POLICY REVIEW COMMITTEE MEETING MINUTES

King's Fork High School
351 King's Fork Road, Suffolk, VA 23434
Media Room, 2nd floor
September 22, 2025

Present:

Members

- ✓ Mrs. Kimberly Slingluff, ***Committee Chair***
- ✓ Mr. Sean McGee, ***School Board Vice-Chair***
- ✓ Mrs. Karen Jenkins, ***School Board Member***

Participants

- ✓ Dr. John B. Gordon III***, Superintendent***
- ✓ Wendell M. Waller, Esquire, ***School Board Attorney***
- ✓ Renee Davenport, ***Legal Administrative Assistant***

Attendees

None

- **Call to Order.**
    - The meeting was called to order at 3:31 PM. The committee approved the minutes for the August 18th, 2025 meeting.

Unfinished Business

- **POLICY SECTION 9-26.1 – Statement of Policy**
    - This policy was sent to the SEAC Committee to be reviewed. Chair Slingluff asked Attorney Waller if there was any feedback from SEAC. Attorney Waller responded that there was no feedback on this policy. The committee agreed that the policy will be presented as a first reading on October 9th, 2025 to the full board.

New Business

- **POLICY SECTION 9-26.2 – Statement of Purpose**
    - The policy was also sent to the SEAC Committee to be reviewed. Attorney Waller stated that the SEAC committee requested the word "timely" be added to paragraph 4A. Discussion ensured on the definition of the word "timely". The committee agreed to add language indicating that notification to a parent should be done the same day as the incident. This policy will be presented for first reading to the full board at the October 9th, 2025 meeting.

- **POLICY SECTION 2-2.7.2 – Appointment to Standing Committees**
    - Chair Slingluff commented on the written reports being the standard of the standing committees as well citizen advisory committee reports. Conversation ensued regarding having oral reports as well, the pros and cons. The committee will leave this section as is. Section A, bullet (f) has to do with diversity, what does

that include? Attorney Waller and Dr. Gordon explained the concept behind the use of the language "not based solely on race or ethnicity" discussing the objective behind the language. The committee agreed that Attorney Waller would add additional language describing diversity and email it to the committee to review. If agreed the policy will then be presented as a first reading at the October 9, 2025 meeting.

- **POLICY SECTION 8-33.3:1 – Remediation efforts explained**
  - Committee Chair Slingluff questioned the language of "Suffolk Public Schools" being replaced by "School Board" in polices. Her discomfort is that it appears to be delving into to "day-to-day" when it states that the School Board develops programs. We are not really developing or revising polices, we are approving them. Attorney Waller agreed but informed the committee that the Virginia Code states that the "school board develops" in its language. The policy will be presented for First Reading at the October 9, 2025 meeting.

- **POLICY SECTION 4-6.3 – Certifications, Exceptions, etc.**
  - Attorney Waller informed the committee that the VSBA sent out another version of this policy because the code was changed. Therefore, there was a noted change from what was in the Policy Updates Manual. The committee had questions/comments regarding this policy and it will be presented to the full board for First Reading at the meeting on October 9, 2025.

- **POLICY SECTION 5-2.1 – Written School Crisis Plan**
  - Chair Slingluff asked what was the initiation for this policy. Attorney Waller responded with the two code provisions that initiated this policy update which were 22.1-279.8 and 22.1-279.9. The committee had no further questions/comments regarding this policy and it will be presented to the full board for First Reading at the meeting on October 9, 2025.

- **POLICY SECTION 5-2.2:3 – Threat Assessment Team**
  - Attorney Waller stated that this was a Code change as well. Chair Slingluff question paragraph "D", as the statement appears confusing regarding the notification to the parent. Attorney Waller will revise the language and send to the committee for approval.

- **POLICY SECTION 5-2.5 – Fire Drills Required**
  - The committee had no questions/comments regarding this policy and it will be presented to the full board for First Reading at the meeting on October 9, 2025.

- **POLICY SECTION 5-2.9 – Staff Certified, First Aid**
  - Dr. Gordon informed the committee of how many defibrillators are in each school as well staff member designated and trained to use them. The committee had no further questions/comments regarding this policy and it will be presented to the full board for First Reading at the meeting on October 9, 2025.

- **POLICY SECTION 5-8.1 – Definitions, Required Contract Terms**
  - Attorney Waller stated that this policy is a code requirement. The committee had no questions/comments regarding this policy and it will be presented to the full board for First Reading at the meeting on October 9, 2025.

- **<u>POLICY SECTION 7-2.5 – Possession of Weapons</u>**
  - Attorney Waller informed the committee that this policy was a recommendation from the VSBA, mostly to make it consistent with the prohibition of weapons by students because that also includes school sponsored activities. This is a new policy that is recommended by the VSBA. Attorney Waller informed the committee that this policy protects the school division if some outside group or organization is interested in conducting a human research study and wants to involve SPS students as part of that study. Chair Slingluff asked what was the difference between a school sponsored function and a school sponsored activity. Dr. Gordon surmised that a school sponsored function is something that is put on by the school whereas a school sponsored activity could include other outside agencies like the PTA, booster clubs, etc.; things of that nature that are associated with the school but not necessarily part of the school. Discussion ensured regarding having a weapon in a school vehicle vs a personal vehicle and what the code provides as far having a weapon in a locked container. Attorney Waller will investigate the law and implications of this policy. The committee agreed that no changes needed to be made to this policy. The policy will remain as.

- **<u>POLICY SECTION 2-2.5 – Removing a Board Member from a Public Meeting</u>**
  - This policy was requested by School Board Member Riddick. Committee members discussed the past events that lead to the development of this policy and the pro and cons of this policy. The committee agreed after much discussion that this policy is not necessary and will not be moved on to the full board.

- **<u>POLICY SECTION 2-2.6:1 (D) – Norms & Protocols</u>**
  - The committee discussed adding language to also indicate what steps should be taken if the Chair has a complaint against another board member. Attorney Waller commented that in his opinion, the Chair should be above the fray. After much discussion, the committee agreed to recommend this policy to the full board on October 9, 2025.

- **<u>POLICY 2-2.7:3.1 – Time Limits for Board Member Comments</u>**
  - The committee discussed the Chairs authority presently with or with the language added to this policy. The committee agreed to present the policy with the added language of the 10 minutes only. The policy will be presented to the board on the October 9th meeting.

- **<u>POLICY SECTION 7-7.4 – Fraternization Policy</u>**
  - Committee member McGee asked Dr. Gordon during his day-to-day responsibilities, how does he handle situations presently when there is an issue with fraternization that has been brought to him. Dr. Gordon responded that the first line of questioning will be if the employee is subordinate or not. The second line of questioning will be if there is any evidence or proof that this improper activity took place on school grounds. The last (which will be 100% subjective) is how much of a disruption does this create for the school division, for the individuals that are involved, or for the people that they supervise. The committee discussed different situations that might arise involving fraternization and how those situations would be handled by the division. The committee agreed to table this policy until the October PRC meeting. Committee member McGee will talk to

School Board Member Riddick to get additional feedback.

- **Business by Committee Members**

  - There was no business to be considered by the committee members.
  - Next meeting will be Monday, October 20, 2025 at 3:30 at King's Fork High School (Media Center).

- **Adjournment at 5:33 PM**.