

Safety Audit Committee Minutes

Tuesday, November 14, 2023

4:00 pm to 5:00 pm

Attendees: Jonathan Rankin, Travis McKinney, Brandon Randleman, Cynthia Devers, Melissa Zawodny, David LeFevre, Rod Thompson, James Allen

Absent: Jewel Hoffler, Corey Donker

1. Approve Minutes from October meeting
 - a. Review of the minutes were provided by the Chair of the committee, Mr. Rankin
 - i. Approved by all attendees present for the vote
2. Mrs. Devers has a script regarding virtual meetings that she must review with our committee.
 - a. Reviewed the SB policy regarding committee meeting attendance and virtual attendance
 - i. members are only allowed to attend two meetings virtually per year.
 - ii. It was asked by Mr. Thompson if we are allowed to do proxy voting.
 1. It was recommended that we make proxy votes when not able to attend the meetings. Voted and all present members agreed that we would allow proxy voting
3. A set of norms will be developed
 - a. Mr. Rankin asked for input on norms regarding how we wanted to run the meeting. Each member was allowed to provide a suggested norm.
 - i. Suggested NORMS
 1. Respectful of others' opinions and time without interruptions
 2. Assume positive intent
 3. We would follow relaxed Roberts Rules of order
 4. Keep things confidential that are held during closed sessions.
 - a. It would be noted in the agenda when it will be a closed session topic. In minutes we would summarize without disclosing confidential information.
 - ii. Norms were agreed upon by all members in attendance
4. Mr. McKinney suggested and presented a matrix to use when we are working in closed session on the breakdown of safety concerns and to tier them by level of importance.
5. The committee will go in to closed session to discuss last years June presentation with some added additions
 - a. Moved and seconded to go into a closed session.
 - b. An update on the progress from topics presented in last year's June presentation were given
 - c. New suggestions were provided and discussed
 - d. Mr. LeFevre presented to the committee updated safety actions that are currently being introduced.
 - e. Committee moved to reconvene in an open session and passed

- 6. The committee will go to open session and discuss our next meeting date.
 - a. The closed meeting resolution statement was read and voted on by all committee members present.

**A RESOLUTION OF CERTIFICATION OF THE CLOSED MEETING
HELD ON 11/14/2023 PURSUANT TO SECTION
2.2-3712 OF THE CODE OF VIRGINIA (1950), AS AMENDED**

WHEREAS, the Safety Audit Committee of the Suffolk City School Board convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia (1950), as amended, requires a certification by the Safety Audit Committee of the Suffolk City School Board that such closed meeting was conducted in conformity with Virginia law.

NOW THEREFORE, BE IT RESOLVED that the Safety Audit Committee of the Suffolk City School Board hereby certifies that, to the best of each member's knowledge, (i) only business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this resolution of certification applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Safety Audit Committee of the Suffolk City School Board.

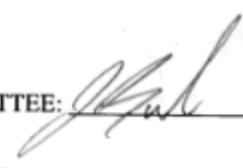
VOTE

AYES: 8

NAYS: 0

ABSENT DURING VOTE: 02

ABSENT DURING MEETING: 2

ADOPTED BY SAFETY AUDIT COMMITTEE:  _____

TESTE: _____
Secretary

- b. At the next meeting we will continue working through and adding items to the matrix. It was suggested that all members bring ideas to discuss
 - c. There was a discussion about bringing concerns that are city level to the city council meeting to get support in keeping our students safe.
 - d. It was also suggested that it might be good to have someone research grant opportunities to help with funding the safety issues.
7. Next meeting will be held on December 12, 2023 @4:00 to be held at KFMS.