausted. The fact of such finding, after all rights to an appeal provided by Va. Code § 63.2-1526 have been exhausted, shall be grounds for the School Board to recommend that the Board of Education revoke such person's license to teach.

In those instances when licensed personnel are dismissed or resign due to a conviction of any felony; any offense involving the sexual molestation, physical or sexual abuse or rape of a child; any offense involving drugs; or due to having become the subject of a founded case of child abuse or neglect, the School Board shall notify the Board of Education within 10 business days of such dismissal or the acceptance of such resignation.

If a current employee is dismissed because of information appearing on the employee's criminal history record, the School Board shall provide a copy of the information obtained from the Central Criminal Records Exchange to the employee.

Administrative regulations shall be developed for the dismissal or placing on probation of continuing contract teachers and probationary teachers during the school year.

No teacher shall be dismissed or placed on probation solely on the basis of the teachers' refusal to submit to a polygraph examination requested by the School Board.

Suspension

Employees of Tazewell County School Board may be suspended as provided in Policy GCPF.

Failure to Perform Nonemergency Health-Related Services

With the exception of school administrative personnel and employees who have the specific duty to deliver health-related services, no licensed instructional employee, instructional aide, or clerical employee shall be disciplined, placed on probation, or dismissed on the basis of such employee's refusal to (i) perform nonemergency health-related services for students or (ii) obtain training in the administration of insulin and glucagon. Any employee who does not have a specific duty to deliver health-related

services may, with reasonable notice to the school division, decline to provide future health-related services. However, instructional aides and clerical employees may not refuse to dispense oral medications.

"Health-related services" means those activities which, when performed in a health care facility, must be delivered by or under the supervision of a licensed or certified professional.

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Adopted: July 13, 2026

Legal Ref.: Code of Virginia, 1950, as amended, §§ 18.2-251, 22.1-274, 22.1-274.4:1, 22.1-296.2, 22.1-307, 22.1-313, 22.1-315.

Cross Ref.:

EBBC	Opioid Antagonists
GBEA	Unlawful Manufacture, Distribution, Dispensing, Possession or Use of a Controlled Substance
GBM	Professional Staff Grievances
GCB	Professional Staff Contracts
GCE	Substitute Teachers
GCG	Professional Staff Probationary Term and Continuing Contract
GCDA	Effect of Criminal Conviction or Founded Complaint of Child Abuse or Neglect
GCPF	Suspension of Staff Members
JHC	Student Health Services
JHCD	Administering Medicines to Students

SUSPENSION OF STAFF MEMBERS

Employees of **[BLANK]** School Board, whether full-time or part-time, permanent or temporary, may be suspended for good and just cause

- when the safety or welfare of the school division or the students therein is threatened or
- when the employee has been charged by summons, warrant, indictment or information with the commission of
  - a felony; ~~or~~
  - a misdemeanor involving:
    - sexual assault as established in Article 7 (§18.2-61 et seq.) of Chapter 4 of Title 18.2, of the Code of Virginia,
    - obscenity and related offenses as established in Article 5 (§18.2-372 et seq.) of Chapter 8 of Title 18.2, of the Code of Virginia,
    - drugs as established in Article 1 (§18.2-247 et seq.) of Chapter 7 of Title 18.2, of the Code of Virginia;~~,~~
    - moral turpitude, or
    - the physical or sexual abuse or neglect of a child; **or**
  - ~~or~~ an equivalent offense in another state.

Except when an employee is suspended because of being charged by summons, warrant, indictment, or information with the commission of any of the above-listed offenses, the S~~s~~uperintendent or appropriate central office designee ~~shall~~ must not suspend an employee for longer than sixty (60) days and ~~shall~~ must not suspend an employee ~~for a period in excess of five (5) days~~ unless such employee is advised in writing of the reason for the suspension and afforded an opportunity for a hearing before the ~~s~~School ~~b~~Board in accordance with Va. Code §§ 22.1-311 and 22.1-313, if applicable. Any employee so suspended shall continue to receive ~~his~~ the employee's then applicable salary unless and until the school board, after a hearing, determines otherwise. No employee shall be suspended solely on the basis of the employee's refusal to submit to a polygraph examination requested by the School Board.

Any employee suspended because of being charged by summons, warrant, information, or indictment with any of the above-listed criminal offenses may be suspended with or without pay. In the event an employee is suspended without pay, an amount equal to the employee's salary while on suspended status shall be placed in an interest-bearing demand escrow account. Upon being found not guilty of one of the above-listed criminal offenses or upon the dismissal or nolle prosequi of the charge, such employee shall be reinstated with all unpaid salary and accrued interest from the escrow account, less any earnings received by the employee during the period of suspension, but in no event shall such payment exceed one year's salary.

In the event an employee is found guilty by an appropriate court of any of the above-listed criminal offenses and, after all available appeals have been exhausted and

such conviction is upheld, all funds in the escrow account shall be repaid to the School Board.

If an employee is suspended because of information appearing on the employee's criminal history record, the School Board provides a copy of the information obtained from the Central Criminal Records Exchange to the employee.

No employee ~~will have his~~ insurance benefits will be suspended or terminated because of suspension in accordance with this policy.

The placing of a school employee on probation pursuant to the terms and conditions of Va. Code § 18.2-251 shall be deemed a finding of guilt.

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 18.2-251, 22.1-78, 22.1-296.2, 22.1-315.

Cross Ref~~s~~.: GBMA Support Staff Grievances
GCDA Effect of Criminal Conviction or Founded Complaint of Child Abuse or Neglect
GCPD Professional Staff Discipline
GDG Support Staff Probationary Period

SUSPENSION OF STAFF MEMBERS

Employees of Tazewell County School Board, whether full-time or part-time, permanent or temporary, may be suspended for good and just cause

- when the safety or welfare of the school division or the students therein is threatened or
- when the employee has been charged by summons, warrant, indictment or information with the commission of
  - a felony;
  - a misdemeanor involving:
    - sexual assault as established in Article 7 (§18.2-61 et seq.) of Chapter 4 of Title 18.2, of the Code of Virginia,
    - obscenity and related offenses as established in Article 5 (§18.2-372 et seq.) of Chapter 8 of Title 18.2, of the Code of Virginia,
    - drugs as established in Article 1 (§18.2-247 et seq.) of Chapter 7 of Title 18.2, of the Code of Virginia;
    - moral turpitude, or
    - the physical or sexual abuse or neglect of a child; **or**
  - an equivalent offense in another state.

Except when an employee is suspended because of being charged by summons, warrant, indictment, or information with the commission of any of the above-listed offenses, the Superintendent or appropriate central office designee must not suspend an employee for longer than sixty (60) days and must not suspend an employee unless such employee is advised in writing of the reason for the suspension and afforded an opportunity for a hearing before the School Board in accordance with Va. Code §§ 22.1-311 and 22.1-313, if applicable. Any employee so suspended shall continue to receive the employee's then applicable salary unless and until the school board, after a hearing, determines otherwise. No employee shall be suspended solely on the basis of the employee's refusal to submit to a polygraph examination requested by the School Board.

Any employee suspended because of being charged by summons, warrant, information, or indictment with any of the above-listed criminal offenses may be suspended with or without pay. In the event an employee is suspended without pay, an amount equal to the employee's salary while on suspended status shall be placed in an interest-bearing demand escrow account. Upon being found not guilty of one of the above-listed criminal offenses or upon the dismissal or nolle prosequi of the charge, such employee shall be reinstated with all unpaid salary and accrued interest from the escrow account, less any earnings received by the employee during the period of suspension, but in no event shall such payment exceed one year's salary.

In the event an employee is found guilty by an appropriate court of any of the above-listed criminal offenses and, after all available appeals have been exhausted and

such conviction is upheld, all funds in the escrow account shall be repaid to the School Board.

If an employee is suspended because of information appearing on the employee's criminal history record, the School Board provides a copy of the information obtained from the Central Criminal Records Exchange to the employee.

No employee insurance benefits will be suspended or terminated because of suspension in accordance with this policy.

The placing of a school employee on probation pursuant to the terms and conditions of Va. Code § 18.2-251 shall be deemed a finding of guilt.

Adopted: July 13, 2026

Legal Ref.: Code of Virginia, 1950, as amended, §§ 18.2-251, 22.1-78, 22.1-296.2, 22.1-315.

Cross Ref.:	GBMA	Support Staff Grievances
	GCDA	Effect of Criminal Conviction or Founded Complaint of Child Abuse or Neglect
	GCPD	Professional Staff Discipline
	GDG	Support Staff Probationary Period

ACCEPTANCE OF ELECTRONIC SIGNATURES AND RECORDS

Policy Statement

Electronic or digital signatures can take many forms and can be created using many different types of technology. The authenticity and reliability of electronic signatures relating to transactions are dependent on the accompanying processes, supplemental records and the overall context in which records are created, transferred, and signed. The **[BLANK]** School Board adopts the following policy with respect to the use of electronic records and signatures in connection with its communications with parents, guardians, or other persons having control over a child enrolled in this division.

Definitions

"Attribution" – An electronic record or electronic signature is attributable to a person if it was the act of the person. The act of the person may be shown in any manner, including a showing of the efficacy of any security procedure applied to determine the person to which the electronic record or electronic signature was attributable.

"Electronic Signature" – An electronic sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

"Electronic Record" – Any record created, generated, sent, communicated, received or stored by electronic means.

Applicability

This policy applies to parents, guardians, and other persons having control or charge of a child enrolled in the division; and also to individuals affiliated with the division, whether paid or unpaid, including but not limited to teachers, administrators, staff, students, affiliates, and volunteers.

Electronic Records

Electronic records created or received by the division shall be appropriately attributed to the individual(s) responsible for their creation and/or authorization or approval. The division shall utilize available technology to implement reliable methods for generating and managing electronic records. Any electronic record filed with or issued by the division may be given full force and effect of a paper communication if the following conditions are satisfied:

- The communication is an electronic filing or recording and the **[BLANK]** School Board agrees to accept or send such communication electronically; and

- If a signature is required on the record or communication by any statute, rule or other applicable law or School Board policy, the electronic signature must conform to the requirements set forth in this policy governing the use of electronic signatures.

Electronic Signatures

An electronic signature may be used if the law requires a signature unless there is a specific statute, regulation, or policy that requires records to be signed in non-electronic form. The issuance and/or acceptance of an electronic signature by the School Board may be permitted in accordance with the provisions of this policy and all applicable state and federal law. If permitted, such electronic signature shall have the full force and effect of a manual signature only if the electronic signature satisfies all of the following requirements:

1. The electronic signature identifies the individual signing the document by the individual's name and title;

2. The identity of the individual signing with an electronic signature is capable of being validated through the use of an audit trail;

3. The electronic signature and the document to which it is affixed cannot be altered once the electronic signature has been affixed;

4. The electronic signature conforms to all other provisions of this policy.

Acceptance, Use, and Issuance of Electronic Records and Signatures

The School Board ~~shall~~ maintains an electronic recordkeeping system that can receive, store, and reproduce electronic records and signatures relating to communications and transactions in their original form. Such system should include security procedures whereby the School Board can (a) verify the attribution of a signature to a specific individual, (b) detect changes or errors in the information contained in a record submitted electronically, (c) protect and prevent access, alteration, manipulation or use by an unauthorized person, and (d) provide for nonrepudiation through strong and substantial evidence that will make it difficult for the signer to claim that the electronic representation is not valid.

The School Board ~~shall~~ must ensure that all electronic records and signatures are capable of being accurately reproduced for later reference and retained until such time as all legally mandated retention requirements are satisfied.

The School Board ~~shall~~ must maintain a secure hard copy log of the PIN/password or actual signature of any individual authorized to provide an electronic signature in connection with School Board business.

The School Board may receive and accept as original, electronic records and signatures so long as the communication, on its face, appears to be authentic.

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-79.3, 59.1-479 et seq.

Cross Ref.: JO Student Records

ACCEPTANCE OF ELECTRONIC SIGNATURES AND RECORDS

Policy Statement

Electronic or digital signatures can take many forms and can be created using many different types of technology. The authenticity and reliability of electronic signatures relating to transactions are dependent on the accompanying processes, supplemental records and the overall context in which records are created, transferred, and signed. The Tazewell County School Board adopts the following policy with respect to the use of electronic records and signatures in connection with its communications with parents, guardians, or other persons having control over a child enrolled in this division.

Definitions

"Attribution" – An electronic record or electronic signature is attributable to a person if it was the act of the person. The act of the person may be shown in any manner, including a showing of the efficacy of any security procedure applied to determine the person to which the electronic record or electronic signature was attributable.

"Electronic Signature" – An electronic sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

"Electronic Record" – Any record created, generated, sent, communicated, received or stored by electronic means.

Applicability

This policy applies to parents, guardians, and other persons having control or charge of a child enrolled in the division; and also to individuals affiliated with the division, whether paid or unpaid, including but not limited to teachers, administrators, staff, students, affiliates, and volunteers.

Electronic Records

Electronic records created or received by the division shall be appropriately attributed to the individual(s) responsible for their creation and/or authorization or approval. The division shall utilize available technology to implement reliable methods for generating and managing electronic records. Any electronic record filed with or issued by the division may be given full force and effect of a paper communication if the following conditions are satisfied:

- The communication is an electronic filing or recording and the Tazewell County School Board agrees to accept or send such communication electronically; and

- If a signature is required on the record or communication by any statute, rule or other applicable law or School Board policy, the electronic signature must conform to the requirements set forth in this policy governing the use of electronic signatures.

Electronic Signatures

An electronic signature may be used if the law requires a signature unless there is a specific statute, regulation, or policy that requires records to be signed in non-electronic form. The issuance and/or acceptance of an electronic signature by the School Board may be permitted in accordance with the provisions of this policy and all applicable state and federal law. If permitted, such electronic signature shall have the full force and effect of a manual signature only if the electronic signature satisfies all of the following requirements:

1. The electronic signature identifies the individual signing the document by the individual's name and title;

2. The identity of the individual signing with an electronic signature is capable of being validated through the use of an audit trail;

3. The electronic signature and the document to which it is affixed cannot be altered once the electronic signature has been affixed;

4. The electronic signature conforms to all other provisions of this policy.

Acceptance, Use, and Issuance of Electronic Records and Signatures

The School Board maintains an electronic recordkeeping system that can receive, store, and reproduce electronic records and signatures relating to communications and transactions in their original form. Such system should include security procedures whereby the School Board can (a) verify the attribution of a signature to a specific individual, (b) detect changes or errors in the information contained in a record submitted electronically, (c) protect and prevent access, alteration, manipulation or use by an unauthorized person, and (d) provide for nonrepudiation through strong and substantial evidence that will make it difficult for the signer to claim that the electronic representation is not valid.

The School Board must ensure that all electronic records and signatures are capable of being accurately reproduced for later reference and retained until such time as all legally mandated retention requirements are satisfied.

The School Board must maintain a secure hard copy log of the PIN/password or actual signature of any individual authorized to provide an electronic signature in connection with School Board business.

The School Board may receive and accept as original, electronic records and signatures so long as the communication, on its face, appears to be authentic.

Adopted: July 13, 2026

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-79.3, 59.1-479 et seq.

Cross Ref.: JO Student Records

INSTRUCTIONAL GOALS AND OBJECTIVES

The [BLANK] School Board ~~develops and implements~~is committed to providing a comprehensive program of instruction for grades kindergarten through 12 that is consistent with the requirements of Virginia law and ~~aligned~~ meets or exceeds ~~to the~~the Standards of Learning established by the Board of Education. Students are expected to achieve the educational objectives established by the school division at appropriate age and grade levels. ~~and that meets or exceeds the requirements of the Board of Education.~~

The division's program of instruction ~~emphasizes~~ emphasizes:

- skills of communication including reading, writing, and speaking; ~~reading, writing, speaking~~
- mathematical concepts and computations;
- proficiency in the use of computers and related technology;
- ~~, mathematical concepts and computations, proficiency in the use of computers and related technology,~~ computer science and computational thinking, including computer coding and scientific concepts and processes; ~~and scientific concepts and processes;~~
- essential skills and concepts of citizenship, including knowledge of Virginia, U.S., and word history,
- ~~essential skills and concepts of citizenship, including knowledge of Virginia history and world and United States history,~~ economics, government, foreign languages, and international cultures;
- ~~,h~~health and physical education; ~~, environmental issues and geography necessary for responsible participation in American society and in the international community;~~
- Environmental issues;
- Geography necessary for responsible participation in American society and the international community;
- ~~f~~fine arts, which may include, but ~~need~~ not be limited to, music and art, and practical arts;
- ~~k~~knowledge and skills needed to qualify for further education, gainful employment, or training in a career or technical field; and
- ~~d~~development of the ability to apply such skills and knowledge in preparation for eventual employment and lifelong learning and to achieve economic self-sufficiency.

The Superintendent is responsible for implementing this policy consistent with applicable Board of Education guidelines. This policy and implementing regulations will be reviewed periodically to ensure alignment with the Virginia Standards of Learning, the Standards of Qualify, and other legal requirements.

~~The School Board shall also implement:~~

1. programs in grades kindergarten through three that emphasize developmentally appropriate learning to enhance success

2. programs based on prevention, intervention, or remediation designed to increase the number of students who earn a high school diploma and to prevent students from dropping out of school; such programs shall include components that are research-based

3. career and technical education programs incorporated into the kindergarten through grade 12 curricula

4. educational objectives in middle and high school that emphasize economic education and financial literacy pursuant to Va. Code § 22.1-200.03

5. early identification of students with disabilities and enrollment of such students in appropriate instructional programs consistent with state and federal law

6. early identification of gifted students and enrollment of such students in appropriately differentiated instructional programs

7. educational alternatives for students whose needs are not met in programs prescribed elsewhere in the Standards of Learning

8. adult education programs for individuals functioning below the high school completion level

9. a plan to make achievements for students who are educationally at risk a divisionwide priority that includes procedures for measuring the progress of such students

10. an agreement for postsecondary credit and degree attainment with any community college in Virginia specifying the options for students to complete an associate's degree, a one-year Uniform Certificate of General Studies or the Passport Program from a community college concurrent with a high school diploma consistent with the requirements for the College and Career Ready Virginia Program; such agreement specifies the credit available for dual enrollment courses and Advanced Placement courses with qualifying exam scores of three or higher

11. a plan to notify students and their parents of the availability of dual enrollment and Advanced Placement classes, career and technical education programs, including internships, externships, apprenticeships, credentialing programs, certification programs, licensure programs, and other work-based learning experiences; the International Baccalaureate Program, and Academic Year Governor's School Programs, the qualifications for enrolling in such classes, programs, and experiences, and the availability of financial assistance to low-income and needy students to take the Advanced Placement and International

Baccalaureate examinations; this plan includes notification to students and parents of the College and Career Ready Virginia Program established by Va. Code § 22.1-237.1, et seq. and its agreement with a community college in Virginia to enable students to complete an associate's degree or a one-year Uniform Certificate of General Studies, or the Passport Program concurrent with a high school diploma

12. identification of students with limited English proficiency and enrollment of such students in appropriate instructional programs, which programs may include dual language programs whereby such students receive instruction in English and in a second language

13. early identification, diagnosis, and assistance for students with mathematics problems and provision of instructional strategies and mathematics practices that benefit the development of mathematics skills for all students

14. incorporation of art, music, and physical education as a part of the instructional program at the elementary school level

15. a program of physical activity available to all students in grades kindergarten through five consisting of at least 20 minutes per day or an average of 100 minutes per week during the regular school year and available to all students in grades six through 12 with a goal of at least 150 minutes per week on average during the regular school year; such program may include any combination of (i) physical education classes, (ii) extracurricular athletics, (iii) recess, or (iv) other programs and physical activities deemed appropriate by the School Board

16. a program of student services for grades kindergarten through grade 12 designed to aid students in their educational, social, and career development

17. the collection and analysis of data and the use of the results to evaluate and make decisions about the instructional program

18. a program of instruction in each government course in the school division on all information and concepts in the civics portion of the U.S. Naturalization test

19. a program of literacy instruction that is aligned with science-based reading research and provides evidence-based literacy instruction to students in kindergarten through eight that is consistent with the School Board's divisionwide literacy plan

Timely written notification is provided to the parents of any student who:

- undergoes literacy and Response to Intervention screening and services;
- does not meet the benchmark on any assessment used to determine at-risk learners in preschool through grade 12, which notification includes all such assessment scores and subscores and any intervention plan that results from such assessment scores or subscores; or

- ~~receives reading intervention services. Parents of each student who receives reading intervention services are notified before the services begin and given notice of and a copy of the student's reading plan.~~

Adopted:

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-78-79; , 22.1-23.3;, 22.1-215.2, 22.1-237.1-, ~~22.1-237.2, 22.1-237.3, 22.1-237.4, 22.1-~~237.5, 22.1-253.13:1.

Cross Refs.:

AE	School Division Goals and Objectives
AG	Literacy Plan
IGAD	Career and Technical Education
IGBE	Remedial and Summer Instructional Program
IGBI	Advanced Placement Classes and Special Programs
IGBD	Programs for Students with Reading Deficiencies
IJD	College and Career Readiness
IK	Academic Planning and Course Selection
JHCF	Student Wellness
LEB	Advanced/Alternative Courses for Credit

INSTRUCTIONAL GOALS AND OBJECTIVES

The Tazewell County School Board is committed to providing a comprehensive program of instruction for grades kindergarten through 12 that is consistent with the requirements of Virginia law and meets or exceeds the Standards of Learning established by the Board of Education. Students are expected to achieve the educational objectives established by the school division at appropriate age and grade levels.

The division's program of instruction emphasizes:

- skills of communication including reading, writing, and speaking;
- mathematical concepts and computations;
- proficiency in the use of computers and related technology;
- computer science and computational thinking, including computer coding and scientific concepts and processes;
- essential skills and concepts of citizenship, including knowledge of Virginia, U.S., and word history,
- economics, government, foreign languages, and international cultures;
- health and physical education;
- Environmental issues;
- Geography necessary for responsible participation in American society and the international community;
- fine arts, which may include, but not be limited to, music and art, and practical arts;
- knowledge and skills needed to qualify for further education, gainful employment, or training in a career or technical field; and
- development of the ability to apply such skills and knowledge in preparation for eventual employment and lifelong learning and to achieve economic self-sufficiency.

The Superintendent is responsible for implementing this policy consistent with applicable Board of Education guidelines. This policy and implementing regulations will be reviewed periodically to ensure alignment with the Virginia Standards of Learning, the Standards of Qualify, and other legal requirements.

Adopted: July 13, 2026

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-78-79; 22.1-23.3; 22.1-215.2, 22.1-237.1-237.5, 22.1-253.13:1.

Cross Ref.:	AE	School Division Goals and Objectives
	AG	Literacy Plan
	IGAD	Career and Technical Education
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	IJD	College and Career Readiness
	IK	Academic Planning and Course Selection
	JHCF	Student Wellness
	LEB	Advanced/Alternative Courses for Credit

SCHOOL YEAR/SCHOOL DAY

School Year

The length of the school year is at least 180 teaching days or 990 teaching hours. The School Board offers in-person instruction to each student enrolled in an elementary or secondary school in the division for at least 990 teaching hours except as otherwise permitted by Va. Code § 22.1-98.C.4 or Article 3 of Chapter 14 of Title 22.1 of the Code of Virginia. Days on which a school or schools ~~or all the schools~~ in the division are closed due to severe weather or other emergencies are made up as provided below if necessary to meet these requirements.

Students are provided a minimum of 680 hours of instructional time in elementary school in the four academic disciplines of English, mathematics, science, and history and social science.

Unstructured recreational time that is intended to develop teamwork, social skills, and overall physical fitness may be included in the calculation of total instructional time or teaching hours for elementary school, provided that such unstructured recreational time does not exceed 15 percent of total instructional time or teaching hours.

Make Up Days

If severe weather conditions or other emergency situations result in the closing of a school or schools ~~or all the schools~~ in the ~~school~~ division or in an unscheduled remote learning day for a school or schools in the division for

- five or fewer days, all missed days are made up by adding teaching days to the school calendar or extending the length of the school day;
- six days or more, the first five days plus one day for each two days missed in excess of the first five are made up by adding teaching days to the school calendar or extending the length of the school day.

If severe weather conditions or other emergency situations result in the closing of any school in the school division and such school has been unable to meet the 180 teaching day requirement, the school division may make up the missed teaching days by providing its students with instructional hours equivalent to such missed teaching days to meet the minimum 990 teaching hour requirement.

If severe weather conditions or other emergency situations result in the closing of any school in the school division for in-person instruction, the school division may declare an unscheduled remote learning day whereby the school provides instruction and student services that are consistent with guidelines established by the Department of Education to ensure the equitable provision of such services. No more than 10 unscheduled remote learning days will be declared in a school year unless the

Superintendent of Public Instruction grants an extension or the division requests and receives a waiver from the Board of Education in accordance with applicable guidelines.

~~The Board of Education may waive the requirement that the school division provide additional teaching days or teaching hours to compensate for school closings resulting from a declared state of emergency or severe weather conditions or other emergency situations under certain circumstances. If the School Board desires a waiver, it will submit a request to the Board of Education. The request will include evidence of efforts that have been made by the school division to reschedule as many days as possible and certification by the superintendent and chairman of the School Board that every reasonable effort for making up lost teaching days or teaching hours was exhausted before requesting a waiver. If the waiver is denied, the school division will make up the missed instructional time.~~

~~The Board of Education waives the requirement that school divisions provide additional teaching days or teaching hours to compensate for school closings resulting from an evacuation directed and compelled by the Governor pursuant to Va. Code § 44-146.17 for up to five teaching days. If the School Board desires such a waiver, it notifies the Board of Education and provides evidence of efforts that have been made by the school division to reschedule as many days as possible and certification by the superintendent and chair of the School Board that every reasonable effort for making up lost teaching days or teaching hours was exhausted. After receiving such notification, the Board of Education grants the waiver and there is no proportionate reduction in the amount paid by the Commonwealth from the Basic School Aid Fund. Further, the local appropriations for educational purposes necessary to fund 180 teaching days or 990 teaching hours shall not be proportionally reduced by the local appropriating body due to any reduction in the length of the term of any school or the schools in a school division permitted by such waiver.~~

School Calendar

The School Board establishes the division's calendar in accordance with state law.[1] ~~The School Board~~It also establishes teaching contracts in accordance with

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FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[1] School divisions may set the school calendar such that the first day students are required to attend is up to 14 days before ~~-~~September 1 of each year~~Labor Day~~. Divisions beginning school prior to Labor Day must close from the Friday immediately preceding Labor Day through Labor Day.
Since the 2019 and 2026 General Assembly passed legislation amending the Code of Virginia, school divisions no longer need to seek waivers to open prior to Labor Day, except for divisions providing year-round instructional programs. ~~except as follows. Divisions granted a waiver to open prior to Labor Day for the 2018-2019 school year may begin school earlier than 14 days before Labor Day but must close the Friday immediately preceding Labor Day. Divisions granted~~

applicable regulations of the Board of Education to include contingencies for making up teaching days and teaching hours missed for emergency situations.

An advisory committee composed of teachers, parents, and school administration may be utilized to recommend a proposed calendar to the ~~s~~Superintendent. The recommendation of this committee is advisory.

Joint or Regional Schools

School boards operating joint or regional high schools, including regional charter schools, offering a specialized curriculum leading to a high school diploma and a postsecondary credential, such as industry certification, career certificate, or degree may, by agreement, establish alternative schedules for the delivery of instruction. Those schedules may include alternatives to standard school day and year requirements,

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~~a waiver to open prior to Labor Day for the 2011-2012 school year may begin school earlier than 14 days before Labor Day and are not required to close the Friday immediately preceding Labor Day. In addition, any school board in Planning District 16 (which includes the City of Fredericksburg and the counties of Caroline, King George, Spotsylvania and Stafford) that was not granted a good cause waiver pursuant to Va. Code § 22.1-79.1 for the 2018-2019 school year but would qualify for such a waiver pursuant to Va. Code § 22.1-79.1 as it was in effect prior to July 1, 2019, for the 2019-2020 school year may set the school calendar so that the first day students are required to attend is earlier than Labor Day, including earlier than 14 days before Labor Day. Additionally, the school board of any~~

~~school division located in Planning District 16 that is entirely surrounded by two school divisions~~

~~that either were granted a waiver pursuant to Chapter 3 of the Acts of Assembly of 2012, Special Session I, or would qualify for a good cause waiver pursuant to § 22.1-79.1 as it was in effect prior to July 1, 2019, for the 2019-2020 school year may open schools on the same opening date as either such surrounding school division.~~

~~*(footnote 1 cont'd)* Joint or regional schools, such as academic year Governor's Schools, may set the school calendar so that the first day students are required to attend school will be the same as the day set by any of the participating school divisions. Additionally, any school division which has students attend Northern Neck Technical Center may set the school calendar so that the first day students are required to attend is earlier than Labor Day, including earlier than 14 days before Labor Day.~~ T

~~T~~he Virginia Department of Education has prepared information that provides a convenient source for school divisions to determine whether they have had waivers in the past and ~~thus~~ which legal provisions apply to the division. That information can be found at https://doe.virginia.gov/data-policy-funding/virginia-board-of-education/pre-labor-day-openings.~~.~~

subject to the issuance of any necessary waivers by the Board of Education and relevant Board of Education regulations.

Certification

The School Board Chair and ~~s~~Superintendent ~~and School Board chair~~ certify the total number of teaching days and teaching hours each year as part of the annual report to the Board of Education.

Adopted:

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Legal Ref~~s~~.: Code of Virginia, 1950, as amended §§ 22.1-26, 22.1-79.1, 22.1-98, 22.1-200.2.

~~Acts 2019, cc. 569, 570 and 637.~~

Cross Ref.:	BCF	Advisory Committees to the School Board
	DL	Payroll Procedures
	EBCD	School Closings
	GAA	Staff Time Schedules
	IKF	The Virginia Assessment Program and Graduation Requirements
	IKFD[2]	Alternative Paths to Attaining Standard Units of Credit

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[2] Policy IKFD is an optional policy. A division which has not adopted it should not add it as a Cross Reference here.

SCHOOL YEAR/SCHOOL DAY

School Year

The length of the school year is at least 180 teaching days or 990 teaching hours. The School Board offers in-person instruction to each student enrolled in an elementary or secondary school in the division for at least 990 teaching hours except as otherwise permitted by Va. Code § 22.1-98.C.4 or Article 3 of Chapter 14 of Title 22.1 of the Code of Virginia. Days on which a school or schools in the division are closed due to severe weather or other emergencies are made up as provided below if necessary to meet these requirements.

Students are provided a minimum of 680 hours of instructional time in elementary school in the four academic disciplines of English, mathematics, science, and history and social science.

Unstructured recreational time that is intended to develop teamwork, social skills, and overall physical fitness may be included in the calculation of total instructional time or teaching hours for elementary school, provided that such unstructured recreational time does not exceed 15 percent of total instructional time or teaching hours.

Make Up Days

If severe weather conditions or other emergency situations result in the closing of a school or schools in the division or in an unscheduled remote learning day for a school or schools in the division for

- five or fewer days, all missed days are made up by adding teaching days to the school calendar or extending the length of the school day;
- six days or more, the first five days plus one day for each two days missed in excess of the first five are made up by adding teaching days to the school calendar or extending the length of the school day.

If severe weather conditions or other emergency situations result in the closing of any school in the school division and such school has been unable to meet the 180 teaching day requirement, the school division may make up the missed teaching days by providing its students with instructional hours equivalent to such missed teaching days to meet the minimum 990 teaching hour requirement.

If severe weather conditions or other emergency situations result in the closing of any school in the school division for in-person instruction, the school division may declare an unscheduled remote learning day whereby the school provides instruction and student services that are consistent with guidelines established by the Department of Education to ensure the equitable provision of such services. No more than 10 unscheduled remote learning days will be declared in a school year unless the

Superintendent of Public Instruction grants an extension or the division requests and receives a waiver from the Board of Education in accordance with applicable guidelines.

School Calendar

The School Board establishes the division's calendar in accordance with state law. It also establishes teaching contracts in accordance with applicable regulations of the Board of Education to include contingencies for making up teaching days and teaching hours missed for emergency situations.

An advisory committee composed of teachers, parents, and school administration may be utilized to recommend a proposed calendar to the Superintendent. The recommendation of this committee is advisory.

Joint or Regional Schools

School boards operating joint or regional high schools, including regional charter schools, offering a specialized curriculum leading to a high school diploma and a postsecondary credential, such as industry certification, career certificate, or degree may, by agreement, establish alternative schedules for the delivery of instruction. Those schedules may include alternatives to standard school day and year requirements, subject to the issuance of any necessary waivers by the Board of Education and relevant Board of Education regulations.

Certification

The School Board Chair and Superintendent certify the total number of teaching days and teaching hours each year as part of the annual report to the Board of Education.

Adopted: July 13, 2026

Legal Ref.: Code of Virginia, 1950, as amended §§ 22.1-26, 22.1-79.1, 22.1-98, 22.1-200.2.

Cross Ref.:

BCF	Advisory Committees to the School Board
DL	Payroll Procedures
EBCD	School Closings
GAA	Staff Time Schedules
IKF	The Virginia Assessment Program and Graduation Requirements
IKFD	Alternative Paths to Attaining Standard Units of Credit

TEACHING ABOUT DRUGS, ALCOHOL, ~~AND~~ TOBACCO, GAMBLING, AND ELECTRONIC DEVICES

[BLANK] School Board provides instruction concerning:

- drugs and drug abuse;~~,~~
- the public safety hazards and dangers of alcohol abuse, underage drinking, underage marijuana use, and drunk driving~~,~~;
- the health and safety risks of using tobacco products, hemp products intended for smoking, nicotine vapor products, and alternative nicotine products~~,~~; ~~and~~
- gambling and the addictive potential thereof; **and**
- time spent using electronic devices such as computers, cell phones, and other smart devices and the addictive potential thereof.

Instruction on Opioid Overdose Prevention and Reversal in Secondary School

The **[BLANK]** School Board provides a program of instruction on opioid overdose prevention and reversal in each secondary school with grades nine through 12, which includes instruction in identifying the signs of possible opioid overdose and training in the administration of an opioid antagonist for the reversal of a potentially life-threatening opioid overdose. This program is provided in grade(s) **[INSERT GRADE LEVEL]**.[1] ~~The School Board determines the appropriate grade level to provide such program in grades nine through 12.~~

Adopted:

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Legal Ref~~s~~.: Code of Virginia, 1950, as amended, § 22.1-206, 22.1-206.01, 18.2-371.2.

Cross Ref~~s~~.:	EBBC	Opioid Antagonists
	GBEC/JFCH/KGC	Tobacco Products and Nicotine Vapor Products
	IGAE/IGAF	Health Education/Physical Education
	JFC	Student Conduct
	JFCF	Drugs in Schools
	JFCI	Substance Abuse – Student Assistance Program
	JHCD	Administering Medicines to Students
	KGD	Notification of School-Connected Student Overdose

FOOTNOTE IS FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM THE FINAL POLICY.

[1] The School Board must determine the appropriate grade level to provide such program in grades nine through 12.

TEACHING ABOUT DRUGS, ALCOHOL, TOBACCO, GAMBLING, AND ELECTRONIC DEVICES

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Adopted: July 13, 2026

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Cross Ref.:		
	EBBC	Opioid Antagonists
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	JFC	Student Conduct
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	JFCI	Substance Abuse – Student Assistance Program
	JHCD	Administering Medicines to Students
	KGD	Notification of School-Connected Student Overdose

CHARACTER EDUCATION

The **[BLANK]** School Board provides, within its existing program or as a separate program, a character education program in its schools. The character education program may occur during the regular school year, during the summer in a youth development academy offered by the school division, or both. The purpose of the program is to foster civic virtues and personal character traits so as to improve the learning environment, promote student achievement, reduce disciplinary problems, and develop civic-minded students of high character. The program is cooperatively developed with students, parents, and the community. Specific character traits emphasized may include trustworthiness, respect, responsibility, fairness, caring, and citizenship.

Character education is interwoven into the school procedures and environment so as to instruct primarily by example, illustration, and participation, in such a way as to complement the Standards of Learning. Classroom instruction may also be used to supplement the program. The program also addresses the inappropriateness of bullying, as defined in Va. Code § 22.1-276.01. Parents have the right to review any audio-visual materials that contain graphic sexual or violent content used in any anti-bullying program. Prior to the use of any such material, the parent of a child participating in such a program is provided written notice of the parent's rights to review the material and the right to excuse the child from participating in the part of such program utilizing such material.

The character education program:

- specifies those character traits to be taught, selecting from those which are common to diverse social, cultural, and religious groups;
- is implemented at the elementary and secondary levels;
- provides for relevant professional development and adequate resources; **and**
- includes a method for program evaluation.

Character education is intended to educate students regarding those core civic values and virtues which are efficacious to civilized society and are common to the diverse social, cultural, and religious groups of the Commonwealth. It ~~shall~~ does not include indoctrination in any particular religious or political belief. Consistent with this purpose, Virginia's civic values, which are the principles articulated in the Bill of Rights (Article I) of the Constitution of Virginia and the ideals reflected in the seal of the Commonwealth, as described in Va. Code § 1-500, may be taught as representative of such civic values.

Adopted:

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Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-23.3, 22.1-207.2:1, 22.1-208.01.

Cross Refs.:

IKF	The Virginia Assessment Program and Graduation Requirements
INB	Teaching About Controversial Issues
INDC	Religion in the Schools

CHARACTER EDUCATION

The Tazewell County School Board provides, within its existing program or as a separate program, a character education program in its schools. The character education program may occur during the regular school year, during the summer in a youth development academy offered by the school division, or both. The purpose of the program is to foster civic virtues and personal character traits so as to improve the learning environment, promote student achievement, reduce disciplinary problems, and develop civic-minded students of high character. The program is cooperatively developed with students, parents, and the community. Specific character traits emphasized may include trustworthiness, respect, responsibility, fairness, caring, and citizenship.

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Adopted: July 13, 2026

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-23.3, 22.1-207.2:1,

22.1-208.01.

Cross Ref.:	IKF	The Virginia Assessment Program and Graduation Requirements
	INB	Teaching About Controversial Issues
	INDC	Religion in the Schools

PARENT AND FAMILY ENGAGEMENT[1]

Generally

The **[BLANK]** School Board recognizes that the education of each student is a responsibility shared by the school and the student's family. The **[BLANK]** School Board endorses the parent and family engagement goals of Title I (20 U.S.C. § 6318) and encourages the regular participation by parents and family members of all children including those eligible for Title I and English learner programs in all aspects of those programs.

Parent and Family Engagement

In keeping with these beliefs, the **[BLANK]** School Board cultivates and supports active parent and family engagement in student learning. The **[BLANK]** School Board:[2]

- provides activities that educate parents regarding the intellectual and developmental needs of their children. These activities promote cooperation between the division and other agencies or school/community groups (such as parent-teacher groups, the Head Start program, the Reading First program, Early Reading First program, Even Start program, and Parents as Teachers program) to furnish learning opportunities and disseminate information regarding parenting skills and child/adolescent development;
- implements strategies to involve parents in the educational process, including:
  - keeping families informed of opportunities for involvement and encouraging participation in various programs
  - providing access to educational resources for parents and families to use with their children
  - keeping families informed of the objectives of division educational programs as well as of their child's participation and progress with these programs;
- enables families to participate in the education of their children through a variety of roles. For example, family members may
  - provide input into division policies
  - volunteer time within the classroom and school program;

FOOTNOTE IS FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM THE FINAL POLICY.

[1] This policy was developed for use by divisions that receive Title I funds. 20 USC § 6318 mandates that such divisions develop, jointly with parents/guardians of participating students, a parent involvement policy which establishes expectations for parent involvement and describes how the division will address specified components.

[2] School divisions should identify activities conducted to cultivate and support active parent and family engagement in student learning. The activities identified here are a sample and school divisions should determine if they are relevant and add any as needed.

- provides professional development opportunities for teachers and staff to enhance their understanding of effective parent involvement strategies;
- performs regular evaluations of parent involvement at each school and in the division;
- provides access, upon request, to any instructional material used as part of the educational curriculum; **and**
- if practicable, provides information in a language understandable to parents.

In addition, for parents of students eligible for English learner programs, the School Board informs such parents of how they can be active participants in assisting their children

- to learn English;
- to achieve at high levels in core academic subjects; **and**
- to meet the same challenging academic content and student academic achievement standards as all children are expected to meet.

Parental Involvement in Title I Plan

The **[BLANK]** School Board encourages parents of children eligible to participate in Title I, Part A, programs to participate in the development of the Board's Title I plan. Parents may participate by

[INSERT OPPORTUNITIES FOR PARTICIPATION HERE]

Parental Involvement in School Review and Improvement

The **[BLANK]** School Division encourages parents of children eligible to participate in Title I, Part A, and English learner programs to participate in the process of school review and, if applicable, the development of support and improvement plans under 20 U.S.C. § 6311(d)(1) and (2). Parents may participate by

[INSERT OPPORTUNITIES FOR PARTICIPATION HERE]

Division Responsibilities

The **[BLANK]** School Division, and each school which receives Title I, Part A, funds:

- provides assistance to parents of children served by the school or division, as applicable, in understanding topics such as Virginia's challenging academic standards, state and local academic assessments and how to monitor a child's progress and work with educators to improve the achievement of their children
- provides materials and training to help parents work with their children to improve their children's achievement, such as literacy training and

using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement
- educates teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs and build ties between parents and the school
- to the extent feasible and appropriate, coordinates and integrates parental involvement programs and activities with other federal, state and local programs, including public preschool and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children
- ensures that information related to school and parent programs, meetings and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand
- provides such other reasonable support for parental involvement activities as parents may request

The **[BLANK]** School Division, and each school which receives Title I, Part A, funds, may:

- involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training
- provide necessary literacy training from Title I funds if the division has exhausted all other reasonably available sources of funding for such training
- pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions
- train parents to enhance the involvement of other parents
- arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators who work directly with participating children and parents who are unable to attend such conferences at school in order to maximize parental involvement and participation
- adopt and implement model approaches to improving parental involvement
- establish a divisionwide parent advisory council to provide advice on all matters related to parental involvement in programs supported by Title I
- develop appropriate roles for community-based organizations and businesses in parental involvement activities

~~School~~ Parent and Family Engagement Policies – Schools

Each school served under Title I, Part A, jointly develops with and distributes to parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that describes the means for carrying out the following:

- convening an annual meeting, at a convenient time, to which all parents of participating children are invited and encouraged to attend, to inform parents of their school's participation in Title I, Part A, and to explain the requirements of Title I, Part A, and the rights of parents to be involved;
- offering a flexible number of meetings, such as meetings in the morning or evening. Schools may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement;
- involving parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of Title I, Part A, programs including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school wide program plan under 20 U.S.C. § 6314(b), except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children;
- providing parents of participating children:
    - timely information about Title I, Part A, programs;
    - a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging state academic standards; and
    - if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and responding to any such suggestions as soon as practicably possible;
- if the school wide program plan under 20 U.S.C. § 6314(b) is not satisfactory to the parents of participating children, submitting any parent comments on the plan when the school makes the plan available to the School Board.

Parent and Family Involvement in Allocation of Funding

Parents and family members of children receiving services under Title I, Part A, are involved in the decisions regarding how funds provided under Title I, Part A, are allotted for parental involvement activities.

Policy Review

The School Board conducts, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this policy in improving the academic quality of all schools served under Title 1, Part A, including identifying:

- barriers to greater participation by parents (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy or are of any racial or ethnic minority background);
- the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and
- strategies to support successful school and family interactions.

Adopted:

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Legal Refs.: 20 U.S.C. §§ 6312, 6318.

Code of Virginia, 1950, as amended, § 22.1-23.3, 22.1-78.

Cross Refs.:

AD	Educational Philosophy
BCF	Advisory Committees to the School Board
IAA	Notification of Learning Objectives
IKA	Parental Assistance with Instruction

PARENT AND FAMILY ENGAGEMENT

Generally

The Tazewell County School Board recognizes that the education of each student is a responsibility shared by the school and the student's family. The Tazewell County School Board endorses the parent and family engagement goals of Title I (20 U.S.C. § 6318) and encourages the regular participation by parents and family members of all children including those eligible for Title I and English learner programs in all aspects of those programs.

Parent and Family Engagement

In keeping with these beliefs, the Tazewell County School Board cultivates and supports active parent and family engagement in student learning. The Tazewell County School Board:

- provides activities that educate parents regarding the intellectual and developmental needs of their children. These activities promote cooperation between the division and other agencies or school/community groups (such as parent-teacher groups, the Head Start program, the Reading First program, Early Reading First program, Even Start program, and Parents as Teachers program) to furnish learning opportunities and disseminate information regarding parenting skills and child/adolescent development;
- implements strategies to involve parents in the educational process, including:
    - keeping families informed of opportunities for involvement and encouraging participation in various programs
    - providing access to educational resources for parents and families to use with their children
    - keeping families informed of the objectives of division educational programs as well as of their child's participation and progress with these programs;
- enables families to participate in the education of their children through a variety of roles. For example, family members may
    - provide input into division policies
    - volunteer time within the classroom and school program;
- provides professional development opportunities for teachers and staff to enhance their understanding of effective parent involvement strategies;
- performs regular evaluations of parent involvement at each school and in the division;
- provides access, upon request, to any instructional material used as part of the educational curriculum; **and**
- if practicable, provides information in a language understandable to parents.

In addition, for parents of students eligible for English learner programs, the School Board informs such parents of how they can be active participants in assisting their children

- to learn English;
- to achieve at high levels in core academic subjects; **and**
- to meet the same challenging academic content and student academic achievement standards as all children are expected to meet.

Parental Involvement in Title I Plan

The Tazewell County School Board encourages parents of children eligible to participate in Title I, Part A, programs to participate in the development of the Board's Title I plan. Parents may participate by

- serving as a member on the Title Parent Advisory Council for their child's school
- serving as a member on the Tazewell County District-Wide Parent Advisory Council
- serving as a representative on the School Planning Team (Title I school education plan and budget)
- signing the Title I School/Student/Parent Compact
- completing the Parent Survey (2x/school year)
- observing and volunteering in the Title I classroom
- participating in Parent-Teacher Conferences (formal and informal) Parental Involvement in School Review and Improvement

Parental Involvement in School Review and Improvement

The Tazewell County School Division encourages parents of children eligible to participate in Title I, Part A, and English learner programs to participate in the process of school review and, if applicable, the development of support and improvement plans under 20 U.S.C. § 6311(d)(1) and (2). Parents may participate by: The Tazewell County School District currently has no school participating in the process of school review or school improvement as implemented by the No Child Left Behind Act.

Division Responsibilities

The Tazewell County School Division, and each school which receives Title I, Part A, funds:

- provides assistance to parents of children served by the school or division, as applicable, in understanding topics such as Virginia's challenging academic standards, state and local academic assessments and how to monitor a child's progress and work with educators to improve the achievement of their children

- provides materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement
- educates teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs and build ties between parents and the school
- to the extent feasible and appropriate, coordinates and integrates parental involvement programs and activities with other federal, state and local programs, including public preschool and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children
- ensures that information related to school and parent programs, meetings and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand
- provides such other reasonable support for parental involvement activities as parents may request

The Tazewell County School Division, and each school which receives Title I, Part A, funds, may:

- involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training
- provide necessary literacy training from Title I funds if the division has exhausted all other reasonably available sources of funding for such training
- pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions
- train parents to enhance the involvement of other parents
- arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators who work directly with participating children and parents who are unable to attend such conferences at school in order to maximize parental involvement and participation
- adopt and implement model approaches to improving parental involvement
- establish a divisionwide parent advisory council to provide advice on all matters related to parental involvement in programs supported by Title I
- develop appropriate roles for community-based organizations and businesses in parental involvement activities

Parent and Family Engagement Policies – Schools

Each school served under Title I, Part A, jointly develops with and distributes to parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that describes the means for carrying out the following:

- convening an annual meeting, at a convenient time, to which all parents of participating children are invited and encouraged to attend, to inform parents of their school's participation in Title I, Part A, and to explain the requirements of Title I, Part A, and the rights of parents to be involved;
- offering a flexible number of meetings, such as meetings in the morning or evening. Schools may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement;
- involving parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of Title I, Part A, programs including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school wide program plan under 20 U.S.C. § 6314(b), except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children;
- providing parents of participating children:
    - timely information about Title I, Part A, programs;
    - a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging state academic standards; and
    - if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and responding to any such suggestions as soon as practicably possible;
- if the school wide program plan under 20 U.S.C. § 6314(b) is not satisfactory to the parents of participating children, submitting any parent comments on the plan when the school makes the plan available to the School Board.

Parent and Family Involvement in Allocation of Funding

Parents and family members of children receiving services under Title I, Part A, are involved in the decisions regarding how funds provided under Title I, Part A, are allotted for parental involvement activities.

Policy Review

The School Board conducts, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this policy in improving the academic quality of all schools served under Title 1, Part A, including identifying:

- barriers to greater participation by parents (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy or are of any racial or ethnic minority background);
- the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and
- strategies to support successful school and family interactions.

Adopted: July 13, 2026

Legal Ref.: 20 U.S.C. §§ 6312, 6318.

Code of Virginia, 1950, as amended, § 22.1-23.3, 22.1-78.

Cross Ref.:

AD	Educational Philosophy
BCF	Advisory Committees to the School Board
IAA	Notification of Learning Objectives
IKA	Parental Assistance with Instruction

OFF-SITE INSTRUCTION AND VIRTUAL COURSES

Homebound Instruction

The **[BLANK]** School ~~Board~~ Division maintains a program of homebound instruction for students who are confined at home or in a health care facility for periods that would prevent normal school attendance based upon certification of need by a licensed physician~~, physician assistant, advanced practice registered nurse,~~ or licensed clinical psychologist. The Superintendent establishes procedures for determining eligibility, coordinating instruction, and ensuring appropriate services are provided.

Credit for the work is awarded when it is done under the supervision of a licensed teacher qualified in the relevant subject areas and employed by the School Board, and there is evidence that the instructional time requirements or alternative means of awarding credit adopted by the School Board have been met.

Virtual Courses

Students may enroll in and receive a standard and verified unit of credit for supervised virtual courses with prior approval of the principal. The ~~s~~Superintendent is responsible for developing regulations governing this method of delivery of instruction in alignment with Board of Education regulations. ~~that include the provisions of 8 VAC 20-131-110 and the administration of required Standards of Learning tests prescribed by 8 VAC 20-131-30.~~ For courses offered for possible high school credit, standard units of credit are awarded for successful completion of such courses when the course is equivalent to that offered in the regular school program and the work is done under the supervision of a licensed teacher qualified in the relevant subject areas. A verified unit of credit may be earned when the student has successfully completed the requirements specified ~~in 8 VAC 20-131-110~~by the Board of Education.

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-253.13:3, 54.1-2952.2, 54.1-2957.02.

8 VAC 20-132-40, 8 VAC 20-132-110, 8 VAC 20-13~~1~~2-1~~8~~70.

Cross Ref.: IGBGA Online Courses and Virtual School Programs
IKFD Alternative Paths to Attaining Standard Units of Credit

OFF-SITE INSTRUCTION AND VIRTUAL COURSES

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Virtual Courses

Students may enroll in and receive a standard and verified unit of credit for supervised virtual courses with prior approval of the principal. The Superintendent is responsible for developing regulations governing this method of delivery of instruction in alignment with Board of Education regulations. For courses offered for possible high school credit, standard units of credit are awarded for successful completion of such courses when the course is equivalent to that offered in the regular school program and the work is done under the supervision of a licensed teacher qualified in the relevant subject areas. A verified unit of credit may be earned when the student has successfully completed the requirements specified by the Board of Education.

Adopted: July 13, 2026

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-253.13:3, 54.1-2952.2, 54.1-2957.02.

8 VAC 20-132-40, 8 VAC 20-132-110, 8 VAC 20-132-170.

Cross Ref.:

IGBGA	Online Courses and Virtual School Programs
IKFD	Alternative Paths to Attaining Standard Units of Credit

SEXUALLY EXPLICIT INSTRUCTIONAL MATERIALS

~~Generally~~

Purpose

This policy establishes clear procedures for (i) the identification of instructional materials with sexually explicit content, (ii) parental notifications of any instructional materials with sexually explicit content, (iii) parental review of instructional materials with sexually explicit content, and (iv) the provision in a non-punitive manner of alternative instructional materials that do not include sexually explicit content for any student whose parent so requests.

Definitions

"Instructional material" and "instructional materials" mean any content used by one or more students for an educational purpose in connection with **[BLANK]** Public Schools regardless of (a) its format, whether printed, representational, audiovisual, electronic, or digital (such as materials, social media content, and software applications accessible through the internet), or (b) the time, place and manner in which the content is used. Library materials are considered instructional materials when used (a) for completion of an assignment from **[BLANK]** Public Schools, or (b) as part of an academic or extracurricular education program conducted by **[BLANK]** Public Schools.[1] They include any division, school, and/or classroom purchased or created assessments. They do not include standardized national or state assessments, such as ACT, SAT, NAEP (National Assessment of Educational Progress), AP (Advanced Placement) or SOL (Standards of Learning) exams.

"Parent" or "parents" means any parent, guardian, legal custodian, or other person having control or charge of a child.

"Sexually explicit content," as defined by Va. Code § 2.2-2827, means (a) any description of or (b) any picture, photograph, drawing, motion picture film, digital image or similar visual representation depicting sexual bestiality, a lewd exhibition of nudity, as defined in this policy, sexual excitement, sexual conduct or sadomasochistic abuse, as defined in this policy, coprophilia, urophilia, or fetishism. Instructional materials shall not be designated as sexually explicit based solely on the sexual orientation of the characters therein.

~~The **BLANK** School Board is responsible for the selection and use of instructional materials.~~

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[1] Nothing in this policy shall be (i) construed to permit the censoring of books in any public elementary or secondary school or (ii) utilized as a rationale or basis for the removal of books from any public elementary or secondary school.

~~The superintendent or superintendent's designee creates and updates, as necessary, guidelines and procedures for the selection of instructional materials. The guidelines and procedures are designed to ensure that appropriate instructional materials are selected and provide an opportunity for the professional staff and community to participate and be informed on the selection and use of instructional materials.~~

~~Parents may inspect, on request, any instructional material used as part of their student's curriculum.[2]~~

Sexually Explicit Instructional Materials

[BLANK] School Board ensures that at least thirty (30) days prior to the use of any instructional materials with sexually explicit content, written notice is provided to parents that (i) specifically identifies the instructional materials with sexually explicit content, (ii) informs parents of their right to review such instructional materials, and (iii) informs parents of their right to have their child use, in a non-punitive manner, alternative, instructional materials that do not include sexually explicit content.~~parental notification of any instructional material that includes sexually explicit content.~~

~~**[BLANK]** School Board provides nonexplicit instructional material and related academic activities to any student whose parent requests that the student be provided with such instructional material and/or activities.~~

The ~~s~~Superintendent is responsible for creating, implementing, and periodically updating procedures for implementing this policy. Those procedures will include

- a process for identifying instructional materials, including supplementary materials, with sexually explicit content;
- a process for identifying, prior to the start of each school year, any instructional material that includes sexually explicit content that may be used during the upcoming school year;
- a process by which principals will provide written notice[3] to parents at least 30 days prior to the use of any instructional materials with sexually explicit content, that (a) specifically identifies the instructional materials with sexually explicit content, (b) informs parents of their right to review such instructional materials, and (c) informs parents of their right to have their child use, upon request, in a

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~~**FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.**~~

~~[2] If the division has established any applicable procedures for granting a request by a parent for access to instructional materials, a reference to those procedures should be included here.~~

[3] The superintendent's procedures should specify how the written notice will be provided, for example, by syllabi, learning management systems, U.S. mail, e-mail, in person at a parent-teacher meeting, or other means.

non-punitive manner, alternative instructional materials that do not include sexually explicit content;

- a process by which parents may change their decision with respect to the use of alternative instructional materials by providing written notice;
- a process for maintaining a current list of instructional materials with sexually explicit content by grade and subject matter on the division's website; and
- a process for online access for parental review of instructional materials that include sexually explicit content unless such review is not technically feasible or is prohibited by copyright protection. The process shall include provisions requiring schools to have instructional materials including sexually explicit content available for review by parents.

~~Definitions~~

~~"Instructional material" and "instructional materials" mean any content used by one or more students for an educational purpose in connection with **BLANK** Public Schools regardless of (a) its format, whether printed, representational, audiovisual, electronic, or digital (such as materials, social media content, and software applications accessible through the internet), or (b) the time, place and manner in which the content is used. Library materials are considered instructional materials when used (a) for completion of an assignment from **[BLANK]** Public Schools, or (b) as part of an academic or extracurricular education program conducted by **[BLANK]** Public Schools. They include any division, school, and/or classroom purchased or created assessments. They do not include standardized national or state assessments, such as ACT, SAT, NAEP (National Assessment of Educational Progress), AP (Advanced Placement) or SOL (Standards of Learning) exams.~~

~~"Nudity" means a state of undress so as to expose the human male or female genitals, pubic area or buttocks with less than a full opaque covering, or the showing of the female breast with less than a fully opaque covering of any portion thereof below the top of the nipple, or the depiction of covered or uncovered male genitals in a discernibly turgid state.~~

~~"Parent" or "parents" means any parent, guardian, legal custodian, or other person having control or charge of a child.~~

~~"Sadomasochistic abuse" means actual or explicitly simulated flagellation or torture by or upon a person who is nude or clad in undergarments, a mask or bizarre costume, or the condition of being fettered, bound or otherwise physically restrained on the part of one so clothed.~~

~~"Sexually explicit content" means (a) any description of or (b) any picture, photograph, drawing, motion picture film, digital image or similar visual representation depicting sexual bestiality, a lewd exhibition of nudity, as defined in this policy, sexual excitement, sexual conduct or sadomasochistic abuse, as defined in this policy,~~

~~coprophilia, urophilia, or fetishism. Instructional materials shall not be designated as sexually explicit based solely on the sexual orientation of the characters therein.~~

Adopted:

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Legal Ref~~s~~.: 20 U.S.C. § 1232h.

34 CFR Part 9

Code of Virginia, 1950, as amended, §§ 2.2-2827, 18.2-390, 22.1-1, 22.1-16.8.

8 VAC 20-720-160.

Cross Ref.:

IGAH	Family Life Education
IGBC	Parent and Family Engagement
IIAA	Textbook Selection, Adoption, and Purchase
IIAB	Supplementary Materials Selection and Adoption
IIBD	School Libraries/Media Centers
IIBEA/GAB	Acceptable Computer System Use
INB	Teaching About Controversial Issues
JOB	Administration of Surveys and Questionnaires
KLB	Public Complaints About Learning Resources

SEXUALLY EXPLICIT INSTRUCTIONAL MATERIALS

Purpose

This policy establishes clear procedures for (i) the identification of instructional materials with sexually explicit content, (ii) parental notifications of any instructional materials with sexually explicit content, (iii) parental review of instructional materials with sexually explicit content, and (iv) the provision in a non-punitive manner of alternative instructional materials that do not include sexually explicit content for any student whose parent so requests.

Definitions

"Instructional material" and "instructional materials" mean any content used by one or more students for an educational purpose in connection with Tazewell County Public Schools regardless of (a) its format, whether printed, representational, audiovisual, electronic, or digital (such as materials, social media content, and software applications accessible through the internet), or (b) the time, place and manner in which the content is used. Library materials are considered instructional materials when used (a) for completion of an assignment from Tazewell County Public Schools, or (b) as part of an academic or extracurricular education program conducted by Tazewell County Public Schools. They include any division, school, and/or classroom purchased or created assessments. They do not include standardized national or state assessments, such as ACT, SAT, NAEP (National Assessment of Educational Progress), AP (Advanced Placement) or SOL (Standards of Learning) exams.

"Parent" or "parents" means any parent, guardian, legal custodian, or other person having control or charge of a child.

"Sexually explicit content," as defined by Va. Code § 2.2-2827, means (a) any description of or (b) any picture, photograph, drawing, motion picture film, digital image or similar visual representation depicting sexual bestiality, a lewd exhibition of nudity, as defined in this policy, sexual excitement, sexual conduct or sadomasochistic abuse, as defined in this policy, coprophilia, urophilia, or fetishism. Instructional materials shall not be designated as sexually explicit based solely on the sexual orientation of the characters therein.

Sexually Explicit Instructional Materials

Tazewell County School Board ensures that at least thirty (30) days prior to the use of any instructional materials with sexually explicit content, written notice is provided to parents that (i) specifically identifies the instructional materials with sexually explicit content, (ii) informs parents of their right to review such instructional materials, and (iii) informs parents of their right to have their child use, in a non-punitive manner, alternative, instructional materials that do not include sexually explicit content.

The Superintendent is responsible for creating, implementing, and periodically updating procedures for implementing this policy. Those procedures will include

- a process for identifying instructional materials, including supplementary materials, with sexually explicit content;
- a process for identifying, prior to the start of each school year, any instructional material that includes sexually explicit content that may be used during the upcoming school year;
- a process by which principals will provide written notice to parents at least 30 days prior to the use of any instructional materials with sexually explicit content, that (a) specifically identifies the instructional materials with sexually explicit content, (b) informs parents of their right to review such instructional materials, and (c) informs parents of their right to have their child use, upon request, in a non-punitive manner, alternative instructional materials that do not include sexually explicit content;
- a process by which parents may change their decision with respect to the use of alternative instructional materials by providing written notice;
- a process for maintaining a current list of instructional materials with sexually explicit content by grade and subject matter on the division's website; and
- a process for online access for parental review of instructional materials that include sexually explicit content unless such review is not technically feasible or is prohibited by copyright protection. The process shall include provisions requiring schools to have instructional materials including sexually explicit content available for review by parents.

Adopted: July 13, 2026

Legal Ref.: 20 U.S.C. § 1232h.

34 CFR Part 9

Code of Virginia, 1950, as amended, §§ 2.2-2827, 18.2-390, 22.1-1, 22.1-16.8.

8 VAC 20-720-160.

Cross Ref.:

IGAH	Family Life Education
IGBC	Parent and Family Engagement
IIAA	Textbook Selection, Adoption, and Purchase
IIAB	Supplementary Materials Selection and Adoption
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IIBEA/GAB	Acceptable Computer System Use
INB	Teaching About Controversial Issues

JOB	Administration of Surveys and Questionnaires
KLB	Public Complaints About Learning Resources

TEXTBOOK SELECTION, ADOPTION, AND PURCHASE

Selection of Textbooks and High-Quality Instructional Materials

The **[BLANK]** School Board may adopt textbooks and high-quality instructional materials (HQIM), including print or electronic media, for student use that serve as the primary curriculum basis for a grade-level subject or course from the list of textbooks approved by the Board of Education. The School Board may also adopt textbooks and HQIM which are not on the state-adopted list in accordance with the Board of Education regulations.

In approving textbooks and HQIM, the School Board:[1]

- appoints evaluation committees to review and evaluate textbooks;
- gives notice to parents that textbooks under consideration will be listed on the division's website and made available at designated locations for review by any interested citizens;
- creates opportunities for ~~persons~~ individuals reviewing such textbooks to present their comments and observations to the School Board;
- creates procedures to ensure appropriate consideration of citizen comments and observations; **and**
- establishes and makes known selection criteria.

Procurement of Textbooks and HQIM Approved by the Board of Education

The **[BLANK]** School Board may either enter into written term contracts or issue purchase orders with publishers of textbooks and HQIM approved by the Board of Education in alignment with Va. Code § 22.1-241. ~~Such written contracts or purchase orders are exempt from the Virginia Public Procurement Act (Va. Code § 2.2-4300 et seq.) The contract price shall not exceed the lowest wholesale price at which the textbook or textbooks involved in the contract are currently bid under contract anywhere in the United States. If, subsequent to the date of any contract entered into by the School Board, the prices of textbooks named in the contract are reduced or the terms of the contract are made more favorable to purchase anywhere in the United States or a special or other edition of any book named in the contract is sold outside of Virginia at a lower price than contracted in Virginia, the publisher shall grant the same reduction or terms to the School Board and give the School Board the option of using such special or other edition adapted for use in Virginia and at the lowest price at which such special edition is sold elsewhere and the contract shall so state.~~

Contracts and purchase orders with publishers of textbooks and HQIM approved by the Board of Education shall require the publisher to furnish ~~an~~ electronic files of the textbooks and HQIM in the National Instructional Materials Accessibility Standards

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FOOTNOTE IS FOR REFERENCE ONLY AND SHOULD BE DELETED FROM FINAL POLICY.

[1] School boards are required to include the listed procedures. If a school board includes additional procedures, they should be added to this list. 8 VAC 20-720-170.

(NIMAS) format that will then be deposited in the National Instructional Materials Access Center (NIMAC) from which accessible versions of the particular textbooks and HQIM may be produced for students with print disabilities, as defined in 20 U.S.C. § 1474. Publishers shall deliver the NIMAS file of the textbooks and HQIM on or before the date of delivery of the regular text versions.

Contracts and purchase orders with publishers of textbooks and HQIM approved by the Board of Education for use in grades 6-12 shall allow for the purchase of printed textbooks and HQIM, printed textbooks and HQIM with electronic files, or electronic textbooks and HQIM separate and apart from printed versions of the same textbook and HQIM. The School Board may purchase an assortment of textbooks in any of the three forms listed above.

The School Board shall order directly from the respective publishers the textbooks and HQIM needed to supply the public schools in the school division. The publishers shall ship the textbooks and HQIM to the School Board. The purchase price of such textbooks and HQIM shall be paid directly to the publishers by the School Board.

Procurement of Locally-Approved Textbooks and HQIM

In approving textbooks and HQIM that have not been approved by the Board of Education, the School Board will also include a correlation of the content to the Virginia Standards of Learning in the content area and an analysis of strengths and weaknesses of the textbook and HQIM in terms of instructional planning and support when the textbooks pertain to Virginia Standards of Learning subjects.

The publishers of such textbooks and HQIM shall:

- provide the School Board with certification that the content of the ~~textbook~~materials is accurate; **and**
- sign an agreement with the School Board to correct all factual and editing errors found at its own expense.

The purchase of textbooks and HQIM other than those approved by the Board of Education is not exempt from the Virginia Public Procurement Act.

HQIM Liaison

The **[BLANK]** School Board designates a faculty member to serve as the HQIM liaison. The liaison receives support from the Department of Education to serve as a resource for the division and its schools to select and implement textbooks and other HQIM and aligned professional learning resources.

Adopted:

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Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-238, 22.1-253.13:2, 22.1-241.

8 VAC 20-720-170.

Cross Refs.:		
	DJF	Purchasing Procedures
	IIA	Instructional Materials
	KQ	Commercial, Promotional, and Corporate Sponsorships and Partnerships

TEXTBOOK SELECTION, ADOPTION, AND PURCHASE

Selection of Textbooks and High-Quality Instructional Materials

The Tazewell County School Board may adopt textbooks and high-quality instructional materials (HQIM), including print or electronic media, for student use that serve as the primary curriculum basis for a grade-level subject or course from the list of textbooks approved by the Board of Education. The School Board may also adopt textbooks and HQIM which are not on the state-adopted list in accordance with the Board of Education regulations.

In approving textbooks and HQIM, the School Board:

- appoints evaluation committees to review and evaluate textbooks;
- gives notice to parents that textbooks under consideration will be listed on the division's website and made available at designated locations for review by any interested citizens;
- creates opportunities for individuals reviewing such textbooks to present their comments and observations to the School Board;
- creates procedures to ensure appropriate consideration of citizen comments and observations; **and**
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Procurement of Textbooks and HQIM Approved by the Board of Education

The Tazewell County School Board may either enter into written term contracts or issue purchase orders with publishers of textbooks and HQIM approved by the Board of Education in alignment with Va. Code § 22.1-241.

Contracts and purchase orders with publishers of textbooks and HQIM approved by the Board of Education shall require the publisher to furnish electronic files of the textbooks and HQIM in the National Instructional Materials Accessibility Standards (NIMAS) format that will then be deposited in the National Instructional Materials Access Center (NIMAC) from which accessible versions of the particular textbooks and HQIM may be produced for students with print disabilities, as defined in 20 U.S.C. § 1474. Publishers shall deliver the NIMAS file of the textbooks and HQIM on or before the date of delivery of the regular text versions.

Contracts and purchase orders with publishers of textbooks and HQIM approved by the Board of Education for use in grades 6-12 shall allow for the purchase of printed textbooks and HQIM, printed textbooks and HQIM with electronic files, or electronic textbooks and HQIM separate and apart from printed versions of the same textbook and HQIM. The School Board may purchase an assortment of textbooks in any of the three forms listed above.

The School Board shall order directly from the respective publishers the textbooks and HQIM needed to supply the public schools in the school division. The publishers shall ship the textbooks and HQIM to the School Board. The purchase price

of such textbooks and HQIM shall be paid directly to the publishers by the School Board.

Procurement of Locally-Approved Textbooks and HQIM

In approving textbooks and HQIM that have not been approved by the Board of Education, the School Board will also include a correlation of the content to the Virginia Standards of Learning in the content area and an analysis of strengths and weaknesses of the textbook and HQIM in terms of instructional planning and support when the textbooks pertain to Virginia Standards of Learning subjects.

The publishers of such textbooks and HQIM shall:

- provide the School Board with certification that the content of the materials is accurate; **and**
- sign an agreement with the School Board to correct all factual and editing errors found at its own expense.

The purchase of textbooks and HQIM other than those approved by the Board of Education is not exempt from the Virginia Public Procurement Act.

HQIM Liaison

The Tazewell County School Board designates a faculty member to serve as the HQIM liaison. The liaison receives support from the Department of Education to serve as a resource for the division and its schools to select and implement textbooks and other HQIM and aligned professional learning resources.

Adopted: July 13, 2026

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-238, 22.1-253.13:2, 22.1-241.

8 VAC 20-720-170.

Cross Ref.:		
	DJF	Purchasing Procedures
	IIA	Instructional Materials
	KQ	Commercial, Promotional, and Corporate Sponsorships and Partnerships

ACCEPTABLE COMPUTER SYSTEM USE[1]

The School Board provides a computer system, including access to the internet, to promote educational excellence by facilitating learning, resource sharing, innovation, and communication. The term computer system includes, but is not limited to, hardware, software, data, communication lines and devices, terminals, display devices, printers, CD, DVD and other media devices, tape or flash drives, storage devices, servers, mainframe and personal computers, tablets, laptops, telephones, cameras, projectors, interactive whiteboards/panels, audio-visual equipment, multimedia devices, workstations, remote network access, cloud services, the internet, and other electronic services and internal or external networks. This includes any device that may be connected to or used to connect to the school division's network or electronically stored division material.

All use of the division's computer system must be (1) in support of education and/or research, or (2) for legitimate division business. Use of the computer system is a privilege, not a right. Inappropriate use may result in cancellation of those privileges, disciplinary action, and/or legal action. Any communication or material generated using the computer system, including electronic mail, social media posts, instant or text messages, tweets, and other files, including communications and materials deleted from a user's account, may be monitored, read, and/or archived by division staff.

This policy applies to all users of the division's computer system. By using or accessing the computer system, the user agrees to abide by this policy and the Technology Use Guidelines established by the ~~s~~Superintendent.

The ~~s~~Superintendent is responsible for establishing Technology Use Guidelines, containing the appropriate uses, ethics, and protocols for use of the computer system. The ~~s~~Superintendent is also responsible for reviewing and updating, as necessary, the Guidelines at least every two years. It is the user's responsibility to know and follow this policy and the Technology Use Guidelines.

The Guidelines include:

(1) a prohibition against use of the division's computer equipment and communications services for sending, receiving, viewing, or downloading illegal material via the internet;

(2) provisions, including the selection and operation of a technology protection measure for the division's computers having internet access to filter or block internet access through such computers, that seek to prevent access to:

FOOTNOTE IS FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM THE FINAL POLICY.

[1] Currently there is no federal or Virginia law that requires school boards to adopt policies specific to AI. However, school boards should consider adding any additional division-specific policies on the proper use of AI by division personnel and students to this Acceptable Computer System Use Policy. School boards may also direct superintendents and staff to develop specific regulations regarding AI.

a. child pornography as set out in Va. Code § 18.2-374.1:1 or as defined in 18 U.S.C. § 2256;
b. obscenity as defined by Va. Code § 18.2-372 or 18 U.S.C. § 1460; and
c. material that the school division deems to be harmful to juveniles as defined in Va. Code § 18.2-390, material that is harmful to minors as defined in 47 U.S.C. § 254(h)(7)(G), and material that is otherwise inappropriate for minors;

(3) provisions establishing that the technology protection measure is enforced during any use of the division's computers;

(4) provisions establishing that all usage of the computer system may be monitored;

(5) provisions designed to educate students and employees about appropriate online behavior, including interacting with students and other individuals on social networking websites, blogs, in chat rooms, and cyberbullying awareness and response;

(6) provisions designed to prevent unauthorized online access by minors, including "hacking" and other unlawful online activities;

(7) provisions requiring every user to protect the security of information necessary to access the computer system, such as usernames and passwords, and prohibiting the sharing of passwords;

(8) provisions prohibiting the unauthorized disclosure, use, and dissemination of photographs and/or personal information of or regarding minors; and

(9) a component of internet safety for students that is integrated in the division's instructional program that includes instruction on key modern digital safety topics, including online scams, misinformation, and content generated by artificial intelligence.

Use of the school division's computer system must be consistent with the educational or instructional mission or administrative function of the division as well as the varied instructional needs, learning styles, abilities and developmental levels of students.

The division's computer system is not a public forum.

Users of the division's computer system have no expectation of privacy for use of the division's resources or electronic devices including non-division owned devices while connected to division networks or computer resources.

Software and/or services may not be installed or downloaded on the division's computer system without the prior approval of the ~~s~~Superintendent or ~~s~~Superintendent's designee.

No employee or agent of the School Board or person or entity contracting with the School Board may download or use any application, ~~-~~including TikTok or WeChat, or access any website developed by ByteDance Ltd. or Tencent Holdings Ltd. on any device or equipment issued, owned, or leased by the School Board, including mobile phones, desktop computers, laptop computers, tablets, or other devices capable of connecting to the Internet.

The failure of any user to follow the terms of this policy or the Technology Use Guidelines may result in loss of computer system privileges, disciplinary action, and/or appropriate legal action. Users of the system agree to indemnify the School Board for any losses, costs, or damages relating to or arising out of any violation of this policy or the Technology Use Guidelines.

The School Board is not responsible for any information that may be lost, damaged, or unavailable when using the computer system or for any information retrieved via the internet. Furthermore, the School Board is not responsible for any unauthorized charges or fees resulting from access to the computer system.

The School Board reviews and amends, if necessary, this policy every two years.

Adopted:

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Legal Ref~~s~~.: 18 U.S.C. §§ 1460, 2256.
47 U.S.C. §§ 54.520, 254.

Code of Virginia, 1950, as amended, §§ 2.2-5514.1, 18.2-372, 18.2-374.1:1, 18.2-390, 22.1-23.3, 22.1-70.2, and 22.1-78.

Cross Ref~~s~~.:

ECAB	Vandalism
EGAA	Reproduction and Use of Copyrighted Materials
ET (Optional)	Educational Technology Foundations and Public School Foundations
GBA/JHFA	Prohibition Against Harassment and Retaliation
GCPD	Professional Staff Discipline
GCQB	Staff Research and Publishing
JECB (Option 1)	Admission of Nonpublic Students for Part-Time Enrollment
JFC	Student Conduct
JFCM	Student Cell Phone and Smart Device Possession and Use

JRCA	School Service Providers' Use of Student Personal Information
LBD	Home Instruction

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   b. obscenity as defined by Va. Code § 18.2-372 or 18 U.S.C. § 1460; and
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Adopted: July 13, 2026

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Cross Ref.:

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GUIDANCE AND COUNSELING PROGRAM

School Guidance and Counseling Services

The Superintendent ensures that ~~E~~each school provides the following guidance and counseling services to all students:

- Academic guidance which assists students and their parents to acquire knowledge of the curricula choices available to students, to plan a program of studies, to arrange and interpret academic testing and to seek post-secondary academic opportunities.
- Career guidance which helps students to acquire information and plan action about work, jobs, apprenticeships, and post-secondary educational and career opportunities.
- Personal/social counseling which assists a student to develop an understanding of themselves, the rights and needs of others, how to resolve conflict and to define individual goals, reflecting their interests, abilities and aptitudes. Information and records of personal/social counseling will be kept confidential and separate from a student's educational records and not disclosed to third parties without prior parental consent or as otherwise provided by law. Parents may elect, by notifying their child's school in writing, to have their child not participate in personal/social counseling.

No student is required to participate in any counseling program to which the student's parents object.

The guidance and counseling program does not include the use of counseling techniques which are beyond the scope of the professional certification or training of counselors, including hypnosis, or other psychotherapeutic techniques that are normally employed in medical or clinical settings and focus on mental illness or psychopathology.

Parents are notified annually about the counseling programs which are available to their children. The notification will include the purpose and general description of the programs, information regarding ways parents may review materials to be used in guidance and counseling programs at their child's school, and information about the procedures by which parents may limit their child's participation in such programs.

Employment Counseling and Placement Services

The School Board provides ~~to~~ secondary students with employment counseling and placement services to furnish information relating to the employment opportunities available to students graduating from or leaving the schools in the school division. Such information includes all types of employment opportunities, including, but not limited to, apprenticeships, the military, career education schools and the teaching profession. In providing such services, the School Board consults and cooperates with the Virginia Employment Commission, the Department of Labor and Industry, local business and labor organizations and career schools.

If the School Board provides access to one or more of its high schools and contact with such high school's student body or other contact with its high school students during a school or school division-sponsored activity to persons or groups for occupational, professional, or educational recruitment, it must provides equal access on the same basis to official recruiting representatives of the military forces of the Commonwealth and the United States.

Adopted:

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Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-23.3, 22.1-130.1, 22.1-209.

8 VAC 20-620-10720-50.

Cross Ref.: IGAD Career and Technical Education
IJD College and Career Readiness
IK Academic Planning and Course Selection
JHC Student Health Services
JO Student Records

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Adopted: July 13, 2026

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-23.3, 22.1-130.1, 22.1-209.

8 VAC 20-720-50.

Cross Ref.:	IGAD	Career and Technical Education
	IJD	College and Career Readiness
	IK	Academic Planning and Course Selection
	JHC	Student Health Services
	JO	Student Records

ACADEMIC PLANNING AND COURSE SELECTION

Policy Statement on Academic Planning

The **[BLANK]** School Board is committed to ensuring that students and parents are provided comprehensive information regarding academic planning, course selection, graduation requirements, postsecondary opportunities, and career preparation. Academic planning and course selection must align with the Standards of Learning established by the Board of Education and other applicable laws and regulations.

School counselors and appropriate staff will assist students in developing academic and career plans aligned with Board of Education guidelines and the student's goals and interests.

Course Registration Notice

At least 30 days prior to course registration deadlines, the division notifies parents of middle and high school students of those enrollment deadlines and provides information on the process for requesting changes to the student's course selections.

Administrative Procedures

The Superintendent is responsible for establishing procedures to implement this policy.

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-78; 22.1-79.3:2; 22.1-237.1-5; 22.1-253.13:1.

Cross Ref.:

AG	Literacy Plan
IGAD	Career and Technical Education
IGBE	Remedial and Summer Instructional Program
IGBI	Advanced Placement Classes and Special Programs
IGBD	Programs for Students with Reading Deficiencies
IJ	Guidance and Counseling Program
IJD	College and Career Readiness
IK	Academic Planning and Course Selection
JHCF	Student Wellness
LEB	Advanced/Alternative Courses for Credit

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COLLEGE BOARD SCHOOL DAY PROGRAM

Generally

In accordance with Virginia law, the **[BLANK]** School Board provides for the administration of an approved college entrance assessment program to eligible students during the school day.

Assessment Administration

Each division must participate in an approved college entrance assessment program, which may include the SAT or any similar assessment administered by the College Board. Such assessment will be administered during regular school hours.

If the program is offered during the fall testing window, the division must, to the extent feasible, align the program day with the PSAT testing window and offer eligible students the opportunity to take either the SAT or the PSAT, as appropriate, during regular school hours at the high school in which the student is enrolled.

Student Eligibility

All students will be afforded the opportunity to participate in such program at least once during their 11th or 12th grade year, in the fall or spring testing window. Each student must be provided with the opportunity to participate in the assessment program at the high school in which they are enrolled.

Reasonable accommodations must be provided to students with disabilities and English learners in accordance with applicable laws and testing requirements.

Students are not required to participate in this program.

Division Responsibilities

The Superintendent or Superintendent's designee shall coordinate administration of the assessment program in accordance with applicable law and state guidelines. The division must establish administrative procedures for communicating with students and families regarding program availability, scheduling, and expectations, and develop and implement procedures for student participation and processing opt-out requests.

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-79.10

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Adopted: July 13, 2026

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Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-79.10

STUDENT ABSENCES/EXCUSES/DISMISSALS

Student Attendance Policy

Student attendance is a cooperative effort, and the School Board involves parents and students in accepting the responsibility for good attendance.

Each parent/guardian or person having control or charge of a child within the compulsory attendance age is responsible for such child's regular and punctual attendance at school as required under provisions of the law.

Students ~~shall~~must attend school for a full day unless excused by the principal or the principal's designee.

Nothing in this policy shall be construed to limit in any way the authority of any attendance officer or the Superintendent to seek immediate compliance with the compulsory school attendance law.

Excused Absences

If circumstances permit, parents should provide the school administration with the reason for the nonattendance prior to the absence. Otherwise, ~~P~~parents of students who are absent must inform the school of the reason for the absence no later than upon the student's return to school. Absences are excused for the following reasons:

- for middle and high school students, one[1] school day per school year to engage in a civic event;
- a maximum of ___[2] school days per academic year for participation in a 4-H educational program or activity; no credit will be provided for a student whose participation in a 4-H educational program or activity occurs during scheduled Standards of Learning assessments or during any period of time that the student is suspended or expelled from school; the student's principal or assistant principal may request a representative of 4-H to provide documentation of a student's participation in order for the student's absence to be excused;

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[1] Virginia law requires school boards to excuse a one school-day absence for middle school and high school students to engage in a civic event. School boards may permit additional excused absences for such purpose. School boards may require that the student provide advance notice of the intended absence and require that the student provide documentation of participation in a civic event.

[2] Each school board must decide the maximum number of excused absences it will permit for participation in 4-H educational programs or activities.

- subject to guidelines established by the Virginia Department of Education, students who are members of a state- or federally-recognized tribal nation that is headquartered in Virginia shall be granted one excused absence per academic year to attend such nation's pow wow gathering provided that the student's parent provides the student's school advance notice of the absence in the manner required by the school;
- A student whose immediate family member is an active duty member of the uniformed services as defined in § 22.1-360, and whose family member has received orders for, is on leave from, or has recently returned from deployment outside the United States, shall be allotted five excused absences to visit with the family member in connection with such leave or deployment, provided that the student provides written documentation verifying such leave or deployment if requested by the local school division; **and**
- **INSERT LIST OF ADDITIONAL REASONS FOR EXCUSED ABSENCES HERE**[3]

~~The superintendent, by regulation, establishes procedures for appropriate interventions when a student engages in a pattern of absences for less than a full day, the explanation of which, if it were a full-day absence, would not be an excused absence.~~

The ~~s~~Superintendent's regulations include procedures for excusing students who are absent by reason of observance of a religious holiday. Such regulations ensure that a student is not deprived of any award or of eligibility or opportunity to compete for any award, or of the right to take an alternate test or examination, which the student missed by reason of such absence, if the absence is verified in an acceptable manner.

~~Students shall attend school for a full day unless excused by the principal or principal's designee.~~

High school students may spend a maximum of _____[4] school days each academic year participating in High School to Work Partnerships established pursuant to guidelines developed by the Board of Education. Students who miss a partial or full day of school while participating in Partnership programs are not counted as absent for the purposes of calculating average daily membership. The ~~s~~Superintendent's regulations include procedures by which students may make up work missed while participating in a High School to Work Partnership.

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[3] 8 VAC 20-7~~3~~20-10 includes the following examples of excused absences: funeral, illness (including mental health and substance abuse illnesses), injury, legal obligations, medical procedures, suspensions, religious observances, and military obligation.

[4] School boards may determine the maximum number of school days per academic year that a student may spend participating in a Partnership program.

~~An attendance officer, or a division superintendent or superintendent's designee when acting as an attendance officer pursuant to Va. Code § 22.1-258, may complete, sign, and file with the intake officer of the juvenile and domestic relations district court, on forms approved by the Supreme Court of Virginia, a petition for a violation of a school attendance order entered by the juvenile and domestic relations district court pursuant to Va. Code § 16.1-278.5 in response to the filing of a petition alleging the pupil is a child in need of supervision as defined in Va. Code § 16.1-228.~~

~~Nothing in this policy shall be construed to limit in any way the authority of any attendance officer or the division superintendent to seek immediate compliance with the compulsory school attendance law.~~

~~Compulsory Attendance Procedures~~ Unexcused Absences

Whenever a student fails to report to school on a regularly scheduled school day and no information has been received by school personnel that the student's parent is aware of and supports the absence~~, or the parent provides a reason for the absence that is unacceptable to the school administration~~, the school principal, principal's designee, attendance officer, or other school personnel or volunteer notifies the parent by phone, email, or other electronic means to obtain an explanation. School staff records the student's absence for each day as "excused" or "unexcused." ~~.~~ Early intervention with the student and parent or parents takes place for repeated unexcused absences as designated in the ~~.~~superintendent's regulations.

The ~~s~~Superintendent, by regulation, establishes procedures for appropriate interventions when a student engages in a pattern of absences for less than a full day, the explanation of which, if it were a full-day absence, would not be an excused absence.

~~A. Upon Fifth Absence Without Parental Awareness and Support~~

~~If (1) a pupil fails to report to school for a total of five scheduled school days for the school year, and (2) there is no indication that the pupil's parent is aware of and supports the absence; and (3) a reasonable effort to notify the parent has failed, then the principal or principal's designee makes a reasonable effort to ensure that direct contact is made with the parent in person, through telephone conversation, or through the use of other communication devices to obtain an explanation for the pupil's absence and to explain to the parent the consequences of continued nonattendance. The school principal or principal's designee, the pupil, and the pupil's parent shall jointly develop a plan to resolve the pupil's nonattendance. Such plan shall include documentation of the reasons for the pupil's nonattendance.~~

~~B. Upon Additional Absences Without Parental Awareness and Support~~

~~If the pupil is absent for more than one additional day after direct contact with the pupil's parent and school personnel have received no indication that the pupil's parent is aware of and supports the pupil's absence, the school principal or principal's designee shall schedule a conference with the pupil, the pupil's parent and school personnel. Such conference may include the attendance officer and other community service providers to resolve issues related to the pupil's nonattendance. The conference shall be held no later than 10 school days after the tenth absence of the pupil, regardless of whether the student's parent approves of the conference. The conference team shall monitor the pupil's attendance and may meet again as necessary to address concerns and plan additional interventions if attendance does not improve. In circumstances in which the parent is intentionally noncompliant with compulsory attendance requirements or the pupil is resisting parental efforts to comply with compulsory attendance requirements, the principal or principal's designee shall make a referral to the attendance officer. The attendance officer shall schedule a conference with the pupil and pupil's parent within 10 school days and may (i) file a complaint with the juvenile and domestic relations district court alleging the pupil is a child in need of supervision as defined in Va. Code § 16.1-228 or (ii) institute proceedings against the parent pursuant to Va. Code § 18.2-371 or § 22.1-262. In filing a complaint against the student, the attendance officer shall provide written documentation of the efforts to comply with the provisions of this policy. In the event that both parents have been awarded joint physical custody pursuant to Va. Code § 20-124.2 and the school has received notice of such order, both parents shall be notified at the last known addresses of the parents.~~

An attendance officer~~,~~ or ~~a~~the ~~division s~~Superintendent or ~~superintendent's~~ designee when acting as an attendance officer pursuant to Va. Code § 22.1-258, may complete, sign, and file with the intake officer of the juvenile and domestic relations district court, on forms approved by the Supreme Court of Virginia, a petition for a violation of a school attendance order entered by the juvenile and domestic relations district court pursuant to Va. Code § 16.1-278.5 in response to the filing of a petition alleging the pupil is a child in need of supervision as defined in Va. Code § 16.1-228.

Report for Suspension of Driver's License

In addition to any other actions taken pursuant to this policy, if a student who is under 18 years of age has 10 or more unexcused absences from school on consecutive school days, the principal may notify the juvenile and domestic relations court, which may take action to suspend the student's driver's license.

Attendance Reporting

Student attendance is monitored and reported as required by state law and regulations. At the end of each school year, each public school principal reports to the ~~s~~Superintendent the number of pupils by grade level for whom a conference was scheduled ~~pursuant to Part II (B) above~~to address unexcused absences. The ~~s~~Superintendent compiles this information and provides it annually to the Superintendent of Public Instruction.

Dismissal Precautions

Principals do not release a student during the school day to any person not authorized by the student''s parent/guardian to assume responsibility for the ~~pupil~~student. Students are released only on request and authorization of a parent or guardian. The ~~s~~Superintendent establishes procedures for release of ~~pupils~~ students who are not residing with or under the supervision of a parent/guardian. The burden of proof on the authority of the person to receive the student is on the requesting party. A formal check-out system is maintained in each school.

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-227.1, 22.1-254, 22.1-258, 22.1-260, 22.1-279.3, 46.2-323, 46.2-334.01, and 54.1-3900.

8 VAC 20-7~~3~~20-10~~.~~
, 8 VAC 20-7~~3~~20-~~2~~30.

Cross Ref~~s~~.:	IGAJ	Driver Education
	JFC	Student Conduct
	JHC	Student Health Services

STUDENT ABSENCES/EXCUSES/DISMISSALS

Student Attendance Policy

Student attendance is a cooperative effort, and the School Board involves parents and students in accepting the responsibility for good attendance.

Each parent/guardian or person having control or charge of a child within the compulsory attendance age is responsible for such child's regular and punctual attendance at school as required under provisions of the law.

Students must attend school for a full day unless excused by the principal or the principal's designee.

Nothing in this policy shall be construed to limit in any way the authority of any attendance officer or the Superintendent to seek immediate compliance with the compulsory school attendance law.

Excused Absences

If circumstances permit, parents should provide the school administration with the reason for the nonattendance prior to the absence. Otherwise, parents of students who are absent must inform the school of the reason for the absence no later than upon the student's return to school. Absences are excused for the following reasons:

- for middle and high school students, one school day per school year to engage in a civic event;
- a maximum of two school days per academic year for participation in a 4-H educational program or activity; no credit will be provided for a student whose participation in a 4-H educational program or activity occurs during scheduled Standards of Learning assessments or during any period of time that the student is suspended or expelled from school; the student's principal or assistant principal may request a representative of 4-H to provide documentation of a student's participation in order for the student's absence to be excused;
- subject to guidelines established by the Virginia Department of Education, students who are members of a state- or federally-recognized tribal nation that is headquartered in Virginia shall be granted one excused absence per academic year to attend such nation's pow wow gathering provided that the student's parent provides the student's school advance notice of the absence in the manner required by the school;
- A student whose immediate family member is an active duty member of the uniformed services as defined in § 22.1-360, and whose family member has received orders for, is on leave from, or has recently returned from deployment outside the United States, shall be allotted five excused absences to visit with the family member in connection with such leave or deployment, provided that the

student provides written documentation verifying such leave or deployment if requested by the local school division; and

- funeral, illness (including mental health and substance abuse illnesses), injury, legal obligations, medical procedures, suspensions, religious observances, and military obligation.

The Superintendent's regulations include procedures for excusing students who are absent by reason of observance of a religious holiday. Such regulations ensure that a student is not deprived of any award or of eligibility or opportunity to compete for any award, or of the right to take an alternate test or examination, which the student missed by reason of such absence, if the absence is verified in an acceptable manner.

Unexcused Absences

Whenever a student fails to report to school on a regularly scheduled school day and no information has been received by school personnel that the student's parent is aware of and supports the absence, the school principal, principal's designee, attendance officer, or other school personnel or volunteer notifies the parent by phone, email, or other electronic means to obtain an explanation. School staff records the student's absence for each day as "excused" or "unexcused." Early intervention with the student and parent or parents takes place for repeated unexcused absences as designated in the superintendent's regulations.

The Superintendent, by regulation, establishes procedures for appropriate interventions when a student engages in a pattern of absences for less than a full day, the explanation of which, if it were a full-day absence, would not be an excused absence.

An attendance officer or the Superintendent or designee when acting as an attendance officer pursuant to Va. Code § 22.1-258, may complete, sign, and file with the intake officer of the juvenile and domestic relations district court, on forms approved by the Supreme Court of Virginia, a petition for a violation of a school attendance order entered by the juvenile and domestic relations district court pursuant to Va. Code § 16.1-278.5 in response to the filing of a petition alleging the pupil is a child in need of supervision as defined in Va. Code § 16.1-228.

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Student attendance is monitored and reported as required by state law and regulations. At the end of each school year, each public school principal reports to the

Superintendent the number of pupils by grade level for whom a conference was scheduled to address unexcused absences. The Superintendent compiles this information and provides it annually to the Superintendent of Public Instruction.

Dismissal Precautions

Principals do not release a student during the school day to any person not authorized by the student's parent/guardian to assume responsibility for the student. Students are released only on request and authorization of a parent or guardian. The Superintendent establishes procedures for release of students who are not residing with or under the supervision of a parent/guardian. The burden of proof on the authority of the person to receive the student is on the requesting party. A formal check-out system is maintained in each school.

Adopted: July 13, 2026

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-227.1, 22.1-254, 22.1-258, 22.1-260, 22.1-279.3, 46.2-323, 46.2-334.01, and 54.1-3900.

8 VAC 20-720-10, 8 VAC 20-720-30.

Cross Ref.:	IGAJ	Driver Education
	JFC	Student Conduct
	JHC	Student Health Services

TEACHER REMOVAL OF STUDENTS FROM CLASS

Teachers have the initial authority to remove students from class for disruptive behavior. "Disruptive behavior" means a violation of School Board policies or Superintendent regulations ~~issued by the superintendent~~ governing student conduct that interrupts or obstructs the learning environment.[1]

Criteria for Removal

In order for a teacher to remove a student from class for disruptive behavior

- removal of the student from the class must be necessary to restore a learning environment free from interruptions and obstructions caused by the student's behavior;
- interventions by the teacher and/or administrators have been attempted and failed to end the student's disruptive behavior~~,~~; **and**
- notice of the student's disruptive behavior and the opportunity to meet with the teacher and/or school administrators must have been provided to the student's parents as described below.

When all of the above criteria have been satisfied, a teacher may remove a student from class.

Requirements for Incident Reports

Teachers should write incident reports regarding all incidents of disruptive behavior. The reports will be filed with the school administration and provided to the student's parents within 24 hours of the incident. The parents must be given the opportunity to meet with the teacher and/or school administrator to discuss the student's behavior and the possible consequences if the behavior continues. The teacher will document, in writing, attempts to request and encourage the parents to meet with the teacher ~~him or her~~ or school administrators.

A student may not be removed from class for disruptive behavior unless two written incident reports have been filed with school administrators and provided to the student's parents concerning two prior incidents of disruptive behavior. Upon removal, the teacher ~~shall~~ must file a "Student Removal Form" **[INSERT DIVISION POLICY OR**

FOOTNOTE IS FOR REFERENCE ONLY AND SHOULD BE DELETED FROM FINAL POLICY.

[1] School divisions may wish to insert the following language, depending on the division's intention for this policy: "The procedures outlined in this policy are not intended to address temporary or short-term removal of a student from a classroom as a "time-out" or as part of a behavior management plan of a student. These procedures are intended to address severe behaviors that would warrant long-term removal."

FORM ON STUDENT REMOVAL (VSBA SAMPLE FORM (JFCA-E)] with school administrators. The teacher will include any other documentation supporting the removal including, but not limited to, the previous two incident reports.

Procedures for Written Notification of Student and Parents

The teacher shall must provide copies of any incident report and Student Removal Form to the student and the student's parents and notify them of the opportunity to meet with the teacher and/or school administrators to discuss the behavior and the possible consequences if the behavior continues. Such notice shall must be provided within twenty-four hours of each incident. The teacher shall must document, in writing, attempts to request and encourage the parents to meet with school administrators and/or the teacher. Such notice and documentation shall beare required for each incident report and student removal.

Guidelines for Alternative Assignment and Instruction of Removed Students

The principal shall determines the appropriate placement of any student removed from class by a teacher. The principal may:

- assign the student to an alternative program;
- assign the student to another class;
- send the student to the principal's office or study hall. If the principal chooses this option, the teacher shall provide and evaluate appropriate make-up work for the student;
- suspend the student or recommend the student for expulsion. If the principal chooses this option, alternative instruction and assignment, if any, shall be provided according to School Board policy and in the case of students with disabilities, in accordance with federal law; **or**
- return the student to class in accordance with the procedures below

Procedure for the Student's Return to Class

The principal shall must determine, after consultation with the teacher, the duration of the student's removal from class. The principal shall notify the teacher of the decision to return the student to class. If the teacher disagrees with the principal's decision to return a student to the class

- the teacher and principal shall will discuss the teacher's objection to returning the student to class and the principal's reason for returning the student.

- the teacher, after meeting with the principal, may appeal the principal's decision to the ~~s~~Superintendent or Superintendent's designee within one school day. The incident reports and removal form must accompany the appeal. After discussion with the principal and teacher or receiving their written comments, the decision of the ~~s~~Superintendent or Superintendent's designee shall be final. The decision shall be made within forty-eight hours of the teacher's appeal. During the appeal process, the student shall not be returned to class, and the principal will determine an appropriate placement for the student.

Once the decision has been made to return the student to class, the teacher and principal ~~shall~~ must develop a plan to address future disruptive behavior.

Other Provisions

The principal ~~shall~~ must ensure that students removed from class under this policy continue to receive an education in accordance with School Board policies.

Application of this policy to students with disabilities ~~shall~~ must be consistent with federal and state law and regulations as well as School Board policy regarding students with disabilities.

Teacher deficiencies in classroom management ~~shall~~ will be addressed in teacher evaluations pursuant to **[INSERT DIVISION POLICY ON EVALUATION OF PROFESSIONAL STAFF (VSBA SAMPLE POLICY GCN)]**~~Policy GCN Evaluation of Professional Staff~~.

This policy does not limit or restrict the ability of School Board employees to apply other policies, regulations, or laws for maintaining order in the classroom.

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-276.01, 22.1-276.2

Cross Refs.:	GCN	Evaluation of Professional Staff
	JFC	Student Conduct
	JFC-R	Standards of Student Conduct
	JFCM	Student Cell Phone and Smart Device Possession and Use
	JGDA	Disciplin~~ing~~e of Students with Disabilities
	JGDB	Discipline of Students with Disabilities for Infliction of Serious Bodily Injury
	JGD/JGE	Student Suspension/Expulsion

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Teachers have the initial authority to remove students from class for disruptive behavior. “Disruptive behavior” means a violation of School Board policies or Superintendent regulations governing student conduct that interrupts or obstructs the learning environment. The procedures outlined in this policy are not intended to address temporary or short-term removal of a student from a classroom as a “time-out” or as part of a behavior management plan of a student. These procedures are intended to address severe behaviors that would warrant long-term removal.

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In order for a teacher to remove a student from class for disruptive behavior

- removal of the student from the class must be necessary to restore a learning environment free from interruptions and obstructions caused by the student’s behavior;

- interventions by the teacher and/or administrators have been attempted and failed to end the student’s disruptive behavior; **and**

- notice of the student’s disruptive behavior and the opportunity to meet with the teacher and/or school administrators must have been provided to the student’s parents as described below.

When all of the above criteria have been satisfied, a teacher may remove a student from class.

Requirements for Incident Reports

Teachers should write incident reports regarding all incidents of disruptive behavior. The reports will be filed with the school administration and provided to the student’s parents within 24 hours of the incident. The parents must be given the opportunity to meet with the teacher and/or school administrator to discuss the student’s behavior and the possible consequences if the behavior continues. The teacher will document, in writing, attempts to request and encourage the parents to meet with the teacher or school administrators.

A student may not be removed from class for disruptive behavior unless two written incident reports have been filed with school administrators and provided to the student’s parents concerning two prior incidents of disruptive behavior. Upon removal, the teacher must file a “Student Removal Form” (JFCA-F) with school administrators. The teacher will include any other documentation supporting the removal including, but not limited to, the previous two incident reports.

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The teacher must provide copies of any incident report and Student Removal Form to the student and the student's parents and notify them of the opportunity to meet with the teacher and/or school administrators to discuss the behavior and the possible consequences if the behavior continues. Such notice must be provided within twenty-four hours of each incident. The teacher must document, in writing, attempts to request and encourage the parents to meet with school administrators and/or the teacher. Such notice and documentation are required for each incident report and student removal.

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the teacher's appeal. During the appeal process, the student shall not be returned to class, and the principal will determine an appropriate placement for the student.

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The principal must ensure that students removed from class under this policy continue to receive an education in accordance with School Board policies.

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This policy does not limit or restrict the ability of School Board employees to apply other policies, regulations, or laws for maintaining order in the classroom.

Adopted: July 13, 2026

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	JFCM	Student Cell Phone and Smart Device Possession and Use
	JGDA	Discipline of Students with Disabilities
	JGDB	Discipline of Students with Disabilities for Infliction of Serious Bodily Injury
	JGD/JGE	Student Suspension/Expulsion

WEAPONS ON SCHOOL PROPERTY

General Application to All Persons

No person may possess or use any firearm, dangerous device, or other weapon on school property (including school vehicles), on that portion of any property open to the public and then exclusively used for school-sponsored functions or activities when such functions or activities are taking place, at a school sponsored activity, or on any school bus, except as expressly authorized by law.

The superintendent or superintendent's designee shall implement this policy in a manner consistent with state law and shall permit possession of a firearm or other weapon on school property or at school functions or activities only by person and in such circumstances as expressly authorized by law.

Consistent with Virginia law, such weapons include, but are not limited to:

- any pistol, shotgun, stun weapon, revolver, or other firearm listed in Va. Code § 22.1-277.07, designed or intended to propel a projectile of any kind, including a rifle,
- unloaded firearms in closed containers,
- any air rifle or BB gun,
- toy guns and look-alike guns,
- any dirk, bowie knife, switchblade or stiletto knife, ballistic knife, machete, knife or razor,
- slingshots or slingbows,
- spring sticks,
- brass or metal knuckles, blackjacks,
- any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chahka, nun chuck, nunchaku, shuriken, or fighting chain,
- any disc, of whatever configuration, having at least two points or pointed blades, and which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart,
- explosives, and
- destructive devices as defined in Va. Code § 22.1-277.07, and
- other dangerous articles.[1]

Illegal conduct will be reported to law enforcement officials.

Student Expulsion for Possession of Firearms

A student who has possessed a firearm on school property, school buses, or at a school-sponsored activity as prohibited by Va. Code § 18.2-308.1 or who has

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FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[1] This list is consistent with Va. Code § 18.2-308 and 308.1.

possessed a firearm or destructive device as defined in Va. Code § 22.1-277.07, or a firearm muffler or firearm silencer, or a pneumatic gun as defined in Va. Code § 15.2-915.4 on school property or at a school-sponsored activity may be expelled for at least one year in accordance with Policy JGD/JGE Student Suspension/Expulsion.[2] The School Board may determine, based on the facts of a particular situation, that special circumstances exist and no disciplinary action or another disciplinary action or another term of expulsion is appropriate. The School Board may promulgate guidelines for determining what constitutes special circumstances. The School Board authorizes[3] the superintendent or the superintendent's designee to conduct a preliminary review of such cases to determine whether a disciplinary action other than expulsion is appropriate. If it is determined by the superintendent or superintendent's designee that a disciplinary action other than expulsion is appropriate, such disciplinary action is taken in accordance with Article 3 of Chapter 14 of Title 22.1 of the Code of Virginia.

Students with Disabilities

A. Students with disabilities are subject to this policy and may be disciplined to the same extent as a nondisabled student provided the manifestation review committee determines that the violation was not a manifestation of the student's disability. The provisions of Policy JGDA Disciplining Students with Disabilities will be followed in addition to the regular disciplinary procedures.

B. Additional authority to remove a student with a disability from school for a weapons violation.

   1. In addition to the authority granted in subsection A above, a student with a disability may also be removed without parent consent and assigned to an interim alternative education program by school personnel for not more than forty-five (45) school days when the student carries or possesses a weapon to or at school, on school premises, or to or at a school function under the jurisdiction of a state or local educational agency. This option is available regardless of whether a manifestation exists. The removal should not be in excess of any removal imposed on a student without a disability for the same offense.

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[2] Policy JGD/JGE Student Suspension/Expulsion is reference to VSBA sample policy coding. Boards should modify this sentence to identify their division's policy on expulsion and suspension, if different.

[3] School boards are permitted, but not required by law, to authorize the superintendent or superintendent's designee, to conduct a preliminary review as described in the policy. A board that does not authorize the superintendent or superintendent's designee to conduct such a review should not adopt this sentence and the following sentence.

2. For purposes of this forty-five (45) school day removal, the weapon must meet the following definition:

   "a weapon, device, instrument, material or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocketknife with a blade of less than 2 ½ inches in length." [4]

Adopted:

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Legal Refs.: 18 U.S.C. § 930.

20 U.S.C. § 1415.

Code of Virginia, 1950, as amended, §§ 15.2-915.4,18.2-308, 18.2-308.1, 18.2-308.7, 22.1-277.07, 22.1-277.07:1, 22.1-280.2:1, 22.1-280.2:4.

Cross Refs.: EB	School Crisis, Emergency Management, and Medical Emergency Response Plan
EBB	Threat Assessment Teams
GBEB	Staff Weapons in School
JFC	Student Conduct
JFCC	Student Conduct on School Buses
JFG	Search and Seizure
JGA	Corporal Punishment
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JGDA	Disciplinge of Students with Disabilities
JGDB	Discipline of Students with Disabilities for Infliction of Serious Bodily Injury

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[4] This language is taken from the language in the federal definition of "dangerous weapon" in 18 U.S.C. § 930(g)(2). It is used in the Individuals with Disabilities Education Act (IDEA) and other related U.S Department of Education regulations.

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The superintendent or superintendent's designee shall implement this policy in a manner consistent with state law and shall permit possession of a firearm or other weapon on school property or at school functions or activities only by person and in such circumstances as expressly authorized by law.

Consistent with Virginia law, such weapons include, but are not limited to:

- any pistol, shotgun, stun weapon, revolver, or other firearm listed in Va. Code § 22.1-277.07, designed or intended to propel a projectile of any kind, including a rifle,
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- toy guns and look-alike guns,
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- slingshots or slingbows,
- spring sticks,
- brass or metal knuckles, blackjacks,
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- any disc, of whatever configuration, having at least two points or pointed blades, and which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart,
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Illegal conduct will be reported to law enforcement officials.

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one year in accordance with Policy JGD/JGE Student Suspension/Expulsion. The School Board may determine, based on the facts of a particular situation, that special circumstances exist and no disciplinary action or another disciplinary action or another term of expulsion is appropriate. The School Board may promulgate guidelines for determining what constitutes special circumstances. The School Board authorizes the superintendent or the superintendent's designee to conduct a preliminary review of such cases to determine whether a disciplinary action other than expulsion is appropriate. If it is determined by the superintendent or superintendent's designee that a disciplinary action other than expulsion is appropriate, such disciplinary action is taken in accordance with Article 3 of Chapter 14 of Title 22.1 of the Code of Virginia.

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   2. For purposes of this forty-five (45) school day removal, the weapon must meet the following definition:

      "a weapon, device, instrument, material or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocketknife with a blade of less than 2 ½ inches in length."

Adopted: July 13, 2026

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Legal Ref.: 18 U.S.C. § 930.

20 U.S.C. § 1415.

Code of Virginia, 1950, as amended, §§ 15.2-915.4,18.2-308, 18.2-308.1, 18.2-308.7, 22.1-277.07, 22.1-277.07:1, 22.1-280.2:1, 22.1-280.2:4.

Cross Ref.:

EB	School Crisis, Emergency Management, and Medical Emergency Response Plan
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STUDENT CELL PHONE AND SMART DEVICE POSSESSION AND USE

Definitions

As used in this policy and related regulations,

"Bell to bell" means after the first bell rings at the start of the school day to begin instructional time until the dismissal bell rings at the end of the school day. "Bell to bell" includes lunch and time in between class periods.

"Smart device" means any personal electronic device that can connect to the internet and wirelessly collect, process, and transmit data, including but not limited to smart watches and tablets.[1]

Generally

The **[BLANK]** School Board establishes age-appropriate and developmentally appropriate restrictions for student use and possession of cell phones and smart devices on school property from bell- to- bell.

The ~~s~~Superintendent issues regulations setting forth the restrictions and procedures to be followed to effectuate this policy.[2] Any regulations issued in accordance with this policy may include additional exemptions, including procedures for emergency communications with students.

Student Cell Phones and Smart Devices on School Property

Students are permitted to use and possess cell phones and smart devices on school property before or after bell to bell, subject to additional regulations as may be issued. Such permitted use must not result in distractions or disruptions to the learning environment, disruptive behavior, bullying, harassment, crime, or any other behavior that violates other policies, regulations or laws.

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[1] A school board may determine that additional devices should be listed in this policy. However, any list should not be exhaustive and should focus on the capabilities rather than the type or brand of a device.

[2] ~~The~~ A ~~S~~school ~~B~~board is not required to authorize the superintendent to establish regulations on student cell phone and smart device use and possession. If ~~the~~ a ~~S~~school ~~B~~board does not authorize the superintendent to issue regulations, ~~the~~ a ~~S~~school ~~B~~board should establish detailed policies on student cell phone use and possession on school grounds and incorporate them into this policy.

From bell to bell, students are ~~restricted~~ prohibited from using ~~or possessing~~ cell phones and smart devices on school property in accordance with this policy, issued regulations, and applicable laws. The division places restrictions on the student possession of cell phones and smart devices from bell to bell as outlined below.

Restrictions By Age Group[3]

Elementary Schools (Kindergarten through Grade 5):

[INSERT DIVISION'S RESTRICTIONS FOR ELEMENTARY SCHOOLS HERE.]

Middle Schools (Grades 6 through 8):

[INSERT THE DIVISION'S RESTRICTIONS FOR MIDDLE SCHOOLS HERE.]

High/Secondary Schools (Grade 9 through 12):

[INSERT THE DIVISION'S RESTRICTIONS FOR HIGH/SECONDARY SCHOOLS HERE.]

Exemptions

Any student who, pursuant to an Individualized Education Plan, Section 504 Plan, individualized health care plan, diabetes medical management plan, or Limited English Proficiency plan, is permitted to possess and use a cell phone or smart device on school property, including in the classroom, from bell to bell to monitor or address a health concern or as an accommodation or assistive technology support. **[Insert any additional exemptions]**.

Implementation and Enforcement

The ~~s~~Superintendent and the school administration of each elementary and secondary school in the division are responsible for implementing and enforcing this policy. Any implementation and enforcement of this policy minimizes, to the extent possible, any conflict with the instructional responsibilities of teachers or any disturbance to instructional time and does not involve any school resource officer employed in any school in the division.

Discipline of Students

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[3] ~~The~~ A ~~S~~school ~~B~~board may determine restrictions for each school age to be included in this policy and to set parameters for any adopted regulations by replacing the bolded language and inserting those restrictions and exemptions here. If ~~the~~ a ~~S~~school ~~B~~board authorizes the superintendent to establish such regulations and exemptions, the bolded language can be removed and replaced with a statement that the ~~s~~Superintendent establishes the related regulations and exemptions.

No student will be suspended or expelled solely for a violation of this policy. Any violation of this policy that involves, coincides with, or results in an instance of disruptive behavior, bullying, harassment, crime, or any other behavior that violates other policies, regulations or laws, is subject to discipline, addressed in accordance with the Standards of Student Conduct and applicable policies and regulations.

Adopted:

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Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-79.3:1, 22.1-276.01, 22.1-277, 22.1-279.6.

Cross Refs.:	GAB/IIBEA	Acceptable Computer System Use
	JFC	Student Conduct
	JFCA	Teacher Removal of Students from Class
	JFG	Search and Seizure
	JFHA/GBA	Prohibition Against Harassment and Retaliation
	JGD/JGE	Student Suspension/Expulsion
	JGDA	Disciplineing of Students with Disabilities
	JRCA	School Service Providers' Use of Student Personal Information

STUDENT CELL PHONE AND SMART DEVICE POSSESSION AND USE

Definitions

As used in this policy and related regulations,

"Bell to bell" means after the first bell rings at the start of the school day to begin instructional time until the dismissal bell rings at the end of the school day. "Bell to bell" includes lunch and time in between class periods.

"Smart device" means any personal electronic device that can connect to the internet and wirelessly collect, process, and transmit data, including but not limited to smart watches and tablets.

Generally

The Tazewell County School Board establishes age-appropriate and developmentally appropriate restrictions for student use and possession of cell phones and smart devices on school property from bell to bell.

The Superintendent issues regulations setting forth the restrictions and procedures to be followed to effectuate this policy. Any regulations issued in accordance with this policy may include additional exemptions, including procedures for emergency communications with students.

Student Cell Phones and Smart Devices on School Property

Students are permitted to use and possess cell phones and smart devices on school property before or after bell to bell, subject to additional regulations as may be issued. Such permitted use must not result in distractions or disruptions to the learning environment, disruptive behavior, bullying, harassment, crime, or any other behavior that violates other policies, regulations or laws.

From bell to bell, students are prohibited from using cell phones and smart devices on school property in accordance with this policy, issued regulations, and applicable laws. The division places restrictions on the student possession of cell phones and smart devices from bell to bell as outlined below.

Restrictions By Age Group

Elementary Schools (Kindergarten through Grade 5): Reference Policy Regulation JFC-R.1

Middle Schools (Grades 6 through 8): Reference Policy Regulation JFC-R.1

High/Secondary Schools (Grade 9 through 12): Reference Policy Regulation JFC-R.1

Exemptions

Any student who, pursuant to an Individualized Education Plan, Section 504 Plan, individualized health care plan, diabetes medical management plan, or Limited English Proficiency plan, is permitted to possess and use a cell phone or smart device on school property, including in the classroom, from bell to bell to monitor or address a health concern or as an accommodation or assistive technology support.

Implementation and Enforcement

The Superintendent and the school administration of each elementary and secondary school in the division are responsible for implementing and enforcing this policy. Any implementation and enforcement of this policy minimizes, to the extent possible, any conflict with the instructional responsibilities of teachers or any disturbance to instructional time and does not involve any school resource officer employed in any school in the division.

Discipline of Students

No student will be suspended or expelled solely for a violation of this policy. Any violation of this policy that involves, coincides with, or results in an instance of disruptive behavior, bullying, harassment, crime, or any other behavior that violates other policies, regulations or laws, is subject to discipline, addressed in accordance with the Standards of Student Conduct and applicable policies and regulations.

Adopted: July 13, 2026

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-79.3:1, 22.1-276.01, 22.1-277, 22.1-279.6.

Cross Ref.:	GAB/IIBEA	Acceptable Computer System Use
	JFC	Student Conduct
	JFCA	Teacher Removal of Students from Class
	JFG	Search and Seizure
	JFHA/GBA	Prohibition Against Harassment and Retaliation
	JGD/JGE	Student Suspension/Expulsion
	JGDA	Discipline of Students with Disabilities
	JRCA	School Service Providers' Use of Student Personal Information

DISCIPLINEING OF STUDENTS WITH DISABILITIES

The **[BLANK]** School Board recognizes that federal law requires that students with disabilities be afforded certain procedural protections when disciplinary action is considered. A student with a disability remains subject to the division's student conduct policy, rules, and regulations, but discipline shall be administered in accordance with applicable federal and state law, including the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act, and applicable Virginia statute and regulations.

The School Board also recognizes that a disciplinary decision for a student with a disability requires consideration of the student's disability-related needs and legal protections. Accordingly, when disciplining students with disabilities, the division will:

- provide required procedural safeguards affording the same due process rights that all children are entitled to under the law;
- conduct manifestation determinations when required by law;
- provide educational services during discipline removals when required by law;
- permit placement in interim alternative educational settings when authorized by law;
- protect the due process rights of students and parents.

The Superintendent shall develop regulations to implement this policy, including procedures governing:

- positive behavior interventions and supports to address the behavior;
- functional behavioral assessments;
- changes in placement;
- short-term removals and services during those removals;
- long term removals;
- manifestation determination reviews;
- interim alternative educational placements;
- appeals;
- protection for children not yet eligible for special education and related services; **and**
- referral to and action by law enforcement and judicial authorities.[1]

Nothing in this policy prohibits school officials from reporting criminal conduct to appropriate law enforcement authorities or prevents state law enforcement and judicial authorities from exercising their responsibilities with regard to the application of federal

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FOOTNOTE IS FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM THE FINAL POLICY.

[1] This list comes from procedures described in 8 VAC 20-81-160.

and state law to crimes committed by a child with a disability to the extent such action applies to a student without a disability.

Students with disabilities, who violate the student code of conduct, or engage in conduct for which they may be disciplined, will be disciplined in accordance with this policy. Additionally, the regular disciplinary procedures must be followed. School personnel may consider any unique circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability as a result of discipline.

I. Long-Term Suspensions, Expulsions or Short-Term Suspensions Which Constitute a Pattern are Long Term Removals and Considered a Disciplinary Change in Placement

For the purpose of removing students with disabilities from their current educational placements, a disciplinary change in placement occurs when:

(1) the removal is for more than 10 consecutive school days at a time; or

(2) Pattern analysis: there is a series of removals during the school year, each of which is for 10 days or less and they cumulate to more than 10 days in a school year and constitute a pattern because of:

(a) the length of each removal,

(b) the proximity of the removals to each other,

(c) the total time the student is removed, and

(d) the child's behavior is substantially similar to the child's behavior in the series of removals for previous incidents in the school year.

(e) The pattern analysis determination is made and documented by the administration.

If the disciplinary action will result in a long term removal, the student's parents must be sent notice of the recommendation of discipline the same day as the decision is made for the disciplinary change in placement and must be provided with a copy of the procedural safeguards. The procedures outlined in Section IV must also be followed.

A parent may request a due process hearing to challenge the pattern analysis determination. For any disciplinary change in placement, a Manifestation Determination Review ("MDR") must be held and the Individualized Education Program (IEP) team must meet to determine the educational services to be provided during the long-term removal.

II. Short-Term Suspensions

A short-term suspension is a suspension of 10 consecutive days or less at a time.

School authorities may remove a student with a disability from the student's current educational setting for 10 school days cumulative in a school year to the extent that such removals would be applied to students without disabilities and for additional short-term suspensions during the school year provided no pattern exists. Short term suspensions which constitute a pattern will be handled through long term removal procedures.

No MDR or IEP meeting is required for a short term removal, although an IEP meeting may be held if needed. Educational services are provided for each day of removal after the first ten days of removal in a school year. Educational services should also be provided during the first ten days of removal if services are provided to a student without disabilities in the same circumstances.

III. Functional Behavior Assessments and Behavior Intervention Plans

If the MDR team members determine that a manifestation exists, the IEP team must:

- conduct a Functional Behavioral Assessment (FBA) and implement a Behavioral Intervention Plan (BIP), if no FBA was conducted previously; or,
- if the student already has an FBA and a BIP in place, review and modify the BIP, as necessary to address the behavior.

If a manifestation is found, the school division and the parent may still agree to a change in placement made through the IEP process. Without this agreement, the student must return to the placement from which the student was removed. Nothing in this section limits the authority of the school division for the first ten days of removal in a school year or for applicable forty-five school day removals.

If the MDR team members determine that there is no manifestation, then the IEP team should decide whether there is a need to conduct or review an FBA and BIP.

IV. Educational Services While Disciplined

For the first 10 days of removal in a school year, the School Board is not required to provide educational services to the student with a disability if services are not provided to students without disabilities who have been similarly removed.

After the first 10 days of removal in a school year, the School Board shall provide educational services to the student during the period of removal. The services must enable the student to:

1) continue to progress in the general curriculum, although in another setting, and
2) make progress toward meeting the goals set out in the student's IEP.

The determination of the educational services is made by the IEP team if the discipline constitutes a change in placement. For a short term removal which is not a change in placement, the determination of the education services is made by school personnel in consultation with the student's special education teacher.

V. Manifestation Determination Review

When a disciplinary action is proposed that will result in a disciplinary change of placement, an MDR shall be conducted within 10 school days after the date on which the decision to take disciplinary action is made. This review shall be conducted by the Manifestation Team which consists of a local educational agency representative, the parent(s) and relevant members of the IEP team (as determined by the parent and the school division).

The Manifestation Team may determine that the behavior of the student was not a manifestation of such child's disability only if the Team:

1) considers all relevant information in the student's file, including the student's IEP, any teacher observations, and any relevant information supplied by the parents; and
2) determines that:
   (a) the conduct in question was not caused by, or did not have a direct and substantial relationship to, the student's disability; and
   (b) the conduct in question was not the direct result of the school division's failure to implement the IEP.

VI. Disciplinary Action Following an MDR Determination that there is No Manifestation

If the behavior is not a manifestation of the student's disability, the disciplinary procedures will be applied in the same manner as applied to students without disabilities. The student must continue to receive the educational services necessary to enable the student to continue to participate in the general curriculum, although in another setting, and to progress toward meeting the goals set out in the student's IEP. In addition, the special education and disciplinary records of the student must be made available to the person who makes the final decision regarding the imposition of discipline.

A parent may request an expedited due process hearing if the parent disagrees with the determination that the behavior was not a manifestation of the student's disability or if the parent disagrees with any decision regarding the placement of the student while disciplined. During any appeal, the student will remain in the interim alternative education setting unless reversed by decision of

the hearing officer; provided, however, the student may still serve the balance of any applicable forty-five school day removal. The placement may also be changed through the IEP process with the consent of the parent.

VII. Disciplinary Action Following MDR Determination that there is a Manifestation

A student with a disability whose behavior is determined to be a manifestation of the student's disability may not be disciplined except to the extent a removal is otherwise permitted by law. The student may be removed to a more restrictive placement by following change in placement procedures through the IEP process. The IEP team must conduct or review an FBA and/or BIP as provided in Section III.

VIII. Interim Alternative Educational Settings for Weapons, Drugs and Infliction of Serious Bodily Injury

Students with disabilities 1) who carry or possess a weapon to or at school, or on school premises, or to or at a school function under the jurisdiction of a state or local educational agency; 2) who knowingly possess or use illegal drugs or sell or solicit the sale of a controlled substance, while at school, on school premises, or at a school function under the jurisdiction of a state or local educational agency; or 3) who inflict serious bodily injury upon another person at school, on school premises, or at a school function under the jurisdiction of a state or local educational agency may be disciplined pursuant to Policies JFCD Weapons in School, JFCF Drugs in School or JGDB Discipline of Students with Disabilities for Infliction of Serious Bodily Injury and may be placed in an interim alternative educational setting for up to forty-five school days. These options are available even if a manifestation exists. If no manifestation is found, the student may be disciplined to the extent a student without disabilities would be disciplined.

Weapons, controlled substance and serious bodily injury have the meaning given under state regulations in 8 VAC 20-81-10.

Any interim alternative educational setting shall be selected, by the IEP team, so as to enable the student to continue to progress in the general curriculum, although in another setting, and to progress toward meeting the goals set out in the student's IEP. The student must also receive, as appropriate, an FBA, behavioral intervention services and modifications designed to address the behavior so it does not recur.

IX. Change of Placement by Hearing Officer

In addition to the other options for removal, a hearing officer through an expedited due process hearing requested by the school division, may order a change in the placement for a student with a disability to an appropriate interim

alternative educational setting for not more than forty-five (45) school days if the hearing officer determines that maintaining the current placement of such student is substantially likely to result in injury to the student or others. Additional forty-five (45) school day removals may be authorized by the hearing officer as appropriate.

X. Placement During Appeals

During the course of any appeals, the student's placement shall be in accordance with the provisions of state and federal law unless the parent and the school division agree otherwise. Students with disabilities are also entitled to the due process rights available to a non-disabled student who is subject to discipline. In addition, students with disabilities are entitled to the due process procedures available under the Individuals with Disabilities Education Act, as amended, and any state procedures.

XI. Students Not Yet Identified as Disabled

Students for whom the parents assert there is a disability but who have not yet been identified as disabled may be subjected to the same measures applied to students without disabilities if the school division did not have knowledge of the disability before the behavior that precipitated the disciplinary action occurred. A school division will be found to have knowledge of the student's disability if, before the behavior that precipitated the disciplinary action occurred, one of the following occurred:

(1) the parent expressed concern in writing to supervisory or administrative personnel of the school division, or to a teacher of the student, that the student is in need of special education and related services; or

(2) the parent requested an evaluation of the student for special education eligibility; or

(3) the student's teacher or other school personnel expressed specific concerns about a pattern of behavior demonstrated by the student directly to the director of special education or to other supervisory personnel of the school division that suggests the presence of a disability.

A school division would not be found to have knowledge of a student's disability if:

(1) the parents refused to allow an evaluation of the student or refused special education services; or

(2) the student was evaluated and found not eligible for special education services.

If a request for an initial evaluation is made during the period a student is subject to disciplinary measures, the evaluation shall be conducted in an expedited manner. If the student is found eligible as a child with a disability, taking into

consideration information from the evaluation conducted by the school division and information provided by the parents, then the student must be provided special education and related services, although in another setting. Pending the results of the evaluation, the student shall remain in the educational placement determined by the school authorities which placement can include suspension or expulsion without services.

XII. Disciplining Certain Section 504 Students Who Violate Alcohol and Drug Policies

Students who are identified as disabled solely under Section 504 of the Rehabilitation Act, and who are currently engaging in the illegal use of drugs or alcohol, may be disciplined for violating the division's alcohol and drug policies to the same extent as non-disabled students. The student is not entitled to a due process hearing under special education procedures in this circumstance but does retain the protections afforded to regular education students.

XIII. Reporting of Crimes

Nothing in these procedures prevents the reporting of a crime to appropriate authorities or prevents state law enforcement and judicial authorities from exercising their responsibilities.

Adopted:

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Legal Refs.: 20 U.S.C. § 1415.
29 U.S.C. § 705.

34 C.F.R. 300.530-300.536.

Code of Virginia, 1950, as amended, § 22.1-279.6.

8 VAC 20-81-160.

Cross Ref.:		
	JFC	Student Code of Conduct
	JFCD/KGBA	Weapons ion School Property
	JFCF	Drugs in School
	JGD/JGE	Student Suspensions/Expulsions
	JGDB	Discipline of Students with Disabilities for Infliction of Serious Bodily Injury

DISCIPLINE OF STUDENTS WITH DISABILITIES

The Tazewell County School Board recognizes that federal law requires that students with disabilities be afforded certain procedural protections when disciplinary action is considered. A student with a disability remains subject to the division's student conduct policy, rules, and regulations, but discipline shall be administered in accordance with applicable federal and state law, including the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act, and applicable Virginia statute and regulations.

The School Board also recognizes that a disciplinary decision for a student with a disability requires consideration of the student's disability-related needs and legal protections. Accordingly, when disciplining students with disabilities, the division will:

- provide required procedural safeguards affording the same due process rights that all children are entitled to under the law;
- conduct manifestation determinations when required by law;
- provide educational services during discipline removals when required by law;
- permit placement in interim alternative educational settings when authorized by law;
- protect the due process rights of students and parents.

The Superintendent shall develop regulations to implement this policy, including procedures governing:

- positive behavior interventions and supports to address the behavior;
- functional behavioral assessments;
- changes in placement;
- short-term removals and services during those removals;
- long term removals;
- manifestation determination reviews;
- interim alternative educational placements;
- appeals;
- protection for children not yet eligible for special education and related services; **and**
- referral to and action by law enforcement and judicial authorities.

Nothing in this policy prohibits school officials from reporting criminal conduct to appropriate law enforcement authorities or prevents state law enforcement and judicial authorities from exercising their responsibilities with regard to the application of federal and state law to crimes committed by a child with a disability to the extent such action applies to a student without a disability.

Adopted: July 13, 2026

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Legal Ref.: 20 U.S.C. § 1415.
29 U.S.C. § 705.

34 C.F.R. 300.530-300.536.

Code of Virginia, 1950, as amended, § 22.1-279.6.

8 VAC 20-81-160.

Cross Ref.:		
	JFC	Student Code of Conduct
	JFCD/KGBA	Weapons on School Property
	JFCF	Drugs in School
	JGD/JGE	Student Suspensions/Expulsions
	JGDB	Discipline of Students with Disabilities for Infliction of Serious Bodily Injury

STUDENT HEALTH SERVICES

The **[BLANK]** School Board may employ school nurses, physicians, physical therapists, occupational therapists, and speech therapists who meet such standards as may be determined by the Board of Education. Subject to the approval of the local appropriating body, a local health department may provide personnel for health services for the school division.

Sickle Cell Disease Training

All school nurses employed by the school division must complete, within six months of employment and at least every three years thereafter, an online or in-person course of instruction approved by the Board of Education in collaboration with the Department of Health regarding recognition and management of sickle cell disease.

[OPTIONAL] Telehealth Services and Mental Health Teletherapy Services[1]

The School Board may provide school-based mental health teletherapy services and permit any student to schedule and participate in telehealth services and mental health teletherapy services on school property during regular school hours on the same basis as such students are permitted to schedule and participate in school counseling services.

When telehealth services are offered, the School Board enters into a memorandum of understanding with a nationally recognized school-based telehealth provider in accordance with the model memorandum of understanding developed by the Department of Education and provides guidance relating to the implementation of this telehealth services policy for administrative and instructional personnel and posts such guidance on its website at the beginning of each school year.

When school-based telehealth services and mental health teletherapy services are made available, each school where telehealth services are provided shall:

- Designate a location with internet access within the school for students to use for telehealth appointments that ensures the privacy and safety of the student;
- Implement measures to ensure the privacy and safety of each student participating in a telehealth appointment; **and**

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[1] ~~The~~ School ~~B~~boards may ~~but it not required to~~ adopt policy~~ies~~ provisions on telehealth services. If the ~~SB~~school board does not want to adopt these provisions, ~~they should~~ remove this section from the policy. If the~~y~~ ~~SB~~school board ~~wants to~~ adopts ~~this policy and~~ such policy language, the ~~SB~~school board ~~will also need~~ is required to provide guidance for implementing the policy to administrative and instructional personnel. This information must also be posted ~~and post the guidance~~ on its website before each school year in accordance with Va. Code § 2.2-272.3.

- **INSERT ADDITIONAL REQUIREMENTS**[2]

Any student who participates in a telehealth appointment during regular school hours will not be subject to any disciplinary measure or consequences for participating in such an appointment if the student would otherwise be considered absent or excused for the purposes of receiving health care services.

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-272.2, 22.1-272.3, 22.1-274, 22.1-274.9.

Cross Refs.:

EBBA	Emergency First Aid, CPR and AED Certified Personnel
GCPD	Professional Staff Discipline
GCPF	Suspension of Staff Members
IJ	Guidance and Counseling Program
JED	Student Absences/Excuses/Dismissals
JHCA	Physical Examinations of Students
JHCB	Student Immunizations
JHCC	Communicable Diseases
JHCCA	Blood Borne Contagious or Infectious Diseases
JHCD	Administering Medicines to Students
JHH	Suicide Prevention

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[2] ~~The~~ A ~~S~~school ~~B~~board may ~~but is not required to~~ include other requirements it deems necessary and appropriate for student participation in telehealth services and mental health teletherapy services.

STUDENT HEALTH SERVICES

The Tazewell County School Board may employ school nurses, physicians, physical therapists, occupational therapists, and speech therapists who meet such standards as may be determined by the Board of Education. Subject to the approval of the local appropriating body, a local health department may provide personnel for health services for the school division.

Sickle Cell Disease Training

All school nurses employed by the school division must complete, within six months of employment and at least every three years thereafter, an online or in-person course of instruction approved by the Board of Education in collaboration with the Department of Health regarding recognition and management of sickle cell disease.

Adopted: July 13, 2026

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-272.2, 22.1-272.3, 22.1-274, 22.1-274.9.

Cross Ref.:

EBBA	Emergency First Aid, CPR and AED Certified Personnel
GCPD	Professional Staff Discipline
GCPF	Suspension of Staff Members
IJ	Guidance and Counseling Program
JED	Student Absences/Excuses/Dismissals
JHCA	Physical Examinations of Students
JHCB	Student Immunizations
JHCC	Communicable Diseases
JHCCA	Blood Borne Contagious or Infectious Diseases
JHCD	Administering Medicines to Students
JHH	Suicide Prevention

ADMINISTERING MEDICINES TO STUDENTS

~~Self-Care and Self-~~Administration of Diabetes Medication

The **[BLANK]** School Board shall develop, amend as necessary, and implement a divisionwide plan for the care of students diagnosed with diabetes in accordance with Va. Code § 22.1-274.01:2.

The Superintendent, or Superintendent's designee, is responsible for drafting, coordinating, and recommending the divisionwide plan and any subsequent revisions thereto. The plan must be presented to the School Board for review and final board action. The Superintendent is responsible for the implementation and administration of the plan as established by the School Board.

Each enrolled student who is diagnosed with diabetes, with parental consent and written approval from the prescriber, is permitted to:

- carry with them~~him~~ and use supplies, including a reasonable and appropriate short-term supply of carbohydrates, an insulin pump, and equipment for immediate treatment of high and low blood glucose levels;~~,~~ ~~and~~
- self-check their~~his~~ own blood glucose levels on school buses, on school property, and at school-sponsored activities; **and**
- carry and use a cell phone or smart device to monitor, address, or contact their parent, the school, or their health care provider regarding diabetes care and management needs or decisions.~~.~~

A School Board employee, as defined in Va. Code § 22.1-274(~~.~~E), who is a registered nurse, a licensed practical nurse, ~~or certified nurse aide~~ or when applicable, authorized pursuant to Va. Code~~and~~ § 54.1-3408(H)[1], who has been trained in the administration of insulin~~, including the use and insertion of insulin pumps,~~ and ~~the administration of~~ glucagon, may assist a student who is diagnosed with diabetes ~~and who carries an insulin pump~~ with the insertion or reinsertion of the student's prescribed pump or any of its parts. Prescriber authorization and parental consent shall be obtained ~~for any such employee to assist with the insertion or reinsertion of the pump or any of its parts~~prior to any assistance. Nothing in this policy requires any employee to ~~assist with the insertion or reinsertion of the pump or any of its parts.~~provide such assistance.

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[1] Virginia HB 1301, signed into law on April 6, 2026, includes the following language: "Any school board employee that is authorized pursuant to subsection H of § 54.1-3408 and meets the requirements set forth in applicable law to provide certain diabetes-related care shall (i) be exempt from nursing practice requirements pursuant to subdivision A 9 of § 54.1-3001; (ii) not be considered to be engaging in the practice of medicine pursuant to subdivision A 26 of § 54.1-2901; and (iii) be immune from civil liability for ordinary negligence in acts or omissions resulting from the rendering of certain diabetes-related care pursuant to subdivision A 11 of § 8.01-225. Nothing in this section shall be construed to alter or limit the protections provided to school board employees under subsection D of § 22.1-274." This language may be incorporated in the policy or division regulations but is not needed as the provision is clearly stated in statute.

The divisionwide plan for the care of students with diabetes may establish reasonable restrictions or parameters on the implementation of diabetes-related care by School Board employees, in conjunction with a student's provider, for the purpose of ensuring effective, efficient, and safe administration and operation of schools and school personnel in accordance with Va. Code § 22.1-274.01:1(C).

Self-Administration of Asthma Medications and Auto-Injectable Epinephrine

Students with a diagnosis of asthma or anaphylaxis, or both, are permitted to possess and self-administer inhaled asthma medications or auto-injectable epinephrine, or both, as the case may be, in accordance with this policy during the school day, at school-sponsored activities, or while on a school bus or other school property. A student may possess and self-administer asthma medication, or auto-injectable epinephrine, or both, when the following conditions are met:

- Written parental consent that the student may self-administer inhaled asthma medications or auto-injectable epinephrine, or both, is on file with the school.
- Written notice from the student's health care provider is on file with the school, indicating the identity of the student, stating the diagnosis of asthma or anaphylaxis, or both, and approving self-administration of inhaled asthma medications or auto-injectable epinephrine, or both, that have been prescribed for the student; specifying the name and dosage of the medication, the frequency in which it is to be administered and the circumstances which may warrant its use; and attesting to the student's demonstrated ability to safely and effectively self-administer the medication.
- An individualized health care plan is prepared, including emergency procedures for any life-threatening conditions.
- There is a consultation with the student's parent before any limitations or restrictions are imposed on a student's possession and self-administration of inhaled asthma medications and auto-injectable epinephrine, and before the permission to possess and self-administer inhaled asthma medications and auto-injectable epinephrine at any point during the school year is revoked.
- Self-administration of inhaled asthma medications and auto-injectable epinephrine is consistent with the purposes of the Virginia School Health Guidelines and the Guidelines for Specialized Health Care Procedure Manual, which are jointly issued by the Virginia Department of Education and the Virginia Department of Health.
- Information regarding the health condition of the student may be disclosed to school board employees in accordance with state and federal law governing the disclosure of information contained in student scholastic records.

Permission granted to a student to possess and self-administer asthma medications or auto-injectable epinephrine, or both, will be effective for a period of 365 calendar days, and must be renewed annually. However, a student's right to possess and self-administer inhaled asthma medication or auto-injectable epinephrine, or both,

may be limited or revoked after appropriate school personnel consult with the student's parents.

Seizure Rescue Medications (Optional)[2]

Secondary school students with a diagnosis of a condition causing seizures are permitted to possess seizure rescue medications during the school day, at school-sponsored activities, or while on a school bus or other school property if (i) the student's parent has submitted a seizure management and action plan in accordance with Va. Code § 22.1-274.6 that includes written consent of the parent and written approval of the student's primary care provider for such self-possession and (ii) the school nurse has been notified of such self-possession.

Pursuant to a written order or standing protocol by the prescriber within the course of his professional practice and with the consent of the student's parent as defined in Va. Code § 22.1-1, an employee of the School Board, local governing body, or local health department who is trained in the administration of seizure rescue medications may be authorized to administer seizure rescue medications to a student with a diagnosis of a condition causing seizures, when the student is believed to be experiencing or about to experience a seizure, and a licensed nurse, an advanced practice registered nurse, a physician, or a physician assistant is not capable of reaching the student within the amount of time necessary to effectively perform the administration of the medication.

Epinephrine

Pursuant to an order or standing protocol issued by the prescriber within the course of his professional practice, any school nurse, School Board employee, employee of a local appropriating body or employee of a local health department who is authorized by a prescriber and trained in the administration of epinephrine may possess epinephrine and administer it to any student believed to be having an anaphylactic reaction.

Albuterol Inhalers

Albuterol inhalers and valved holding chambers are stocked in each school in the division to be administered by any school nurse, licensed athletic trainer under contract with the school division, employee of the School Board, employee of a local

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FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[2] Pursuant to Va. Code § 22.1-274.2(H) the School Board may, but is not required to, adopt and implement policies for either or both of the paragraphs in this Seizure Rescue Medications section.

- If the ~~SB~~school board wishes to adopt one or both of these paragraphs, the word "(Optional)" should be removed from the final policy.
- If the ~~SB~~school board chooses not to adopt a policy on seizure rescue medications, then it should remove these paragraphs from its final policy.

appropriating body, or employee of a local health department who is authorized by the local health director and trained in the administration of albuterol inhalers and valved holding chambers for any student believed in good faith to be in need of such medication.

Opioid Antagonists

A dosage of opioid antagonist may be administered by a school nurse or trained and certified employee to any student who is believed to be experiencing or about to experience a life-threatening opioid overdose in accordance with **[INSERT DIVISION POLICY ON OPIOID ANTAGONISTS (VSBA SAMPLE POLICY EBBC)]**~~Policy EBBC Opioid Antagonists~~[3] and any related regulations and applicable laws.

Regulations

The ~~s~~Superintendent shall develop a regulation for administration of medicines to students. The regulation shall include provisions for the handling, storage, monitoring, documentation, and disposal of medication.

Adopted:

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Legal Ref~~s~~.: Code of Virginia, as amended, §§ 8.01-225, 22.1-78, 22.1-274, 22.1-274.01:1, 22.1-274.2, 22.1-274.6, 54.1-2952.2, 54.1-2957.02, 54.1-3408.

~~-~~Cross Ref~~s~~.:

EB	School Crisis, Emergency Management and Medical Emergency Response Plan
EBBA	Emergency First Aid, CPR and AED Certified Personnel
EBBC	Opioid Antagonists
GCPD	Professional Staff Discipline
JHCE	Recommendation of Medication by School Personnel
JO	Student Records
KGD	Notification of School-Connected Student Overdose

~~**FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.**~~

~~[3] Policy EBBC Opioid Antagonists is reference to VSBA sample policy coding. Boards should modify this sentence to identify their division's adopted policy on opioid antagonists, if different.~~

ADMINISTERING MEDICINES TO STUDENTS

Administration of Diabetes Medication

The Tazewell County School Board shall develop, amend as necessary, and implement a divisionwide plan for the care of students diagnosed with diabetes in accordance with Va. Code § 22.1-274.01:2.

The Superintendent, or Superintendent's designee, is responsible for drafting, coordinating, and recommending the divisionwide plan and any subsequent revisions thereto. The plan must be presented to the School Board for review and final board action. The Superintendent is responsible for the implementation and administration of the plan as established by the School Board.

Each enrolled student who is diagnosed with diabetes, with parental consent and written approval from the prescriber, is permitted to:

- carry with them and use supplies, including a reasonable and appropriate short-term supply of carbohydrates, an insulin pump, and equipment for immediate treatment of high and low blood glucose levels;
- self-check their own blood glucose levels on school buses, on school property, and at school-sponsored activities; **and**
- carry and use a cell phone or smart device to monitor, address, or contact their parent, the school, or their health care provider regarding diabetes care and management needs or decisions.

A School Board employee, as defined in Va. Code § 22.1-274(E), who is a registered nurse, a licensed practical nurse, or when applicable, authorized pursuant to Va. Code § 54.1-3408(H), who has been trained in the administration of insulin and glucagon, may assist a student who is diagnosed with diabetes with the insertion or reinsertion of the student's prescribed pump or any of its parts. Prescriber authorization and parental consent shall be obtained prior to any assistance. Nothing in this policy requires any employee to provide such assistance.

The divisionwide plan for the care of students with diabetes may establish reasonable restrictions or parameters on the implementation of diabetes-related care by School Board employees, in conjunction with a student's provider, for the purpose of ensuring effective, efficient, and safe administration and operation of schools and school personnel in accordance with Va. Code § 22.1-274.01:1(C).

Self-Administration of Asthma Medications and Auto-Injectable Epinephrine

Students with a diagnosis of asthma or anaphylaxis, or both, are permitted to possess and self-administer inhaled asthma medications or auto-injectable epinephrine, or both, as the case may be, in accordance with this policy during the school day, at school-sponsored activities, or while on a school bus or other school property. A student may possess and self-administer asthma medication, or auto-injectable epinephrine, or both, when the following conditions are met:

- Written parental consent that the student may self-administer inhaled asthma medications or auto-injectable epinephrine, or both, is on file with the school.
- Written notice from the student's health care provider is on file with the school, indicating the identity of the student, stating the diagnosis of asthma or anaphylaxis, or both, and approving self-administration of inhaled asthma medications or auto-injectable epinephrine, or both, that have been prescribed for the student; specifying the name and dosage of the medication, the frequency in which it is to be administered and the circumstances which may warrant its use; and attesting to the student's demonstrated ability to safely and effectively self-administer the medication.
- An individualized health care plan is prepared, including emergency procedures for any life-threatening conditions.
- There is a consultation with the student's parent before any limitations or restrictions are imposed on a student's possession and self-administration of inhaled asthma medications and auto-injectable epinephrine, and before the permission to possess and self-administer inhaled asthma medications and auto-injectable epinephrine at any point during the school year is revoked.
- Self-administration of inhaled asthma medications and auto-injectable epinephrine is consistent with the purposes of the Virginia School Health Guidelines and the Guidelines for Specialized Health Care Procedure Manual, which are jointly issued by the Virginia Department of Education and the Virginia Department of Health.
- Information regarding the health condition of the student may be disclosed to school board employees in accordance with state and federal law governing the disclosure of information contained in student scholastic records.

Permission granted to a student to possess and self-administer asthma medications or auto-injectable epinephrine, or both, will be effective for a period of 365 calendar days, and must be renewed annually. However, a student's right to possess and self-administer inhaled asthma medication or auto-injectable epinephrine, or both, may be limited or revoked after appropriate school personnel consult with the student's parents.

Seizure Rescue Medications

Secondary school students with a diagnosis of a condition causing seizures are permitted to possess seizure rescue medications during the school day, at school-sponsored activities, or while on a school bus or other school property if (i) the student's parent has submitted a seizure management and action plan in accordance with Va. Code § 22.1-274.6 that includes written consent of the parent and written approval of the student's primary care provider for such self-possession and (ii) the school nurse has been notified of such self-possession.

Pursuant to a written order or standing protocol by the prescriber within the course of his professional practice and with the consent of the student's parent as defined in Va. Code § 22.1-1, an employee of the School Board, local governing body,

or local health department who is trained in the administration of seizure rescue medications may be authorized to administer seizure rescue medications to a student

with a diagnosis of a condition causing seizures, when the student is believed to be experiencing or about to experience a seizure, and a licensed nurse, an advanced practice registered nurse, a physician, or a physician assistant is not capable of reaching the student within the amount of time necessary to effectively perform the administration of the medication.

Epinephrine

Pursuant to an order or standing protocol issued by the prescriber within the course of his professional practice, any school nurse, School Board employee, employee of a local appropriating body or employee of a local health department who is authorized by a prescriber and trained in the administration of epinephrine may possess epinephrine and administer it to any student believed to be having an anaphylactic reaction.

Albuterol Inhalers

Albuterol inhalers and valved holding chambers are stocked in each school in the division to be administered by any school nurse, licensed athletic trainer under contract with the school division, employee of the School Board, employee of a local appropriating body, or employee of a local health department who is authorized by the local health director and trained in the administration of albuterol inhalers and valved holding chambers for any student believed in good faith to be in need of such medication.

Opioid Antagonists

A dosage of opioid antagonist may be administered by a school nurse or trained and certified employee to any student who is believed to be experiencing or about to experience a life-threatening opioid overdose in accordance with Policy EBBC and any related regulations and applicable laws.

Regulations

The Superintendent shall develop a regulation for administration of medicines to students. The regulation shall include provisions for the handling, storage, monitoring, documentation, and disposal of medication.

Adopted: July 13, 2026

Legal Ref.: Code of Virginia, as amended, §§ 8.01-225, 22.1-78, 22.1-274, 22.1-274.01:1, 22.1-274.2, 22.1-274.6, 54.1-2952.2, 54.1-2957.02, 54.1-3408.

Cross Ref.:	EB	School Crisis, Emergency Management and Medical Emergency Response Plan
	EBBA	Emergency First Aid, CPR and AED Certified Personnel
	EBBC	Opioid Antagonists
	GCPD	Professional Staff Discipline
	JHCE	Recommendation of Medication by School Personnel
	JO	Student Records
	KGD	Notification of School-Connected Student Overdose

STUDENT-ATHLETE EXTREME HEAT SAFETY AND PROTECTION

Purpose

To prioritize the health and safety of student-athletes, the **[BLANK]** School Board implements this policy to govern outdoor athletics during periods of high heat and humidity. Through the use of tiered safety procedures, equipment modifications, and supervised recovery protocols, this policy provides coaches and administrators with the necessary tools to prevent severe heat-related emergencies and ensure a safe environment for physical competition.

For purposes of this policy, heat guidelines are based on Wet Bulb Globe Temperature (WBGT) levels developed by an organization or entity whose purpose is to regulate or govern interscholastic athletics programs in the Commonwealth.

Heat-Acclimation and Modification Procedure

The scheduling or cancellation of outdoor athletics practices or games are determined in relation to parameters established in connection with the different WBGT levels and tiers of the heat-acclimation and modification procedures.

The **[BLANK]** School Board establishes the following procedures for outdoor athletics practices or games with at least five tiers of procedures based on heat or humidity levels, beginning with the first tier for the lowest heat or humidity level requiring special student-athlete safety and protection precautions and the final tier for the most severe heat or humidity level before the level at which all outdoor athletics practices or games will be cancelled.

Each tier identifies:

- required equipment modifications, if applicable for the sport;~~,~~
- work-to-rest ratios;~~,~~
- modification of water break requirements;~~,~~ **and**
- use of shaded areas for rest breaks

Procedures:

[INSERT TIERED PROCEDURES]

Cancellation of Athletics Practice or Games

Any athletics practice or game that is scheduled to take place during a time when the WBGT is above the highest tier addressed in the Heat-Acclimation and Modification Procedure, such event will be cancelled.

Hydration and Cooling Space

Each student-athlete is given unhindered access at all times to hydration and a cooling space. The cooling space may be a shaded or air-conditioned area. Ice is made available and provided to each student-athlete and coach at any time there is a WBGT level of 80 degrees Fahrenheit or higher.

Additional Procedures

The Ssuperintendent establishes:[1]

- parameters for scheduling and cancelling outdoor athletics practices or games in accordance with the heat-acclimation and modification procedure;
- procedures relating to preventing, recognizing, and addressing heat-related illnesses, including dehydration, heat syncope, heat exhaustion, and heat stroke; **and**
- a process for reporting and investigating any instance in which a student-athlete experiences a severe heat-related illness requiring emergency medical treatment or resulting in death.

Adopted:

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Legal Refs.: Code of Virginia, 1950, as amended, § 22.1-271.910.[2] [3]

Cross Refs.:	EB	School Crisis, Emergency Management and Medical Emergency Response Plan
	EBBA	Emergency First Aid, CPR and AED Certified Personnel
	JJAF	Student-Athlete Sudden Cardiac Arrest
	KG	Community Use of School Facilities

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[1] School boards are permitted, but not required, to authorize the superintendent to establish any or all of the procedures outlined here. If the School Board chooses to establish any of the procedures instead, it should revise this section of the policy accordingly.

[2] The originating legislation inadvertently sought to add this provision as § 22.1-271.9. However, because that was already a statute, it was amended to be § 22.1-271.10.

[3] Va. Code § 22.1-271.910 requires Virginia Board of Education (VBOE) to biennially review and update as necessary, guidelines on this policy and distribute the guidelines to local school divisions. This policy is required to be updated in accordance with those VBOE Guidelines. The current guidelines as of August 2025 are located at https://www.doe.virginia.gov/home/showpublisheddocument/76954/639118502880715295.

STUDENT-ATHLETE EXTREME HEAT SAFETY AND PROTECTION

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To prioritize the health and safety of student-athletes, the Tazewell County School Board implements this policy to govern outdoor athletics during periods of high heat and humidity. Through the use of tiered safety procedures, equipment modifications, and supervised recovery protocols, this policy provides coaches and administrators with the necessary tools to prevent severe heat-related emergencies and ensure a safe environment for physical competition.

For purposes of this policy, heat guidelines are based on Wet Bulb Globe Temperature (WBGT) levels developed by an organization or entity whose purpose is to regulate or govern interscholastic athletics programs in the Commonwealth.

Heat-Acclimation and Modification Procedure

The scheduling or cancellation of outdoor athletics practices or games are determined in relation to parameters established in connection with the different WBGT levels and tiers of the heat-acclimation and modification procedures.

The Tazewell County School Board establishes the following procedures for outdoor athletics practices or games with at least five tiers of procedures based on heat or humidity levels, beginning with the first tier for the lowest heat or humidity level requiring special student-athlete safety and protection precautions and the final tier for the most severe heat or humidity level before the level at which all outdoor athletics practices or games will be cancelled.

Each tier identifies:

- required equipment modifications, if applicable for the sport;
- work-to-rest ratios;
- modification of water break requirements; **and**
- use of shaded areas for rest breaks

Procedures:

When high temperature and humidity have the potential to impact athletic practices or competitions, modifications to outdoor athletic activities will be based on current environmental conditions according to the thresholds presented in the following table (WBGT). The administration’s decisions regarding outdoor activities in these conditions are binding and ALL athletic teams and/or school-based groups engaged in outdoor activities are expected to follow them.

Level	WBT (Not air temp)	WBGT (Not air temp)	Duration	Fluid Consumption	Practices	Scrimmages and Contests
1	**<66°**	**<80°**	3 hours maximum	Insist that adequate fluid be ingested.	Full gear; minimum of 2 water breaks per hour.	No modifications.
2	**66.0°-74.9°**	**80.0°-82.4°**	3 hours maximum	Insist that 4 – 6 oz. fluid be ingested every 20 minutes.	Full gear; minimum of 3 water breaks per hour.	No modifications.
3	**75.0°-76.9°**	**82.5°-84.9°**	3 hours maximum	Insist that 6 – 8 oz. fluid be ingested every 20 minutes.	Remove helmets unless active in drill.	Monitor athletes, rest as needed.
4	**77.0°-78.9°**	**85.0°-87.4°**	3 hours maximum. Includes max of 45 minutes of work and ≥ 15 minutes of rest each hour.	Insist that 8 – 10 oz. fluid be ingested every 15 minutes.	No equipment during non-contact drills; remove helmet unless active in contact drill; remove equipment when instructional periods exceed 10 minutes.	Monitor athletes, rest as needed.
5	**79.0°-80.9°**	**87.5°-89.9°**	3 hours maximum. Includes max of 40 minutes of work and ≥ 20	Insist that 8 – 10 oz. fluid be ingested every 15 minutes.	No equipment-shirts and shorts only; reduce	Monitor athletes, rest as needed. Remove helmets if not actively participating.

			minutes of rest each hour.		intensity of activity.	
6	**81.0° +**	**90.0° +**	NO OUTDOOR PRACTICES, SCRIMMAGES, or COMPETITIONS.	Re-hydrate 24 oz. for every pound of body weight loss per day.	Practices conducted indoors must follow the Heat Policy.	Delay/postpone scrimmage or game until conditions improve.

Wet Bulb Globe Temperature (WBGT) from Temperature and Relative Humidity

Relative Humidity (%) \ Temperature in Degrees Fahrenheit	68.0	71.6	75.2	78.8	82.4	86.0	89.6	93.2	96.8	100.4	104.0	107.6	111.2	114.8	118.4	122.0
0	58.6	60.9	64.3	65.5	67.7	69.9	72.1	74.3	76.4	78.5	80.6	82.6	84.7	86.6	88.6	90.5
5	59.6	62.1	65.6	67.0	69.3	71.7	74.0	76.4	78.6	80.9	83.1	85.3	87.5	89.9	92.1	94.2
10	60.7	63.3	66.9	68.4	70.8	73.3	75.8	78.2	80.7	83.0	85.5	88.0	90.3	92.8	95.1	97.6
15	61.7	64.5	68.1	69.6	72.2	74.8	77.4	80.0	82.6	85.2	87.8	90.2	92.8	95.4	98.0	
20	62.7	65.6	69.4	70.9	73.6	76.3	79.2	81.8	84.5	87.1	89.8	92.5	95.2	97.8		
25	63.8	66.7	70.5	72.2	75.1	77.8	80.6	83.4	86.2	89.0	91.8	94.6	97.4			
30	64.8	67.6	71.7	73.4	76.3	79.2	82.1	84.9	87.8	90.8	93.6	96.6	99.4			
35	65.6	68.6	72.7	74.6	77.5	80.5	83.5	86.4	89.4	92.4	95.3	98.3				
40	66.7	69.6	73.8	75.7	78.8	81.8	84.8	87.8	90.9	94.0	97.0					
45	67.5	70.6	74.8	76.8	79.9	83.0	86.1	89.2	92.3	95.4	98.6					
50	68.4	71.5	75.8	77.8	81.1	84.1	87.4	90.5	93.7	96.9						
55	69.3	72.4	76.7	78.8	82.1	85.3	88.5	91.9	95.1	98.3						
60	70.1	73.3	77.7	79.8	83.2	86.4	89.8	93.1	96.3	99.6						
65	70.9	73.8	78.6	80.9	84.2	87.5	90.8	94.1	97.5							
70	71.7	75.0	79.5	81.7	84.9	88.6	91.9	95.3	98.6							
75	72.4	75.9	80.3	82.7	86.1	89.6	92.9	96.4								
80	73.2	76.7	81.2	83.6	87.1	90.4	93.9	97.4								
85	74.0	77.4	82.0	84.5	88.0	91.5	94.9	98.5								
90	74.7	78.2	82.9	85.3	88.9	92.3	95.9	99.4								
95	75.5	78.9	83.6	86.1	89.6	93.2	96.8									
100	76.1	79.7	84.4	86.9	90.5	94.1	97.7									

NOTE: This chart is calculated using temperature and humidity, assuming a very clear sky (maximal solar load), and atmospheric pressure of 1ATA (760 mmHg). Chart A was developed by Professor Yoram Epstein to be used in Ariel's Checklist for hikers in Israel.

HEAT ADVISORY/EXCESSIVE HEAT WARNING: When the National Weather Service issues a Heat Advisory or an Excessive Heat Warning, school staff ***MUST BE DILIGENT*** in monitoring both the environmental conditions and participants engaged in outdoor activities.

Recommendations:

- Replace fluids at a rate of 24 fluid ounces for every pound of body weight lost after exercise.
- Encourage athletes to wear light colored, loose clothing during activity in hot weather.
- Encourage athletes to wear sunscreen on exposed skin during hot, sunny conditions.
- Ensure adequate water is readily available to student-athletes at all times during activity in hot weather.
- Recommend replacement of sodium (sports drinks, salty foods) if dehydrated, or when activity continues over multiple days in hot and humid weather.
- Discourage athletes from taking caffeine, energy, ergogenic, and/or dietary supplements as these products may cause an increase in dehydration and heat related illness and/or injury.
- The following athletes are at increased risk for heat related illness/injury and should be monitored closely or placed on a modified participation schedule:
    - Individuals poorly acclimatized, overweight, or poorly conditioned.
    - Athletes having a pre-existing dehydrated state (recent fever or gastro-intestinal illness) or pre-existing heat injury.
    - Athletes taking certain medications including diuretics, antihistamines, beta blockers and anticholinergics.
    - Overweight athletes.

Cancellation of Athletics Practice or Games

Any athletics practice or game that is scheduled to take place during a time when the WBGT is above the highest tier addressed in the Heat-Acclimation and Modification Procedure, such event will be cancelled.

Hydration and Cooling Space

Each student-athlete is given unhindered access at all times to hydration and a cooling space. The cooling space may be a shaded or air-conditioned area. Ice is made available and provided to each student-athlete and coach at any time there is a WBGT level of 80 degrees Fahrenheit or higher.

Additional Procedures

The Superintendent establishes:

- parameters for scheduling and cancelling outdoor athletics practices or games in accordance with the heat-acclimation and modification procedure;

- procedures relating to preventing, recognizing, and addressing heat-related illnesses, including dehydration, heat syncope, heat exhaustion, and heat stroke; **and**
- a process for reporting and investigating any instance in which a student-athlete experiences a severe heat-related illness requiring emergency medical treatment or resulting in death.

Adopted: July 13, 2026

Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-271.10.

Cross Ref.:

EB	School Crisis, Emergency Management and Medical Emergency Response Plan
EBBA	Emergency First Aid, CPR and AED Certified Personnel
JJAF	Student-Athlete Sudden Cardiac Arrest
KG	Community Use of School Facilities
KGB	Public Conduct on School Property

KGB Public Conduct on School Property

FINANCIAL AID INFORMATION AND GUIDANCE FOR HIGH SCHOOL STUDENTS

Purpose

The **[BLANK]** School Board is committed to supporting student awareness of financial aid opportunities, including the Free Application for Federal Student Aid (FAFSA). This policy is intended to promote student awareness of and access to financial aid in compliance with Va. Code § 22.1-206.4.[1]

Definition

For purposes of this policy, "Student Financial Aid Application," as defined in Va. Code § 22.1-206.4, means the Free Application for Federal Student Aid (FAFSA) to be submitted to the U.S. Department of Education. Nothing in this definition shall be construed to limit the division's obligation to provide information regarding alternative financial aid applications, including the Virginia Alternative State Aid (VASA) application, as required by law.

Annual Requirement

The **[BLANK]** School Division must provide each high school student and the parent or guardian of each high school student with guidance and information on student financial aid applications, to include resources, eligibility criteria, and deadlines.

The division must also provide additional guidance and informational materials, as provided by the Virginia Department of Education, on alternatives to FAFSA, such as the Viriginia Alternative Student Aid application, for the purposes of promoting awareness of federal and state financial aid programs, resources, eligibility criteria, application deadlines, and other processes and requirements.

The division must post data relating to student financial aid applications in a publicly accessible location on the division website.[2]

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[1] HB 1095 (2026) that implements Va. Code § 22.1-206.4 expires on July 1, 2031, unless extended by the General Assembly.

[2] HB1095 (2026) directs the Virginia DOE, in collaboration with the State Council of Higher Education of Virginia, to provide each school board, by the beginning of each school year, the website containing federally available data on the rates of completion of student FAFSA applications.

Goal Setting, Data Collection, and Reporting

The **[BLANK]** School Division and **[high school or each individual high school]**[3] must establish a five-year goal for increasing the percentage of high school students who complete a Student Financial Aid Application during the student's final school year before graduation. The division and high **[school(s)]** should review their progress toward achieving their goals and report relevant data to the Department of Education, as required.

Students are not required to complete such financial aid applications, and students and parents may decline to participate.

In implementing this policy, division personnel must not disclose any student's personally identifiable information except that which is necessary and permitted by law.

Implementation

The division will implement this policy in accordance with the procedures developed by the Superintendent or Superintendent's designee.

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-206.4.

Cross Ref.: JO Student Records

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[3] Va. Code § 22.1-206.4(D) requires the school division and each division high school to create the five-year plan. Each division can select the language relevant to the respective division.

FINANCIAL AID INFORMATION AND GUIDANCE FOR HIGH SCHOOL STUDENTS

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The Tazewell County School Board is committed to supporting student awareness of financial aid opportunities, including the Free Application for Federal Student Aid (FAFSA). This policy is intended to promote student awareness of and access to financial aid in compliance with Va. Code § 22.1-206.4.

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The division must also provide additional guidance and informational materials, as provided by the Virginia Department of Education, on alternatives to FAFSA, such as the Viriginia Alternative Student Aid application, for the purposes of promoting awareness of federal and state financial aid programs, resources, eligibility criteria, application deadlines, and other processes and requirements.

The division must post data relating to student financial aid applications in a publicly accessible location on the division website.

Goal Setting, Data Collection, and Reporting

The Tazewell County School Division and each high school must establish a five-year goal for increasing the percentage of high school students who complete a Student Financial Aid Application during the student's final school year before graduation. The division and high schools should review their progress toward achieving their goals and report relevant data to the Department of Education, as required.

Students are not required to complete such financial aid applications, and students and parents may decline to participate.

In implementing this policy, division personnel must not disclose any student's personally identifiable information except that which is necessary and permitted by law.

Implementation

The division will implement this policy in accordance with the procedures developed by the Superintendent or Superintendent's designee.

Adopted: July 13, 2026

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Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-206.4.

Cross Ref.: JO Student Records

ADMINISTRATION OF SURVEYS AND QUESTIONNAIRES

I. Purpose

The purpose of this policy is to safeguard student privacy and ensure parental rights in connection with instructional materials, surveys, evaluations, and certain physical examinations conducted within the school division, particularly those associated with federally funded programs. This policy establishes procedures for parental access to instructional materials, requires informed consent for student participation in activities involving sensitive information, and provides transparency regarding the collection, use, and protection of student data. It also affirms the right of parents and eligible students to opt out of specified activities and ensures compliance with applicable federal and state laws governing student privacy and rights.

II. Definitions

For purposes of this policy, the following terms are used as defined in 20 U.S.C. § 1232h.

- "Instructional material": ~~the term "instructional material" means~~ instructional content that is provided to a student, regardless of its format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

- "Invasive physical examination": ~~the term "invasive physical examination" means~~ any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

- "Parent": the term "parent" includes a legal guardian or other person standing in loco parentis (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child).

- "Personal information": the term "~~"~~personal information"~~"~~ means individually identifiable information including:
  - a student or parent's first and last name;
  - a home or other physical address (including street name and the name of the city or town);
  - a telephone number; or
  -

- a Social Security identification number.
-

- "Student": any elementary school or secondary school student.
- "Survey": the term "survey" includes an evaluation.

I.III. Instructional Materials and Surveys

A. Inspection of Instructional Materials

All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any federally funded program are available for inspection by the parents or guardians of the student in accordance with **[INSERT DIVISION POLICY ON REQUESTS FOR PUBLIC RECORDS (VSBA SAMPLE POLICY KBA)]**Policy KBA Requests for Public Records.

B. Participation in Surveys and Evaluations

No student is required, as part of any federally funded program, to submit to a survey, analysis, or evaluation that reveals information concerning:

- political affiliations or beliefs of the student or the student's parent,
- mental or psychological problems of the student or the student's family,
- sex behavior or attitudes,
- illegal, anti-social, self-incriminating, or demeaning behavior,
- critical appraisals of other individuals with whom respondents have close family relationships,
- legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers,
- religious practices, affiliations, or beliefs of the student or student's parent, or
- income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program),

without the prior consent of the student (if the student is an adult or emancipated minor), or in the case of an unemancipated minor, without the prior written consent of the parent.

C. Surveys Requesting Sexual Sensitive Information

In any case in which a questionnaire or survey requesting that students provide sexual information, mental health information, medical information, information on student health risk behaviors pursuant to Va. Code § 32.1-73.8, other information on controlled substance use, or any other information that the School Board deems to be sensitive in nature is to be administered, the School

Board notifies the parent concerning the administration of such questionnaire or survey in writing at least 30 days prior to its administration.

The notice informs the parent of the nature and types of questions included in the questionnaire or survey, the purposes and age-appropriateness of the questionnaire or survey, how information collected by the questionnaire or survey will be used, who will have access to such information, the steps that will be taken to protect student privacy, and whether and how any findings or results will be disclosed. In any case in which a questionnaire or survey is required by state law or is requested by a state agency, the relevant state agency shall provide the School Board with all information required to be included in the notice to parents.

The parent has the right to review the questionnaire or survey in a manner mutually agreed upon by the school and the parent and exempt the parent's child from participating in the questionnaire or survey. Unless required by federal or state law or regulation, school personnel administering any such questionnaire or survey do not disclose personally identifiable information.

No questionnaire or survey requesting that students provide sexual information ~~shall~~ will be administered to any student in kindergarten through grade six.

D. Additional Protections

In the event of the administration or distribution of a survey containing one or more of the subjects listed in subsection II.B. above, the privacy of students to whom the survey is administered is protected by:
[insert list of arrangements to protect student privacy in the event of the administration or distribution of a survey containing one or more of the subjects listed in subsection II.B. above.]

~~II.~~IV. IDEA Surveys and Physical Examinations ~~and~~ or Screenings

~~———~~If the **[BLANK]** School Division administers any physical examinations or screenings other than
~~———~~ those required by Virginia law, and
surveys administered to a student in accordance with the Individuals with Disabilities Education Act,
policies regarding those examinations or screenings will be developed and adopted in consultation with parents.

~~III.~~V. Commercial Use of Information

Questionnaires and surveys are not administered to public school students during the regular school day or at school-sponsored events without written, informed parental consent when participation in such questionnaire or survey may subsequently

result in the sale for commercial purposes of personal information regarding the individual student. The **[BLANK]** School Division does not sell personal information.

This subsection does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as the following:

- college or other postsecondary education recruitment, or military recruitment;
- book clubs, magazines, and programs providing access to low-cost literary products;
- curriculum and instructional materials used by elementary schools and secondary schools;
- tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments;
- the sale by students of products or services to raise funds for school-related or education-related activities; and
- student recognition programs.

~~IV.~~ VI. Notification

Notification of Policies

The Board provides notice of this policy directly to parents of students annually at the beginning of the school year and within a reasonable period of time after any substantive change in the policy. The Board also offers an opportunity for the parent (or emancipated student) to opt the student out of participation in:

- activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose);
- the administration of any survey containing one or more items listed in subsection I~~I~~I.B. above; ~~or~~and
- any nonemergency, invasive physical examination or screening that is
    - required as a condition of attendance;
    - administered by the school and scheduled by the school in advance; and
    - not necessary to protect the immediate health and safety of the student, or of other students.

Notification of Specific Events

The Board directly notifies the parent of a student, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when the following activities are scheduled, or expected to be scheduled:

- activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose);
- the administration of any survey containing one or more items listed in subsection III.B. above; and~~or~~
- any nonemergency, invasive physical examination or screening that is
  - required as a condition of attendance;
  - administered by the school and scheduled by the school in advance; and
  - not necessary to protect the immediate health and safety of the student, or of other students.

~~**V.I. Definitions**~~

~~Instructional material: the term "instructional material" means instructional content that is provided to a student, regardless of its format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.~~

~~Invasive physical examination: the term "invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.~~

~~Parent: the term "parent" includes a legal guardian or other person standing in loco parentis (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child).~~

~~Personal information: the term "personal information" means individually identifiable information including~~

- ~~a student or parent's first and last name;~~
- ~~a home or other physical address (including street name and the name of the city or town);~~
- ~~a telephone number; or~~
- ~~a Social Security identification number.~~

~~Survey: the term "survey" includes an evaluation.~~

Adopted:

Legal Refs.: 20 U.S.C. § 1232h.

Code of Virginia, 1950, as amended, § 22.1-79.3, 2.2-3800.

Cross Refs.:

INB	Teaching About Controversial Issues
JHDA	Human Research
KBA	Requests for Public Records
KF	Distribution of Information/Materials

ADMINISTRATION OF SURVEYS AND QUESTIONNAIRES

I. Purpose

The purpose of this policy is to safeguard student privacy and ensure parental rights in connection with instructional materials, surveys, evaluations, and certain physical examinations conducted within the school division, particularly those associated with federally funded programs. This policy establishes procedures for parental access to instructional materials, requires informed consent for student participation in activities involving sensitive information, and provides transparency regarding the collection, use, and protection of student data. It also affirms the right of parents and eligible students to opt out of specified activities and ensures compliance with applicable federal and state laws governing student privacy and rights.

II. Definitions

For purposes of this policy, the following terms are used as defined in 20 U.S.C. § 1232h.

- "Instructional material": instructional content that is provided to a student, regardless of its format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

- "Invasive physical examination": any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

- "Parent": the term "parent" includes a legal guardian or other person standing in loco parentis (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child).

- "Personal information": the term "personal information" means individually identifiable information including:
    - a student or parent's first and last name;
    - a home or other physical address (including street name and the name of the city or town);
    - a telephone number; or
    - a Social Security identification number.

- "Student": any elementary school or secondary school student.

- "Survey": the term "survey" includes an evaluation.

III. Instructional Materials and Surveys

A. Inspection of Instructional Materials

All instructional materials, including teacher manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any federally funded program are available for inspection by the parents or guardians of the student in accordance with Policy KBA.

B. Participation in Surveys and Evaluations

No student is required, as part of any federally funded program, to submit to a survey, analysis, or evaluation that reveals information concerning:

- political affiliations or beliefs of the student or the student's parent,
- mental or psychological problems of the student or the student's family,
- sex behavior or attitudes,
- illegal, anti-social, self-incriminating, or demeaning behavior,
- critical appraisals of other individuals with whom respondents have close family relationships,
- legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers,
- religious practices, affiliations, or beliefs of the student or student's parent, or
- income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program),

without the prior consent of the student (if the student is an adult or emancipated minor), or in the case of an unemancipated minor, without the prior written consent of the parent.

C. Surveys Requesting Sensitive Information

In any case in which a questionnaire or survey requesting that students provide sexual information, mental health information, medical information, information on student health risk behaviors pursuant to Va. Code § 32.1-73.8, other information on controlled substance use, or any other information that the School Board deems to be sensitive in nature is to be administered, the School Board notifies the parent concerning the administration of such questionnaire or survey in writing at least 30 days prior to its administration.

The notice informs the parent of the nature and types of questions included in the questionnaire or survey, the purposes and age-appropriateness of the questionnaire or survey, how information collected by the questionnaire or survey will be used, who will have access to such information, the steps that will be taken to protect student privacy, and whether and how any findings or results

will be disclosed. In any case in which a questionnaire or survey is required by state law or is requested by a state agency, the relevant state agency shall provide the School Board with all information required to be included in the notice to parents.

The parent has the right to review the questionnaire or survey in a manner mutually agreed upon by the school and the parent and exempt the parent's child from participating in the questionnaire or survey. Unless required by federal or state law or regulation, school personnel administering any such questionnaire or survey do not disclose personally identifiable information.

No questionnaire or survey requesting that students provide sexual information will be administered to any student in kindergarten through grade six.

D. Additional Protections

In the event of the administration or distribution of a survey containing one or more of the subjects listed in subsection III.B. above, the privacy of students to whom the survey is administered is protected by: (1) Students will be given the opportunity to "opt out" of the survey. (2) Students will not be required to provide a name, address, social security number or student identification number. (3) Students are guaranteed that their response will be kept confidential.

IV. IDEA Surveys and Physical Examinations or Screenings

If the Tazewell County School Division administers any physical examinations or screenings other than those required by Virginia law, and surveys administered to a student in accordance with the Individuals with Disabilities Education Act, policies regarding those examinations or screenings will be developed and adopted in consultation with parents.

V. Commercial Use of Information

Questionnaires and surveys are not administered to public school students during the regular school day or at school-sponsored events without written, informed parental consent when participation in such questionnaire or survey may subsequently result in the sale for commercial purposes of personal information regarding the individual student. The Tazewell County School Division does not sell personal information.

This subsection does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as the following:

- college or other postsecondary education recruitment, or military recruitment;
- book clubs, magazines, and programs providing access to low-cost literary products;
- curriculum and instructional materials used by elementary schools and secondary schools;
- tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments;
- the sale by students of products or services to raise funds for school-related or education-related activities; and
- student recognition programs.

VI. Notification

Notification of Policies

The Board provides notice of this policy directly to parents of students annually at the beginning of the school year and within a reasonable period of time after any substantive change in the policy. The Board also offers an opportunity for the parent (or emancipated student) to opt the student out of participation in:

- activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose);
- the administration of any survey containing one or more items listed in subsection III.B. above; and
- any nonemergency, invasive physical examination or screening that is
    - required as a condition of attendance;
    - administered by the school and scheduled by the school in advance; and
    - not necessary to protect the immediate health and safety of the student, or of other students.

Notification of Specific Events

The Board directly notifies the parent of a student, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when the following activities are scheduled, or expected to be scheduled:

- activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that

information (or otherwise providing that information to others for that purpose);

- the administration of any survey containing one or more items listed in subsection III.B. above; and
- any nonemergency, invasive physical examination or screening that is
  - required as a condition of attendance;
  - administered by the school and scheduled by the school in advance; and
  - not necessary to protect the immediate health and safety of the student, or of other students.

Adopted: July 13, 2026

Legal Ref.: 20 U.S.C. § 1232h.

Code of Virginia, 1950, as amended, § 22.1-79.3, 2.2-3800.

Cross Ref.:		
	INB	Teaching About Controversial Issues
	JHDA	Human Research
	KBA	Requests for Public Records
	KF	Distribution of Information/Materials

ACCEPTANCE OF ELECTRONIC SIGNATURES AND RECORDS

Policy Statement

Electronic or digital signatures can take many forms and can be created using many different types of technology. The authenticity and reliability of electronic signatures relating to transactions are dependent on the accompanying processes, supplemental records and the overall context in which records are created, transferred, and signed. The **[BLANK]** School Board adopts the following policy with respect to the use of electronic records and signatures in connection with its communications with parents, guardians, or other persons having control over a child enrolled in this division.

Definitions

"Attribution" – An electronic record or electronic signature is attributable to a person if it was the act of the person. The act of the person may be shown in any manner, including a showing of the efficacy of any security procedure applied to determine the person to which the electronic record or electronic signature was attributable.

"Electronic Signature" – An electronic sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

"Electronic Record" – Any record created, generated, sent, communicated, received or stored by electronic means.

Applicability

This policy applies to parents, guardians, and other persons having control or charge of a child enrolled in the division; and also to individuals affiliated with the division, whether paid or unpaid, including but not limited to teachers, administrators, staff, students, affiliates, and volunteers.

Electronic Records

Electronic records created or received by the division shall be appropriately attributed to the individual(s) responsible for their creation and/or authorization or approval. The division shall utilize available technology to implement reliable methods for generating and managing electronic records. Any electronic record filed with or issued by the division may be given full force and effect of a paper communication if the following conditions are satisfied:

- The communication is an electronic filing or recording and the **[BLANK]** School Board agrees to accept or send such communication electronically; and

- If a signature is required on the record or communication by any statute, rule or other applicable law or School Board policy, the electronic signature must conform to the requirements set forth in this policy governing the use of electronic signatures.

Electronic Signatures

An electronic signature may be used if the law requires a signature unless there is a specific statute, regulation, or policy that requires records to be signed in non-electronic form. The issuance and/or acceptance of an electronic signature by the School Board may be permitted in accordance with the provisions of this policy and all applicable state and federal law. If permitted, such electronic signature shall have the full force and effect of a manual signature only if the electronic signature satisfies all of the following requirements:

1. The electronic signature identifies the individual signing the document by the individual's name and title;

2. The identity of the individual signing with an electronic signature is capable of being validated through the use of an audit trail;

3. The electronic signature and the document to which it is affixed cannot be altered once the electronic signature has been affixed;

4. The electronic signature conforms to all other provisions of this policy.

Acceptance, Use, and Issuance of Electronic Records and Signatures

The School Board ~~shall~~ maintains an electronic recordkeeping system that can receive, store, and reproduce electronic records and signatures relating to communications and transactions in their original form. Such system should include security procedures whereby the School Board can (a) verify the attribution of a signature to a specific individual, (b) detect changes or errors in the information contained in a record submitted electronically, (c) protect and prevent access, alteration, manipulation or use by an unauthorized person, and (d) provide for nonrepudiation through strong and substantial evidence that will make it difficult for the signer to claim that the electronic representation is not valid.

The School Board ~~shall~~ must ensure that all electronic records and signatures are capable of being accurately reproduced for later reference and retained until such time as all legally mandated retention requirements are satisfied.

The School Board ~~shall~~ must maintain a secure hard copy log of the PIN/password or actual signature of any individual authorized to provide an electronic signature in connection with School Board business.

The School Board may receive and accept as original, electronic records and signatures so long as the communication, on its face, appears to be authentic.

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-79.3, 59.1-479 et seq.

Cross Ref.: JO Student Records

ACCEPTANCE OF ELECTRONIC SIGNATURES AND RECORDS

Policy Statement

Electronic or digital signatures can take many forms and can be created using many different types of technology. The authenticity and reliability of electronic signatures relating to transactions are dependent on the accompanying processes, supplemental records and the overall context in which records are created, transferred, and signed. The Tazewell County School Board adopts the following policy with respect to the use of electronic records and signatures in connection with its communications with parents, guardians, or other persons having control over a child enrolled in this division.

Definitions

“Attribution” – An electronic record or electronic signature is attributable to a person if it was the act of the person. The act of the person may be shown in any manner, including a showing of the efficacy of any security procedure applied to determine the person to which the electronic record or electronic signature was attributable.

“Electronic Signature” – An electronic sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

“Electronic Record” – Any record created, generated, sent, communicated, received or stored by electronic means.

Applicability

This policy applies to parents, guardians, and other persons having control or charge of a child enrolled in the division; and also to individuals affiliated with the division, whether paid or unpaid, including but not limited to teachers, administrators, staff, students, affiliates, and volunteers.

Electronic Records

Electronic records created or received by the division shall be appropriately attributed to the individual(s) responsible for their creation and/or authorization or approval. The division shall utilize available technology to implement reliable methods for generating and managing electronic records. Any electronic record filed with or issued by the division may be given full force and effect of a paper communication if the following conditions are satisfied:

- The communication is an electronic filing or recording and the Tazewell County School Board agrees to accept or send such communication electronically; and

- If a signature is required on the record or communication by any statute, rule or other applicable law or School Board policy, the electronic signature must conform to the requirements set forth in this policy governing the use of electronic signatures.

Electronic Signatures

An electronic signature may be used if the law requires a signature unless there is a specific statute, regulation, or policy that requires records to be signed in non-electronic form. The issuance and/or acceptance of an electronic signature by the School Board may be permitted in accordance with the provisions of this policy and all applicable state and federal law. If permitted, such electronic signature shall have the full force and effect of a manual signature only if the electronic signature satisfies all of the following requirements:

1. The electronic signature identifies the individual signing the document by the individual's name and title;

2. The identity of the individual signing with an electronic signature is capable of being validated through the use of an audit trail;

3. The electronic signature and the document to which it is affixed cannot be altered once the electronic signature has been affixed;

4. The electronic signature conforms to all other provisions of this policy.

Acceptance, Use, and Issuance of Electronic Records and Signatures

The School Board maintains an electronic recordkeeping system that can receive, store, and reproduce electronic records and signatures relating to communications and transactions in their original form. Such system should include security procedures whereby the School Board can (a) verify the attribution of a signature to a specific individual, (b) detect changes or errors in the information contained in a record submitted electronically, (c) protect and prevent access, alteration, manipulation or use by an unauthorized person, and (d) provide for nonrepudiation through strong and substantial evidence that will make it difficult for the signer to claim that the electronic representation is not valid.

The School Board must ensure that all electronic records and signatures are capable of being accurately reproduced for later reference and retained until such time as all legally mandated retention requirements are satisfied.

The School Board must maintain a secure hard copy log of the PIN/password or actual signature of any individual authorized to provide an electronic signature in connection with School Board business.

The School Board may receive and accept as original, electronic records and signatures so long as the communication, on its face, appears to be authentic.

Adopted: July 13, 2026

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-79.3, 59.1-479 et seq.

Cross Ref.: JO Student Records

EXTRACURRICULAR ACTIVITY NOTIFICATIONS

School board employees and school volunteers are prohibited from using a social media platform as the sole means of communication with students for the facilitation of school-related extracurricular activities. Nothing in this section shall be construed to prohibit the use of school division-approved communication or messaging applications.

The Superintendent may provide a written exception to this prohibition when such use is required to meet an objective that cannot be reasonably achieved without such use. The Superintendent must provide clear, written instructions on such use and may revoke such exception at any time.

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-79.3:2.[1]

Cross Ref.: KP Parental Rights and Responsibilities

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM THE FINAL POLICY.

[1] During the 2026 legislative session, two separate bills, SB817 and SB245, added a provision numbered 22.1-79.3:2 to the Virginia Code. Once the final code numbering is applied and the conflict resolved, VSBA will update this policy with the correct code provision.

EXTRACURRICULAR ACTIVITY NOTIFICATIONS

School board employees and school volunteers are prohibited from using a social media platform as the sole means of communication with students for the facilitation of school-related extracurricular activities. Nothing in this section shall be construed to prohibit the use of school division-approved communication or messaging applications.

The Superintendent may provide a written exception to this prohibition when such use is required to meet an objective that cannot be reasonably achieved without such use. The Superintendent must provide clear, written instructions on such use and may revoke such exception at any time.

Adopted: July 13, 2026

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_____

Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-79.3:2.

Cross Ref.: KP Parental Rights and Responsibilities

WEAPONS ON SCHOOL PROPERTY

General Application to All Persons

No person may possess or use any firearm, dangerous device, or other weapon on school property (including school vehicles), on that portion of any property open to the public and then exclusively used for school-sponsored functions or activities when such functions or activities are taking place, at a school sponsored activity, or on any school bus, except as expressly authorized by law.

The superintendent or superintendent's designee shall implement this policy in a manner consistent with state law and shall permit possession of a firearm or other weapon on school property or at school functions or activities only by person and in such circumstances as expressly authorized by law.

Consistent with Virginia law, such weapons include, but are not limited to:

- any pistol, shotgun, stun weapon, revolver, or other firearm listed in Va. Code § 22.1-277.07, designed or intended to propel a projectile of any kind, including a rifle,
- unloaded firearms in closed containers,
- any air rifle or BB gun,
- toy guns and look-alike guns,
- any dirk, bowie knife, switchblade or stiletto knife, ballistic knife, machete, knife or razor,
- slingshots or slingbows,
- spring sticks,
- brass or metal knuckles, blackjacks,
- any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chahka, nun chuck, nunchaku, shuriken, or fighting chain,
- any disc, of whatever configuration, having at least two points or pointed blades, and which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart,
- explosives, and
- destructive devices as defined in Va. Code § 22.1-277.07, and
- other dangerous articles.[1]

Illegal conduct will be reported to law enforcement officials.

Student Expulsion for Possession of Firearms

A student who has possessed a firearm on school property, school buses, or at a school-sponsored activity as prohibited by Va. Code § 18.2-308.1 or who has

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FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[1] This list is consistent with Va. Code § 18.2-308 and 308.1.

possessed a firearm or destructive device as defined in Va. Code § 22.1-277.07, or a firearm muffler or firearm silencer, or a pneumatic gun as defined in Va. Code § 15.2-915.4 on school property or at a school-sponsored activity may be expelled for at least one year in accordance with Policy JGD/JGE Student Suspension/Expulsion.[2] The School Board may determine, based on the facts of a particular situation, that special circumstances exist and no disciplinary action or another disciplinary action or another term of expulsion is appropriate. The School Board may promulgate guidelines for determining what constitutes special circumstances. The School Board authorizes[3] the superintendent or the superintendent's designee to conduct a preliminary review of such cases to determine whether a disciplinary action other than expulsion is appropriate. If it is determined by the superintendent or superintendent's designee that a disciplinary action other than expulsion is appropriate, such disciplinary action is taken in accordance with Article 3 of Chapter 14 of Title 22.1 of the Code of Virginia.

Students with Disabilities

A. Students with disabilities are subject to this policy and may be disciplined to the same extent as a nondisabled student provided the manifestation review committee determines that the violation was not a manifestation of the student's disability. The provisions of Policy JGDA Disciplining Students with Disabilities will be followed in addition to the regular disciplinary procedures.

B. Additional authority to remove a student with a disability from school for a weapons violation.

   1. In addition to the authority granted in subsection A above, a student with a disability may also be removed without parent consent and assigned to an interim alternative education program by school personnel for not more than forty-five (45) school days when the student carries or possesses a weapon to or at school, on school premises, or to or at a school function under the jurisdiction of a state or local educational agency. This option is available regardless of whether a manifestation exists. The removal should not be in excess of any removal imposed on a student without a disability for the same offense.

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[2] Policy JGD/JGE Student Suspension/Expulsion is reference to VSBA sample policy coding. Boards should modify this sentence to identify their division's policy on expulsion and suspension, if different.

[3] School boards are permitted, but not required by law, to authorize the superintendent or superintendent's designee, to conduct a preliminary review as described in the policy. A board that does not authorize the superintendent or superintendent's designee to conduct such a review should not adopt this sentence and the following sentence.

2. For purposes of this forty-five (45) school day removal, the weapon must meet the following definition:

   "a weapon, device, instrument, material or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocketknife with a blade of less than 2 ½ inches in length." [4]

Adopted:

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Legal Ref.: 18 U.S.C. § 930.

20 U.S.C. § 1415.

Code of Virginia, 1950, as amended, §§ 15.2-915.4,18.2-308, 18.2-308.1, 18.2-308.7, 22.1-277.07, 22.1-277.07:1, 22.1-280.2:1, 22.1-280.2:4.

Cross Ref.:

EB	School Crisis, Emergency Management, and Medical Emergency Response Plan
EBB	Threat Assessment Teams
GBEB	Staff Weapons in School
JFC	Student Conduct
JFCC	Student Conduct on School Buses
JFG	Search and Seizure
JGA	Corporal Punishment
JGD/JGE	Student Suspension/Expulsion
JGDA	Discipline of Students with Disabilities
JGDB	Discipline of Students with Disabilities for Infliction of Serious Bodily Injury

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[4] This language is taken from the language in the federal definition of "dangerous weapon" in 18 U.S.C. § 930(g)(2). It is used in the Individuals with Disabilities Education Act (IDEA) and other related U.S Department of Education regulations.

WEAPONS ON SCHOOL PROPERTY

General Application to All Persons

No person may possess or use any firearm, dangerous device, or other weapon on school property (including school vehicles), on that portion of any property open to the public and then exclusively used for school-sponsored functions or activities when such functions or activities are taking place, at a school sponsored activity, or on any school bus, except as expressly authorized by law.

The superintendent or superintendent's designee shall implement this policy in a manner consistent with state law and shall permit possession of a firearm or other weapon on school property or at school functions or activities only by person and in such circumstances as expressly authorized by law.

Consistent with Virginia law, such weapons include, but are not limited to:

- any pistol, shotgun, stun weapon, revolver, or other firearm listed in Va. Code § 22.1-277.07, designed or intended to propel a projectile of any kind, including a rifle,
- unloaded firearms in closed containers,
- any air rifle or BB gun,
- toy guns and look-alike guns,
- any dirk, bowie knife, switchblade or stiletto knife, ballistic knife, machete, knife or razor,
- slingshots or slingbows,
- spring sticks,
- brass or metal knuckles, blackjacks,
- any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chahka, nun chuck, nunchaku, shuriken, or fighting chain,
- any disc, of whatever configuration, having at least two points or pointed blades, and which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart,
- explosives, and
- destructive devices as defined in Va. Code § 22.1-277.07, and
- other dangerous articles.

Illegal conduct will be reported to law enforcement officials.

Student Expulsion for Possession of Firearms

A student who has possessed a firearm on school property, school buses, or at a school-sponsored activity as prohibited by Va. Code § 18.2-308.1 or who has possessed a firearm or destructive device as defined in Va. Code § 22.1-277.07, or a firearm muffler or firearm silencer, or a pneumatic gun as defined in Va. Code § 15.2-915.4 on school property or at a school-sponsored activity may be expelled for at least

one year in accordance with Policy JGD/JGE Student Suspension/Expulsion. The School Board may determine, based on the facts of a particular situation, that special circumstances exist and no disciplinary action or another disciplinary action or another term of expulsion is appropriate. The School Board may promulgate guidelines for determining what constitutes special circumstances. The School Board authorizes the superintendent or the superintendent's designee to conduct a preliminary review of such cases to determine whether a disciplinary action other than expulsion is appropriate. If it is determined by the superintendent or superintendent's designee that a disciplinary action other than expulsion is appropriate, such disciplinary action is taken in accordance with Article 3 of Chapter 14 of Title 22.1 of the Code of Virginia.

Students with Disabilities

A. Students with disabilities are subject to this policy and may be disciplined to the same extent as a nondisabled student provided the manifestation review committee determines that the violation was not a manifestation of the student's disability. The provisions of Policy JGDA Disciplining Students with Disabilities will be followed in addition to the regular disciplinary procedures.

B. Additional authority to remove a student with a disability from school for a weapons violation.

   1. In addition to the authority granted in subsection A above, a student with a disability may also be removed without parent consent and assigned to an interim alternative education program by school personnel for not more than forty-five (45) school days when the student carries or possesses a weapon to or at school, on school premises, or to or at a school function under the jurisdiction of a state or local educational agency. This option is available regardless of whether a manifestation exists. The removal should not be in excess of any removal imposed on a student without a disability for the same offense.

   2. For purposes of this forty-five (45) school day removal, the weapon must meet the following definition:

      "a weapon, device, instrument, material or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocketknife with a blade of less than 2 ½ inches in length."

Adopted: July 13, 2026

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Legal Ref.: 18 U.S.C. § 930.

20 U.S.C. § 1415.

Code of Virginia, 1950, as amended, §§ 15.2-915.4,18.2-308, 18.2-308.1, 18.2-308.7, 22.1-277.07, 22.1-277.07:1, 22.1-280.2:1, 22.1-280.2:4.

Cross Ref.:

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JGDA	Discipline of Students with Disabilities
JGDB	Discipline of Students with Disabilities for Infliction of Serious Bodily Injury

SERVICE ANIMALS IN PUBLIC SCHOOLS

Service Animals

An individual with a disability is permitted to be accompanied by the individual's service animal on school property when required by law, subject to the conditions of this policy.

A "service animal" means a dog that has been individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition. (See, however, Section D regarding miniature horses.) The work or tasks performed by a service animal must be directly related to the individual's disability.

A "three-unit service dog team" consists of a trained service dog, a person with a disability, and a person who is an adult and who has been trained to handle the service dog, which can include the parent of such person with a disability.

School officials can ask the owner or handler of an animal whether the animal is required because of a disability and what work or task the animal has been trained to do unless the answers to these inquiries are readily apparent. School officials may not ask about the nature or extent of a person's disability and may not require documentary proof of certification or licensing as a service animal.

Requirements That Must be Satisfied Before a Service Animal Will be Allowed on School Property

- Vaccination: The service animal must be vaccinated as required by law.
- Health: The service animal must be in good health.
- Control: A service animal must be under the control of its handler at all times. The service animal must have a harness, backpack or vest identifying the dog as a trained service dog, a leash (blaze orange in color) for hearing dogs, a harness for guide dogs, or other tether unless either the handler is unable because of a disability to use a harness, backpack, vest, leash, or other tether, or the use of a harness, backpack, vest, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, in which case the service animal must be otherwise under the handler's control.

Service Dogs in Training

Experienced trainers of service animals may be accompanied on school property by a dog that is in training to become a service animal. The dog must be at least six months of age. Trainers must wear a jacket identifying the organization to which they belong. Persons conducting continuing training of a service animal may be

accompanied by a service animal while on school property for the purpose of school business. Persons who are part of a three-unit service dog team may be accompanied by a service dog while on school property provided that person is conducting continuing training of a service dog. ~~A three-unit service dog team consists of a trained service dog, a disabled person, and a person who is an adult and who has been trained to handle the service dog.~~ The dogs may accompany these persons while on school property for school purposes.

Use of Harnesses, Vests, etc. A dog that is in training to become a guide dog or a currently trained guide dog that is undergoing continuing training must be in a harness.

A dog that is in training to become a hearing dog or a currently trained hearing dog that is undergoing continuing training must be on a blaze orange leash.

A dog that is in training to become a service dog or a currently trained service dog that is undergoing continuing training must be in a harness, backpack, or a vest identifying the dog as a trained service dog.

The training cannot disrupt or interfere with a school's educational process. It is expected that training would not normally take place in the classroom during instructional time.

All requirements of this policy which apply to service animals, such as annual written requests, and supervision, care and damages, also apply to dogs in training.

Miniature Horses

The school division will make reasonable modifications in policies, practices, or procedures to permit the use of a miniature horse by an individual with a disability if the miniature horse has been individually trained to do work or perform tasks for the benefit of the individual with a disability. In determining whether reasonable modifications in policies, practices, or procedures can be made to allow a miniature horse into a specific facility, the school division considers the following factors:

- The type, size, and weight of the miniature horse and whether the facility can accommodate these features;
- Whether the handler has sufficient control of the miniature horse;
- Whether the miniature horse is housebroken; and
- Whether the miniature horse's presence in a specific facility compromises legitimate safety requirements that are necessary for safe operation.

All additional requirements outlined in this policy, which apply to service animals, also apply to miniature horses.

Extra Charges

The owner or handler of a service animal is not required to pay an admission fee or a charge for the animal to attend events for which a fee is charged.

Supervision and Care of Service Animals

The owner or handler of a service animal is responsible for the supervision and care of the animal, including any feeding, exercising, and clean up.

Damages to School Property and Injuries

The owner or handler of a service animal is solely responsible for any damage to school property or injury to personnel, students, or others caused by the animal.

Removal of Service Animals From School Property

A school administrator can require an individual with a disability to remove a service animal from school property under the following circumstances:

- The animal is out of control and the animal's handler does not take effective action to control it;
- The animal is not housebroken;
- The presence of the animal poses a direct threat to the health or safety of others; **or**
- The presence of an animal would require a fundamental alteration to the service, program, or activity of the school division.

If the service animal is removed, the individual with a disability shall be provided with the opportunity to participate in the service, program, or activity without the service animal.

Denial of Access and Grievance

If a school official denies a request for access of a service animal or a dog in training, the ~~disabled~~ individual with a disability or parent or guardian can file a written grievance with the ~~school~~ division's Section 504 Coordinator.

Adopted:

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Legal Ref~~s~~.: 28 C.F.R. 35.104, 35.136

Code of Virginia, 1950, as amended, §§ 3.2-6521, 51.5-44.

Cross Ref~~s~~.: DJG Vendor Relations
GB Equal Employment Opportunity/Nondiscrimination
JB Equal Educational Opportunities/Nondiscrimination

JBA	Section 504 Nondiscrimination Policy and Grievance Procedures
JFHA/GBA	Prohibition Against Harassment and Retaliation
KK	School Visitors
KGB	Public Conduct on School Property
KN	Sex Offender Registry Notification

SERVICE ANIMALS IN PUBLIC SCHOOLS

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A "three-unit service dog team" consists of a trained service dog, a person with a disability, and a person who is an adult and who has been trained to handle the service dog, which can include the parent of such person with a disability.

School officials can ask the owner or handler of an animal whether the animal is required because of a disability and what work or task the animal has been trained to do unless the answers to these inquiries are readily apparent. School officials may not ask about the nature or extent of a person's disability and may not require documentary proof of certification or licensing as a service animal.

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- Vaccination: The service animal must be vaccinated as required by law.

- Health: The service animal must be in good health.

- Control: A service animal must be under the control of its handler at all times. The service animal must have a harness, backpack or vest identifying the dog as a trained service dog, a leash (blaze orange in color) for hearing dogs, a harness for guide dogs, or other tether unless either the handler is unable because of a disability to use a harness, backpack, vest, leash, or other tether, or the use of a harness, backpack, vest, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, in which case the service animal must be otherwise under the handler's control.

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accompanied by a service animal while on school property for the purpose of school business. Persons who are part of a three-unit service dog team may be accompanied by a service dog while on school property provided that person is conducting continuing training of a service dog. The dogs may accompany these persons while on school property for school purposes.

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- The type, size, and weight of the miniature horse and whether the facility can accommodate these features;
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- Whether the miniature horse is housebroken; and
- Whether the miniature horse's presence in a specific facility compromises legitimate safety requirements that are necessary for safe operation.

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- The presence of an animal would require a fundamental alteration to the service, program, or activity of the school division.

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If a school official denies a request for access of a service animal or a dog in training, the individual with a disability or parent or guardian can file a written grievance with the division's Section 504 Coordinator.

Adopted: July 13, 2026

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Legal Ref.: 28 C.F.R. 35.104, 35.136

Code of Virginia, 1950, as amended, §§ 3.2-6521, 51.5-44.

Cross Ref.:	DJG	Vendor Relations
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	JBA	Section 504 Nondiscrimination Policy and Grievance Procedures
	JFHA/GBA	Prohibition Against Harassment and Retaliation
	KK	School Visitors

KGB	Public Conduct on School Property
KN	Sex Offender Registry Notification

PARENTAL RIGHTS AND RESPONSIBILITIES

The **[BLANK]** School Board recognizes that parents have a fundamental right to make decisions concerning the upbringing, education and care of their children and that parents have responsibilities in supporting their child's education. The **[BLANK]** School Board is committed to partnering with parents to promote student success and respecting parental rights in accordance with applicable state and federal laws.

Parental Rights

All staff members will respect the rights of all parents and legal guardians. The School Board recognizes the following rights of both custodial and noncustodial parents unless a law, legally binding document, or court order provides otherwise:

- Inspect and review their child's education records, in accordance with the Family Educational Rights and Privacy Act (FERPA) and applicable Virginia law;
- Inspect instructional materials used as part of their child's curriculum;
- Visit the school in accordance with School Board policies governing visitors and school safety to include **[INSERT DIVISION POLICY ON SCHOOL VISITORS (VSBA SAMPLE POLICY KK)** and **[INSERT DIVISION POLICY ON SEX OFFENDER REGISTRY INFORMATION (VSBA SAMPLE POLICY KN)]**;
- Receive all notifications required by law to include, but not limited to their child's academic progress, promotion and retention, attendance, behavior, and progress towards graduation;
- Participate in conferences, Individualized Education Program (IEP) meetings, 504 plan meetings, and other processes affecting their child's education as required by law;
- Receive notification in accordance with Virginia Code § 22.1-272.1 if a School Board employee has reason to believe, as a result of direct communication with their child, that their child is in imminent risk of suicide;
- Receive notification in accordance with Virginia Code § 22.1-272.1:1 if there is a confirmed school-connected student overdose or if the school principal has knowledge of a suspected school- connected student overdose;

- For students in middle and high school, receive notification by email or SMS text message in accordance with Virginia Code § 22.1-79.3:2[1] of course registration deadlines and the process for requesting changes to the student's course selection;[2]
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- Exercise legally required opt-out rights and receive advance notice and inspect materials for certain curricula;

- Inspect surveys or questionnaires administered to their child and exercise applicable opt-out rights;

Parent Responsibilities

The custodial parent has the responsibility to:

- Provide accurate and up-to-date contact, medical, and emergency contact information and information on how the parent may be contacted at all times;

- Provide the current address and phone number of the noncustodial parent at registration unless such address is unknown and the custodial parent signs a statement to that effect, or unless a court order restricts the educational or contact rights of the noncustodial parent;

- Provide a copy of any legal document which restricts the educational and/or contact rights of the noncustodial parent; **and**

- Ensure their child attends school in compliance with compulsory attendance laws.

The noncustodial parent has the responsibility to:

- Keep the school informed of changes in the parent's phone number and address. At the request of a noncustodial parent, they may be included as an emergency contact for the student's activities unless a court order provides otherwise.

Adopted:

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FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM THE FINAL POLICY.

[1] During the 2026 legislative session, two separate bills, SB817 and SB245, added a provision numbered 22.1-79.3:2 to the Virginia Code. Once the final code numbering is applied and the conflict resolved, VSBA will update this policy with the correct code provision.

[2] This provision is required to be implemented for the 2026 – 2027 school year.

Legal Refs.: 20 U.S.C. §1232g-1232h.

34 C.F.R. § 99.4.

Code of Virginia, 1950, as amended, §§ 1-240.1, 20-124.6, 22.1-4.3, 22.1-78, 22.1-79.3:2, 22.1-207.1, 22.1-254, 22.1-272.1, 22.1-272.1:1, 22.1-287.

Cross Refs.:

IAA	Notification of Learning Objectives
IGBA	Programs for Students with Disabilities
IGAH	Family Life Education (optional)
IIA	Instructional Materials
JOB	Administration of Surveys and Questionnaires
JED	Student Absences/Excuses/Dismissals
JHH	Suicide Prevention
JO	Student Records
KGD	Notification of School-Connected Student Overdose

PARENTAL RIGHTS AND RESPONSIBILITIES

The Tazewell County Public Schools School Board recognizes that parents have a fundamental right to make decisions concerning the upbringing, education and care of their children and that parents have responsibilities in supporting their child's education. The Tazewell County School Board is committed to partnering with parents to promote student success and respecting parental rights in accordance with applicable state and federal laws.

Parental Rights

All staff members will respect the rights of all parents and legal guardians. The School Board recognizes the following rights of both custodial and noncustodial parents unless a law, legally binding document, or court order provides otherwise:

- Inspect and review their child's education records, in accordance with the Family Educational Rights and Privacy Act (FERPA) and applicable Virginia law;

- Inspect instructional materials used as part of their child's curriculum;

- Visit the school in accordance with School Board policies governing visitors and school safety to include Policy KK and Policy KN.

- Receive all notifications required by law to include, but not limited to their child's academic progress, promotion and retention, attendance, behavior, and progress towards graduation;

- Participate in conferences, Individualized Education Program (IEP) meetings, 504 plan meetings, and other processes affecting their child's education as required by law;

- Receive notification in accordance with Virginia Code § 22.1-272.1 if a School Board employee has reason to believe, as a result of direct communication with their child, that their child is in imminent risk of suicide;

- Receive notification in accordance with Virginia Code § 22.1-272.1:1 if there is a confirmed school-connected student overdose or if the school principal has knowledge of a suspected school- connected student overdose;

- For students in middle and high school, receive notification by email or SMS text message in accordance with Virginia Code § 22.1-79.3:2 of course registration deadlines and the process for requesting changes to the student's course selection;

- Exercise legally required opt-out rights and receive advance notice and inspect materials for certain curricula;

- Inspect surveys or questionnaires administered to their child and exercise applicable opt-out rights;

Parent Responsibilities

The custodial parent has the responsibility to:

- Provide accurate and up-to-date contact, medical, and emergency contact information and information on how the parent may be contacted at all times;

- Provide the current address and phone number of the noncustodial parent at registration unless such address is unknown and the custodial parent signs a statement to that effect, or unless a court order restricts the educational or contact rights of the noncustodial parent;

- Provide a copy of any legal document which restricts the educational and/or contact rights of the noncustodial parent; **and**

- Ensure their child attends school in compliance with compulsory attendance laws.

The noncustodial parent has the responsibility to:

- Keep the school informed of changes in the parent's phone number and address. At the request of a noncustodial parent, they may be included as an emergency contact for the student's activities unless a court order provides otherwise.

Adopted: July 13, 2026

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Legal Ref.: 20 U.S.C. §1232g-1232h.

34 C.F.R. § 99.4.

Code of Virginia, 1950, as amended, §§ 1-240.1, 20-124.6, 22.1-4.3, 22.1-78, 22.1-79.3:2, 22.1-207.1, 22.1-254, 22.1-272.1, 22.1-272.1:1, 22.1-287.

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JOB	Administration of Surveys and Questionnaires
JED	Student Absences/Excuses/Dismissals
JHH	Suicide Prevention
JO	Student Records
KGD	Notification of School-Connected Student Overdose

PARENTAL NOTIFICATION OF SAFE STORAGE OF PRESCRIPTION DRUGS AND FIREARMS

As required by Va. Code § 22.1-79.3(F), the Superintendent is responsible for developing a process to notify[1] parents or guardians within 30 calendar days of the first day of each school year, the importance of securely storing any prescription drug as well as the responsibility to safely store any firearm in the household. The parental notification will be posted on the school division's website in multiple languages.

The parental notification must include information on (a) relevant state laws and regulations relating to safe firearm storage and child access to firearms and (b) firearm-related accidents, injuries, and deaths, including the role of firearms in suicides, including youth suicides, tips and resources for seeking help for a child that may be a danger to himself or others, and current statistics published by the Centers for Disease Control and Prevention or an equivalent nationally recognized entity or organization on youth firearm fatality rates.

Adopted:

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Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-79.3

Cross Ref.: KP Parental Rights and Responsibilities

FOOTNOTES ARE FOR REFERENCE ONLY AND SHOULD BE REMOVED FROM FINAL POLICY.

[1] The notification must be sent by email and, if applicable, SMS text message.

PARENTAL NOTIFICATION OF SAFE STORAGE OF PRESCRIPTION DRUGS AND FIREARMS

As required by Va. Code § 22.1-79.3(F), the Superintendent is responsible for developing a process to notify parents or guardians within 30 calendar days of the first day of each school year, the importance of securely storing any prescription drug as well as the responsibility to safely store any firearm in the household. The parental notification will be posted on the school division's website in multiple languages.

The parental notification must include information on (a) relevant state laws and regulations relating to safe firearm storage and child access to firearms and (b) firearm-related accidents, injuries, and deaths, including the role of firearms in suicides, including youth suicides, tips and resources for seeking help for a child that may be a danger to himself or others, and current statistics published by the Centers for Disease Control and Prevention or an equivalent nationally recognized entity or organization on youth firearm fatality rates.

Adopted: July 13, 2026

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Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-79.3

Cross Ref.: KP Parental Rights and Responsibilities

TAZEWELL COUNTY SCHOOL BOARD
506 Jeffersonville Street
Tazewell, VA 24651

REGULAR MEETING OF THE TAZEWELL COUNTY SCHOOL BOARD

DATE: July 13, 2026

REFERENCE: Reassignment of Personnel

MAKER OF MOTION: Irene Mullins **SECOND**: Brannon Breeding

BE IT RESOLVED, that the Tazewell County School Board, according to §22.1-297 of the Code of Virginia, authorizes the Division Superintendent to reassign such teachers, principals and assistant principals to any school or position within the division, provided no change or reassignment during the school year shall affect the salary of such teacher, principal or assistant principal for that year.

RECORDED VOTE:

YES: Woodard, Culbertson, Breeding, Mullins, Woodard

NO: —

ABSTAIN: —

ABSENT: —

CERTIFIED COPY: Vicki F Bailey
Vicki Bailey, Clerk of the Board

VSBA
Virginia School Boards Association®

Rivanna Ridge Professional Building
200 Hansen Road, Suite 2
Charlottesville, VA 22911

June 8, 2026

To: School Board Chairs
School Board Vice-Chairs
School Board Clerks

From: Jenny Nichols, President
Gina G. Patterson, Executive Director

Re: Delegate and Alternate Delegate Selection

In accordance with the Bylaws of the Association, "A school board in good standing will be entitled to one vote in all meetings of the Association. A voting delegate and an alternate will be selected from the membership of each member school board by that board." **Please select a voting delegate and an alternate to represent your school board at the VSBA Delegate Assembly which will convene during the 2026 VSBA Annual Convention on Thursday November 19, 2026, at the Williamsburg Lodge.** The 2026 VSBA Delegate Assembly will begin promptly at 2:00 p.m. Delegates are encouraged to check-in for the assembly beginning at 1:30 p.m.

It is important that all school boards in good standing be represented when the Delegate Assembly convenes. The actions of the VSBA Delegate Assembly determine the positions that the VSBA takes on current bills in the Virginia General Assembly as well as regulatory matters that come before state boards and commissions. This means that the VSBA lobbies based on the positions established by the Delegate Assembly in response to these bills and regulatory matters. We hope that your school board will be represented, and that each delegate will attend the 2026 VSBA Delegate Assembly.

Pursuant to the Bylaws, please send the name of the delegate and the alternate by completing and returning this information by **AUGUST 28, 2026. If no name is submitted, the chair and vice-chair will be listed as delegate and alternate. It is recommended that the delegate or alternate not be a member of the VSBA Board of Directors.**

Mail or email this form to Dorothy Vidano (Dorothy@vsba.org) at the Virginia School Boards Association, 200 Hansen Road, Suite 2, Charlottesville, VA 22911. Please do not hesitate to contact the VSBA should you have any questions. Thank you for all that you do as a leader, advocate, and supporter of public education.

School Board: Tazewell County
(City or County)

Name of the official delegate and alternate delegate to the 2026 VSBA Delegate Assembly, November 19, 2026, 2:00 p.m., at the Williamsburg Lodge:

Name of Delegate: Brannon Breeding

Name of Alternate: David Woodard

Signed: Vicki L. Bailey Title: Clerk
Chair/Clerk

Code	Description	2025 APPROVED/ADOPTED ESTIMATED REVENUE	2026 APPROVED/ADOPTED ESTIMATED REVENUE	2027 INITIAL BUDGET ESTIMATED REVENUE	DIFFERENCE BETWEEN COLUMNS 2 AND 3	PERCENT INCREASE
FD 1	SCHOOL OPERATING FUND					
PJT 000	BEGINNING BALANCE					
0000000	BEGINNING BALANCE (CARRY FORWARD)	$ 20,250,465.00	$ 1,308,180.00	$ 2,727,655.33	$ 1,419,475.33	108.51 %
000	BEGINNING BALANCE	$ 20,250,465.00	$ 1,308,180.00	$ 2,727,655.33	$ 1,419,475.33	108.51 %
PJT 100	LOCAL FUNDS					
1502010	RENTS	$ 8,000.00	$ 6,476.00	$ 6,476.00	$ 0.00	0.00 %
1612010	TUITION: DAY SCHOOL	$ 25,000.00	$ 21,000.00	$ 21,000.00	$ 0.00	0.00 %
1612012	ELGIN CHILDREN'S FOUNDATION	$ 20,000.00	$ 1,145.00	$ 0.00	$ 1,145.00-	-100.00 %
1612015	UNITED WAY KINDER CAMP PROGRAM	$ 2,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
1612050	TRANSPORTATION OF PUPILS	$ 20,000.00	$ 4,299.00	$ 6,000.00	$ 1,701.00	39.57 %
1612055	TRANSPORTATION: OTHER	$ 0.00	$ 12,559.00	$ 2,000.00	$ 10,559.00-	-84.08 %
1612070	TUITION: SUMMER SCHOOL	$ 2,000.00	$ 3,492.00	$ 3,500.00	$ 8.00	0.23 %
1803030	OTHER REBATES AND REFUNDS	$ 41,000.00	$ 81,984.00	$ 65,000.00	$ 16,984.00-	-20.72 %
1803031	HEALTH INSURANCE PREMIUMS	$ 185,000.00	$ 156,036.00	$ 125,945.00	$ 30,091.00-	-19.28 %
1803032	FRAUDULENT WIRE TRANSFER RECOUPMENT	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
1803033	TECHNOLOGY DAMAGE RESTITUTIONS	$ 2,000.00	$ 1,715.00	$ 750.00	$ 965.00-	-56.27 %
1803035	SCHOOL REIMBURSEMENTS/AMAZON REFUNDS	$ 16,000.00	$ 18,251.00	$ 15,000.00	$ 3,251.00-	-17.81 %
1899050	SALES OF SUPPLIES	$ 30,000.00	$ 7,227.00	$ 7,500.00	$ 273.00	3.78 %
1899080	SALE OF SCHOOL BUSES	$ 30,000.00	$ 3,986.00	$ 5,000.00	$ 1,014.00	25.44 %
1899090	SALE OF OTHER EQUIPMENT	$ 0.00	$ 9,305.00	$ 8,000.00	$ 1,305.00-	-14.02 %
1899100	INSURANCE REIMBURSEMENTS & ADJUSTMENTS	$ 0.00	$ 107,656.00	$ 100,000.00	$ 7,656.00-	-7.11 %
1899120	OTHER FUNDS: INTEREST EARNED	$ 240,000.00	$ 231,118.00	$ 231,118.00	$ 0.00	0.00 %
1899124	DUAL ENROLLMENT	$ 5,000.00	$ 49,192.00	$ 50,000.00	$ 808.00	1.64 %
1900110	E-RATE: CAT 2 EQUIP	$ 0.00	$ 0.00	$ 82,000.00	$ 82,000.00	100.00 %
1900120	E-RATE: CAT 1 COMM	$ 138,208.00	$ 81,956.00	$ 0.00	$ 81,956.00-	-100.00 %
1901020	OTHER PAYMENTS FROM ANOTHER COUNTY/CITY	$ 567,337.00	$ 1,016,923.00	$ 350,918.99	$ 666,004.01-	-65.49 %
1901022	ADVANCED MANUFACTURING TALENT PROGRAM	$ 344,009.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
1901025	MEDICAID REIMBURSEMENT EPSDT	$ 2,500.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
100	LOCAL FUNDS	$ 1,678,054.00	$ 1,814,320.00	$ 1,080,207.99	$ 734,112.01-	-40.46 %
PJT 200	STATE FUNDS					
2402020	BASIC SCHOOL AID - SOQ PAYMENTS	$ 26,215,343.00	$ 24,609,998.00	$ 25,905,519.00	$ 1,295,521.00	5.26 %
2402030	ISAEP	$ 24,608.00	$ 24,081.00	$ 24,081.00	$ 0.00	0.00 %
2402040	REMEDIAL SUMMER SCHOOL	$ 35,411.00	$ 75,374.00	$ 35,732.00	$ 39,642.00-	-52.59 %
2402050	REGULAR FOSTER CHILDREN EDUCATION	$ 88,842.00	$ 183,136.00	$ 43,220.00	$ 139,916.00-	-76.40 %
2402070	EDUCATION OF THE GIFTED - SOQ	$ 242,985.00	$ 227,989.00	$ 232,716.00	$ 4,727.00	2.07 %
2402110	COMPENSATION SUPPLEMENT	$ 1,018,896.00	$ 1,999,060.00	$ 1,338,946.00	$ 660,114.00-	-33.02 %
2402120	SPECIAL EDUCATION SOQ	$ 3,565,045.00	$ 3,348,589.00	$ 3,518,526.00	$ 169,937.00	5.07 %
2402121	SPECIAL EDUCATION ADD-ON	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2402170	VOCATIONAL EDUCATION SOQ	$ 1,047,873.00	$ 983,203.00	$ 1,080,219.00	$ 97,016.00	9.87 %
2402210	SOCIAL SECURITY BENEFITS-INSTRUCTIONAL	$ 1,484,486.00	$ 1,396,433.00	$ 1,444,923.00	$ 48,490.00	3.47 %
2402230	TEACHER RETIREMENT INSTRUCTIONAL	$ 3,192,975.00	$ 2,999,480.00	$ 2,688,390.00	$ 311,090.00-	-10.37 %
2402280	EARLY READING INTERVENTION	$ 269,586.00	$ 224,655.00	$ 323,160.00	$ 98,505.00	43.85 %
2402410	GROUP LIFE INSTRUCTIONAL	$ 91,119.00	$ 85,496.00	$ 79,888.00	$ 5,608.00-	-6.56 %
2402460	SPECIAL EDUCATION HOMEBOUND	$ 167,685.00	$ 215,005.00	$ 187,858.00	$ 27,147.00-	-12.63 %
2402520	CTE-EQUIPMENT	$ 7,500.00	$ 8,665.00	$ 27,284.00	$ 18,619.00	214.88 %
2402590	SPECIAL ED FOSTER CARE	$ 91,931.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2402650	502000: AT-RISK SOQ/INCENTIVE FUNDS	$ 5,026,370.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2402651	608150: AT-RISK LOTTERY FUNDS	$ 1,837,286.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2402750	K-3 PRIMARY CLASS SIZE	$ 1,384,752.00	$ 1,260,274.00	$ 1,261,949.00	$ 1,675.00	0.13 %
2402820	CTE OCCUPATIONAL PREP REGIONAL CTRS	$ 53,526.00	$ 8,781.00	$ 27,649.00	$ 18,868.00	214.87 %
2402860	INFRASTRUCTURE & OPERATIONS PER PUPIL	$ 1,688,842.00	$ 1,451,975.00	$ 1,768,689.00	$ 316,714.00	21.81 %
2402910	MENTOR TEACHER PROGRAM	$ 5,449.00	$ 3,574.00	$ 2,584.00	$ 990.00-	-27.70 %
2403070	JOBS FOR VA GRADUATES	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2403080	SALES TAX-1 CENT	$ 6,236,580.00	$ 6,847,897.00	$ 6,850,683.19	$ 2,786.19	0.04 %
2403090	ESL (ENGLISH SECOND LANGUAGE)	$ 12,911.00	$ 12,265.00	$ 12,894.00	$ 629.00	5.13 %
2403120	SALES TAX-1/8 CENT	$ 770,813.00	$ 853,201.00	$ 853,547.81	$ 346.81	0.04 %
2403340	CTE EQUIP SCHOOL DIV HIGH DEMAND	$ 6,000.00	$ 8,665.00	$ 27,284.00	$ 18,619.00	214.88 %
2403360	CTE STEM-H	$ 2,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2403490	INDUSTRY CERTIFICATION COSTS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2403650	VA WORKPLACE READINESS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2403990	NATIONAL BOARD CERTIFICATION BONUSES	$ 0.00	$ 5,000.00	$ 0.00	$ 5,000.00-	-100.00 %

Code	Description	2025 APPROVED/ADOPTED ESTIMATED REVENUE	2026 APPROVED/ADOPTED ESTIMATED REVENUE	2027 INITIAL BUDGET ESTIMATED REVENUE	DIFFERENCE BETWEEN COLUMNS 2 AND 3	PERCENT INCREASE
2404050	SOL ALGEBRA READINESS	$ 131,281.00	$ 124,726.00	$ 126,255.00	$ 1,529.00	1.23 %
2404450	PROJECT GRADUATION	$ 4,914.00	$ 4,914.00	$ 7,071.00	$ 2,157.00	43.89 %
2408160	VISION SCREENING GRANT	$ 0.00	$ 10,577.00	$ 0.00	$ 10,577.00-	-100.00 %
2408650	VIRGINIA PRESCHOOL INITIATIVE (VPI)	$ 1,382,737.00	$ 1,367,707.00	$ 905,825.00	$ 461,882.00-	-33.77 %
2408890	VPI-AT RISK 3 YR OLDS	$ 90,179.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2408910	VPI-TEACHER TO STUDENT RATIO	$ 0.00	$ 7,515.00	$ 0.00	$ 7,515.00-	-100.00 %
2409000	SUPP GF PAY IN LIEU OF SALES TAX	$ 1,116,284.00	$ 1,156,750.00	$ 1,126,709.00	$ 30,041.00-	-2.60 %
2409550	601490: AT-RISK ADD-ON (SPLIT FUNDING)	$ 0.00	$ 6,640,775.00	$ 7,715,686.00	$ 1,074,911.00	16.19 %
2409860	VPI EARLY CHILDHOOD CARE AND EDUCATION	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2410000	MIDDLE SCHOOL ADVANCED MATH: 803570	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2410060	SPECIAL EDUCATION ADD-ON: 700860	$ 0.00	$ 364,146.00	$ 858,740.00	$ 494,594.00	135.82 %
2500000	MEDICAID REIMBURSEMENT FROM STATE	$ 0.00	$ 370,205.00	$ 375,000.00	$ 4,795.00	1.30 %
2500010	BENEFITS FROM OTHER STATE AGENCIES	$ 0.00	$ 340,521.00	$ 350,000.00	$ 9,479.00	2.78 %
4104050	VPSA TECHNOLOGY GRANT	$ 388,000.00	$ 388,000.00	$ 776,000.00	$ 388,000.00	100.00 %
4104070	SCHOOL SECURITY SYSTEMS GRANT	$ 161,166.00	$ 127,806.00	$ 125,000.00	$ 2,806.00-	-2.20 %
200	STATE FUNDS	$ 57,843,375.00	$ 57,736,438.00	$ 60,102,028.00	$ 2,365,590.00	4.10 %
	PJT 300 FEDERAL FUNDS					
1066500	FOREST RESERVE PAYMENTS	$ 10,000.00	$ 12,284.00	$ 12,500.00	$ 216.00	1.76 %
2102702	452900: SLFRF SCHOOL SECURITY GRANTS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
8401000	429010: TITLE I-A GRANTS TO LEAS	$ 1,479,988.00	$ 2,202,784.00	$ 1,395,454.00	$ 807,330.00-	-36.65 %
8402700	430710: TITLE VI-B IDEA 611	$ 1,865,545.00	$ 1,574,562.00	$ 1,574,562.00	$ 0.00	0.00 %
8404800	PERKINS CTE SECONDARY PROGRAMS	$ 66,234.00	$ 246,004.00	$ 125,000.00	$ 121,004.00-	-49.19 %
8417300	625210: IDEA 619 PRESCHOOL HANDICAPPED	$ 63,923.00	$ 184,903.00	$ 92,018.00	$ 92,885.00-	-50.23 %
8435800	TITLE V-B-2 RURAL/LOW INCOME	$ 270,172.00	$ 189,525.00	$ 0.00	$ 189,525.00-	-100.00 %
8436700	614800: TITLE II-A-IMPROVING TCHR QUAL	$ 440,750.00	$ 325,378.00	$ 300,494.00	$ 24,884.00-	-7.65 %
8442400	602810: TITLE IV-STUDENT SUPPORT	$ 114,497.00	$ 283,183.00	$ 249,272.00	$ 33,911.00-	-11.97 %
8442410	601550: TITLE IV-A BSCA SCG	$ 12,597.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
8442516	600503: ESSER INST POSITIONS INCENTIVE	$ 25,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
8442517	411170: ESSER RARS	$ 23,407.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
8442518	865400: ESSER III GROW YOUR OWN	$ 198,038.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
8442520	411120: ESSER MENTOR TEACHER	$ 4,411.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
8442522	501930: ESSER III DIVISION ALLOCATIONS	$ 900,500.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
8442526	868340: ESSER ED RECRUITMENT/RETENTION	$ 12,975.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
8442527	868910: ESSER APPRENTICESHIP PROGRAM	$ 1,251.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
8442529	501830: ESSER BEFORE/AFTER SCHOOL	$ 161,792.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
9990000	JROTC	$ 56,000.00	$ 77,121.00	$ 77,121.00	$ 0.00	0.00 %
9999902	TITLE III ELS: VA TECH CONSORTIUM	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
9999903	ARP HOMELESS CHILDREN: WILLIAM & MARY	$ 11,700.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
9999904	LOCAL APPROPRIATIONS: MECHATRONICS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
300	FEDERAL FUNDS	$ 5,718,780.00	$ 5,095,744.00	$ 3,826,421.00	$ 1,269,323.00-	-24.91 %
	PJT 400 COUNTY FUNDS					
5105000	LOCAL APPROPRIATIONS: OPERATIONS	$ 12,138,402.00	$ 11,537,897.00	$ 14,361,989.00	$ 2,824,092.00	24.48 %
5105030	LOCAL APPROPRIATIONS: ACCRUED PAYROLL	$ 4,000,000.00	$ 4,100,000.00	$ 4,300,000.00	$ 200,000.00	4.88 %
400	COUNTY FUNDS	$ 16,138,402.00	$ 15,637,897.00	$ 18,661,989.00	$ 3,024,092.00	19.34 %
1	SCHOOL OPERATING FUND	$ 101,629,076.00	$ 81,592,579.00	$ 86,398,301.32	$ 4,805,722.32	5.89 %
	FD 4 FOOD SERVICE FUND					
	PJT 000 BEGINNING BALANCE					
0000000	BEGINNING BALANCE	$ 136,764.00	$ 438,185.00	$ 136,269.21	$ 301,915.79-	-68.90 %
000	BEGINNING BALANCE	$ 136,764.00	$ 438,185.00	$ 136,269.21	$ 301,915.79-	-68.90 %
	PJT 100 LOCAL FUNDS					
1612040	CAFETERIA SALES	$ 90,000.00	$ 93,467.00	$ 95,000.00	$ 1,533.00	1.64 %
1803030	REBATES AND REFUNDS	$ 20,000.00	$ 28,460.00	$ 30,000.00	$ 1,540.00	5.41 %
1899050	SALE OF SUPPLIES	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
1899130	TRANSFER FROM GENERAL FUND	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
1901020		$ 0.00	$ 1,016,923.00	$ 1,049,277.27	$ 32,354.27	3.18 %
100	LOCAL FUNDS	$ 110,000.00	$ 1,138,850.00	$ 1,174,277.27	$ 35,427.27	3.11 %

Code	Description	2025 APPROVED/ADOPTED ESTIMATED REVENUE	2026 APPROVED/ADOPTED ESTIMATED REVENUE	2027 INITIAL BUDGET ESTIMATED REVENUE	DIFFERENCE BETWEEN COLUMNS 2 AND 3	PERCENT INCREASE
	PJT 200 STATE FUNDS					
2402150	SCHOOL LUNCH PROGRAM STATE MATCH	$ 24,101.00	$ 28,973.00	$ 29,620.00	$ 647.00	2.23 %
2403470	SCHOOL BREAKFAST INCENTIVE: STATE	$ 72,342.00	$ 80,118.00	$ 82,919.00	$ 2,801.00	3.50 %
2404340	BREAKFAST AFTER THE BELL	$ 18,500.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2409040	SCHOOL MEALS EXPANSION	$ 16,024.00	$ 16,024.00	$ 0.00	$ 16,024.00-	-100.00 %
200	STATE FUNDS	$ 130,967.00	$ 125,115.00	$ 112,539.00	$ 12,576.00-	-10.05 %
	PJT 300 FEDERAL FUNDS					
1055300	SCHOOL BREAKFAST PROGRAM	$ 980,000.00	$ 643,453.00	$ 640,000.00	$ 3,453.00-	-0.54 %
1055301	411100: SNP SSO BREAKFAST	$ 0.00	$ 108,582.00	$ 109,000.00	$ 418.00	0.38 %
1055500	NSLP COMBINED	$ 2,280,000.00	$ 1,460,115.00	$ 1,489,317.00	$ 29,202.00	2.00 %
1055502	411080: SNP SCA FUNDS	$ 100,000.00	$ 1,000.00	$ 0.00	$ 1,000.00-	-100.00 %
1055800	700270: CACFP FOOD	$ 4,700.00	$ 2,000.00	$ 0.00	$ 2,000.00-	-100.00 %
1055801	700280: CACFP CASH IN LIEU	$ 100.00	$ 76.00	$ 0.00	$ 76.00-	-100.00 %
1055900	603020: SFSP MEALS	$ 26,000.00	$ 22,073.00	$ 22,000.00	$ 73.00-	-0.33 %
1055901	603030: SFSP SPONSOR ADMIN	$ 2,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
300	FEDERAL FUNDS	$ 3,392,800.00	$ 2,237,299.00	$ 2,260,317.00	$ 23,018.00	1.03 %
	PJT 400 COUNTY FUNDS					
5105000	LOCAL APPROPRIATIONS: OPERATIONS	$ 650,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
4	FOOD SERVICE FUND	$ 4,420,531.00	$ 3,939,449.00	$ 3,683,402.48	$ 256,046.52-	-6.50 %
	FD 5 TEXTBOOKS FUND					
	PJT 000 BEGINNING BALANCE					
0000000	BEGINNING BALANCE	$ 1,512,320.00	$ 2,721,102.00	$ 1,732,504.28	$ 988,597.72-	-36.33 %
000	BEGINNING BALANCE	$ 1,512,320.00	$ 2,721,102.00	$ 1,732,504.28	$ 988,597.72-	-36.33 %
	PJT 200 STATE FUNDS					
2402140	TEXTBOOKS-SOQ	$ 607,994.00	$ 570,471.00	$ 553,690.00	$ 16,781.00-	-2.94 %
200	STATE FUNDS	$ 607,994.00	$ 570,471.00	$ 553,690.00	$ 16,781.00-	-2.94 %
5	TEXTBOOKS FUND	$ 2,120,314.00	$ 3,291,573.00	$ 2,286,194.28	$ 1,005,378.72-	-30.54 %
GRAND TOTAL		$ 108,169,921.00	$ 88,823,601.00	$ 92,367,898.08	$ 3,544,297.08	3.99 %

Code	Description	2025 APPROVED/ADOPTED APPROPRIATION	2026 APPROVED/ADOPTED APPROPRIATION	2027 INITIAL BUDGET APPROPRIATION	DIFFERENCE BETWEEN COLUMNS 2 AND 3	PERCENT INCREASE
FD 1	SCHOOL OPERATING FUND					
FUNC 61100	CLASSROOM INSTRUCTION					
1120	SALARIES: TEACHERS	$ 21,267,368.92	$ 22,973,999.00	$ 24,675,453.00	$ 1,701,454.00	7.41 %
1151	SALARIES: INSTRUCTIONAL AIDES	$ 2,061,504.12	$ 2,589,701.00	$ 2,523,273.00	$ 66,428.00-	-2.57 %
1152	SALARIES: DEVELOPMENT ASSISTANTS	$ 442,720.00	$ 683,551.00	$ 683,551.00	$ 0.00	0.00 %
1320	SALARIES: PART-TIME TEACHERS	$ 21,148.00	$ 0.00	$ 18,750.00	$ 18,750.00	100.00 %
1520	SALARIES: SUBSTITUTE TEACHERS	$ 894,981.05	$ 673,641.00	$ 721,874.00	$ 48,233.00	7.16 %
1540	SALARIES: SUBSTITUTE TEACHERS AIDES	$ 51,711.47	$ 7,043.00	$ 14,088.00	$ 7,045.00	100.03 %
1620	SALARIES: SUPPLEMENTS	$ 423,164.00	$ 10,175.00	$ 921,583.00	$ 911,408.00	8957.33 %
1621	SALARIES: STAFF TRAINNING-COMPUTER ELEM	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
1623	SALARIES: ACADEMIC SUPPLEMENTS	$ 5,590.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
1624	SALARIES: SOL TUTORING	$ 54,041.50	$ 576.00	$ 0.00	$ 576.00-	-100.00 %
1650	NATIONAL BOARD CERTIFICATION TEACHER BO	$ 0.00	$ 5,000.00	$ 5,000.00	$ 0.00	0.00 %
1660	EXTRA PAY	$ 1,066,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 1,958,873.81	$ 2,010,838.00	$ 2,215,706.00	$ 204,868.00	10.19 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 1,932,672.04	$ 2,041,934.00	$ 1,595,961.00	$ 445,973.00-	-21.84 %
2220	VRS BENEFITS-HYBRID PLAN	$ 1,594,145.89	$ 1,956,058.00	$ 1,969,604.00	$ 13,546.00	0.69 %
2300	HMP BENEFITS	$ 6,246,753.10	$ 7,219,859.00	$ 7,469,359.00	$ 249,500.00	3.46 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 381,773.50	$ 379,801.00	$ 355,101.00	$ 24,700.00-	-6.50 %
2400	GLI BENEFIT	$ 278,526.82	$ 295,183.00	$ 284,561.00	$ 10,622.00-	-3.60 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 24,627.37	$ 26,322.00	$ 33,391.00	$ 7,069.00	26.86 %
2700	WORKERS COMPENSATION	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2750	RETIREE HEALTH CARE CREDIT	$ 285,498.25	$ 302,694.00	$ 236,233.00	$ 66,461.00-	-21.96 %
2830	TERMINATION PAY	$ 54,251.00	$ 5,069.00	$ 0.00	$ 5,069.00-	-100.00 %
3000	PURCHASED SERVICES	$ 63,301.00	$ 37,440.00	$ 38,070.00	$ 630.00	1.68 %
3100	OTHER BENEFITS	$ 0.00	$ 0.00	$ 221,065.00	$ 221,065.00	100.00 %
3120	STAFF TRAINING	$ 35,039.00	$ 4,600.00	$ 3,919.00	$ 681.00-	-14.80 %
3200	DUAL ENROLLMENT	$ 141,553.17	$ 49,796.00	$ 46,637.00	$ 3,159.00-	-6.34 %
3810	DUAL & REGIONAL TUITION	$ 59,498.00	$ 297,424.00	$ 32,570.00	$ 264,854.00-	-89.05 %
5500	TRAVEL	$ 32,598.24	$ 125.00	$ 127.00	$ 2.00	1.60 %
5800	MISCELLANEOUS	$ 612.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5801	DUES & ASSOCIATION MEMBERSHIPS	$ 678.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6000	MATERIALS AND SUPPLIES	$ 1,315,771.58	$ 27,067.00	$ 26,509.00	$ 558.00-	-2.06 %
6003	SNAP FOOD SUPPLIES	$ 8,176.00	$ 0.00	$ 1,917.00	$ 1,917.00	100.00 %
6013	STANDARDIZED TESTING	$ 35,610.00	$ 350.00	$ 322.00	$ 28.00-	-8.00 %
6020	TEXTBOOKS	$ 689,075.00	$ 0.00	$ 31,060.00	$ 31,060.00	100.00 %
6030	INSTRUCTION SUPPLIES	$ 411,651.45	$ 323,200.00	$ 329,664.00	$ 6,464.00	2.00 %
6031	PRINTER INK SUPPLIES	$ 146,160.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
7000	TUITION PAYMENTS TO JOINT OPERATIONS	$ 30,179.00	$ 6,749.00	$ 6,170.00	$ 579.00-	-8.58 %
8100	CAPITAL OUTLAY REPLACEMENT	$ 0.00	$ 136,749.00	$ 0.00	$ 136,749.00-	-100.00 %
8200	CAPITAL OUTLAY ADDITIONS	$ 0.00	$ 68,466.00	$ 461,826.00	$ 393,360.00	574.53 %
61100	CLASSROOM INSTRUCTION	$ 42,015,253.28	$ 42,133,410.00	$ 44,923,344.00	$ 2,789,934.00	6.62 %
FUNC 61210	GUIDANCE SERVICES					
1120	SALARIES: TEACHERS	$ 966,163.00	$ 987,905.00	$ 1,061,364.00	$ 73,459.00	7.44 %
1520	SALARIES: SUBSTITUTE TEACHERS	$ 22,530.02	$ 18,726.00	$ 20,066.00	$ 1,340.00	7.16 %
1660	EXTRA PAY	$ 32,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 71,845.00	$ 75,575.00	$ 82,728.00	$ 7,153.00	9.46 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 101,755.00	$ 105,728.00	$ 85,964.00	$ 19,764.00-	-18.69 %
2220	VRS BENEFITS-HYBRID PLAN	$ 37,815.00	$ 43,187.00	$ 50,936.00	$ 7,749.00	17.94 %
2300	HMP BENEFITS	$ 198,106.22	$ 218,406.00	$ 224,486.00	$ 6,080.00	2.78 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 16,600.00	$ 18,200.00	$ 14,300.00	$ 3,900.00-	-21.43 %
2400	GLI BENEFIT	$ 11,361.00	$ 11,659.00	$ 11,250.00	$ 409.00-	-3.51 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 565.00	$ 579.00	$ 850.00	$ 271.00	46.80 %
2750	RETIREE HEALTH CARE CREDIT	$ 11,646.00	$ 11,953.00	$ 9,343.00	$ 2,610.00-	-21.84 %
5500	TRAVEL	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6030	INSTRUCTION SUPPLIES	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
61210	GUIDANCE SERVICES	$ 1,470,386.24	$ 1,491,918.00	$ 1,561,287.00	$ 69,369.00	4.65 %
FUNC 61220	SOCIAL WORKER SERVICES					
6000	MATERIALS AND SUPPLIES	$ 14,970.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
61220	SOCIAL WORKER SERVICES	$ 14,970.00	$ 0.00	$ 0.00	$ 0.00	0.00 %

Code	Description	2025 APPROVED/ADOPTED APPROPRIATION	2026 APPROVED/ADOPTED APPROPRIATION	2027 INITIAL BUDGET APPROPRIATION	DIFFERENCE BETWEEN COLUMNS 2 AND 3	PERCENT INCREASE
	FUNC 61230 HOMEBOUND INSTRUCTION					
1123	SALARIES: HOMEBOUND TEACHERS	$ 378,341.75	$ 351,463.00	$ 553,002.00	$ 201,539.00	57.34 %
1660	EXTRA PAY	$ 2,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 28,367.05	$ 24,065.00	$ 4,054.00	$ 20,011.00-	-83.15 %
2220	VRS BENEFITS-HYBRID PLAN	$ 7,876.00	$ 8,917.00	$ 8,321.00	$ 596.00-	-6.68 %
2300	HMP BENEFITS	$ 13,396.00	$ 14,043.00	$ 13,768.00	$ 275.00-	-1.96 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 2,000.00	$ 2,000.00	$ 2,000.00	$ 0.00	0.00 %
2400	GLI BENEFIT	$ 571.00	$ 594.00	$ 561.00	$ 33.00-	-5.56 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 115.00	$ 120.00	$ 126.00	$ 6.00	5.00 %
2750	RETIREE HEALTH CARE CREDIT	$ 586.00	$ 609.00	$ 467.00	$ 142.00-	-23.32 %
61230	HOMEBOUND INSTRUCTION	$ 433,252.80	$ 401,811.00	$ 582,299.00	$ 180,488.00	44.92 %
	FUNC 61310 IMPROVEMENT OF INSTRUCTION					
1110	SALARIES: ADMINISTRATIVE	$ 44,694.00	$ 81,295.00	$ 226,084.00	$ 144,789.00	178.10 %
1120	SALARIES: TEACHERS	$ 81,831.00	$ 84,005.00	$ 0.00	$ 84,005.00-	-100.00 %
1150	SALARIES: OFFICE CLERICAL	$ 41,907.00	$ 43,212.00	$ 44,641.00	$ 1,429.00	3.31 %
1620	SALARIES: SUPPLEMENTS	$ 43,667.65	$ 0.00	$ 0.00	$ 0.00	0.00 %
1622	SUPPLEMENT: CONCESSION WORKER - SECONDA	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
1623	SALARIES: ACADEMIC SUPPLEMENTS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
1624	SALARIES: SOL TUTORING	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
1660	EXTRA PAY	$ 6,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 20,308.85	$ 16,164.00	$ 20,710.00	$ 4,546.00	28.12 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 30,804.00	$ 29,629.00	$ 27,582.00	$ 2,047.00-	-6.91 %
2220	VRS BENEFITS-HYBRID PLAN	$ 0.00	$ 0.00	$ 6,339.00	$ 6,339.00	100.00 %
2300	HMP BENEFITS	$ 68,187.00	$ 71,478.00	$ 86,891.00	$ 15,413.00	21.56 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 3,900.00	$ 3,900.00	$ 0.00	$ 3,900.00-	-100.00 %
2400	GLI BENEFIT	$ 2,366.00	$ 2,461.00	$ 2,870.00	$ 409.00	16.62 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 0.00	$ 0.00	$ 106.00	$ 106.00	100.00 %
2750	RETIREE HEALTH CARE CREDIT	$ 2,425.00	$ 2,523.00	$ 2,382.00	$ 141.00-	-5.59 %
3000	PURCHASED SERVICES	$ 150,853.00	$ 143,272.00	$ 145,686.00	$ 2,414.00	1.68 %
3120	STAFF TRAINING	$ 106,684.21	$ 30,000.00	$ 25,560.00	$ 4,440.00-	-14.80 %
5400	LEASES & RENTALS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5500	TRAVEL	$ 2,661.11	$ 185.00	$ 189.00	$ 4.00	2.16 %
5800	MISCELLANEOUS	$ 0.00	$ 145.00	$ 269.00	$ 124.00	85.52 %
6000	MATERIALS AND SUPPLIES	$ 153,846.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
61310	IMPROVEMENT OF INSTRUCTION	$ 760,134.82	$ 508,269.00	$ 589,309.00	$ 81,040.00	15.94 %
	FUNC 61320 MEDIA SERVICES					
1122	SALARIES: LIBRARIANS	$ 683,261.00	$ 704,678.00	$ 719,779.00	$ 15,101.00	2.14 %
1660	EXTRA PAY	$ 24,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 51,287.00	$ 53,907.00	$ 55,064.00	$ 1,157.00	2.15 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 76,476.00	$ 78,716.00	$ 62,524.00	$ 16,192.00-	-20.57 %
2220	VRS BENEFITS-HYBRID PLAN	$ 24,236.00	$ 26,694.00	$ 30,613.00	$ 3,919.00	14.68 %
2300	HMP BENEFITS	$ 115,221.18	$ 127,440.00	$ 149,943.00	$ 22,503.00	17.66 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 7,500.00	$ 7,900.00	$ 7,900.00	$ 0.00	0.00 %
2400	GLI BENEFIT	$ 7,998.00	$ 8,315.00	$ 7,626.00	$ 689.00-	-8.29 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 346.00	$ 359.00	$ 493.00	$ 134.00	37.33 %
2750	RETIREE HEALTH CARE CREDIT	$ 8,209.00	$ 8,527.00	$ 6,331.00	$ 2,196.00-	-25.75 %
6000	MATERIALS AND SUPPLIES	$ 130,206.01	$ 75,439.00	$ 73,884.00	$ 1,555.00-	-2.06 %
61320	MEDIA SERVICES	$ 1,128,740.19	$ 1,091,975.00	$ 1,114,157.00	$ 22,182.00	2.03 %
	FUNC 61410 OFFICE OF PRINCIPAL					
1126	SALARIES: PRINCIPALS	$ 1,375,770.00	$ 1,417,041.00	$ 1,472,609.00	$ 55,568.00	3.92 %
1127	SALARIES: ASSISTANT PRINCIPALS	$ 819,012.00	$ 923,620.00	$ 969,482.00	$ 45,862.00	4.97 %
1150	SALARIES: OFFICE CLERICAL	$ 913,934.00	$ 954,341.00	$ 972,963.00	$ 18,622.00	1.95 %
1620	SALARIES: SUPPLEMENTS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
1621	SALARIES: STAFF TRAINNING-COMPUTER ELEM	$ 55,843.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
1622	SUPPLEMENT: CONCESSION WORKER - SECONDA	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
1660	EXTRA PAY	$ 100,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 241,424.00	$ 252,068.00	$ 261,252.00	$ 9,184.00	3.64 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 350,023.00	$ 361,734.00	$ 250,246.00	$ 111,488.00-	-30.82 %
2220	VRS BENEFITS-HYBRID PLAN	$ 110,041.00	$ 132,714.00	$ 190,895.00	$ 58,181.00	43.84 %
2300	HMP BENEFITS	$ 603,159.00	$ 676,519.00	$ 688,183.00	$ 11,664.00	1.72 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 52,350.00	$ 55,500.00	$ 53,400.00	$ 2,100.00-	-3.78 %

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2400	GLI BENEFIT	$ 36,815.00	$ 38,882.00	$ 36,198.00	$ 2,684.00-	-6.90 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 1,554.00	$ 1,785.00	$ 3,248.00	$ 1,463.00	81.96 %
2750	RETIREE HEALTH CARE CREDIT	$ 37,748.00	$ 39,870.00	$ 30,052.00	$ 9,818.00-	-24.63 %
2830	TERMINATION PAY	$ 7,621.00	$ 6,663.00	$ 0.00	$ 6,663.00-	-100.00 %
3000	PURCHASED SERVICES	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
3120	STAFF TRAINING	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5400	LEASES & RENTALS	$ 5,106.00	$ 6,000.00	$ 6,914.00	$ 914.00	15.23 %
5500	TRAVEL	$ 4,937.70	$ 1,655.00	$ 1,688.00	$ 33.00	1.99 %
5800	MISCELLANEOUS	$ 1,608.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6000	MATERIALS AND SUPPLIES	$ 1,635.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6011	UNIFORMS & WEARING APPARELS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
8200	CAPITAL OUTLAY ADDITIONS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
61410	OFFICE OF PRINCIPAL	$ 4,718,580.70	$ 4,868,392.00	$ 4,937,130.00	$ 68,738.00	1.41 %
	FUNC 62110 BOARD SERVICES					
1111	SALARIES: BOARD MEMBERS	$ 36,300.00	$ 36,300.00	$ 36,300.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 2,777.00	$ 2,777.00	$ 2,777.00	$ 0.00	0.00 %
2300	HMP BENEFITS	$ 36,154.83	$ 50,851.00	$ 20,556.00	$ 30,295.00-	-59.58 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 240.00	$ 0.00	$ 2,400.00	$ 2,400.00	100.00 %
3000	PURCHASED SERVICES	$ 13,377.00	$ 9,867.00	$ 10,033.00	$ 166.00	1.68 %
3120	STAFF TRAINING	$ 3,870.00	$ 2,545.00	$ 2,168.00	$ 377.00-	-14.81 %
5500	TRAVEL	$ 5,087.00	$ 3,674.00	$ 3,747.00	$ 73.00	1.99 %
5800	MISCELLANEOUS	$ 3,279.00	$ 2,973.00	$ 5,513.00	$ 2,540.00	85.44 %
6000	MATERIALS AND SUPPLIES	$ 157.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
62110	BOARD SERVICES	$ 101,241.83	$ 108,987.00	$ 83,494.00	$ 25,493.00-	-23.39 %
	FUNC 62120 EXECUTIVE ADMINISTRATION SERVICES					
1110	SALARIES: ADMINISTRATIVE	$ 314,914.00	$ 324,148.00	$ 336,828.00	$ 12,680.00	3.91 %
1112	SALARIES: SUPERINTENDENT	$ 154,530.00	$ 159,166.00	$ 165,533.00	$ 6,367.00	4.00 %
1113	SALARIES: ASST SUPERINTENDENT	$ 133,523.00	$ 137,474.00	$ 144,548.00	$ 7,074.00	5.15 %
1124	SALARIES: SUPERVISORS	$ 0.00	$ 0.00	$ 18,401.00	$ 18,401.00	100.00 %
1130	SALARIES: OTHER PROFESSIONAL	$ 100,993.00	$ 103,967.00	$ 108,050.00	$ 4,083.00	3.93 %
1150	SALARIES: OFFICE CLERICAL	$ 193,621.00	$ 199,839.00	$ 207,280.00	$ 7,441.00	3.72 %
1660	EXTRA PAY	$ 20,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 67,471.00	$ 71,038.00	$ 75,326.00	$ 4,288.00	6.04 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 122,464.00	$ 126,114.00	$ 114,578.00	$ 11,536.00-	-9.15 %
2220	VRS BENEFITS-HYBRID PLAN	$ 5,273.00	$ 5,506.00	$ 4,155.00	$ 1,351.00-	-24.54 %
2300	HMP BENEFITS	$ 2,864,162.01	$ 118,637.00	$ 133,174.00	$ 14,537.00	12.25 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 14,300.00	$ 14,300.00	$ 10,300.00	$ 4,000.00-	-27.97 %
2400	GLI BENEFIT	$ 10,520.00	$ 10,840.00	$ 10,288.00	$ 552.00-	-5.09 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 71.00	$ 74.00	$ 74.00	$ 0.00	0.00 %
2600	UNEMPLOYMENT INSURANCE	$ 1,612.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2700	WORKERS COMPENSATION	$ 0.00	$ 0.00	$ 128,077.00	$ 128,077.00	100.00 %
2750	RETIREE HEALTH CARE CREDIT	$ 10,789.00	$ 11,115.00	$ 8,542.00	$ 2,573.00-	-23.15 %
2800	OTHER BENEFITS	$ 4,000.00	$ 4,000.00	$ 4,000.00	$ 0.00	0.00 %
2830	TERMINATION PAY	$ 0.00	$ 16,388.00	$ 90,000.00	$ 73,612.00	449.18 %
3000	PURCHASED SERVICES	$ 482,106.49	$ 74,090.00	$ 75,338.00	$ 1,248.00	1.68 %
3120	STAFF TRAINING	$ 43,168.00	$ 23,226.00	$ 119,789.00	$ 96,563.00	415.75 %
5300	INSURANCE	$ 189,132.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5400	LEASES & RENTALS	$ 53,989.54	$ 60,575.00	$ 69,802.00	$ 9,227.00	15.23 %
5500	TRAVEL	$ 13,751.18	$ 3,527.00	$ 3,598.00	$ 71.00	2.01 %
5600	CONTRIBUTIONS TO OTHER ENTITIES	$ 1,500.00	$ 1,870.00	$ 1,000.00	$ 870.00-	-46.52 %
5800	MISCELLANEOUS	$ 2,115.00	$ 1,386.00	$ 2,570.00	$ 1,184.00	85.43 %
5801	DUES & ASSOCIATION MEMBERSHIPS	$ 15,501.00	$ 15,240.00	$ 15,240.00	$ 0.00	0.00 %
6000	MATERIALS AND SUPPLIES	$ 198,038.25	$ 59,726.00	$ 58,494.00	$ 1,232.00-	-2.06 %
6001	OFFICE SUPPLIES	$ 2,686.00	$ 14,626.00	$ 14,919.00	$ 293.00	2.00 %
6015	PARENTAL INVOLVEMENT SUPPLIES	$ 31,954.00	$ 41,692.00	$ 31,060.00	$ 10,632.00-	-25.50 %
8100	CAPITAL OUTLAY REPLACEMENT	$ 23,723.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
62120	EXECUTIVE ADMINISTRATION SERVICES	$ 5,075,907.47	$ 1,598,564.00	$ 1,950,964.00	$ 352,400.00	22.04 %
	FUNC 62130 INFORMATION SERVICES					
1110	SALARIES: ADMINISTRATIVE	$ 30,261.00	$ 31,406.00	$ 66,501.00	$ 35,095.00	111.75 %
1660	EXTRA PAY	$ 1,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 2,315.00	$ 2,403.00	$ 5,088.00	$ 2,685.00	111.74 %
2220	VRS BENEFITS-HYBRID PLAN	$ 5,359.00	$ 5,562.00	$ 9,444.00	$ 3,882.00	69.80 %

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2300	HMP BENEFITS	$ 7,290.00	$ 7,022.00	$ 20,556.00	$ 13,534.00	192.74 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 1,200.00	$ 1,000.00	$ 2,400.00	$ 1,400.00	140.00 %
2400	GLI BENEFIT	$ 357.00	$ 371.00	$ 705.00	$ 334.00	90.03 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 72.00	$ 75.00	$ 159.00	$ 84.00	112.00 %
2750	RETIREE HEALTH CARE CREDIT	$ 366.00	$ 380.00	$ 585.00	$ 205.00	53.95 %
3000	PURCHASED SERVICES	$ 1,428.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5202	POSTAL SERVICES	$ 12,306.99	$ 5,223.00	$ 5,347.00	$ 124.00	2.37 %
5801	DUES & ASSOCIATION MEMBERSHIPS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6000	MATERIALS AND SUPPLIES	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
62130	INFORMATION SERVICES	$ 61,954.99	$ 53,442.00	$ 110,785.00	$ 57,343.00	107.30 %
	FUNC 62140 PERSONNEL SERVICES					
1110	SALARIES: ADMINISTRATIVE	$ 104,471.00	$ 107,549.00	$ 111,776.00	$ 4,227.00	3.93 %
1150	SALARIES: OFFICE CLERICAL	$ 55,457.00	$ 57,107.00	$ 59,395.00	$ 2,288.00	4.01 %
1660	EXTRA PAY	$ 4,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 12,234.00	$ 12,596.00	$ 13,095.00	$ 499.00	3.96 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 22,726.00	$ 23,398.00	$ 20,883.00	$ 2,515.00-	-10.75 %
2300	HMP BENEFITS	$ 33,361.00	$ 35,010.00	$ 34,324.00	$ 686.00-	-1.96 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 4,400.00	$ 4,400.00	$ 4,400.00	$ 0.00	0.00 %
2400	GLI BENEFIT	$ 1,887.00	$ 1,943.00	$ 1,814.00	$ 129.00-	-6.64 %
2750	RETIREE HEALTH CARE CREDIT	$ 1,935.00	$ 1,992.00	$ 1,506.00	$ 486.00-	-24.40 %
3000	PURCHASED SERVICES	$ 26,434.00	$ 23,440.00	$ 23,835.00	$ 395.00	1.69 %
3120	STAFF TRAINING	$ 200.00	$ 808.00	$ 688.00	$ 120.00-	-14.85 %
5500	TRAVEL	$ 1,543.26	$ 0.00	$ 0.00	$ 0.00	0.00 %
5800	MISCELLANEOUS	$ 51.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5801	DUES & ASSOCIATION MEMBERSHIPS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5810	FEDERAL EXCISE TAX-HEALTH INSURANCE	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6000	MATERIALS AND SUPPLIES	$ 3,299.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
62140	PERSONNEL SERVICES	$ 271,998.26	$ 268,243.00	$ 271,716.00	$ 3,473.00	1.29 %
	FUNC 62150 PLANNING SERVICES					
1110	SALARIES: ADMINISTRATIVE	$ 104,471.00	$ 107,549.00	$ 0.00	$ 107,549.00-	-100.00 %
1660	EXTRA PAY	$ 2,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 7,992.00	$ 8,228.00	$ 0.00	$ 8,228.00-	-100.00 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 14,845.00	$ 15,283.00	$ 0.00	$ 15,283.00-	-100.00 %
2300	HMP BENEFITS	$ 12,070.00	$ 14,043.00	$ 0.00	$ 14,043.00-	-100.00 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 2,000.00	$ 2,000.00	$ 0.00	$ 2,000.00-	-100.00 %
2400	GLI BENEFIT	$ 1,233.00	$ 1,269.00	$ 0.00	$ 1,269.00-	-100.00 %
2750	RETIREE HEALTH CARE CREDIT	$ 1,264.00	$ 1,301.00	$ 0.00	$ 1,301.00-	-100.00 %
3000	PURCHASED SERVICES	$ 395.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5500	TRAVEL	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6000	MATERIALS AND SUPPLIES	$ 107.71	$ 0.00	$ 0.00	$ 0.00	0.00 %
62150	PLANNING SERVICES	$ 146,377.71	$ 149,673.00	$ 0.00	$ 149,673.00-	-100.00 %
	FUNC 62160 FISCAL SERVICES					
1110	SALARIES: ADMINISTRATIVE	$ 102,591.00	$ 105,669.00	$ 109,896.00	$ 4,227.00	4.00 %
1150	SALARIES: OFFICE CLERICAL	$ 282,878.00	$ 287,383.00	$ 252,111.00	$ 35,272.00-	-12.27 %
1351	SALARIES: COE WORKERS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
1660	EXTRA PAY	$ 12,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 29,488.00	$ 30,068.00	$ 27,694.00	$ 2,374.00-	-7.90 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 27,579.00	$ 28,357.00	$ 25,263.00	$ 3,094.00-	-10.91 %
2220	VRS BENEFITS-HYBRID PLAN	$ 31,316.00	$ 34,269.00	$ 22,127.00	$ 12,142.00-	-35.43 %
2300	HMP BENEFITS	$ 121,601.00	$ 126,313.00	$ 72,252.00	$ 54,061.00-	-42.80 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 2,600.00	$ 2,400.00	$ 0.00	$ 2,400.00-	-100.00 %
2400	GLI BENEFIT	$ 4,549.00	$ 4,638.00	$ 3,837.00	$ 801.00-	-17.27 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 456.00	$ 461.00	$ 369.00	$ 92.00-	-19.96 %
2750	RETIREE HEALTH CARE CREDIT	$ 4,664.00	$ 4,756.00	$ 3,185.00	$ 1,571.00-	-33.03 %
2830	TERMINATION PAY	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2845	ERIP-HMP	$ 1,149,046.00	$ 1,430,160.00	$ 926,909.00	$ 503,251.00-	-35.19 %
2847	ERIP-HSA EMPLOYER CONTRIBUTIONS	$ 48,825.00	$ 64,848.00	$ 43,776.00	$ 21,072.00-	-32.49 %
3000	PURCHASED SERVICES	$ 29,195.00	$ 21,489.00	$ 21,851.00	$ 362.00	1.68 %
3120	STAFF TRAINING	$ 55.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5500	TRAVEL	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5800	MISCELLANEOUS	$ 545.96	$ 0.00	$ 0.00	$ 0.00	0.00 %
5801	DUES & ASSOCIATION MEMBERSHIPS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %

Code	Description	2025 APPROVED/ADOPTED APPROPRIATION	2026 APPROVED/ADOPTED APPROPRIATION	2027 INITIAL BUDGET APPROPRIATION	DIFFERENCE BETWEEN COLUMNS 2 AND 3	PERCENT INCREASE
6000	MATERIALS AND SUPPLIES	$ 19,866.00	$ 13,457.00	$ 13,180.00	$ 277.00-	-2.06 %
62160	FISCAL SERVICES	$ 1,867,254.96	$ 2,154,268.00	$ 1,522,450.00	$ 631,818.00-	-29.33 %
	FUNC 62170 PURCHASING SERVICES					
3000	PURCHASED SERVICES	$ 5,291.00	$ 767.00	$ 780.00	$ 13.00	1.69 %
3600	ADVERTISING	$ 4,896.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
62170	PURCHASING SERVICES	$ 10,187.00	$ 767.00	$ 780.00	$ 13.00	1.69 %
	FUNC 62210 ATTENDANCES SERVICES					
1110	SALARIES: ADMINISTRATIVE	$ 104,143.00	$ 107,117.00	$ 111,200.00	$ 4,083.00	3.81 %
1150	SALARIES: OFFICE CLERICAL	$ 360,360.00	$ 360,360.00	$ 0.00	$ 360,360.00-	-100.00 %
1660	EXTRA PAY	$ 2,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 35,543.00	$ 35,767.00	$ 8,507.00	$ 27,260.00-	-76.22 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 23,393.00	$ 23,099.00	$ 13,566.00	$ 9,533.00-	-41.27 %
2220	VRS BENEFITS-HYBRID PLAN	$ 50,335.00	$ 53,999.00	$ 0.00	$ 53,999.00-	-100.00 %
2300	HMP BENEFITS	$ 98,472.00	$ 110,431.00	$ 16,164.00	$ 94,267.00-	-85.36 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 4,400.00	$ 4,000.00	$ 0.00	$ 4,000.00-	-100.00 %
2400	GLI BENEFIT	$ 5,870.00	$ 5,515.00	$ 1,179.00	$ 4,336.00-	-78.62 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 789.00	$ 726.00	$ 0.00	$ 726.00-	-100.00 %
2750	RETIREE HEALTH CARE CREDIT	$ 6,017.00	$ 5,651.00	$ 979.00	$ 4,672.00-	-82.68 %
6000	MATERIALS AND SUPPLIES	$ 1,151.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
62210	ATTENDANCES SERVICES	$ 692,473.00	$ 706,665.00	$ 151,595.00	$ 555,070.00-	-78.55 %
	FUNC 62220 HEALTH SERVICES					
1110	SALARIES: ADMINISTRATIVE	$ 93,469.00	$ 96,195.00	$ 99,938.00	$ 3,743.00	3.89 %
1130	SALARIES: OTHER PROFESSIONAL	$ 12,717.00	$ 14,860.00	$ 0.00	$ 14,860.00-	-100.00 %
1131	SALARIES: NURSES	$ 580,690.00	$ 529,684.00	$ 622,455.00	$ 92,771.00	17.51 %
1134	SALARIES: MEDICAL ASSISTANTS-UNLICENSED	$ 143,607.00	$ 131,202.00	$ 74,250.00	$ 56,952.00-	-43.41 %
1150	SALARIES: OFFICE CLERICAL	$ 30,650.00	$ 32,319.00	$ 39,408.00	$ 7,089.00	21.93 %
1660	EXTRA PAY	$ 42,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 62,582.00	$ 61,526.00	$ 63,958.00	$ 2,432.00	3.95 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 23,208.00	$ 24,317.00	$ 14,722.00	$ 9,595.00-	-39.46 %
2220	VRS BENEFITS-HYBRID PLAN	$ 85,655.00	$ 96,347.00	$ 94,050.00	$ 2,297.00-	-2.38 %
2300	HMP BENEFITS	$ 236,212.00	$ 247,654.00	$ 272,635.00	$ 24,981.00	10.09 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 8,300.00	$ 8,300.00	$ 5,900.00	$ 2,400.00-	-28.92 %
2400	GLI BENEFIT	$ 8,091.00	$ 8,439.00	$ 8,074.00	$ 365.00-	-4.33 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 1,244.00	$ 1,295.00	$ 1,526.00	$ 231.00	17.84 %
2600	UNEMPLOYMENT INSURANCE	$ 15.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2700	WORKERS COMPENSATION	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2750	RETIREE HEALTH CARE CREDIT	$ 8,297.00	$ 8,653.00	$ 6,704.00	$ 1,949.00-	-22.52 %
3000	PURCHASED SERVICES	$ 492,125.16	$ 400,143.00	$ 406,885.00	$ 6,742.00	1.68 %
3120	STAFF TRAINING	$ 1,174.00	$ 580.00	$ 494.00	$ 86.00-	-14.83 %
5500	TRAVEL	$ 1,942.41	$ 278.00	$ 284.00	$ 6.00	2.16 %
5800	MISCELLANEOUS	$ 450.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5801	DUES & ASSOCIATION MEMBERSHIPS	$ 1,013.00	$ 684.00	$ 684.00	$ 0.00	0.00 %
6000	MATERIALS AND SUPPLIES	$ 48,230.37	$ 25,996.00	$ 25,460.00	$ 536.00-	-2.06 %
62220	HEALTH SERVICES	$ 1,881,671.94	$ 1,688,472.00	$ 1,737,427.00	$ 48,955.00	2.90 %
	FUNC 62230 PSYCHOLOGICAL SERVICES					
1132	SALARIES: PSYCHOLOGIST	$ 71,281.00	$ 78,005.00	$ 80,990.00	$ 2,985.00	3.83 %
1660	EXTRA PAY	$ 2,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 5,463.30	$ 5,967.00	$ 6,196.00	$ 229.00	3.84 %
2220	VRS BENEFITS-HYBRID PLAN	$ 13,430.00	$ 13,815.00	$ 11,501.00	$ 2,314.00-	-16.75 %
2300	HMP BENEFITS	$ 13,396.00	$ 14,043.00	$ 13,768.00	$ 275.00-	-1.96 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 2,000.00	$ 2,000.00	$ 2,000.00	$ 0.00	0.00 %
2400	GLI BENEFIT	$ 895.00	$ 920.00	$ 859.00	$ 61.00-	-6.63 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 180.00	$ 186.00	$ 193.00	$ 7.00	3.76 %
2750	RETIREE HEALTH CARE CREDIT	$ 918.00	$ 944.00	$ 713.00	$ 231.00-	-24.47 %
3000	PURCHASED SERVICES	$ 39,000.00	$ 82,920.00	$ 84,317.00	$ 1,397.00	1.68 %
3120	STAFF TRAINING	$ 0.00	$ 300.00	$ 256.00	$ 44.00-	-14.67 %
5500	TRAVEL	$ 807.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5801	DUES & ASSOCIATION MEMBERSHIPS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6000	MATERIALS AND SUPPLIES	$ 290.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6013	STANDARDIZED TESTING	$ 8,000.92	$ 2,677.00	$ 2,471.00	$ 206.00-	-7.70 %

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62230	PSYCHOLOGICAL SERVICES	$ 157,661.22	$ 201,777.00	$ 203,264.00	$ 1,487.00	0.74 %
	FUNC 63100 TRANSPORTATION: MGT & DIRECTOR					
1110	SALARIES: ADMINISTRATIVE	$ 75,159.00	$ 77,414.00	$ 80,511.00	$ 3,097.00	4.00 %
1150	SALARIES: OFFICE CLERICAL	$ 35,465.00	$ 38,250.00	$ 42,771.00	$ 4,521.00	11.82 %
1660	EXTRA PAY	$ 4,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 8,420.00	$ 8,848.00	$ 9,431.00	$ 583.00	6.59 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 10,680.00	$ 11,001.00	$ 9,822.00	$ 1,179.00-	-10.72 %
2220	VRS BENEFITS-HYBRID PLAN	$ 5,511.00	$ 6,774.00	$ 6,074.00	$ 700.00-	-10.33 %
2300	HMP BENEFITS	$ 29,570.00	$ 14,043.00	$ 13,768.00	$ 275.00-	-1.96 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 2,000.00	$ 2,000.00	$ 2,000.00	$ 0.00	0.00 %
2400	GLI BENEFIT	$ 1,315.00	$ 1,365.00	$ 1,307.00	$ 58.00-	-4.25 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 79.00	$ 91.00	$ 102.00	$ 11.00	12.09 %
2700	WORKERS COMPENSATION	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2750	RETIREE HEALTH CARE CREDIT	$ 1,348.00	$ 1,400.00	$ 1,085.00	$ 315.00-	-22.50 %
2830	TERMINATION PAY	$ 2,896.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
3120	STAFF TRAINING	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5500	TRAVEL	$ 1,467.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5800	MISCELLANEOUS	$ 421.00	$ 1,128.00	$ 2,092.00	$ 964.00	85.46 %
6000	MATERIALS AND SUPPLIES	$ 1,633.00	$ 3,153.00	$ 3,088.00	$ 65.00-	-2.06 %
63100	TRANSPORTATION: MGT & DIRECTOR	$ 179,964.00	$ 165,467.00	$ 172,051.00	$ 6,584.00	3.98 %
	FUNC 63200 TRANSPORTATION: VEHICLE OPERATION					
1170	SALARIES: REGULAR BUS DRIVERS	$ 1,356,839.00	$ 1,401,949.00	$ 1,471,731.00	$ 69,782.00	4.98 %
1570	SALARIES: SUBSTITUTE BUS DRIVER	$ 144,445.00	$ 123,727.00	$ 90,566.00	$ 33,161.00-	-26.80 %
1620	SALARIES: SUPPLEMENTS	$ 250.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
1660	EXTRA PAY	$ 102,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
1670	SALARIES: BUS DRIVER SPECIAL TRIPS	$ 87,327.85	$ 67,684.00	$ 76,072.00	$ 8,388.00	12.39 %
2100	FICA BENEFITS	$ 110,028.14	$ 107,906.00	$ 125,336.00	$ 17,430.00	16.15 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 113,399.00	$ 117,012.00	$ 94,739.00	$ 22,273.00-	-19.03 %
2220	VRS BENEFITS-HYBRID PLAN	$ 73,620.50	$ 89,817.00	$ 74,098.00	$ 15,719.00-	-17.50 %
2300	HMP BENEFITS	$ 522,144.00	$ 591,245.00	$ 577,807.00	$ 13,438.00-	-2.27 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 23,800.00	$ 25,800.00	$ 29,800.00	$ 4,000.00	15.50 %
2400	GLI BENEFIT	$ 13,619.00	$ 14,077.00	$ 12,478.00	$ 1,599.00-	-11.36 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 2,463.00	$ 2,465.00	$ 2,548.00	$ 83.00	3.37 %
2600	UNEMPLOYMENT INSURANCE	$ 390.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2700	WORKERS COMPENSATION	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2750	RETIREE HEALTH CARE CREDIT	$ 23,458.00	$ 23,263.00	$ 22,958.00	$ 305.00-	-1.31 %
2830	TERMINATION PAY	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
3000	PURCHASED SERVICES	$ 4,730.11	$ 5,743.00	$ 5,840.00	$ 97.00	1.69 %
3120	STAFF TRAINING	$ 2,288.00	$ 2,201.00	$ 1,875.00	$ 326.00-	-14.81 %
3420	PAYMENT PRIVATE CARRIERS/PARENTS	$ 17,307.18	$ 5,876.00	$ 30,969.00	$ 25,093.00	427.04 %
4000	INTERNAL SERVICES	$ 0.00	$ 3,827.00	$ 9,530.00	$ 5,703.00	149.02 %
5300	INSURANCE	$ 53,660.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5500	TRAVEL	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6000	MATERIALS AND SUPPLIES	$ 33,351.00	$ 15,704.00	$ 15,380.00	$ 324.00-	-2.06 %
8200	CAPITAL OUTLAY ADDITIONS	$ 408,365.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
63200	TRANSPORTATION: VEHICLE OPERATION	$ 3,093,484.78	$ 2,598,296.00	$ 2,641,727.00	$ 43,431.00	1.67 %
	FUNC 63400 TRANSPORTATION: VEHICLE MAINTENANCE					
1165	SALARIES: MECHANICS REGULAR	$ 256,109.00	$ 277,457.00	$ 267,311.00	$ 10,146.00-	-3.66 %
1460	SALARIES: MECHANICS OVERTIME	$ 46,846.00	$ 36,730.00	$ 32,095.00	$ 4,635.00-	-12.62 %
1660	EXTRA PAY	$ 12,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 20,958.00	$ 21,225.00	$ 22,894.00	$ 1,669.00	7.86 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 16,045.00	$ 16,508.00	$ 7,110.00	$ 9,398.00-	-56.93 %
2220	VRS BENEFITS-HYBRID PLAN	$ 28,003.00	$ 31,575.00	$ 31,442.00	$ 133.00-	-0.42 %
2300	HMP BENEFITS	$ 114,473.00	$ 120,293.00	$ 119,043.00	$ 1,250.00-	-1.04 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 7,900.00	$ 7,900.00	$ 7,900.00	$ 0.00	0.00 %
2400	GLI BENEFIT	$ 3,541.00	$ 3,274.00	$ 2,833.00	$ 441.00-	-13.47 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 857.00	$ 892.00	$ 1,118.00	$ 226.00	25.34 %
2700	WORKERS COMPENSATION	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2750	RETIREE HEALTH CARE CREDIT	$ 5,252.00	$ 5,410.00	$ 5,212.00	$ 198.00-	-3.66 %
3000	PURCHASED SERVICES	$ 1,650.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
4000	INTERNAL SERVICES	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5500	TRAVEL	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %

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6000	MATERIALS AND SUPPLIES	$ 138,117.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6008	VEHICLES & EQUIPMENT FUELS (63 FUNCTION	$ 678,334.00	$ 567,663.00	$ 567,663.00	$ 0.00	0.00 %
6009	VEHICLES SUPPLIES (63 FUNCTION ONLY)	$ 483,595.57	$ 480,932.00	$ 480,932.00	$ 0.00	0.00 %
6011	UNIFORMS & WEARING APPARELS	$ 5,000.00	$ 4,102.00	$ 4,851.00	$ 749.00	18.26 %
8100	CAPITAL OUTLAY REPLACEMENT	$ 12,560.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
63400	TRANSPORTATION: VEHICLE MAINTENANCE	$ 1,831,240.57	$ 1,573,961.00	$ 1,550,404.00	$ 23,557.00-	-1.50 %
	FUNC 63500 SCHOOL BUSES - REGULAR PURCHASES					
6000	MATERIALS AND SUPPLIES	$ 17.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6008	VEHICLES & EQUIPMENT FUELS (63 FUNCTION	$ 1,440.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
8100	CAPITAL OUTLAY REPLACEMENT	$ 1,895,270.00	$ 670,000.00	$ 870,000.00	$ 200,000.00	29.85 %
8200	CAPITAL OUTLAY ADDITIONS	$ 633,744.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
63500	SCHOOL BUSES - REGULAR PURCHASES	$ 2,530,471.00	$ 670,000.00	$ 870,000.00	$ 200,000.00	29.85 %
	FUNC 63700 TRANSPORTATION: OTHER VEHICLE PURCHASES					
6000	MATERIALS AND SUPPLIES	$ 427.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
8100	CAPITAL OUTLAY REPLACEMENT	$ 99,838.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
8200	CAPITAL OUTLAY ADDITIONS	$ 60,685.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
63700	TRANSPORTATION: OTHER VEHICLE PURCHASES	$ 160,950.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
	FUNC 64100 O/M: MANAGEMENT & DIRECTORS					
1110	SALARIES: ADMINISTRATIVE	$ 76,170.00	$ 78,455.00	$ 81,593.00	$ 3,138.00	4.00 %
1150	SALARIES: OFFICE CLERICAL	$ 39,928.00	$ 41,822.00	$ 37,388.00	$ 4,434.00-	-10.60 %
1660	EXTRA PAY	$ 4,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 8,924.00	$ 9,201.00	$ 9,102.00	$ 99.00-	-1.08 %
2220	VRS BENEFITS-HYBRID PLAN	$ 19,561.00	$ 21,301.00	$ 17,117.00	$ 4,184.00-	-19.64 %
2300	HMP BENEFITS	$ 6,134.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2400	GLI BENEFIT	$ 1,370.00	$ 1,419.00	$ 1,261.00	$ 158.00-	-11.13 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 276.00	$ 286.00	$ 284.00	$ 2.00-	-0.70 %
2700	WORKERS COMPENSATION	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2750	RETIREE HEALTH CARE CREDIT	$ 1,405.00	$ 1,455.00	$ 1,047.00	$ 408.00-	-28.04 %
3000	PURCHASED SERVICES	$ 135.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
3120	STAFF TRAINING	$ 2,525.00	$ 2,438.00	$ 2,077.00	$ 361.00-	-14.81 %
5300	INSURANCE	$ 1,261.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5400	LEASES & RENTALS	$ 2,018.00	$ 953.00	$ 1,098.00	$ 145.00	15.22 %
5500	TRAVEL	$ 109.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5800	MISCELLANEOUS	$ 286.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6000	MATERIALS AND SUPPLIES	$ 6,380.83	$ 4,032.00	$ 3,949.00	$ 83.00-	-2.06 %
6040	COMPUTER SOFTWARE	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
64100	O/M: MANAGEMENT & DIRECTORS	$ 170,482.83	$ 161,362.00	$ 154,916.00	$ 6,446.00-	-3.99 %
	FUNC 64200 O/M: BUILDING SERVICES					
1160	SALARIES: MAINTENANCE TRADES	$ 179,149.00	$ 190,316.00	$ 201,908.00	$ 11,592.00	6.09 %
1190	SALARIES: CUSTODIANS REGULAR	$ 1,671,907.65	$ 1,839,560.00	$ 1,910,242.00	$ 70,682.00	3.84 %
1360	SALARIES: MAINTENANCE OT & PT	$ 14,222.00	$ 13,940.00	$ 18,070.00	$ 4,130.00	29.63 %
1590	SALARIES: CUSTODIAN SUBSTITUTES	$ 64,521.00	$ 55,787.00	$ 44,059.00	$ 11,728.00-	-21.02 %
1660	EXTRA PAY	$ 114,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 151,051.23	$ 153,247.00	$ 166,336.00	$ 13,089.00	8.54 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 85,324.00	$ 88,449.00	$ 77,326.00	$ 11,123.00-	-12.58 %
2220	VRS BENEFITS-HYBRID PLAN	$ 213,863.70	$ 264,967.00	$ 218,239.00	$ 46,728.00-	-17.64 %
2300	HMP BENEFITS	$ 590,891.14	$ 625,268.00	$ 580,355.00	$ 44,913.00-	-7.18 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 39,100.00	$ 39,900.00	$ 34,300.00	$ 5,600.00-	-14.04 %
2400	GLI BENEFIT	$ 22,295.00	$ 23,638.00	$ 22,390.00	$ 1,248.00-	-5.28 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 6,842.24	$ 7,505.00	$ 7,961.00	$ 456.00	6.08 %
2600	UNEMPLOYMENT INSURANCE	$ 3,280.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2700	WORKERS COMPENSATION	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2750	RETIREE HEALTH CARE CREDIT	$ 36,580.00	$ 39,063.00	$ 41,187.00	$ 2,124.00	5.44 %
3000	PURCHASED SERVICES	$ 573,815.37	$ 169,071.00	$ 171,920.00	$ 2,849.00	1.69 %
5100	UTILITIES	$ 12,820.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5101	ELECTRICAL SERVICES	$ 1,834,459.30	$ 1,473,998.00	$ 2,076,394.00	$ 602,396.00	40.87 %
5102	GAS,COAL,OIL	$ 280,074.78	$ 243,028.00	$ 501,953.00	$ 258,925.00	106.54 %
5103	WATER & SEWER SERVICES	$ 164,619.74	$ 128,630.00	$ 157,847.00	$ 29,217.00	22.71 %
5203	TELEPHONE SERVICES	$ 36,787.00	$ 32,972.00	$ 39,729.00	$ 6,757.00	20.49 %
5300	INSURANCE	$ 50,082.00	$ 0.00	$ 202,787.00	$ 202,787.00	100.00 %

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5500	TRAVEL	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6000	MATERIALS AND SUPPLIES	$ 662,733.00	$ 130,365.00	$ 127,678.00	$ 2,687.00-	-2.06 %
6005	HOUSEKEEPING JANITORIAL CLEANING SUPPLI	$ 369,463.00	$ 200,147.00	$ 234,286.00	$ 34,139.00	17.06 %
6007	REPAIR & MAINTENANCE SUPPLIES	$ 915,622.96	$ 306,231.00	$ 303,959.00	$ 2,272.00-	-0.74 %
6011	UNIFORMS & WEARING APPARELS	$ 3,000.00	$ 2,202.00	$ 2,604.00	$ 402.00	18.26 %
6060	NONCAPITALIZED TECHNOLOGY INFRASTRUCTUR	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
8100	CAPITAL OUTLAY REPLACEMENT	$ 1,050,027.00	$ 387,185.00	$ 1,726,471.80	$ 1,339,286.80	345.90 %
8200	CAPITAL OUTLAY ADDITIONS	$ 302,242.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
64200	O/M: BUILDING SERVICES	$ 9,448,773.11	$ 6,415,469.00	$ 8,868,001.80	$ 2,452,532.80	38.23 %
	FUNC 64300 O/M: GROUNDS SERVICES					
1180	SALARIES: GROUND SERVICES	$ 150,955.00	$ 155,232.00	$ 161,043.00	$ 5,811.00	3.74 %
1660	EXTRA PAY	$ 8,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 11,652.95	$ 11,875.00	$ 12,320.00	$ 445.00	3.75 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 13,036.00	$ 13,414.00	$ 11,725.00	$ 1,689.00-	-12.59 %
2220	VRS BENEFITS-HYBRID PLAN	$ 10,719.00	$ 12,525.00	$ 9,742.00	$ 2,783.00-	-22.22 %
2300	HMP BENEFITS	$ 55,916.00	$ 58,616.00	$ 43,700.00	$ 14,916.00-	-25.45 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 6,000.00	$ 6,000.00	$ 4,000.00	$ 2,000.00-	-33.33 %
2400	GLI BENEFIT	$ 1,814.00	$ 1,832.00	$ 1,707.00	$ 125.00-	-6.82 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 353.00	$ 354.00	$ 366.00	$ 12.00	3.39 %
2700	WORKERS COMPENSATION	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2750	RETIREE HEALTH CARE CREDIT	$ 2,979.00	$ 3,027.00	$ 3,140.00	$ 113.00	3.73 %
3000	PURCHASED SERVICES	$ 31,319.00	$ 13,699.00	$ 13,930.00	$ 231.00	1.69 %
5400	LEASES & RENTALS	$ 10,000.00	$ 60,200.00	$ 69,370.00	$ 9,170.00	15.23 %
6000	MATERIALS AND SUPPLIES	$ 62,610.00	$ 31,050.00	$ 30,410.00	$ 640.00-	-2.06 %
6007	REPAIR & MAINTENANCE SUPPLIES	$ 12,934.29	$ 16,457.00	$ 16,335.00	$ 122.00-	-0.74 %
6011	UNIFORMS & WEARING APPARELS	$ 3,988.17	$ 1,512.00	$ 1,788.00	$ 276.00	18.25 %
8100	CAPITAL OUTLAY REPLACEMENT	$ 15,123.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
8200	CAPITAL OUTLAY ADDITIONS	$ 10,122.99	$ 0.00	$ 0.00	$ 0.00	0.00 %
64300	O/M: GROUNDS SERVICES	$ 407,522.40	$ 385,793.00	$ 379,576.00	$ 6,217.00-	-1.61 %
	FUNC 64400 O/M: EQUIPMENT SERVICES					
3000	PURCHASED SERVICES	$ 20,645.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
3120	STAFF TRAINING	$ 3,756.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5400	LEASES & RENTALS	$ 16,440.00	$ 20,191.00	$ 23,267.00	$ 3,076.00	15.23 %
6000	MATERIALS AND SUPPLIES	$ 63,778.00	$ 18,073.00	$ 17,700.00	$ 373.00-	-2.06 %
6007	REPAIR & MAINTENANCE SUPPLIES	$ 76,940.46	$ 36,139.00	$ 35,871.00	$ 268.00-	-0.74 %
8100	CAPITAL OUTLAY REPLACEMENT	$ 139,236.10	$ 16,173.00	$ 0.00	$ 16,173.00-	-100.00 %
8200	CAPITAL OUTLAY ADDITIONS	$ 32,546.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
64400	O/M: EQUIPMENT SERVICES	$ 353,341.56	$ 90,576.00	$ 76,838.00	$ 13,738.00-	-15.17 %
	FUNC 64500 O/M: VEHICLE SERVICES					
6000	MATERIALS AND SUPPLIES	$ 7,756.00	$ 6,734.00	$ 6,595.00	$ 139.00-	-2.06 %
6008	VEHICLES & EQUIPMENT FUELS (63 FUNCTION	$ 35,172.17	$ 30,069.00	$ 30,069.00	$ 0.00	0.00 %
8100	CAPITAL OUTLAY REPLACEMENT	$ 63,037.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
8200	CAPITAL OUTLAY ADDITIONS	$ 6,258.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
64500	O/M: VEHICLE SERVICES	$ 112,223.17	$ 36,803.00	$ 36,664.00	$ 139.00-	-0.38 %
	FUNC 64600 O/M: SECURITY SERVICES					
1142	SALARIES: PT SECURITY GUARD	$ 24,150.00	$ 0.00	$ 34,752.00	$ 34,752.00	100.00 %
1660	EXTRA PAY	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 1,848.00	$ 0.00	$ 2,659.00	$ 2,659.00	100.00 %
3000	PURCHASED SERVICES	$ 7,128.00	$ 25,659.00	$ 26,091.00	$ 432.00	1.68 %
5500	TRAVEL	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6000	MATERIALS AND SUPPLIES	$ 11,703.00	$ 32,346.00	$ 31,679.00	$ 667.00-	-2.06 %
8100	CAPITAL OUTLAY REPLACEMENT	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
8200	CAPITAL OUTLAY ADDITIONS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
64600	O/M: SECURITY SERVICES	$ 44,829.00	$ 58,005.00	$ 95,181.00	$ 37,176.00	64.09 %
	FUNC 64700 O/M: WAREHOUSE/DISTRIBUTION SERVICES					
1192	SALARIES: WAREHOUSE	$ 51,119.00	$ 52,617.00	$ 54,674.00	$ 2,057.00	3.91 %
1620	SALARIES: SUPPLEMENTS	$ 2,600.00	$ 2,275.00	$ 2,275.00	$ 0.00	0.00 %
1660	EXTRA PAY	$ 2,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %

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2100	FICA BENEFITS	$ 4,351.00	$ 4,025.00	$ 4,357.00	$ 332.00	8.25 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 7,770.00	$ 7,998.00	$ 6,993.00	$ 1,005.00-	-12.57 %
2300	HMP BENEFITS	$ 13,396.00	$ 14,043.00	$ 13,768.00	$ 275.00-	-1.96 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 2,000.00	$ 2,000.00	$ 2,000.00	$ 0.00	0.00 %
2400	GLI BENEFIT	$ 603.00	$ 621.00	$ 580.00	$ 41.00-	-6.60 %
2750	RETIREE HEALTH CARE CREDIT	$ 997.00	$ 1,026.00	$ 1,066.00	$ 40.00	3.90 %
64700	O/M: WAREHOUSE/DISTRIBUTION SERVICES	$ 84,836.00	$ 84,605.00	$ 85,713.00	$ 1,108.00	1.31 %
	FUNC 65100 SCHOOL FOOD SERVICES					
2700	WORKERS COMPENSATION	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
4000	INTERNAL SERVICES	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6002	FOOD SERVICES SUPPLIES	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
65100	SCHOOL FOOD SERVICES	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
	FUNC 66200 SITE IMPROVEMENT					
3000	PURCHASED SERVICES	$ 2,446,427.00	$ 486,162.00	$ 494,353.00	$ 8,191.00	1.68 %
6000	MATERIALS AND SUPPLIES	$ 87,194.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
8100	CAPITAL OUTLAY REPLACEMENT	$ 2,638,059.46	$ 2,639,965.00	$ 2,028,811.00	$ 611,154.00-	-23.15 %
8200	CAPITAL OUTLAY ADDITIONS	$ 4,907,614.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
66200	SITE IMPROVEMENT	$ 10,079,294.46	$ 3,126,127.00	$ 2,523,164.00	$ 602,963.00-	-19.29 %
	FUNC 66300 ARCHITECTURE & ENGINEERING SERVICES					
3000	PURCHASED SERVICES	$ 329,139.00	$ 371,890.00	$ 378,156.00	$ 6,266.00	1.68 %
66300	ARCHITECTURE & ENGINEERING SERVICES	$ 329,139.00	$ 371,890.00	$ 378,156.00	$ 6,266.00	1.68 %
	FUNC 66600 BUILDING IMPROVEMENT SERVICES					
8200	CAPITAL OUTLAY ADDITIONS	$ 593,835.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
66600	BUILDING IMPROVEMENT SERVICES	$ 593,835.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
	FUNC 67100 DEBT SERVICE					
5800	MISCELLANEOUS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
9100	REDEMPTION OF DEBT PRINCIPAL	$ 514,832.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
9200	INTEREST ON DEBT SERVICE	$ 112,743.00	$ 151,470.00	$ 41,906.00	$ 109,564.00-	-72.33 %
67100	DEBT SERVICE	$ 627,575.00	$ 151,470.00	$ 41,906.00	$ 109,564.00-	-72.33 %
	FUNC 67200 INTRA-AGENCY FUND TRANSFER					
9550		$ 0.00	$ 1,016,923.00	$ 597,300.00	$ 419,623.00-	-41.26 %
9800	FUND TRANSFERS: INTRA-AGENCY FUND	$ 400,000.00	$ 0.00	$ 1,500,000.00	$ 1,500,000.00	100.00 %
9805	FUND TRANSFERS: TEXTBOOKS FUND	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
67200	INTRA-AGENCY FUND TRANSFER	$ 400,000.00	$ 1,016,923.00	$ 2,097,300.00	$ 1,080,377.00	106.24 %
	FUNC 68100 TECHNOLOGY: CLASSROOM INSTRUCTION					
3000	PURCHASED SERVICES	$ 44,454.00	$ 49,242.00	$ 50,072.00	$ 830.00	1.69 %
3120	STAFF TRAINING	$ 0.00	$ 1,054.00	$ 1,398.00	$ 344.00	32.64 %
5500	TRAVEL	$ 5,533.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6000	MATERIALS AND SUPPLIES	$ 4,120.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6040	COMPUTER SOFTWARE	$ 584,210.80	$ 62,429.00	$ 249,095.00	$ 186,666.00	299.01 %
6050	NON-CAPITALIZED TECHNOLOGY HARDWARE	$ 702,005.00	$ 2,323.00	$ 1,367.00	$ 956.00-	-41.15 %
8110	TECHNOLOGY: HARDWARE REPLACEMENTS	$ 0.00	$ 158,295.00	$ 161,461.00	$ 3,166.00	2.00 %
8210	TECHNOLOGY: HARDWARE ADDITIONS	$ 7,286.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
68100	TECHNOLOGY: CLASSROOM INSTRUCTION	$ 1,347,608.80	$ 273,343.00	$ 463,393.00	$ 190,050.00	69.53 %
	FUNC 68200 TECHNOLOGY: INSTRUCTIONAL SUPPORT					
1124	SALARIES: SUPERVISORS	$ 0.00	$ 0.00	$ 111,776.00	$ 111,776.00	100.00 %
1133	SALARIES: COMPUTER SPECIALISTS/TECHNICA	$ 369,150.29	$ 283,833.00	$ 361,369.00	$ 77,536.00	27.32 %
1141	SALARIES: TECHNICAL SUPPORT	$ 247,777.00	$ 237,004.00	$ 251,336.00	$ 14,332.00	6.05 %
1620	SALARIES: SUPPLEMENTS	$ 10,952.00	$ 10,077.00	$ 10,077.00	$ 0.00	0.00 %
1621	SALARIES: STAFF TRAINNING-COMPUTER ELEM	$ 19,610.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
1660	EXTRA PAY	$ 18,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 48,616.05	$ 40,242.00	$ 56,194.00	$ 15,952.00	39.64 %

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2210	VRS BENEFITS-PLAN 1 AND 2	$ 70,939.00	$ 64,333.00	$ 79,486.00	$ 15,153.00	23.55 %
2220	VRS BENEFITS-HYBRID PLAN	$ 11,249.00	$ 12,062.00	$ 10,943.00	$ 1,119.00-	-9.28 %
2300	HMP BENEFITS	$ 157,955.00	$ 153,632.00	$ 185,762.00	$ 32,130.00	20.91 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 12,120.00	$ 10,800.00	$ 14,300.00	$ 3,500.00	32.41 %
2400	GLI BENEFIT	$ 6,965.00	$ 6,146.00	$ 7,680.00	$ 1,534.00	24.96 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 157.00	$ 162.00	$ 173.00	$ 11.00	6.79 %
2700	WORKERS COMPENSATION	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2750	RETIREE HEALTH CARE CREDIT	$ 7,347.00	$ 6,302.00	$ 6,375.00	$ 73.00	1.16 %
2830	TERMINATION PAY	$ 17,285.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
3000	PURCHASED SERVICES	$ 26,553.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
3120	STAFF TRAINING	$ 15,642.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5500	TRAVEL	$ 9,488.59	$ 794.00	$ 810.00	$ 16.00	2.02 %
5800	MISCELLANEOUS	$ 65.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6000	MATERIALS AND SUPPLIES	$ 2,046.68	$ 785.00	$ 769.00	$ 16.00-	-2.04 %
6040	COMPUTER SOFTWARE	$ 116,696.97	$ 0.00	$ 0.00	$ 0.00	0.00 %
6050	NON-CAPITALIZED TECHNOLOGY HARDWARE	$ 149,979.35	$ 13,144.00	$ 7,736.00	$ 5,408.00-	-41.14 %
8110	TECHNOLOGY: HARDWARE REPLACEMENTS	$ 138,060.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
68200	TECHNOLOGY: INSTRUCTIONAL SUPPORT	$ 1,456,653.93	$ 839,316.00	$ 1,104,786.00	$ 265,470.00	31.63 %
	FUNC 68300 TECHNOLOGY: ADMINISTRATION					
1110	SALARIES: ADMINISTRATIVE	$ 84,824.00	$ 87,369.00	$ 0.00	$ 87,369.00-	-100.00 %
1133	SALARIES: COMPUTER SPECIALISTS/TECHNICA	$ 162,387.00	$ 172,145.00	$ 186,447.00	$ 14,302.00	8.31 %
1660	EXTRA PAY	$ 6,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 18,912.00	$ 19,853.00	$ 14,263.00	$ 5,590.00-	-28.16 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 24,860.00	$ 26,074.00	$ 12,682.00	$ 13,392.00-	-51.36 %
2220	VRS BENEFITS-HYBRID PLAN	$ 12,798.00	$ 13,464.00	$ 12,951.00	$ 513.00-	-3.81 %
2300	HMP BENEFITS	$ 19,675.00	$ 20,625.00	$ 20,220.00	$ 405.00-	-1.96 %
2400	GLI BENEFIT	$ 2,917.00	$ 3,062.00	$ 1,976.00	$ 1,086.00-	-35.47 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 172.00	$ 181.00	$ 197.00	$ 16.00	8.84 %
2750	RETIREE HEALTH CARE CREDIT	$ 2,991.00	$ 3,140.00	$ 1,641.00	$ 1,499.00-	-47.74 %
2830	TERMINATION PAY	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
3000	PURCHASED SERVICES	$ 70,059.00	$ 38,407.00	$ 39,054.00	$ 647.00	1.68 %
3120	STAFF TRAINING	$ 3,892.86	$ 2,930.00	$ 2,496.00	$ 434.00-	-14.81 %
5001	TELECOMMUNICATIONS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5500	TRAVEL	$ 3,346.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6000	MATERIALS AND SUPPLIES	$ 6,546.00	$ 5,211.00	$ 5,104.00	$ 107.00-	-2.05 %
6040	COMPUTER SOFTWARE	$ 506,888.80	$ 311,392.00	$ 494,282.00	$ 182,890.00	58.73 %
6045	IEP ONLINE SOFTWARE	$ 350.00	$ 0.00	$ 1,925.00	$ 1,925.00	100.00 %
6050	NON-CAPITALIZED TECHNOLOGY HARDWARE	$ 108,043.00	$ 24,483.00	$ 14,406.00	$ 10,077.00-	-41.16 %
8200	CAPITAL OUTLAY ADDITIONS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
68300	TECHNOLOGY: ADMINISTRATION	$ 1,034,661.66	$ 728,336.00	$ 807,644.00	$ 79,308.00	10.89 %
	FUNC 68400 TECHNOLOGY: ATTENDANCE AND HEALTH					
3000	PURCHASED SERVICES	$ 441.80	$ 0.00	$ 0.00	$ 0.00	0.00 %
6040	COMPUTER SOFTWARE	$ 58,272.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6050	NON-CAPITALIZED TECHNOLOGY HARDWARE	$ 2,486.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
68400	TECHNOLOGY: ATTENDANCE AND HEALTH	$ 61,199.80	$ 0.00	$ 0.00	$ 0.00	0.00 %
	FUNC 68500 TECHNOLOGY: PUPIL TRANSPORTATION					
3000	PURCHASED SERVICES	$ 212,284.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6000	MATERIALS AND SUPPLIES	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6040	COMPUTER SOFTWARE	$ 5,304.00	$ 4,476.00	$ 7,105.00	$ 2,629.00	58.74 %
6050	NON-CAPITALIZED TECHNOLOGY HARDWARE	$ 5,804.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
68500	TECHNOLOGY: PUPIL TRANSPORTATION	$ 223,392.00	$ 4,476.00	$ 7,105.00	$ 2,629.00	58.74 %
	FUNC 68600 TECHNOLOGY: OPERATION AND MAINTENANCE					
3000	PURCHASED SERVICES	$ 55,255.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
5001	TELECOMMUNICATIONS	$ 304,437.45	$ 211,226.00	$ 354,542.00	$ 143,316.00	67.85 %
6000	MATERIALS AND SUPPLIES	$ 10,610.46	$ 0.00	$ 0.00	$ 0.00	0.00 %
6040	COMPUTER SOFTWARE	$ 152,417.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6050	NON-CAPITALIZED TECHNOLOGY HARDWARE	$ 368,749.00	$ 3,036.00	$ 1,786.00	$ 1,250.00-	-41.17 %
8210	TECHNOLOGY: HARDWARE ADDITIONS	$ 0.00	$ 0.00	$ 71,192.00	$ 71,192.00	100.00 %
68600	TECHNOLOGY: OPERATION AND MAINTENANCE	$ 891,468.91	$ 214,262.00	$ 427,520.00	$ 213,258.00	99.53 %

Code	Description	2025 APPROVED/ADOPTED APPROPRIATION	2026 APPROVED/ADOPTED APPROPRIATION	2027 INITIAL BUDGET APPROPRIATION	DIFFERENCE BETWEEN COLUMNS 2 AND 3	PERCENT INCREASE
	FUNC 68800 TECHNOLOGY: FACILITIES					
3000	PURCHASED SERVICES	$ 28,160.00	$ 2,669.00	$ 2,714.00	$ 45.00	1.69 %
5001	TELECOMMUNICATIONS	$ 5,968.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6000	MATERIALS AND SUPPLIES	$ 1,183.00	$ 5,936.00	$ 5,814.00	$ 122.00-	-2.06 %
6040	COMPUTER SOFTWARE	$ 4,378.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6050	NON-CAPITALIZED TECHNOLOGY HARDWARE	$ 7,698.13	$ 0.00	$ 0.00	$ 0.00	0.00 %
6060	NONCAPITALIZED TECHNOLOGY INFRASTRUCTUR	$ 2,987.00	$ 0.00	$ 3,238.00	$ 3,238.00	100.00 %
8110	TECHNOLOGY: HARDWARE REPLACEMENTS	$ 194,035.00	$ 86,471.00	$ 88,200.00	$ 1,729.00	2.00 %
8120	TECHNOLOGY: INFRASTRUCTURE REPLACEMENTS	$ 0.00	$ 101,144.00	$ 233,615.00	$ 132,471.00	130.97 %
8210	TECHNOLOGY: HARDWARE ADDITIONS	$ 182,397.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
68800	TECHNOLOGY: FACILITIES	$ 426,806.13	$ 196,220.00	$ 333,581.00	$ 137,361.00	70.00 %
	FUNC 69100 CONTINGENCY RESERVE: CLASSROOM INSTRUCTION					
1120	SALARIES: TEACHERS	$ 0.00	$ 1,575,197.00	$ 0.00	$ 1,575,197.00-	-100.00 %
1520	SALARIES: SUBSTITUTE TEACHERS	$ 0.00	$ 238,833.00	$ 255,933.00	$ 17,100.00	7.16 %
1540	SALARIES: SUBSTITUTE TEACHERS AIDES	$ 0.00	$ 15,473.00	$ 30,950.00	$ 15,477.00	100.03 %
1620	SALARIES: SUPPLEMENTS	$ 0.00	$ 50,615.00	$ 50,615.00	$ 0.00	0.00 %
1621	SALARIES: STAFF TRAINNING-COMPUTER ELEM	$ 0.00	$ 218,757.00	$ 49,756.00	$ 169,001.00-	-77.26 %
1623	SALARIES: ACADEMIC SUPPLEMENTS	$ 0.00	$ 4,454.00	$ 4,454.00	$ 0.00	0.00 %
1624	SALARIES: SOL TUTORING	$ 0.00	$ 7,208.00	$ 6,006.00	$ 1,202.00-	-16.68 %
2100	FICA BENEFITS	$ 0.00	$ 24,705.00	$ 30,423.00	$ 5,718.00	23.15 %
3000	PURCHASED SERVICES	$ 0.00	$ 60,853.00	$ 61,878.00	$ 1,025.00	1.68 %
3120	STAFF TRAINING	$ 0.00	$ 23,096.00	$ 19,678.00	$ 3,418.00-	-14.80 %
3200	DUAL ENROLLMENT	$ 0.00	$ 68,546.00	$ 0.00	$ 68,546.00-	-100.00 %
3810	DUAL & REGIONAL TUITION	$ 397,249.00	$ 6,489.00	$ 100,711.00	$ 94,222.00	1452.03 %
5500	TRAVEL	$ 0.00	$ 46,431.00	$ 147,359.00	$ 100,928.00	217.37 %
6000	MATERIALS AND SUPPLIES	$ 675.00	$ 2,114,821.00	$ 2,071,228.00	$ 43,593.00-	-2.06 %
6013	STANDARDIZED TESTING	$ 0.00	$ 28,908.00	$ 26,685.00	$ 2,223.00-	-7.69 %
7000	TUITION PAYMENTS TO JOINT OPERATIONS	$ 0.00	$ 13,600.00	$ 12,430.00	$ 1,170.00-	-8.60 %
8100	CAPITAL OUTLAY REPLACEMENT	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
69100	CONTINGENCY RESERVE: CLASSROOM INSTRUCT	$ 397,924.00	$ 4,497,986.00	$ 2,868,106.00	$ 1,629,880.00-	-36.24 %
	FUNC 69200 CONTINGENCY RESERVE: INSTRUCTIONAL SUPPORT					
6000	MATERIALS AND SUPPLIES	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
	FUNC 69950 CONTINGENCY RESERVE: TECHNOLOGY					
3120	STAFF TRAINING	$ 0.00	$ 19,400.00	$ 16,529.00	$ 2,871.00-	-14.80 %
6050	NON-CAPITALIZED TECHNOLOGY HARDWARE	$ 53,638.00	$ 485,860.00	$ 285,891.00	$ 199,969.00-	-41.16 %
69950	CONTINGENCY RESERVE: TECHNOLOGY	$ 53,638.00	$ 505,260.00	$ 302,420.00	$ 202,840.00-	-40.15 %
1	SCHOOL OPERATING FUND	$ 97,149,361.52	$ 81,592,579.00	$ 86,026,153.80	$ 4,433,574.80	5.43 %
	FD 4 FOOD SERVICE FUND					
	FUNC 65100 SCHOOL FOOD SERVICES					
1110	SALARIES: ADMINISTRATIVE	$ 69,980.00	$ 73,505.00	$ 0.00	$ 73,505.00-	-100.00 %
1124	SALARIES: SUPERVISORS	$ 0.00	$ 0.00	$ 73,603.00	$ 73,603.00	100.00 %
1150	SALARIES: OFFICE CLERICAL	$ 41,907.00	$ 42,626.00	$ 44,995.00	$ 2,369.00	5.56 %
1193	SALARIES: COOKS REGULAR	$ 1,211,078.00	$ 1,258,752.00	$ 1,238,574.00	$ 20,178.00-	-1.60 %
1493	SALARIES: COOKS PART-TIME	$ 103,101.76	$ 96,981.00	$ 90,844.00	$ 6,137.00-	-6.33 %
1593	SALARIES: COOKS SUBSTITUTES	$ 27,955.00	$ 31,150.00	$ 16,889.00	$ 14,261.00-	-45.78 %
1660	EXTRA PAY	$ 121,000.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2100	FICA BENEFITS	$ 109,882.00	$ 112,597.00	$ 112,068.00	$ 529.00-	-0.47 %
2210	VRS BENEFITS-PLAN 1 AND 2	$ 90,746.00	$ 95,097.00	$ 65,172.00	$ 29,925.00-	-31.47 %
2220	VRS BENEFITS-HYBRID PLAN	$ 127,161.00	$ 138,237.00	$ 117,795.00	$ 20,442.00-	-14.79 %
2300	HMP BENEFITS	$ 513,228.84	$ 538,975.00	$ 631,828.00	$ 92,853.00	17.23 %
2320	HSA EMPLOYER CONTRIBUTIONS	$ 29,000.00	$ 28,400.00	$ 22,400.00	$ 6,000.00-	-21.13 %
2400	GLI BENEFIT	$ 15,612.00	$ 16,190.00	$ 14,385.00	$ 1,805.00-	-11.15 %
2510	DISABILITY INSURANCE-HYBRID PLAN	$ 3,700.82	$ 3,791.00	$ 4,350.00	$ 559.00	14.75 %
2600	UNEMPLOYMENT INSURANCE	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
2700	WORKERS COMPENSATION	$ 0.00	$ 0.00	$ 2,456.00	$ 2,456.00	100.00 %
2750	RETIREE HEALTH CARE CREDIT	$ 24,971.00	$ 25,891.00	$ 24,704.00	$ 1,187.00-	-4.58 %
2830	TERMINATION PAY	$ 0.00	$ 0.00	$ 60,000.00	$ 60,000.00	100.00 %
3000	PURCHASED SERVICES	$ 73,322.51	$ 72,420.00	$ 73,642.00	$ 1,222.00	1.69 %

Code	Description	2025 APPROVED/ADOPTED APPROPRIATION	2026 APPROVED/ADOPTED APPROPRIATION	2027 INITIAL BUDGET APPROPRIATION	DIFFERENCE BETWEEN COLUMNS 2 AND 3	PERCENT INCREASE
3120	STAFF TRAINING	$ 1,706.00	$ 1,286.00	$ 1,597.00	$ 311.00	24.18 %
5500	TRAVEL	$ 6.00	$ 0.00	$ 98.00	$ 98.00	100.00 %
5800	MISCELLANEOUS	$ 796.35	$ 174.00	$ 473.00	$ 299.00	171.84 %
6001	OFFICE SUPPLIES	$ 2,307.00	$ 3,279.00	$ 3,344.00	$ 65.00	1.98 %
6002	FOOD SERVICES SUPPLIES	$ 1,711,041.00	$ 1,326,320.00	$ 1,375,534.00	$ 49,214.00	3.71 %
6003	SNAP FOOD SUPPLIES	$ 645.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
6007	REPAIR & MAINTENANCE SUPPLIES	$ 96,601.14	$ 56,081.00	$ 55,665.00	$ 416.00-	-0.74 %
6011	UNIFORMS & WEARING APPARELS	$ 23,363.00	$ 17,697.00	$ 20,926.00	$ 3,229.00	18.25 %
8100	CAPITAL OUTLAY REPLACEMENT	$ 21,218.58	$ 0.00	$ 4,208.00	$ 4,208.00	100.00 %
8200	CAPITAL OUTLAY ADDITIONS	$ 71.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
65100	SCHOOL FOOD SERVICES	$ 4,420,401.00	$ 3,939,449.00	$ 4,055,550.00	$ 116,101.00	2.95 %
	FUNC 68700 TECHNOLOGY: SCHOOL FOOD SERVICES					
6050	NON-CAPITALIZED TECHNOLOGY HARDWARE	$ 130.00	$ 0.00	$ 0.00	$ 0.00	0.00 %
4	FOOD SERVICE FUND	$ 4,420,531.00	$ 3,939,449.00	$ 4,055,550.00	$ 116,101.00	2.95 %
	FD 5 TEXTBOOKS FUND					
	FUNC 61100 CLASSROOM INSTRUCTION					
6020	TEXTBOOKS	$ 71,235.27	$ 0.00	$ 0.00	$ 0.00	0.00 %
61100	CLASSROOM INSTRUCTION	$ 71,235.27	$ 0.00	$ 0.00	$ 0.00	0.00 %
	FUNC 69100 CONTINGENCY RESERVE: CLASSROOM INSTRUCTION					
6020	TEXTBOOKS	$ 2,047,146.73	$ 3,291,573.00	$ 2,286,194.28	$ 1,005,378.72-	-30.54 %
69100	CONTINGENCY RESERVE: CLASSROOM INSTRUCT	$ 2,047,146.73	$ 3,291,573.00	$ 2,286,194.28	$ 1,005,378.72-	-30.54 %
5	TEXTBOOKS FUND	$ 2,118,382.00	$ 3,291,573.00	$ 2,286,194.28	$ 1,005,378.72-	-30.54 %
GRAND TOTAL		$103,688,274.52	$ 88,823,601.00	$ 92,367,898.08	$ 3,544,297.08	3.99 %

[illegible] County Public Schools

Food Service

328 Advantage Drive
Tazewell, Virginia 24651
Phone: (276) 988-5511 Extension 1503
Mr. Jerry Smith, Food Service Supervisor
Tonya Hurt, Food Service Bookkeeper

Subject: Adult Meal Price Increase for the 2026-2027 school year.

The worksheet for meal prices recommended $5.045 price for adult lunch and $3.125 for adult breakfast. With the rising costs of fuel/transportation, Mr. Smith and Mr. Jessee both agreed that a price increase to $5.25 for adult lunch and $3.25 for adult breakfast to offset the rising costs of fuel.

Program Adults (Managers and cooks) are eligible for one breakfast and one lunch per school day to be recorded as employee meals.

Thank you,

Jerry L. Smith

506 Jeffersonville Street
Tazewell, VA 24651-5396
Phone (276) 988-5511
Fax (276) 988-1976
www.tcpsva.org

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TAZEWELL
County Public Schools

Christopher B. Stacy, Ed.D., Division Superintendent

School Board Members
Erik Robinson, Chair
Irene Mullins, Vice-Chair
Brannon Breeding
Donna Culbertson
David Woodard

VIRGINIA PUBLIC SCHOOL AUTHORITY (VPSA)
EDUCATIONAL TECHNOLOGY NOTE SERIES XXVI
REIMBURSEMENT RESOLUTION

RESOLUTION NO. 26-27

RESOLUTION OF THE SCHOOL BOARD OF TAZEWELL COUNTY PUBLIC SCHOOLS, VA, DECLARING ITS INTENTION TO REIMBURSE ITSELF FROM THE PROCEEDS OF ONE OR MORE GRANTS MADE BY THE COMMONWEALTH OF VIRGINIA FOR CERTAIN EXPENDITURES MADE AND/OR TO BE MADE IN CONNECTION WITH CERTAIN CAPITAL IMPROVEMENTS

WHEREAS, **Tazewell County Public Schools** (the "Division") is a political subdivision organized and existing under the laws of the Commonwealth of Virginia; and

WHEREAS, the Division has paid, beginning no earlier than **July 1, 2026,** and will pay, on and after the date hereof, certain expenditures (the "Expenditures") in connection with the capital project (the "Project"), as more fully described in Appendix A & B attached hereto; and

WHEREAS, the **TAZEWELL COUNTY SCHOOL BOARD** of the Division (the "Board") has determined that the money to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the Division for the Expenditures from the proceeds of one or more grants to be made by the Commonwealth of Virginia (the "Grants") from the proceeds of its tax exempt equipment notes (the "Notes").

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

Section 1. The Board hereby declares the Division's intent to reimburse the Division with the proceeds of the Grants for the Expenditures with respect to the Project made on and after **JULY 1, 2026**, the date hereof. The Division reasonably expects on the date hereof that it will reimburse the Expenditures with the proceeds of the Grants.

Section 2. Each Expenditure will be of a type properly chargeable to capital account under general federal income tax principles (determined in each case as of the date of the Expenditure).

Section 3. The maximum cost of the Project is expected to be **$ 465,600.00.**

Section 4. The Division will make a reimbursement allocation, which is a written allocation by the Division that evidences the Division's use of proceeds of the Grants to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The Division recognizes that exceptions are available for certain "preliminary expenditures," costs of issuance, certain de minimis amounts, expenditures by "small issuers" (based on the year of issuance and not the year of expenditure), and expenditures for construction projects of at least 5 years.

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Fax (276) 988-1976
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County Public Schools

Christopher B. Stacy, Ed.D., Division Superintendent

School Board Members
Erik Robinson, Chair
Irene Mullins, Vice-Chair
Brannon Breeding
Donna Culbertson
David Woodard

Section 5. This resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED this 13th day of July, 2026.

Erik Robinson, Chair
Tazewell County School Board

Attested to:

Vicki L. Bailey, Clerk
Tazewell County School Board

506 Jeffersonville Street
Tazewell, VA 24651-5396
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Brannon Breeding
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David Woodard

Resolution NO. 26-27
Appendix A

DESCRIPTION OF PROJECT

Check the Applicable Box(es):

X	**(1) Classroom Multimedia Network Computers** Requests in this category include only the cost of the new computer system itself (e.g., monitor, CPU, keyboard, mouse, operating system software). Additional software or peripherals, such as printers or modems, should not be included in this category
X	**(2) Internet-Ready Local Area Network (LAN) Capability** Requests in this category include costs related to networking, retrofitting, upgrading of school buildings, and operating software related to Internet-ready local area network capability (e.g., wiring, servers, power upgrade, etc.).
X	**(3) Assure Adequate High-Speed, High-Bandwidth Capability** Requests in this category include costs related to networking, retrofitting, upgrading of school buildings, and operating software related to accessing the Internet (e.g., wiring, servers, power upgrade, etc.).
X	**(4) Instructional Software** Requests in this category shall not exceed 1/13th of the amount spent on Classroom Multimedia Network Computers (see A1 on the reimbursement form). Software purchased must have a useful life of at least one year and be included in the division's approved technology plan.
X	**(5) Handheld Devices** Requests in this category include handheld multi-functional computing devices that support a broad range of applications and that are controlled by operating systems providing full multimedia support and mobile Internet.

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Christopher B. Stacy, Ed.D., Division Superintendent

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David Woodard

RESOLUTION NO. 26-27
Appendix B

Virginia Public School Authority

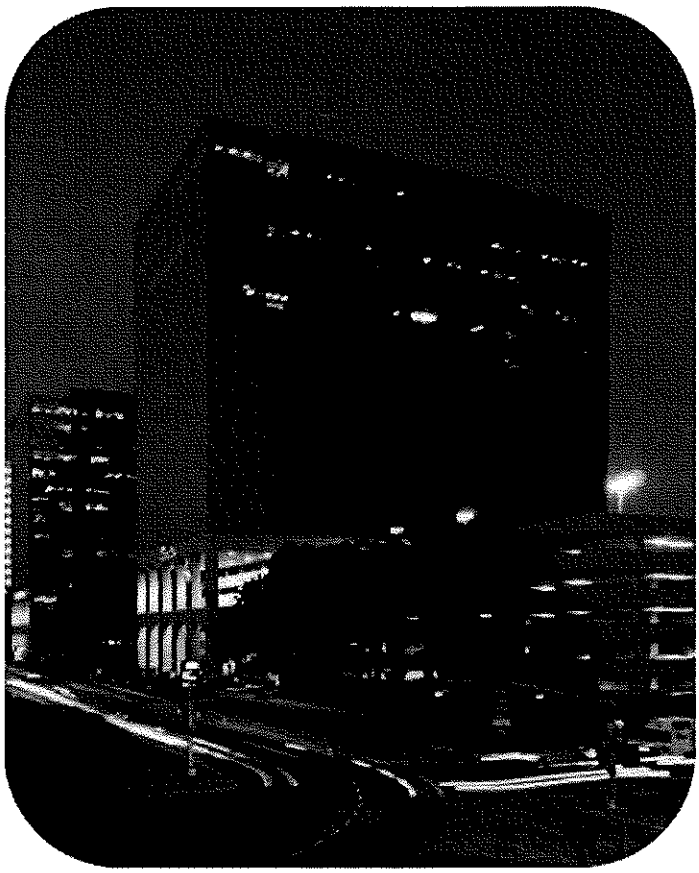
Educational Technology Notes Series XXVI (Spring 2026)

Based on Actual 2025-2026 Fall Membership

To Provide Funding for the SOL Web-based Technology Initiative

Div Num	Division	Number of Schools in 2026-2027 Fall Membership & Regional Programs	Grant @ $26,000 Per School	Grant @ $50,000 Per Division	Base Division VPSA Technology Grant FY 2026	Total VPSA Technology Grant FY 2026	Total Local Match Requirement @ 20%
92	Tazewell	13	338,000	50,000	388,000	388,000	77,600

Trane Turnkey Proposal



Turnkey Proposal For:
Geno Parkhurst
Tazewell County Schools
506 JEFFERSONVILLE STREET
Tazewell, VA 24651-2465

Local Trane Office:
Trane U.S. Inc.
10384 Wallace Alley Street
Kingsport, TN 37663

Local Trane Representative:
Rod Thaxton
Account Manager
E-mail: rdthaxton@trane.com
Cell: (276) 698-5432
Office Phone: (423) 224-1150

Proposal ID: 8679667
COOP Quote Number: J3-161652-26-003
COOP or Federal Contract ID: OMNIA Racine #3341

Date: May 26, 2026

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Trane Turnkey Proposal

Executive Summary

Trane is pleased to present a solution to help Tazewell County Schools reach its performance goals and objectives. This proposed project will enhance your operation by helping you to optimize your resources, improve the comfort in your facility, and reduce energy costs.

We appreciate the effort from Tazewell County Schools to assist in the HVAC system analysis and business discussions. Because of your efforts, we were able to develop a proposal that offers Turnkey retrofit service solutions to your specific concerns, based on Trane system knowledge and application expertise.

As your partner, Trane is committed to providing Turnkey retrofit services to help achieve a comfortable building environment for the people who occupy the building. For the people who own, manage and maintain the building, Trane is committed to providing reliable HVAC systems and products that improve performance.

Trane appreciates the opportunity to earn your business. Your investment in the proposed project is $47,501.00 USD. This investment will provide Tazewell County Schools with the capability to significantly reduce operating costs and improve comfort conditions in your facility.

We look forward to partnering with Tazewell County Schools for your Turnkey retrofits service needs. I will be contacting you soon to discuss the proposal and to schedule the next steps

WE VALUE THE CONFIDENCE YOU HAVE PLACED IN TRANE AND LOOK FORWARD TO PARTNERING WITH YOU.

Rod Thaxton
Account Manager, Trane U.S. Inc.

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Prepared For:
Geno Parkhurst

Date:
May 26, 2026

Job Name:
Dudley Primary School Replace Kirchen S/S TL

Proposal ID:
8679667

Delivery Terms:
Freight Allowed and Prepaid – F.O.B. Factory

Payment Terms:
Net 30

State Contractor License Number:
VA 2705047272A

Proposal Expiration Date:
30 Days

Scope of Work

"Scope of Work" and notations within are based on the following negotiated scope of work with Geno Parkhurst and based on the site surveys performed.

Turnkey Installation of HVAC Equipment

Odyssey Split System Unit (Qty. 1)

- Features and specs
- Air handler
- 7.5 ton
- R-454B refrigerant
- 208-230/60/3
- Single refrigeration circuit
- 2 speed
- High static oversized motor
- 3 - 16"x25" Filter Standard 1" throwaway filters
- 2-5th Year parts warranty
- 1st year labor warranty whole unit
- 2-5th year labor warranty
- 7.5 ton Cooling Unit
- R-454B refrigerant
- 208-230/60/3
- Single compressor/single circuit Generation B (208-230, 460, 575v)
- Symbio controls
- Basic Controller
- Low Ambient - On/Off condenser fan control (Field Installed)
- 2nd-5th Yr Parts less compressor
- 6-10th yr Compressor Warranty
- 1st Year Labor Warranty Whole Unit
- 2-5th year labor warranty

Mechanical Installation

- Deliver new equipment to site
- Recover refrigerant and store in approved containers
- Disconnect and make all energy sources safe

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- Remove Kitchen unit from ceiling of kitchen and outdoor unit from pad
- Install new equipment in existing locations
- Adapt copper piping from existing refrigerant lines to new equipment
- Reconnect electrical services re-using existing conductors
- Adapt new unit to existing ductwork and install field mount accessories
- Mount and wire new digital thermostat
- Check refrigerant lines for leaks and deep vacuum
- Charge system with proper amount of R-454B refrigerant and trim as needed
- Start up and commissioning of new equipment to maintain 5-year Parts and Labor Warranty
- Old equipment to be left with TCS Maintenance team for recycling

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Pricing and Acceptance

Geno Parkhurst
Tazewell County Schools
506 JEFFERSONVILLE STREET
Tazewell, VA 24651-2465

Site Address:
Dudley Primary School
1840 Tazewell Ave
Bluefield, VA 24605

Price

Total Net Price *(excluding sales tax)* ..... $47,501.00 USD

Trane shall have the right, at its discretion, to pass along any related increases should (1) its costs related to the manufacture, supply, and shipping for any product or service materially increase. This includes, but is not limited to, cost increases in raw materials, supplier components, labor, utilities, freight, logistics, wages and benefits, regulatory compliance, or any other event beyond Company's control and/or (2) any tariffs, taxes, levies or fees affecting, placed on or related to any product or service materially increases.

Financial items not included

- Work beyond normal business hours unless specified above
- Any air or water balancing or resolution of any deficiencies outside of immediate scope of work
- Rental HVAC equipment or other temporary heating or cooling measures
- Connection to, diagnosis, or testing of any fire or smoke alarm panels or equipment
- Painting or color matching of any surfaces including but not limited to ductwork, walls, conduit etc.
- Bid Bond
- Payment and Performance Bond
- Guarantee of any energy, operational, or other savings

Respectfully submitted,

Rod Thaxton
Account Manager
Trane U.S. Inc.
E-mail: rdthaxton@trane.com
Office Phone: (423) 224-1150

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ACCEPTANCE

This proposal is subject to Customer's acceptance of the attached Trane Terms and Conditions (Commercial Turnkey Installation).

We value the confidence you have placed in Trane and look forward to working with you.

Retention withheld 5% on installation, 0% on Equipment; rate reduced per the contract documents and released no later than the date of Trane substantial completion.

Submitted By: Rod Thaxton	Cell: (276) 698-5432 Office: (423) 224-1150 Proposal Date: May 26, 2026
CUSTOMER ACCEPTANCE Tazewell County Schools	**TRANE ACCEPTANCE** Trane U.S. Inc.
Authorized Representative	Authorized Representative
Printed Name	Printed Name
Title	Title
Purchase Order Acceptance Date:	Signature Date License Number: VA 2705047272A

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TERMS AND CONDITIONS – COMMERCIAL TURNKEY INSTALLATION – Trane Equipment and Related Work
"Trane" or "Company" shall mean Trane U.S. Inc. for Work performed in the United States or Trane Canada ULC for Work performed in Canada.
1. Acceptance; Agreement. These terms and conditions are an integral part of Company's offer and form the basis of any agreement (the "Agreement") resulting from Company's proposal (the "Proposal") for the commercial goods and/or services described (the "Work"). COMPANY'S TERMS AND CONDITIONS AND EQUIPMENT PRICES ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT. The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent ("Customer") delivered to Company within 30 days from the date of the Proposal. Prices in the Proposal are subject to change at any time upon notice to Customer. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer's order shall be deemed acceptance of the Proposal subject to Company's terms and conditions, and the final Proposal price ("Proposal Price"). If Customer's order is expressly conditioned upon Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company's terms and conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counteroffer to provide Work in accordance with the Proposal and the Company terms and conditions. If Customer does not reject or object in writing to Company within 10 days, Company's counteroffer will be deemed accepted. Notwithstanding anything to the contrary herein, Customer's acceptance of the Work by Company will in any event constitute an acceptance by Customer of Company's terms and conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or terms and conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability, other than Customer's obligation to pay for Work rendered by Company to the date of cancellation.
2. Connected Services and Company Provided Telematics Connectivity. In addition to these terms and conditions, the Connected Services Terms of Service ("Connected Services Terms"), available at https://www.trane.com/TraneConnectedServicesTerms, as updated from time to time, are incorporated herein by reference and shall apply to the extent that Company provides Customer with Connected Services, as defined in the Connected Services Terms. Certain Equipment may include, or be installed together with, Company provided Telematics Devices that provide remote connectivity and the Connected Services Terms set forth the terms and conditions applicable to the Telematics Devices and connectivity, including opt-out provisions. If Customer provides or transfers the Equipment to another party, Customer shall ensure that such party is informed in writing of the presence of any Telematics Devices and the applicability of the Connected Services Terms.
3. Title and Risk of Loss. All Equipment sales with destinations to Canada or the U.S. shall be made as follows: FOB Company's U.S. manufacturing facility or warehouse (full freight allowed). Title and risk of loss or damage to Equipment will pass to Customer upon tender of delivery of such to carrier at Company's U.S. manufacturing facility or warehouse.
4. Pricing and Taxes.
a. Unless otherwise noted, the price in the Proposal includes standard ground transportation and, if required by law, all sales, consumer, use and similar taxes legally enacted as of the date hereof for equipment and material installed by Company. Tax exemption is contingent upon Customer furnishing appropriate certificates evidencing Customer's tax-exempt status. Company shall charge Customer additional costs for bonds agreed to be provided. Equipment sold on an uninstalled basis and any taxable labor/labour do not include sales tax and taxes will be added. Within thirty (30) days following Customer acceptance of the Proposal without addition of any other terms and conditions of sale or any modification, Customer shall provide notification of release for immediate production at Company's factory. Prices for Work are subject to change at any time prior to shipment to reflect any cost increases related to the manufacture, supply, and shipping of goods. This includes, but is not limited to, cost increases in raw materials, supplier components, labor, utilities, freight, logistics, wages and benefits, regulatory compliance, or any other event beyond Company's control. If such release is not received within 6 months after date of order receipt, Company reserves the right to cancel any order. If shipment is delayed due to Customer's actions, Company may also charge Customer storage fees. Company shall be entitled to equitable adjustments in the contract price to reflect any cost increases as set forth above and will provide notice to Customer prior to the date for which the increased price is to be in effect for the applicable customer contract. In no event will prices be decreased.
b. **Allocation to Trane of Tax Deduction under Section 179D of the Internal Revenue Code.** For calendar tax year(s) in which (a) the provisions of Section 179D of the Internal Revenue Code are in effect and (b) the qualifying property installed as a part of the Services has been placed in service pursuant to Section 179D, Customer agrees to allocate the tax deduction available under Section 179D solely to Trane pursuant to Section 179D(d)(4) and, upon a written request from Trane, shall provide the written form of allocation to the Customer that is required by the Internal Revenue Service.
5. Exclusions from Work. Company's obligation is limited to the Work as written and defined under the scope of Work and does not include any modifications to the Work site under the Americans With Disabilities Act or any other law or building code(s). In no event shall Company be required to perform work Company reasonably believes is outside of the defined Work without a written change order signed by Customer and Company in accordance with the Change of Work process defined hereunder.
6. Performance. Company shall perform the Work in accordance with industry standards generally applicable in the area under similar circumstances as of the time Company performs the Work. Company may refuse to perform any Work where working conditions could endanger property or put at risk the safety of persons. Unless otherwise agreed to by Customer and Company, at Customer's expense and before the Work begins, Customer will provide any necessary access platforms, catwalks to safely perform the Work in compliance with OSHA or state industrial safety regulations.
7. Payment. For Work requiring a longer construction schedule and progress payments, Customer shall pay Company or cause Company to be paid for the Services as follows: (a) **Initial Payment:** Upon execution hereof, the amount set for in the Proposal (for engineering, drafting and other mobilization costs incurred prior to on-site installation) shall be due.; and (b) **Progress and Final Payments:** Company will invoice in accordance with the Proposal for all materials and equipment delivered to the job site (or, as applicable, to an off-site storage facility) and for all installation, labor and services performed during the billing period; Customer shall pay all amounts due upon receipt of the invoice and any invoice not paid within ten (10) calendar days of its date shall be past due. All amounts outstanding ten (10) calendar days beyond the due date shall bear interest payable to Trane at the maximum allowable legal rate, retroactive to the due date. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due from Customer. For all other Work, Customer shall pay Company's invoices within net 30 days of invoice date. Company may invoice Customer for all equipment or material furnished, whether delivered to the installation site or to an off-site storage facility and for all Work performed on-site or off-site. No retention shall be withheld from any payments except as expressly agreed in writing by Company, in which case retention shall be reduced per the contract documents and released no later than the date of substantial completion. Under no circumstances shall any retention be withheld for the equipment portion of the order. If payment is not received as required, Company may suspend performance and the time for completion shall be extended for a reasonable period of time not less than the period of suspension. Customer shall be liable to Company for all reasonable shutdown, standby and start-up costs as a result of the suspension. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to 1.5% of the principal amount due at the end of each month. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due and otherwise enforcing these terms and conditions. If requested, Company will provide appropriate lien waivers upon receipt of payment. Customer agrees that, unless Customer makes payment in advance, Company will have a purchase money security interest in all equipment from Company to secure payment in full of all amounts due Company and its order for the equipment, together with these terms and conditions, form a security agreement. Customer shall keep the equipment free of all taxes and encumbrances, shall not remove the equipment from its original installation point, and shall not assign or transfer any interest in the equipment until all payments due Company have been made.
8. Time for Completion. Except to the extent otherwise expressly agreed in writing signed by an authorized representative of Company, all dates provided by Company or its representatives for commencement, progress or completion are estimates only. While Company shall use commercially reasonable efforts to meet such estimated dates, Company shall not be responsible for any damages for its failure to do so. Delivery dates are approximate and not guaranteed. Company will use commercially reasonable efforts to deliver the Equipment on or before the estimated delivery date, will notify Customer if the estimated delivery dates cannot be honored, and will deliver the Equipment and services as soon as practicable thereafter. In no event will Company be liable for any damages or expenses caused by delays in delivery.
9. Equipment Location & Access. Customer shall provide, without charge, a mutually satisfactory location or locations for the installation and operation of the equipment and the performance of the installation work, including sufficient areas for staging, mobilization, and storage. Customer shall provide access to the Premises for Trane and its contractors or subcontractors during regular business hours, or such other hours as may be requested by Trane and acceptable to Customer, to install, adjust, inspect, and correct the installation work. Trane's access to correct any emergency condition shall not be restricted by Customer. Customer grants to Company the right to remotely connect (via phone modem, Internet or other agreed upon means) to Customer's building automation system (BAS) and/or HVAC equipment to view, extract, or otherwise collect and retain data from the BAS, HVAC equipment, or other building systems, and to diagnose and remotely make repairs at Customer's request.
10. Completion. When Company informs Customer that the Work has been completed, Customer shall inspect the Work in the presence of Company's representative, and Customer shall either (a) accept the Work in its entirety in writing, or (b) accept the Work in part and specifically identify, in writing, any exception items. Customer agrees to re-inspect any and all excepted items as soon as Company informs Customer that all such excepted items have been completed. The initial acceptance inspection shall take place within ten (10) days from the date when Company informs Customer that the Work has been completed. Any subsequent re-inspection of excepted items shall take place within five (5) days from the date when Company informs Customer that the excepted items have been completed. Customer's failure to cooperate and complete any of said inspections within the required time limits shall constitute complete acceptance of the Work as of ten (10) days from date when Company informs Customer that the Work, or the excepted items, if applicable, has/have been completed.

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a. Substantial Completion. When Trane considers that the Services, or a portion thereof, are substantially complete, Trane will submit to Customer a proposed "punch list" listing items of the Services to be completed prior to final completion. Customer and Trane shall inspect the Work (or portion thereof) to determine if the same is substantially complete. (Substantial Completion is defined as the stage in the progress of the Services (or designated portion thereof) when the Work is sufficiently complete so that Customer can occupy or utilize the Services for its intended use.) Customer and Trane shall add to the punch list any item of work that has not been completed. When the Services (or designated portion thereof) are substantially complete, Customer and Trane shall execute a Certificate of Substantial Completion, setting forth the date of Substantial Completion and shall state the date by which Trane shall complete the items included on the punch list.

b. Final Completion. Upon Customer's receipt of written notice from Trane that the installation work included in the Work is ready for final inspection and acceptance, Customer and Trane shall inspect the installation services and determine whether the same has been performed in accordance with the Proposal. If Customer considers the installation work to have been performed in accordance with the Proposal, Customer shall issue a Certificate of Final Completion and Acceptance, to be executed by an authorized representative of Customer. In the event Trane presents a Certificate of Final Completion and Acceptance to Customer for execution and, within fourteen (14) calendar days from the date noted in the Certificate as the date of such presentation, Customer fails to deliver an executed original of the Certificate to Trane and does not provide to Trane written objections to issuance of the Certificate, providing specific facts as to why the Services have not been finally completed, the Date of Final Completion shall be the date noted in the Certificate as the date the Certificate was submitted to Customer.

11. Changes in Work

a. Customer, by written change order, may request that Trane perform services in addition to the Work ("Change Order"). Trane shall be obligated to perform such additional services only pursuant to a Change Order agreed to and executed by Customer and Trane. The Change Order shall reflect the parties' agreement with respect to the scope of the additional services, the amount of any adjustment in the Proposal Price, and the extent of any adjustment in the contract time.

b. If a Change Order provides for an adjustment to the Proposal Price, such adjustment shall be based on one of the following methods:

(1) A lump sum agreed to by Customer and Trane;
(2) Unit prices set forth in this Agreement or subsequently agreed to; or
(3) Cost of the work ordered plus a fee agreed to by the parties.

c. The following types of costs, which listing is not all-inclusive, shall be included in the determination of the cost of the additional work:

(1) costs of labor, including social security, old age and unemployment insurance, fringe benefits required by agreement or industry practice or custom, and workers' compensation insurance;
(2) costs of materials, supplies and equipment, including transportation thereof, whether the same is incorporated or consumed in the additional work;
(3) the costs of renting machinery and equipment, except hand tools;
(4) premium costs for all bonds and insurance, permit or other governmental approval or inspection fees, and sales, use or comparable taxes relating to the additional work; and
(5) additional costs of supervision and field office personnel directly attributable to the additional work.

12. Permits and Governmental Fees. Company shall secure (with Customer's assistance) and pay for building and other permits and governmental fees, licenses, and inspections necessary for proper performance and completion of the Work which are legally required when bids from Company's subcontractors are received, negotiations thereon concluded, or the effective date of a relevant Change Order, whichever is later. Customer is responsible for necessary approvals, easements, assessments and charges for construction, use or occupancy of permanent structures or for permanent changes to existing facilities. If the cost of such permits, fees, licenses, and inspections are not included in the Proposal, Company will invoice Customer for such costs.

13. Utilities During Construction. Customer shall provide without charge to Company all water, heat, and utilities required for performance of the Work.

14. Concealed or Unknown Conditions. In the performance of the Work, if Company encounters conditions at the Work site that are (i) subsurface or otherwise concealed physical conditions that differ materially from those indicated on drawings expressly incorporated herein or (ii) unknown physical conditions of an unusual nature that differ materially from those conditions ordinarily found to exist and generally recognized as inherent in construction activities of the type and character as the Work, Company shall notify Customer of such conditions promptly, prior to significantly disturbing same. If such conditions differ materially and cause an increase in Company's cost of, or time required for, performance of any part of the Work, Company shall be entitled to, and Customer shall consent by Change Order to, an equitable adjustment in the Proposal Price, contract time, or both.

15. Pre-Existing Conditions. Company is not liable for any claims, damages, losses, or expenses, arising from or related to conditions that existed in, on, or upon the Work site before the Commencement Date of this Agreement ("Pre-Existing Conditions"), including, without limitation, damages, losses, or expenses involving Pre-Existing Conditions of building envelope issues, mechanical issues, plumbing issues, and/or indoor air quality issues involving mold/mould and/or fungi. Company also is not liable for any claims, damages, losses, or expenses arising from or related to work done by or services provided by individuals or entities that are not employed by or hired by Company.

16. Asbestos and Hazardous Materials. Company's Work and other services in connection with this Agreement expressly excludes any identification, abatement, cleanup, control, disposal, removal, or other work connected with asbestos, polychlorinated biphenyl ("PCB"), or other hazardous materials (hereinafter, collectively, "Hazardous Materials"). Customer warrants and represents that, except as set forth in a writing signed by Company, there are no Hazardous Materials on the Work site that will in any way affect Company's Work and Customer has disclosed to Company the existence and location of any Hazardous Materials in all areas within which Company will be performing the Work. Should Company become aware of or suspect the presence of Hazardous Materials, Company may immediately stop work in the affected area and shall notify Customer. Customer will be exclusively responsible for taking any and all action necessary to correct the condition in accordance with all applicable laws and regulations. Customer shall be exclusively responsible for and, to the fullest extent permitted by law, shall indemnify and hold harmless Company (including its employees, agents and subcontractors) from and against any loss, claim, liability, fees, penalties, injury (including death) or liability of any nature, and the payment thereof arising out of or relating to any Hazardous Materials on or about the Work site, not brought onto the Work site by Company. Company shall be required to resume performance of the Work in the affected area only in the absence of Hazardous Materials or when the affected area has been rendered harmless. In no event shall Company be obligated to transport or handle Hazardous Materials, provide any notices to any governmental agency, or examine the Work site for the presence of Hazardous Materials.

17. Force Majeure. Company's duty to perform under this Agreement is contingent upon the non-occurrence of an Event of Force Majeure. If Company shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days' notice to Customer, in which event Customer shall pay Company for all parts of the Work furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; tornado; storm; fire; civil disobedience; pandemic insurrections; riots; labor/labour disputes; labor/labour or material shortages; sabotage; restraint by court order or public authority (whether valid or invalid), and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

18. Customer's Breach. Each of the following events or conditions shall constitute a breach by Customer and shall give Company the right, without an election of remedies, to terminate this Agreement or suspend performance by delivery of written notice: (1) Any failure by Customer to pay amounts when due; or (2) any general assignment by Customer for the benefit of its creditors, or if Customer becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors, or makes or proposes to make any proposal or arrangement with creditors, or if any steps are taken for the winding up or other termination of Customer or the liquidation of its assets, or if a trustee, receiver, or similar person is appointed over any of the assets or interests of Customer; (3) Any representation or warranty furnished by Customer in this Agreement is false or misleading in any material respect when made; or (4) Any failure by Customer to perform or comply with any material provision of this Agreement. Customer shall be liable to Company for all Work furnished to date and all damages sustained by Company (including lost profit and overhead)

19. Indemnity. To the fullest extent permitted by law, Company and Customer shall indemnify, defend and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or tangible personal property, to the extent caused by the negligence or misconduct of their respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses, or liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

20. Limitation of Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY, IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY SPECIAL, LIQUIDATED, INCIDENTAL, INDIRECT CONSEQUENTIAL, PUNITIVE, OR EXEMPLARY DAMAGES (INCLUDING WITHOUT LIMITATION BUSINESS INTERRUPTION, LOST DATA, LOST REVENUE, LOST PROFITS, LOST DOLLAR SAVINGS, OR LOST ENERGY USE SAVINGS, INCLUDING CONTAMINANTS LIABILITIES, EVEN IF A PARTY HAS BEEN ADVISED OF SUCH POSSIBLE DAMAGES OR IF SAME WERE REASONABLY FORESEEABLE AND REGARDLESS OF WHETHER THE CAUSE OF ACTION IS FRAMED IN CONTRACT, NEGLIGENCE, ANY OTHER TORT, WARRANTY, STRICT LIABILITY, OR PRODUCT LIABILITY). In no event will Company's liability in

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connection with the provision of products or services or otherwise under this Agreement exceed the entire amount paid to Company by Customer under this Agreement.

21. CONTAMINANTS LIABILITY

The transmission of COVID-19 may occur in a variety of ways and circumstances, many of the aspects of which are currently not known. HVAC systems, products, services, and other offerings have not been tested for their effectiveness in reducing the spread of COVID-19, including through the air in closed environments. **IN NO EVENT WILL COMPANY BE LIABLE UNDER THIS AGREEMENT OR OTHERWISE FOR ANY INDEMNIFICATION, ACTION OR CLAIM, WHETHER BASED ON WARRANTY, CONTRACT, TORT OR OTHERWISE, FOR ANY BODILY INJURY (INCLUDING DEATH), DAMAGE TO PROPERTY, OR ANY OTHER LIABILITIES, DAMAGES OR COSTS RELATED TO CONTAMINANTS (INCLUDING THE SPREAD, TRANSMISSION, MITIGATION, ELIMINATION, OR CONTAMINATION THEREOF) (COLLECTIVELY, "CONTAMINANTS LIABILITIES") AND CUSTOMER HEREBY EXPRESSLY RELEASES COMPANY FROM ANY SUCH CONTAMINANTS LIABILITIES.**

22. Patent Indemnity. Company shall protect and indemnify Customer from and against all claims, damages, judgments and loss arising from infringement or alleged infringement of any United States patent by any of the goods manufactured by Company and delivered hereunder, provided that in the event of suit or threat of suit for patent infringement, Company shall promptly be notified and given full opportunity to negotiate a settlement. Company does not warrant against infringement by reason of Customer's design of the articles or the use thereof in combination with other materials or in the operation of any process. In the event of litigation, Customer agrees to reasonably cooperate with Company. In connection with any proceeding under the provisions of this Section, all parties concerned shall be entitled to be represented by counsel at their own expense.

23. Limited Warranty. Company warrants for a period of 12 months from the date of substantial completion ("Warranty Period") commercial equipment manufactured and installed by Company against failure due to defects in material and manufacture and that the labor/labour furnished is warranted to have been properly performed (the "Limited Warranty"). Trane equipment sold on an uninstalled basis is warranted in accordance with Company's standard warranty for supplied equipment. **Product manufactured by Company that includes required startup and is sold in North America will not be warranted by Company unless Company performs the product start-up.** Substantial completion shall be the earlier of the date that the Work is sufficiently complete so that the Work can be utilized for its intended use or the date that Customer receives beneficial use of the Work. If such defect is discovered within the Warranty Period, Company will correct the defect or furnish replacement equipment (or, at its option, parts therefor) and, if said equipment was installed pursuant hereto, labor/labour associated with the replacement of parts or equipment not conforming to this Limited Warranty. Defects must be reported to Company within the Warranty Period. Exclusions from this Limited Warranty include damage or failure arising from: wear and tear; corrosion, erosion, deterioration; Customer's failure to follow the Company-provided maintenance plan; refrigerant not supplied by Company; and modifications made by others to Company's equipment. Company shall not be obligated to pay for the cost of lost refrigerant. Notwithstanding the foregoing, all warranties provided herein terminate upon termination or cancellation of this Agreement. No warranty liability whatsoever shall attach to Company until the Work has been paid for in full and then said liability shall be limited to the lesser of Company's cost to correct the defective Work and/or the purchase price of the equipment shown to be defective. Equipment, material, and/or parts that are not manufactured by Company ("Third-Party Product(s)" are not warranted by Company and have such warranties as may be extended by the respective manufacturer. **CUSTOMER UNDERSTANDS THAT COMPANY IS NOT THE MANUFACTURER OF ANY THIRD-PARTY PRODUCT(S) AND ANY WARRANTIES, CLAIMS, STATEMENTS, REPRESENTATIONS, OR SPECIFICATIONS ARE THOSE OF THE THIRD-PARTY MANUFACTURER, NOT COMPANY AND CUSTOMER IS NOT RELYING ON ANY WARRANTIES, CLAIMS, STATEMENTS, REPRESENTATIONS, OR SPECIFICATIONS REGARDING THE THIRD-PARTY PRODUCT THAT MAY BE PROVIDED BY COMPANY OR ITS AFFILIATES, WHETHER ORAL OR WRITTEN. THE WARRANTY AND LIABILITY SET FORTH IN THIS AGREEMENT ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, WHETHER IN CONTRACT OR IN NEGLIGENCE, EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND/OR OTHERS ARISING FROM COURSE OF DEALING OR TRADE. COMPANY MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, INCLUDING WARRANTY OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE. ADDITIONALLY, COMPANY MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND REGARDING PREVENTING, ELIMINATING, REDUCING OR INHIBITING ANY MOLD, FUNGUS, BACTERIA, VIRUS, MICROBIAL GROWTH, OR ANY OTHER CONTAMINANTS (INCLUDING COVID-19 OR ANY SIMILAR VIRUS) (COLLECTIVELY, "CONTAMINANTS"), WHETHER INVOLVING OR IN CONNECTION WITH EQUIPMENT, ANY COMPONENT THEREOF, SERVICES OR OTHERWISE. IN NO EVENT SHALL COMPANY HAVE ANY LIABILITY FOR THE PREVENTION, ELIMINATION, REDUCTION OR INHIBITION OF THE GROWTH OR SPREAD OF SUCH CONTAMINANTS INVOLVING OR IN CONNECTION WITH ANY EQUIPMENT, THIRD-PARTY PRODUCT, OR ANY COMPONENT THEREOF, SERVICES OR OTHERWISE AND CUSTOMER HEREBY SPECIFICALLY ACKNOWLDGES AND AGREES THERETO.**

24. Insurance.

a. Company agrees to maintain the following insurance while the Work is being performed with limits not less than shown below and will, upon request from Customer, provide a Certificate of evidencing the following coverage:

Commercial General Liability	$2,000,000 per occurrence
Automobile Liability	$2,000,000 CSL
Workers' Compensation	Statutory Limits

If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company waive its right of subrogation.

b. Customer's Liability and Property Insurance. (a) Customer shall be responsible for purchasing and maintaining Commercial General Liability Insurance of the type and amount Customer deems necessary and appropriate. (b) Customer shall purchase and maintain until Final Payment property insurance for the installation work in progress at least in an amount equal to the Proposal Price, as the same may be adjusted from time to time, for the installation work (including the equipment) on a replacement cost basis with a deductible of no more than $5,000 from an insurer reasonably acceptable to Trane. Such property insurance shall include the interests of Customer, Trane, and its subcontractors (at whatever tier) as additional insureds as their interests may appear. The property insurance purchased by Customer shall be on an all-risk policy form. The property insurance shall cover portions of the installation work stored off site after written approval of Customer at the value established in the approval. Customer, for itself and its insurance carriers, hereby waives all rights of subrogation against Trane and any of its subcontractors, agents, employees, and officers with respect to property insurance and any other insurance coverages maintained by Customer. (c) A loss insured under Customer's property insurance shall be adjusted by Customer's insurer as a fiduciary and made payable to Customer as a fiduciary for the insureds, as their respective interests may appear, subject to requirements of any applicable mortgagee clause. Trane shall pay its subcontractors their just shares of insurance proceeds received by Customer and remitted to Trane, and, by appropriate agreements, written where legally required for validity, shall require said subcontractors to make payments to their subcontractors in a similar manner. In its fiduciary role, Customer shall have the power to negotiate and settle a loss with insurers; provided, however, that at least ten (10) days prior to agreeing to the proposed settlement, Customer shall advise the parties in interest in writing of the terms of the same and the parties in interest shall have seven (7) days thereafter to object in writing to the proposed adjustment or settlement; if such objection is made, Customer shall not enter into or agree to the proposed adjustment. (d) Certificates of insurance acceptable to the Customer and to Trane shall be provided by each party to the other prior to commencement of performance of any Services. Such certificates shall contain a provision that coverages afforded under the policies will not be canceled or allowed to expire until at least thirty (30) days prior written notice has been given to the other party. If any of the insurance coverages are required to remain in force after final payment and are reasonably available, an additional certificate evidencing continuation of such coverage shall be submitted with the final application for payment.

25. Commencement of Statutory Limitation Period. Except as to warranty claims, as may be applicable, any applicable statutes of limitation for acts or failures to act shall commence to run, and any alleged cause of action stemming therefrom shall be deemed to have accrued, in any and all events not later than the last date that Company or its subcontractors physically performed work on the project site.

26. General. Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state or province in which the Work is performed, without regard to choice of law principles which might otherwise call for the application of a different state's or province's law. Any dispute arising under or relating to this Agreement that is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction located in the state or province in which the Work is performed. To the extent the Work site is owned and/or operated by any agency of the Federal Government, determination of any substantive issue of law shall be according to the Federal common law of Government contracts as enunciated and applied by Federal judicial bodies and boards of contract appeals of the Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments, or agreements, oral or written, related to the subject matter hereof. This Agreement may not be amended, modified, or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Company is a signatory thereon. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other terms and conditions of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title, or interest herein, without the written consent of the Company. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of Customer's permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original.

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27. Federal Requirements. The Parties shall comply with all United States federal labor law obligations under 29 CFR part 471, appendix A to subpart A. THE FOLLOWING PROVISIONS ARE INCORPORATED HEREIN BY REFERENCE: Executive Order 11701 and 41 CFR §§ 60-250.5(a), 60-300.5; Executive Order 11758 and 41 CFR § 60-741.5(a); U.S. immigration laws, including the L-1 Visa Reform Act of 2004 and the H-1B Visa Reform Act of 2004; and Executive Order 13496. The Parties shall abide by the requirements of 41 CFR 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to protected veteran status or disability. The Parties certify that they do not operate any programs promoting DEI that violate any applicable United States anti-discrimination laws and acknowledge and agree that their compliance with all applicable federal anti-discrimination laws is material to the federal government's payment decisions. The Parties acknowledge and agree that their employment, procurement, and contracting practices shall not consider race, color, sex, sexual preference, religion, or national origin in ways that violate United States federal civil rights laws.

28. Export Laws. The obligation of Company to supply Equipment and/or Services under this Agreement is subject to the ability of Company to supply such items consistent with applicable laws and regulations of the United States and other governments. Company reserves the right to refuse to enter into or perform any order, and to cancel any order, under this Agreement if Company in its sole discretion determines that performance of the transaction to which such order relates would violate any such applicable law or regulation. Customer will pay all handling and other similar costs from Company's factories including the costs of freight, insurance, export clearances, import duties and taxes. Customer will be "exporter of record" with respect to any export from the United States of America and will perform all compliance and logistics functions in connection therewith and will also comply with all applicable laws, rules, and regulations. Customer understands that Company and/or the Equipment and/or Services are subject to laws and regulations of the United States of America which may require licensing or authorization for and/or prohibit export, re-export or diversion of Company's Equipment and/or Services to certain countries, and agrees it will not knowingly assist or participate in any such diversion or other violation of applicable United States of America laws and regulations. Customer agrees to hold harmless and indemnify Company for any damages resulting to Customer or Company from a breach of this paragraph by Customer. Furthermore, the Customer acknowledges that the Company's Equipment are subject to export control and sanction laws and regulations, including but not limited to the U.S. Export Administration Regulations (EAR) (15 CFR 730-774) and the Foreign Asset Control Regulations (31 CFR 500) ("laws and regulations"). The Customer agrees to comply with all such laws and regulations. The Customer will not use or divert the Equipment for any prohibited end-uses, such as the proliferation of weapons of mass destruction. The Customer also agrees not to re-export or transfer the Equipment in violation of export control laws.

29. U.S. Government Work.

The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that all items or services ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1). Company complies with 52.219-8 or 52.219-9 in its service and installation contracting business.

The following provision applies only to indirect sales by Company to the US Government. As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions in effect as of the date of this subcontract: 52.203-19; 52.204-21; 52.204-23; 52.219-8; 52.222-21; 52.222-26; 52.222-35; 52.222-36; 52.222-50; 52.225-26; 52.247-64. If the Work is in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct, and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility, or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the work that is the subject of the Proposal or this Agreement, other than the Proposal or this Agreement.

30. Limited Waiver of Sovereign Immunity. If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns: (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not avail itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

31. Building Automation Systems and Network Security. Customer and Trane acknowledge that Building Automation System (BAS) and connected networks security requires Customer and Trane to maintain certain cybersecurity obligations. Customer acknowledges that upon completion of installation and configuration of the BAS, the Customer maintains ownership of the BAS and the connected network equipment. Except for any applicable warranty obligations, Customer is solely responsible for the maintenance and security of the BAS and related networks and systems. In the event there is a service agreement between Trane and Customer, Trane will provide the services as set forth in the service agreement.

In order to maintain a minimum level of security for the BAS, associated networks, network equipment and systems, Customer's cybersecurity responsibilities include without limitation:

1. Ensure that the BAS, networks, and network equipment are physically secure and not accessible to unauthorized personnel.
2. Ensure the BAS remains behind a secure firewall and properly segmented from all other customer networks and systems, especially those with sensitive information.
3. Keep all inbound ports closed to any IP Addresses in the BAS.
4. Remove all forwarded inbound ports and IP Addresses to the BAS.
5. Maintain user login credentials and unique passwords, including the use of strong passwords and the removal of access for users who no longer require access.
6. Where remote access is desired, utilize a secure method such as Trane Connect Secure Remote Access or your own VPN.
7. For any Trane services requiring remote data transfer and/or remote user access, configure the BAS and related firewall(s) per instructions provided by Trane. This typically includes configuring Port 443 and associated firewall(s) for Outbound only.
8. Perform regular system maintenance to ensure that your BAS is properly secured, including regular software updates to your BAS and related network equipment (i.e., firewalls).

Any and all claims, actions, losses, expenses, costs, damages, or liabilities of any nature due to Customer's failure to maintain BAS security responsibilities and/or industry standards for cybersecurity are the sole responsibility of the Customer.

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SECURITY ADDENDUM

This Addendum shall be applicable to the sale, installation and use of Trane equipment and the sale and provision of Trane services. "Trane" shall mean Trane U.S. Inc. for sales and services in the United States, or Trane Canada ULC for sales and services in Canada.

1. Definitions. All terms used in this Addendum shall have the meaning specified in the Agreement unless otherwise defined herein. For the purposes of this Addendum, the following terms are defined as follows:
"Customer Data" means Customer account information as related to the Services only and does not include HVAC Machine Data or personal data. Trane does not require, nor shall Customer provide personal data to Trane under the Agreement. Such data is not required for Trane to provide its Equipment and/or Services to the Customer.
"Equipment" shall have the meaning set forth in the Agreement.
"HVAC Machine Data" means data generated and collected from the product or furnished service without manual entry. HVAC Machine Data is data relating to the physical measurements and operating conditions of a HVAC system, such as but not limited to, temperatures, humidity, pressure, HVAC equipment status. HVAC Machine Data does not include Personal Data and, for the purposes of this agreement, the names of users of Trane's controls products or hosted applications shall not be Personal Data, if any such user chooses to use his/her name(s) in the created accounts within the controls product (e.g., firstname.lastname@address.com). HVAC Machine Data may be used by Trane: (a) to provide better support services and/or products to users of its products and services; (b) to assess compliance with Trane terms and conditions; (c) for statistical or other analysis of the collective characteristics and behaviors of product and services users; (d) to backup user and other data or information and/or provide remote support and/or restoration; (e) to provide or undertake: engineering analysis; failure analysis; warranty analysis; energy analysis; predictive analysis; service analysis; product usage analysis; and/or other desirable analysis, including, but not limited to, histories or trends of any of the foregoing; and (f) to otherwise understand and respond to the needs of users of the product or furnished service. "Personal Data" means data and/or information that is owned or controlled by Customer, and that names or identifies, or is about a natural person, such as: (i) data that is explicitly defined as a regulated category of data under any data privacy laws applicable to Customer; (ii) non-public personal information ("NPI") or personal information ("PI"), such as national identification number, passport number, social security number, social insurance number, or driver's license number; (iii) health or medical information, such as insurance information, medical prognosis, diagnosis information, or genetic information; (iv) financial information, such as a policy number, credit card number, and/or bank account number; (v) personally identifying technical information (whether transmitted or stored in cookies, devices, or otherwise), such as IP address, MAC address, device identifier, International Mobile Equipment Identifier ("IMEI"), or advertising identifier; (vi) biometric information; and/or (vii) sensitive personal data, such as, race, religion, marital status, disability, gender, sexual orientation, geolocation, or mother's maiden name.
"Security Incident" shall refer to (i) a compromise of any network, system, application or data in which Customer Data has been accessed or acquired by an unauthorized third party; (ii) any situation where Trane reasonably suspects that such compromise may have occurred; or (iii) any actual or reasonably suspected unauthorized or illegal Processing, loss, use, disclosure or acquisition of or access to any Customer Data.
"Services" shall have the meaning set forth in the Agreement.

2. HVAC Machine Data; Access to Customer Extranet and Third-Party Systems. If Customer grants Trane access to HVAC Machine Data via web portals or other non-public websites or extranet services on Customer's or a third party's website or system (each, an "Extranet"), Trane will comply with the following:
   a. Accounts. Trane will ensure that Trane's personnel use only the Extranet account(s) designated by Customer and will require Trane personnel to keep their access credentials confidential.
   b. Systems. Trane will access the Extranet only through computing or processing systems or applications running operating systems managed by Trane that include: (i) system network firewalls; (ii) centralized patch management; (iii) operating system appropriate anti-malware software; and (iv) for portable devices, full disk encryption.
   c. Restrictions. Unless otherwise approved by Customer in writing, Trane will not download, mirror, or permanently store any HVAC Machine Data from any Extranet on any medium, including any machines, devices, or servers.
   d. Account Termination. Trane will terminate the account of each of Trane's personnel in accordance with Trane's standard practices after any specific Trane personnel who has been authorized to access any Extranet (1) no longer needs access to HVAC Machine Data or (2) no longer qualifies as Trane personnel (e.g., the individual leaves Trane's employment).
   e. Third-Party Systems. Trane will provide Customer prior notice before it uses any third-party system that stores or may otherwise have access to HVAC Machine Data, unless (1) the data is encrypted and (2) the third-party system will not have access to the decryption key or unencrypted "plain text" versions of the HVAC Machine Data.

3. Customer Data; Confidentiality. Trane shall keep confidential, and shall not access or use any Customer Data and information that is marked confidential or by its nature is considered confidential ("Customer Confidential Information") other than for the purpose of providing the Equipment and Services, and will disclose Customer Confidential Information only: (i) to Trane's employees and agents who have a need to know to perform the Services, (ii) as expressly permitted or instructed by Customer, or (iii) to the minimum extent required to comply with applicable law, provided that Trane (1) provides Customer with prompt written notice prior to any such disclosure, and (2) reasonably cooperate with Customer to limit or prevent such disclosure.

4. Customer Data; Compliance with Laws. Trane agrees to comply with laws, regulations governmental requirements and industry standards and practices relating to Trane's processing of Customer Confidential Information (collectively, "***Laws***").

5. Customer Data; Information Security Management. Trane agrees to establish and maintain an information security and privacy program, consistent with applicable HVAC equipment industry practices that complies with this Addendum and applicable Laws ("***Information Security Program***"). The Information Security Program shall include appropriate physical, technical and administrative safeguards, including any safeguards and controls agreed by the Parties in writing, sufficient to protect Customer systems, and Customer's Confidential Information from unauthorized access, destruction, use, modification, or disclosure. The Information Security Program shall include appropriate, ongoing training and awareness programs designed to ensure that Trane's employees and agents, and others acting on Trane's, behalf are aware of and comply with the Information Security Program's policies, procedures, and protocols.

6. Monitoring. Trane shall monitor and, at regular intervals consistent with HVAC equipment industry practices, test and evaluate the effectiveness of its Information Security Program. Trane shall evaluate and promptly adjust its Information Security Program in light of the results of the testing and monitoring, any material changes to its operations or business arrangements, or any other facts or circumstances that Trane knows or reasonably should know may have a material impact on the security of Customer Confidential Information, Customer systems and Customer property.

7. Audits. Customer acknowledges and agrees that the Trane SOC2 audit report will be used to satisfy any and all audit/inspection requests/requirements by or on behalf of Customer. Trane will make its SOC2 audit report available to Customer upon request and with a signed nondisclosure agreement.

8. Information Security Contact. Trane's information security contact is Local Sales Office.

9. Security Incident Management. Trane shall notify Customer after the confirmation of a Security Incident that affects Customer Confidential Information, Customer systems, and Customer property. The written notice shall summarize the nature and scope of the Security Incident and the corrective action already taken or planned.

10. Threat and Vulnerability Management. Trane regularly performs vulnerability scans and addresses detected vulnerabilities on a risk basis. Periodically, Trane engages third parties to perform network vulnerability assessments and penetration testing. Vulnerabilities will be reported in accordance with Trane's cybersecurity vulnerability reported process. Trane periodically provides security updates and software upgrades.

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11. Security Training and Awareness. New employees are required to complete security training as part of the new hire process and receive annual and targeted training (as needed and appropriate to their role) thereafter to help maintain compliance with Security Policies, as well as other corporate policies, such as the Trane Code of Conduct. This includes requiring Trane employees to annually re-acknowledge the Code of Conduct and other Trane policies as appropriate. Trane conducts periodic security awareness campaigns to educate personnel about their responsibilities and provide guidance to create and maintain a secure workplace.

12. Secure Disposal Policies. Trane will maintain policies, processes, and procedures regarding the disposal of tangible and intangible property containing Customer Confidential Information so that wherever possible, Customer Confidential Information cannot be practicably read or reconstructed.

13. Logical Access Controls. Trane employs internal monitoring and logging technology to help detect and prevent unauthorized access attempts to Trane's corporate networks and production systems. Trane's monitoring includes a review of changes affecting systems' handling authentication, authorization, and auditing, and privileged access to Trane production systems. Trane uses the principle of "least privilege" (meaning access denied unless specifically granted) for access to customer data.

14. Contingency Planning/Disaster Recovery. Trane will implement policies and procedures required to respond to an emergency or other occurrence (i.e., fire, vandalism, system failure, natural disaster) that could damage Customer Data or any system that contains Customer Data. Procedures include the following:
    (i) Data backups; and
    (ii) Formal disaster recovery plan. Such disaster recovery plan is tested at least annually.

15. Return of Customer Data. If Trane is responsible for storing or receiving Customer Data, Trane shall, at Customer's sole discretion, deliver Customer Data to Customer in its preferred format within a commercially reasonable period of time following the expiration or earlier termination of the Agreement or, such earlier time as Customer requests, securely destroy or render unreadable or undecipherable each and every original and copy in every media of all Customer's Data in Trane's possession, custody or control no later than [90 days] after receipt of Customer's written instructions directing Trane to delete the Customer Data.

16. Background Checks Trane shall take reasonable steps to ensure the reliability of its employees or other personnel having access to the Customer Data, including the conducting of appropriate background and/or verification checks in accordance with Trane policies.

17. DISCLAIMER OF WARRANTIES. EXCEPT FOR ANY APPLICABLE WARRANTIES IN THE AGREEMENT, THE SERVICES ARE PROVIDED "AS IS", WITH ALL FAULTS, AND THE ENTIRE RISK AS TO SATISFACTORY QUALITY, PERFORMANCE, ACCURACY AND EFFORT AS TO SUCH SERVICES SHALL BE WITH CUSTOMER. TRANE DISCLAIMS ANY AND ALL OTHER EXPRESS OR IMPLIED REPRESENTATIONS AND WARRANTIES WITH RESPECT TO THE SERVICES AND THE SERVICES PROVIDED HEREUNDER, INCLUDING ANY EXPRESS OR IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR THAT THE SERVICES WILL OPERATE ERROR-FREE OR UNINTERRUPTED OR RETURN/RESPONSE TO INQUIRIES WITHIN ANY SPECIFIC PERIOD OF TIME.

March 2026
Supersedes November 2023v2

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Southern Air

848 Mercer Mall Road • Bluefield, WV 24701
Phone: 304-324-4272 • Fax: 304-324-4274
everett.rose@southern-air.com

Quote # 137608 June 23, 2026

DUDLEY PRIMARY SCHOOL
1840 Tazewell Ave
Bluefield, VA 24605

Dear Geno Parkhurst,
We, at Southern Air, Inc., would like to provide you with the following quote as detailed below.

Existing Equipment:
Rheem
Model & Serial Heat Pump
M# RAWE-090CAZ--301/ Serial # 6680F390305281
Indoor Air-handler
M#RHGG-090ZL/ S#185F390305244

Scope of work:
This quote is the replacement of existing 7-1/2 -ton Rheem 10 -Seer system Manufacture Date 2003 that is operating inefficient and has R-22 refrigerant . We will replace the existing with a new Trane Odyssey 7-1/2 -ton R-454B 208/230 3-Phase system and with this upgrade this will significantly help operational costs and improve comfort to Kitchen area that this system serves. This quote will include the following.
1) We will demo existing equipment along with line-set, refrigerate,oil and etc and recycle per all EPA guidelines.
We will leave existing line-set set and equipment for Maintenance Department to recycle. Unless instructed otherwise.
2) We will install new 7-1/2 Trane Odyssey indoor air-handler in the same location in the kitchen.

3) We will modify and reconnect to existing supply and return duct work. We will seal all new connects after complete.
4) We will install the new 7-1/2 outdoor Heat Pump in the same location as the existing and connect with a new electrical whip to existing service disconnect.
5) We plan to reuse existing branch circuit wiring and breakers and modify to reconnect to new system.

6) We will install a new Honeywell Digital programmable thermostat and set up to operate new system upon completion.

7) We will install all new single refrigeration circuit line-set to new indoor and outdoor and pressure test and do an evacuation per manufacture requirements up on completion.We will run though existing penetration and we will install a sleeve in wall and seal penetration after work is complete.
8) We will install new condensation P-Trap and fitting and reconnect to existing condensation line after we make sure existing line is clear and flowing.
9) After system is completely installed and operational we will do a detail start up sheet and charge system with all need R-454 refrigerant.

Total Cost for this project $ 35,176.22(This job should fall under Capital improvement so it will be tax exempt!

Warranty:
This installation comes complete with a manufacturers warranty (1) -Parts and (5) year compressor warranty and Southern-Air will give a (1) year labor warranty. Warranty excludes failure resulting from misuse, abuse, neglect, lack of maintenance, lack of proper system cleanup following burnout, incoming power supply issues, adjustments made by others, or any other failure outside of faulty parts and/or poor workmanship.

Items of exclusion:
Color matching of new duct work fittings ,electrical conduit ,new refrigerant line-set.
Temporary Heating & Cooling.(Rental or Providing Services)
Engineering Services. (This is a Like for Like System)
Overtime - All work planned to be completed during normal business hours.
Expedited shipping - available for additional cost upon request.
Supply or Return smoke detectors or connecting new system to customer existing fire alarm panel/service.
Adjustment or other system repairs other than specifically described above.
Permit or fees imposed by state or local municipalities.
Any item or service not specifically included as a part of this proposal.
Any refrigerant that is not quoted within.

We appreciate the opportunity to be of service. If you have any questions or need any additional information, please feel free to call or e-mail me.

Sincerely,

Everett Rose Iii

If you would like us to proceed, please indicate your acceptance of this proposal and our terms by signing below.
Please e-mail or fax me a copy for our records.

_____	_____	_____
Authorized Signature	Date	PO#

Contractor License # VA 2701001733 WV 001545 NC Mechanical L.34582 NC Electrical I.39058

Due to the volatility of pricing and availability for HVAC related OEM parts, equipment and installation material, our quote is subject to adjustments to compensate for unforeseen price increases from suppliers. This proposal may be withdrawn if not accepted within 5 days.

Terms: Southern Air reserves the right to bill 50% of the total at time of acceptance and the remainder due upon completion. Net 30 days. Subject to credit approval. 18% APR interest charged after 30 days on unpaid balance. The purchaser will pay any attorney's fees paid to collect a balance due. Jurisdiction for any dispute shall be Lynchburg, VA. A 3% convenience fee will be added to all credit card purchases.

Davis Bacon wage and benefit rates are not included in this proposal. If at any time during or after performance of the project it is determined that Davis Bacon wage and benefit rates are required, Southern Air will be compensated in full for any additional resulting costs. If Southern Air is awarded this project, this understanding will be incorporated in the terms of the contract.

Pricing: This cost does not include the payment of "Davis-Bacon Act" or other type prevailing wage rates. It is the responsibility of the customer to advise the contractor whether payment of these wages is necessary as per funding for the project. Please request an alternate proposal if payment of prevailing wages of any type are necessary.

Tazewell County Public Schools Pupil Transportation Operations Assessment

1 message

From: **Miller, Kerry (DOE)** <Kerry.Miller@doe.virginia.gov>
Date: Wed, Jun 3, 2026, 4:11 PM
Subject: Tazewell County Public Schools Pupil Transportation Operations Assessment
To: cstacy@tcpsva.org <cstacy@tcpsva.org>
Cc: mkeene@tcpsva.org <mkeene@tcpsva.org>, Ramnarain, Arravind (DOE) <Vijay.Ramnarain@doe.virginia.gov>, Myers, Troy (DOE) <Troy.Myers@doe.virginia.gov>

Dear Dr. Stacy:

The Virginia Department of Education (VDOE) Pupil Transportation Service conducts operational assessments of school bus operations in Virginia's public school divisions. These assessments include, but are not limited to, maintenance, driver records, and inspections of selected school buses.

VDOE staff members visited your school division the week of 4/29/2026, to conduct a pre-arranged pupil transportation operational assessment and visually inspect 3 school buses. VDOE staff listed any noted deficiencies (please see the attachment). Please be advised that the deficiencies requiring immediate attention were fully corrected by the Tazewell transportation maintenance department while our staff was still on-site for the assessment. No major safety issues were found that required any inspected buses to be placed out-of-service.

Additionally, Virginia Administrative Code compliance deficiency was noted and communicated to your transportation staff during the assessment. This deficiency was not resolved during the on-site assessment and require immediate follow-up and corrective action by the school division (please see the attachment). After the date of this email, VDOE will monitor the progress of the corrective actions.

Virginia has a strong pupil transportation safety record due in large part to the school bus driver training, pupil rider safety training, and school bus preventive maintenance programs operated by school divisions, as well as community-wide support of pupil transportation. It is very important to continue keeping accurate, current records on school bus maintenance, driver information, and training records to maintain code compliance.

We thank you for your support of pupil transportation. If you have any questions or concerns regarding this pupil transportation operational assessment or, if we can be of further assistance, please do not hesitate to contact me at (804) 750-8640.

Regards,

Kerry Miller

Director

Pupil Transportation

VIRGINIA DEPARTMENT OF EDUCATION

(804) 750-8640 | kerry.miller@doe.virginia.gov

PUPIL TRANSPORTATION OPERATIONS			
Tazewell 4/29/2026			
GENERAL	**CODE**		**COMMENTS**
		y/n	
Employment Agreement	8VAC 20-70-50	Y	
Copy of Pupil Rider Safety Rules	8VAC 20-70-110	Y	
Pupil Rider Safety Training Dates and Sites	8VAC 20-70-110	Y	
School Bus Evacuation Dates	8VAC 20-70-110.2	Y	
Report of Insurance Coverage	8VAC 20-70-120	Y	
Accident Reports	8VAC 20-70-140	N	Not verified in SSWS
School Bus Routes and Schedules	8VAC 20-70-150	Y	
Traffic Control Plan	8VAC 20-70-160	Y	will improve
Route Evaluation	8VAC 20-70-160	Y	
Number of Pupils and Miles	8VAC 20-70-180	Y	
Bus Replacement Schedule	8VAC 20-70-490	Y	
DRIVER RECORDS			
Physical	8VAC 20-70-280.1	Y	
DMV Records	8VAC 20-70-280.2	Y	
Character Reports	8VAC 20-70-280.3	Y	
Tuberculosis Statement	8VAC 20-70-330	Y	
Driver Training Records	8VAC 20-70-350.2	Y	will improve
Autism Spectrum Training- "VCU-ACE"		Y	
Inservice Attendance and Agenda	8VAC 20-70-360	Y	
Driver Evaluation	8VAC 20-70-400	Y	
Driver Training Instructor Certificate	8VAC 20-70-420	Y	
ALCOHOL AND DRUG TESTING			
Policy	8VAC 20-70-280	Y	
Signature form	8VAC 20-70-280	Y	
Testing And Reporting Forms	8VAC 20-70-280	Y	
MAINTENANCE RECORD			
Preventive Maintenance Inspection Records	8VAC 20-70-130	Y	Will update document
Driver's Daily Pretrip Reports	8VAC 20-70-380	Y	will improve
Written Notice for Vehicles Being Sold	8VAC 20-70-500 A&B	Y	
School Bus Deficiencies:			
First aid kit missing items, rear emergency exit door hinge loose.			

Transportation Report

VA DOE Transportation Assessment on 4/29/26

Passed on all - no criticals

Will Improve Column

1. Verified Accidents in August of each year.

2. Traffic Control Plan
    a. Emergency Traffic
        Plan for buses - have on hand.
    b. Emergency Traffic
        Plan for Parent Pick up - working on
    c. Emergency Traffic
        Plan for walkers - working on.

3. Drivers Training Records - Have updated the forms.

4. Daily Pre-trip Form - Requires License Plate number. Have updated form.

Total Bus Routes - 65 including 8 Special Needs routes

Total Contract Drivers - 59 including 8 Special Needs

Open Routes - 6

Mechanics - 6 with 1 retiring

Open Mechanic - 1