

**SCHOOL BOARD
POLICY REVIEW COMMITTEE MEETING
MINUTES**

**School Administration Building
School Board Room
March 4, 2026, 1:30 p.m.**

A video of this meeting can be found on YouTube:
<https://www.youtube.com/@VirginiaBeachSchools>

Committee Members: Carolyn Weems, Chair, Mark Bohenstiel, Sharon Felton, Cheryl Woodhouse, Kamala Lannetti, Laura Beth Mattson

I. Attendees: Matthew Delaney, Stephanie Enzmann, Ryan Goldberg

II. Call to Order:

Sharon Felton called the meeting to order at 1:31 p.m. and served as acting chair until Ms. Weems joined the meeting.

III. Adoption of the Agenda:

Motion to adopt the agenda was made by Mr. Bohenstiel. Second by Ms. Felton.
Ayes: 2 Nays: 0

IV. Adopt Meeting Minutes January 28, 2026:

Motion to adopt the January 28, 2026, meeting minutes made by Mr. Bohenstiel. Second by Ms. Felton.
Ayes: 2 Nays: 0

V. Old Business:

There was no old business for discussion.

VI. New Business:

A. Bylaw 1-36 Open Meetings and Closed Meetings

The committee reviewed the bylaw as part of the annual review requirement under the Virginia Freedom of Information Act. There were no recommended changes.

Motion to move Bylaw 1-36 to the next School Board meeting on Information was made by Mr. Bohenstiel. Second by Ms. Felton.
Ayes: 2 Nays: 0

B. Bylaw 1-37 Annual Organizational Meeting

The bylaw was presented for its five-year review. No changes were recommended, and no discussion occurred.

Motion to move Bylaw 1-37 to the next School Board meeting on Information made by Mr. Bohenstiel. Second by Ms. Felton.

Ayes: 2 Nays: 0

C. Appendix C Schools Board Standing Committee Procedures

Ms. Lannetti reviewed proposed revisions, including removing language in paragraph 4.b., clarifying that broadcasting meetings is a School Board decision rather than a legal requirement, and excluding Student Discipline Committee meetings from broadcasting requirements.

Ms. Weems joined the meeting at 1:37 p.m.

Motion to move Appendix C, as amended, to the next School Board meeting on Information as amended made by Ms. Felton. Second by Mr. Bohenstiel.

Ayes: 3 Nays: 0

Ms. Lannetti informed the Committee of technical issues with streaming and that the video will be posted when ready, but the meeting is not currently being live-streamed.

D. Policy 2-59 Outside Legal Counsel

Ms. Lannetti reviewed proposed updates to the policy, including previous changes made in 2021 related to employee attorney fees.

Motion to move Policy 2-59, as amended, to the next School Board meeting on Information made by Ms. Felton. Second by Mr. Bohenstiel.

Ayes: 3 Nays: 0

E. Policy 3-1 Criteria

The policy was reviewed as part of the five-year review cycle. A minor text correction was noted. Questions were raised regarding language referencing petty cash funds. The committee requested clarification from the Finance Department.

Motion to bring back Policy 3-1 to the next PRC to receive information from Finance made by Ms. Felton. Second by Mr. Bohenstiel.

Ayes: 3 Nays: 0

VII. **Other Business:**

A. Policy 4-45 Sick Leave Bank

Ms. Weems requested review of this policy following an employee injury regarding sick leave.

Ms. Enzmann provided an overview of sick leave allocations, rollover provisions, retirement payout rules, and operation of the Sick Leave Bank. After discussion, the committee determined no policy changes were necessary at this time.

B. Policy 6-18 Instructional Time and Impact Review

The committee discussed the use of Chromebooks by elementary students. Members discussed possible limitations on devices being sent home, potential grade-level restrictions, parental opt-out options, and exemptions for adaptive purposes. Additional information was requested from staff.

Dr. Goldberg will provide information for discussion at the March 25 and April 22 PRC meetings. Specifically:

- 1) No Chromebook or any device sent home with pre-k-2nd grade.
- 2) What would happen if devices do not go home 3rd-5th.
- 3) No devices at all for pre-k-1st or no devices pre-k – 2nd
- 4) Pros/cons for 2nd-5th or 3rd-5th on how hard it would be to put parameters on screen time
- 5) Exemption for those students who have adaptive services
- 6) Parental Opt-out
- 7) Ability to get information on total screen time usage at the end of the school year.

C. Policy 6-41 Digital Literacy

The policy was referenced due to its relationship to instructional technology discussions. No action was taken.

Ms. Woodhouse stated that she has received a response from Ms. Pate regarding the petty cash funds in Policy 3-1. Ms. Pate would like the language to remain in the policy, and she is prepared to attend the next meeting to answer questions.

Ms. Lannetti also reported that Risk Management has been reviewing the facilities use fee schedule, which has not been updated recently. The committee agreed the updated fee schedule may be presented directly to the School Board without PRC review.

Ms. Felton requested clarification regarding the definition of ex officio members in Appendix C. Ms. Lannetti stated these members are determined by each committee.

VIII. Next Meeting: March 25, 2026, 3:30 p.m.

IX. Adjourn: 3:18 p.m.