

A RESOLUTION APPROVING THE TERMS AND CONDITIONS OF AN AGREEMENT TO PROVIDE POLICY SERVICES FOR SUFFOLK CITY SCHOOLS BETWEEN THE SUFFOLK CITY SCHOOL BOARD AND THE VIRGINIA SCHOOL BOARDS ASSOCIATION

BE IT RESOLVED by the Suffolk City School Board as follows:

Section 1: That all terms and conditions of the attached agreement between the Virginia School Boards Association and the Suffolk City School Board, be, and the same hereby approved.

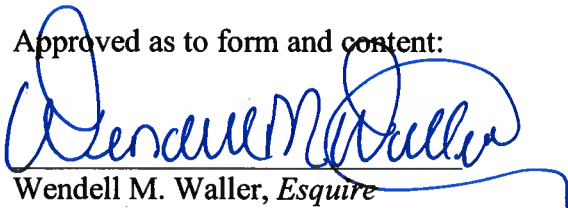
Section 2: That the Chairman of the Suffolk City School Board is hereby authorized and directed to execute the said Agreement on behalf of the School Board, and the Clerk of the School Board is directed to affix the corporate seal of the School Board thereto and duly attest the same.

READ AND ADOPTED: _____

TESTE: _____

Clerk

Approved as to form and content:



Wendell M. Waller, *Esquire*
School Board Attorney

Policy Services Agreement

This Agreement made this ____ day of _____, 2025 by and between the School Board of Suffolk City, Virginia (hereinafter "Board") and the Virginia School Boards Association (hereinafter "VSBA").

WHEREAS, Va. Code § 22.1-253.13:7 (part of the Standards of Quality) requires the Board to maintain and follow up-to-date policies and further requires that all policies shall be reviewed at least every five years and revised as needed; and

WHEREAS, the Board is a member of the VSBA and is desirous of having the VSBA provide it with policy services to enable it to comply with the Standards of Quality; and

WHEREAS, the VSBA, in order to promote the economy and efficiency of its members and to assist its members in complying with the Standards of Quality, is desirous of providing policy services to the Board.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties agree as follows:

1. During the term of this contract, VSBA will provide, through a password protected section of its website, the Board with access to the following
 - A. a manual containing sample policies
 - B. update services including, but not limited to, new and revised sample policies based on
 - statutory law
 - case law
 - Virginia Attorney General opinions.

VSBA will also provide access to the VSBA staff member/attorney to answer questions regarding VSBA sample policies.

2. The Board, in accordance with Va. Code § 22.1-71, agrees to contract with the VSBA for policy services.
3. The Board will pay VSBA \$3,750.00 for its services under this Agreement. The VSBA shall provide the Policy Contact designated by the superintendent with a password to the Policy Services section of the VSBA website only after full payment has been received.
4. The services provided for in this Agreement shall not include any review of or comments, suggestions, or recommendations regarding any documents or

publications including, but not limited to, locally developed policies, administrative rules, regulations, procedures, school manuals or handbooks, exhibits or forms.

- 5. The VSBA will not review, interpret, or comment on local revisions to any VSBA sample policy. Such alterations should be referred to the Board's attorney for review.**
- 6. The VSBA sample policies are copyright protected, and intended for the sole and exclusive use of current subscribers to VSBA policy services. Current subscribers may not share the sample policies with or provide the policies to non-subscribers or their agents or representatives, unless required by law or with the prior approval of the VSBA.**
- 7. VSBA is responsible for sample policies that are developed by the VSBA which have not been altered or amended by the Board.**

VSBA is not responsible for local revisions, deletions or additions to VSBA sample policies.

- 8. The Board agrees, in the event that a sample policy prepared by VSBA is alleged to be not in compliance with relevant laws, to notify VSBA of such allegation within five (5) working days of such allegation.**
- 9. The VSBA's liability for damages to the Board for any cause whatsoever shall be limited to the fee for the services to be performed under this Agreement.**
- 10. This Agreement is in full force and effect for a term of one (1) year, effective March 1, 2025 and terminating February 28, 2026. The Board's eligibility for policy services is conditioned on the Board remaining a member of VSBA. The Agreement is renewable for two (2) additional one-year terms at the original contract fee. At the end of the final renewal year, the contract may be renewed at the prevailing fee at the time of renewal. If the Board terminates the contract prior to the expiration of the contract term, there shall be no refund of any payments made.**
- 11. Upon the termination of the Board's participation in VSBA Policy Services, whether prior to the term of the contract or after expiration of the contract, the Board and its agents and employees will immediately discontinue use of the password-protected section of the VSBA Policy Services website.**
- 12. This Agreement constitutes the complete understanding of the parties and supersedes any and all prior understandings and agreements, oral or written,**

relating hereto. No alteration, modification or amendment of this Agreement shall be valid and binding unless in writing and executed by both parties.

SUFFOLK CITY SCHOOL BOARD, VIRGINIA

BY _____ Date: _____, 2025

Chair

Attest: _____

Clerk

VIRGINIA SCHOOL BOARDS ASSOCIATION



BY _____ Date: January 17, 2025

Gina G. Patterson, Executive Director



VSBA

Virginia School Boards Association

Policy Services

Virginia School Boards Association
200 Hansen Road, Suite 2
Charlottesville, VA 22911
(800) 446-8722

POLICY CONTACT DESIGNATION FORM

School Division: Suffolk City School Board

Designated Contact*: Wendell Waller
(Please print)

Contact Phone Number: 757-925-6752

Contact's E-Mail Address: wendellwaller@spsk12.net

Current Student Enrollment Is: 14514

*Superintendent must designate an individual authorized to receive Policy updates and discuss policy matters with VSBA on behalf of the school division.


Superintendent's Signature

2/4/25
Date

Please return by email to dorothy@vsba.org.



Virginia School Boards Association

200 Hansen Rd, Ste 2
 Charlottesville, VA 22911

Invoice

Date	Invoice #
1/15/2025	3766

Bill To
Suffolk City Schools John Gordon P.O. Box 1549 Suffolk, VA 23439

Quantity	Description	Rate	Amount
	One year VSBA Policy Services subscription contract (March 1, 2025 through February 28, 2026) with option to renew at same price through February 28, 2028.	3,750.00	3,750.00
Please remit to: Virginia School Boards Association 200 Hansen Road - Suite 2 Charlottesville, VA 22911		Total	\$3,750.00

Phone #	434-295-8722
Web Site	www.vsba.org