

AN ORDINANCE AMENDING CHAPTER 2, ARTICLE 2, SECTION 2-2.1:1 ENTITLED “SUPERINTENDENT RESPONSIBLE FOR DAY-TO-DAY SCHOOL OPERATIONS; SITE VISITS BY SCHOOL BOARD MEMBERS OF PREK-12 SCHOOLS ALLOWED UNDER CERTAIN CONDITIONS; SITE VISITS REGARDING NON-INSTRUCTIONAL BUILDINGS; VIOLATION OF POLICY” OF THE POLICIES OF THE SUFFOLK CITY SCHOOL BOARD - SECOND READING

BE IT ORDAINED, by the School Board of the City of Suffolk, Virginia that Chapter 2, Article 2, Section 2-2.1:1 entitled “Superintendent responsible for Day-to-Day school operations; site visits by School Board Members of PreK-12 schools allowed under certain conditions; site visits regarding non-instructional buildings; violation of policy” of the Policies of the Suffolk City School Board, be, and the same is hereby amended as follows:

Section 2-2.1:1 Superintendent responsible for Day-to-Day school operations; site visits by School Board Members of PreK-12 schools allowed under certain conditions; site visits regarding non-instructional buildings; violation of policy. —

A. The school superintendent is responsible for the Day-to-Day operations of Suffolk Public Schools. “Day-to-Day” operations refer to those regular activities and task of the school superintendent to ensure the smooth functioning and ongoing success of Suffolk Public Schools. Day-to-Day operations include all duties and responsibilities assigned to the school superintendent by Virginia Code, regulations of the Virginia Department of Education, policies of the School Board, and the superintendent’s contract of employment.

B. Members of the School Board are encouraged to conduct a site visit of any Pre-K-12 school once each grading period for the sole purpose of (i) becoming familiar with school operations, (ii) maintaining contact with building employees and (iii) increasing understanding of actual educational practices, but not for the purpose of (iv) inspecting school conditions, (v) evaluating staff performance, or (vi) gathering information, all of which is part of the Day-to-Day operations delegated to the school superintendent. All members of the School Board when conducting a site visit must adhere to the following:

- (1) Must notify the school superintendent and building principal in writing 24 hours prior to the scheduled site visit;
- (2) Must sign in at the school;
- (3) Must wear the identification badge issued by Suffolk Public Schools;
- (4) Must be respectful, orderly and civil in behavior in accordance with School Board Policy Section 10-1.3;

- (5) Must report to the office of the school administrator or designee upon arrival at the school;
- (6) Must not visit schools during standardized testing;
- (7) Must be accompanied by a building administrator during the site visit;
- (8) Must not enter classrooms during instructional time, unless invited by the classroom teacher or if accompanied by an administrator; and
- (9) Must not conduct themselves in a manner that will be disruptive of the teaching and learning environment, at the school should the school site visit occur during normal school hours.

C. Members of the School Board may also visit non-instructional buildings once a year for the sole purpose of observing building operations, but not for the purpose of (i) inspecting building conditions, (ii) evaluating staff performance, or (iii) gathering information, all of which is part of the Day-to-Day operations delegated to the school superintendent.

D. Any member of the School who violates this policy will be subject to discipline as found in School Board norms and protocols at School Board Policy Section 2-2,6:1(C).

Legal Authority — Virginia Code §§ 22.1-78 and 22.1-79(2).

FIRST READING: April 11, 2024

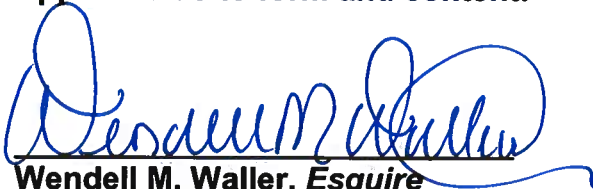
SECOND READING: _____

EFFECTIVE DATE: _____

TESTE: _____

CLERK

Approved as to form and content:



Wendell M. Waller, Esquire
School Board Attorney