

# **POLICY REVIEW COMMITTEE MEETING MINUTES**

**King's Fork High School  
351 King's Fork Road, Suffolk, VA 23434  
Media Room, 2<sup>nd</sup> floor  
November 17, 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**

- ✓ School Board Member Valerie Fields

## ➤ **Call to Order.**

- The meeting was called to order. The committee approved the minutes for the October 20<sup>th</sup>, 2025 meeting.

## ➤ **Unfinished Business**

### • **POLICY SECTION 2-2.6:1 – Aspirational Statements**

- Attorney Waller gave a brief summary of this revision indicating that it removes the discretion of the chair regarding any complaints going to the full board and allows all complaints to be sent automatically to the full board for consideration. The committee discussed the potential of this policy being abused whenever someone has a complaint, it could end up 'tit for tat' causing misuse of the boards time and the board will be continually caught up in closed sessions. Having the chair responsible and with asking for an opinion of the attorney serves as checks and balances. Discussion also included that if the board gets on the right track of looking at student achievement and respecting each other's opinions, we should not have so many complaints being that we are all adults, also there are accusations that the chair has too much authority. Committee Chair Slingluff used this opportunity to address the most recent complaint against her from Board Member Jenkins regarding Chair Slingluff's comments directed at a public speaker as an example of a complaint that could make its way to the full School Board. Discussion ensued regarding that complaint. Slingluff requested a copy of the effective dates when changes were made to this policy. The committee agreed to send this policy as a first reading on December 11<sup>th</sup>, 2025 to the full board. Chair Slingluff also requested a copy of the recording of this meeting.

- **POLICY SECTION 2-2.7:3.1 – Rules of Order**

- Attorney Waller was asked to review how this policy change was requested. He replied that the chair started implementing a 5-minute rule when it came to board member comments. There were some concerns that it was not a board policy and if it was to be a standing requirement it should be included in policy. The committee discussed Board Member Brittingham's request to have the Robert's Rules of Order for Small Boards incorporated in this policy. Attorney Waller addressed the letter that he wrote to the board indicating why he did not think that it was a good idea to use Robert's Rules of Order for Small Boards. He cautioned the PRD that the Roberts Rules will result in a lot of back and forth bickering between members. Roberts Rules allow members to call for a Point of order, Point of Parliamentary Procedure and Point of Privilege. Members will start requesting these items and this will result in continued conversation on whether or not it is appropriate to call the "Point". The committee discussed the Chair being able to make a motion, and the disadvantages of a Motion not requiring a Second. Attorney Waller asked the committee to consider for themselves how important is it for the board to have a Chair that is objective versus having a chair that is always staking out a particular position. After much discussion, the committee recommended to have the policy remain as it is.

- **New Business**

- Committee Chair Slingluff asked Attorney Waller to list which policies are required and which policies came with a recommendation from the VSBA. Attorney Waller stated that 9-14.1, 9-15.7, 9-20.16, 10-15.1 are all optional. The Virginia Code allows for allows local school boards to adopt these particular policies, but they are not required by state law. Slingluff asked to have that noted on the agenda's going forward.

- **POLICY SECTION 9-11.3 – Prohibited Conduct**

- This policy is being revised due to Virginia Code. Committee Member Jenkins questioned the bullying policy definition in item no. 4. How is that interpreted when a student is being harassed repeatedly? Dr. Gordon responded that it has to be documented that it has occurred more than once by the same person or group of people. Bullying has to be chronic. Attorney Waller added that the definition in the policy is what is stated in the state code. An isolated event would not be considered bullying. There would have to be repetitive behavior. A student traumatized in an isolated incident may be classified as some other violation of the Code of Student Conduct but it would not be considered bullying — for example could be considered an assault or battery. Committee Chair Slingluff asked Dr. Gordon about language in section 2(ii) "cyberbullying will be provided protections". What are those protections? Dr. Gordon indicated that this would fall under the "whistle blower" protections. The person identifying who is doing the cyberbullying would not get in trouble for reporting it. This policy will be presented for first reading to the full board at the December 11th, 2025 meeting.

- **POLICY SECTION 9-12.1 – Weapons in School Prohibited**

- Committee Member Mcgee asked why does the policy indicate that the Superintendent or designee is permitted to give authority for providing firearms when the state code states who is allowed to have firearms? Attorney Waller stated that he believes there is language in the state code that is a catch all which

indicates that the Superintendent can indicate who is allowed to have firearms in the schools, but he will follow up on that language. There being no further concerns, the committee agreed that the policy will then be presented as a first reading at the December 11<sup>th</sup>, 2025 meeting.

- **POLICY SECTION 9-14.1 – Mood Altering Drugs Prohibited**

- Committee Chair Slingluff asked why do we need this policy and what programs do we offer that fall under this category? Discussion ensued on the programs provided to help with substance abuse such as the Region 2 Harbor Hope Center. We also have our partnership with Western Tidewater and there is drug awareness program that goes through the Sheriff's office and the Police department. Dr. Gordon added that because this policy addresses mood-altering, it is a serious matter. The school division should show support for students going through rehab and not allow them to become part of the "school-to-prison" pipeline. Parents also have to be involved by law in this process unless the student is over 18 or has been emancipated. The policy will be presented for First Reading at the December 11<sup>th</sup>, 2025 meeting.

- **POLICY SECTION 9-15.7 – Use of Free-Standing Metal Detectors**

- Attorney Waller informed the committee that this policy is in line with the current practice of the school division. Metal detectors are used at all school related activities. Free-standing metal detectors are being used and we don't have a policy. Staff members are also required to go through metal detectors as well. The committee agreed to add language that "staff" are also required to go through metal detectors. Also, added the word "staff" in subsection B as it pertains to searches. Committee Member Jenkins added that there have been complaints regarding metal detectors not being up at two events. These events were not school events but "facility use" events. Dr. Gordon will address this with those who are renting school facilities. There should be adequate notice to provide the detectors well in advance of the event. The policy will be presented to the full board for First Reading and Adoption at the meeting on December 11<sup>th</sup>, 2025.

- **POLICY SECTION 9-20-11:1 – Prescription Medications**

- This policy is being revised due to Virginia code. The committee had no questions or concerns with this policy. It will be presented for First Reading at the meeting on December 11<sup>th</sup>, 2025.

- **POLICY SECTION 9-20.11:3**

- This policy is being revised due to Virginia code. Committee Member McGee asked Dr. Gordon if staff receive training on Opioid overdose? Dr. Gordon responded that staff receive training on students being "under the influence" which would include opioid overdose. However, the protocol is for the nurses take the next steps to actually diagnose someone. All clinics are provided with opioid antagonists but the staff and administrators are not responsible for administering. It will be presented for First Reading at the meeting on December 11<sup>th</sup>, 2025.

- **POLICY SECTION 9-20.11:4 – Definitions, Suspected Overdose**

- This policy is being revised due to Virginia code. Attorney Waller will adjust to simplify the language in paragraph "B" line 2 regarding the triggering of notification to parents regarding an overdose. The committee had no other

questions or concerns with this policy. Dr. Gordon stated that we are already implementing this policy so it will be presented for First Reading and Adoption at the meeting on December 11<sup>th</sup>, 2025.

- **POLICY SECTION 9-20.16 – Mental Health Teletherapy Services**

- Legal authority of 22.1-274 does not apply and will be removed. Also, the language of parental consent will be added and emailed to members for review. 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 December 11<sup>th</sup>, 2025.

- **POLICY SECTION 9-20.17 – General Statement of Policy**

- This policy is being revised due to Virginia code. The committee had no questions or concerns with this policy. It will be presented for First Reading on December 11<sup>th</sup>, 2025.

- **POLICY SECTION 9-23.2 - Definitions**

- This policy is being revised due to Virginia code. The committee had no questions or concerns with this policy. It will be presented for First Reading on December 11<sup>th</sup>, 2025.

- **POLICY SECTION 9-23.10 – Release of Student Records**

- This policy is being revised due to Virginia code. Committee Member McGee asked what is the definition of a “student record”. Attorney Waller replied. The committee had no concerns with this policy. It will be presented for First Reading at the meeting on December 11<sup>th</sup>, 2025.

- **POLICY SECTION 10-3.3 – Request Procedures**

- This policy is being revised due to Virginia code. The committee had no questions or concerns with this policy. Attorney Waller noted that the FOIA council offers online training that members can take. It will be presented for First Reading on December 11<sup>th</sup>, 2025.

- **POLICY SECTION 10-15.1 – Sponsorships and Partnerships**

- This policy is being revised as an option. Committee Chair Slingluff asked if the liability fell on the school board or the company pertaining to item # 16 regarding certification of being convicted of any violent crimes? Attorney Waller stated that the sponsorship or partnership would be liable if they provided a certification that was misleading or false. Slingluff also asked about the school boards involvement in certifying the statement of partnerships and sponsorships. Dr. Gordon stated certification is provided by the sponsorship or partnership and not by Suffolk Public Schools. In most instances, there would be no direct contact with students. The committee had no other concerns with this policy. It will be presented for First Reading on December 11<sup>th</sup>, 2025.

- **POLICY SECTION – 10-18.3 – Statement of Purpose; Charter Schools**

- This policy is being revised due to Virginia code. Committee Chair Slingluff asked Attorney Waller to explain what has happened in Virginia Code when it comes to Charter Schools. Attorney Waller informed the committee that much has happened with regard to charter schools. Charter School applications were once

approved by local school boards and the school board would review them and make the decision as to whether to allow the charter school or not. Code now requires that charter school applications are also sent to State Board. VDOE also has a voice in the granting of the charter school application, even though the local school board has the final say. Attorney Waller made mention that in future years local school boards may not have final approval authority when it comes to Charter Schools. The committee had no other concerns with this policy. It will be presented for First Reading on December 11<sup>th</sup>, 2025.

- **POLICY SECTION 10-18.5 – Charter School Applications**

- This policy is being revised due to Virginia code. The committee had no questions or concerns with this policy. It will be presented for First Reading on December 11<sup>th</sup>, 2025.

- **POLICY SECTION 10-18.6 – Charter School Personnel**

- This policy is being revised due to Virginia code. The committee had no questions or concerns with this policy. It will be presented for First Reading on December 11<sup>th</sup>, 2025.

➤ **Business by Committee Members**

- Committee Chair Slingluff mentioned that last month the “Fraternization” policy was tabled and it wasn’t on the agenda. Attorney Waller stated that there was suppose to be contact made with Board Member Riddick and because he hadn’t heard anything, we didn’t add it to the agenda.
- The committee will have the scheduled meeting for next month but may cancel if there are no other policies to be reviewed.
- Next meeting will be Monday, December 15<sup>th</sup>, 2025 at 3:30 at King’s Fork High School (Media Center).

➤ **Adjournment at 5:03 PM.**