
SECTION E: Support Services

EA	Support Services
EB	School Crisis, Emergency Management, and Medical Emergency Response Plan
EBA	Buildings and Grounds Inspection
EBAA	Reporting of Hazards
EBAB	Possible Exposure to Viral Infections
EBBA	First Aid/CPR Certified Personnel
EBBB	Personnel Training-Viral Infections
EBCB	Fire Drills
EBCC	Tornado Drills
EBCD	School Closings
EC	Buildings and Grounds Management
ECA	Inventory and Reporting of Loss or Damage
ECAB	Vandalism
ECB	Buildings and Grounds Maintenance
EDC	Authorized Use of School-Owned Materials
EEA	Student Transportation Services
EEAB	School Bus Scheduling and Routing
EEAC	School Bus Safety Program
EEACC	Student Conduct on School Buses
EEAD	Special Use of School Buses

SECTION E: Support Services

EF	Food Service Management
EFB	Free and Reduced Price Food Services
EFD	Food Sanitation Program
EFE	Food Service Records and Reports
EGAA	Reproduction of Copyrighted Materials
EI	Insurance Management
ET	Educational Technology Foundation

SUPPORT SERVICES

The School Board considers the non-instructional operations of the school division an important component of the educational process. The support services, therefore, will be designed to compliment the instructional program.

The School Board expects all support services to be consistent with and responsive to the goals and needs of the division.

To fulfill this function, it is the intention of the School Board to:

1. Ensure the proper operation and maintenance of school buildings, vehicles, equipment, and services;
2. Set high standards of safety;
3. Promote the health of pupils and staff;
4. Establish efficient procedures for the management of buildings and grounds, offices, vehicles, equipment, and supplies;
5. Establish an effective and economical maintenance program, including preventive maintenance of school property, vehicles, buildings, and equipment;
6. Establish efficient procedures for the management of the food service program.

Adopted: October 11, 1994

Revised: September 11, 1996

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-79(3), 22.1-89, 22.1-89.1, 22.1-136, 22.1-137, 22.1-138, 22.1-184, 22.1-253.13:2.

SCHOOL CRISIS, EMERGENCY MANAGEMENT, AND MEDICAL EMERGENCY RESPONSE PLAN

Each school will develop a written school crisis, emergency management and medical emergency response plan as defined below. The School Board will annually review each school's plan. The School Board has the authority to withhold or limit the review of any security plans and specific vulnerability assessment components as provided in the Virginia Freedom of Information Act, Va. Code § [2.2-3705.2](#). The Department of Education and the Virginia Center for School Safety will provide technical assistance to the school division in the development of the plans. In developing these plans, schools may consult the model school crisis, emergency management, and medical emergency response plan developed by the Board of Education and the Virginia Center for School Safety.

Each school will annually conduct school safety audits as defined below. The results of such school safety audits will be made public within 90 days of completion. The school board may withhold or limit the release of any security plans and specific vulnerability assessment components as provided in the Virginia Freedom of Information Act, Va. Code § [2.2-3705.2](#). Each school will maintain a copy of the school's safety audit, which may exclude such security plans and vulnerability assessment components, within the office of the school principal and will make a copy of such report available for review upon written request.

“School crisis, emergency management, and medical emergency response plan” means the essential procedures, operations, and assignments required to prevent, manage, and respond to a critical event or emergency, including natural disasters involving fire, flood, tornadoes, or other severe weather; loss or disruption of power, water, communications or shelter; bus or other accidents; medical emergencies, including cardiac arrest and other life threatening medical emergencies; student or staff member deaths; explosions; bomb threats; gun, knife or other weapons threats; spills or exposures to hazardous substances; the presence of unauthorized persons or trespassers; the loss, disappearance or kidnapping of a student; hostage situations; violence on school property or at school activities; incidents involving acts of terrorism; and other incidents posing a serious threat of harm to students, personnel, or facilities.

“School safety audit” means a written assessment of the safety conditions in each public school to (1) identify and, if necessary, develop solutions for physical safety concerns, including building security issues and (2) identify and evaluate any patterns of student safety concerns occurring on school property or at school-sponsored events. Solutions and responses will include recommendations for structural adjustments, changes in school safety procedures, and revisions to the school board's standards for student conduct.

Each school will maintain records of regular safety, health and fire inspections that have been conducted and certified by local health and fire departments. The frequency of such inspections will be determined by the local school board in consultation with the local health and fire departments. In addition, the school administration will:

1. equip all exit doors with panic hardware as required by the Uniform Statewide Building Code (13 VAC 5-61-10 et seq.); and

2. conduct fire drills at least once a week during the first month of school and at least once each month for the remainder of the school term. No fire drills will be conducted during periods of mandatory testing required by the Board of Education. Evacuation routes for students shall be posted in each room. At least one simulated lockdown and crisis emergency evacuation activity should be conducted early in the school year.

Each school will have contingency plans for emergencies that include staff certified in cardiopulmonary resuscitation (CPR), the Heimlich maneuver, and emergency first aid.

In addition, the school administration will ensure that the school has:

1. written procedures to follow in emergencies such as fire, injury, illness, and violent or threatening behavior. The plan will be outlined in the student handbook and discussed with staff and students during the first week of each school year;
2. space for the proper care of students who become ill; and
3. a written procedure for responding to violent, disruptive or illegal activities by students on school property or during a school sponsored activity; and
4. written procedures to follow for the safe evacuation of persons with special physical, medical, or language needs who may need assistance to exit a facility.

Adopted: October 11, 1994
Revised: September 11, 1996
Revised: August 13, 1997
Revised: January 13, 1999
Revised: July 14, 1999
Revised: March 8, 2000
Revised: July 11, 2001
Revised: July 10, 2002
Revised: July 9, 2003
Revised: July 14, 2004
Revised: July 12, 2006
Revised: July 11, 2007

Legal Refs: Code of Virginia, 1950, as amended, §§ 2.2-3705.2, 22.1-279.8.

Acts 2006, c. 164.

8 VAC 20-131-260.

Cross Refs.:	CLA	Reporting Acts of Violence and Substance Abuse
	EBAA	Reporting of Hazards
	EBBA	First Aid/CPR Certified Personnel
	EBCB	Fire Drills
	GBEB	Staff Weapons in School
	JFC	Student Conduct
	JFC-R	Standards of Student Conduct
	JFCD	Weapons in School
	JFCE	Gang Activity or Association
	JHH	Suicide Prevention
	KK	School Visitors

BUILDINGS AND GROUNDS INSPECTION

A School Board responsibility is to maintain all school buildings at maximum efficiency. In order to accomplish this goal, it is important that repairs and maintenance of each building be done on an annual basis. Buildings will be inspected annually.

The inspection will include major and minor maintenance items for care of the building and grounds. The results of the inspection will be compiled by the Superintendent and reported to the School Board.

Adopted: October 11, 1994

Revised: September 11, 1996

Revised: July 10, 2002

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-79(3) 22.1-135 and 22.1-136.

8 VAC 20-131-260.

REPORTING OF HAZARDS

It is the duty and responsibility of each employee within the school division to assure that all equipment and grounds are free from hazardous conditions. Any perceived hazard shall be reported immediately to the Superintendent, or his/her designee, for inspection and corrective action.

The Superintendent shall name a designee to evaluate and label toxicity of all materials used in the division in accordance with criteria established by the Virginia Department of Education.

Adopted: October 11, 1994

Revised: September 11, 1996

Revised: July 10, 2002

Legal Refs.: Code of Virginia, 1950, as amended, § 22.1-274.1.

8 VAC 20-530-10 et seq.

POSSIBLE EXPOSURE TO VIRAL INFECTIONS

Upon notification by a school employee who believes he/she has been involved in a possible exposure-prone incident which may have exposed the employee to the blood or body fluids of a student, the superintendent shall contact the local health director who, upon immediate investigation of the incident, shall determine if a potentially harmful exposure has occurred and make recommendations based upon all information available to him/her, regarding how the employee can reduce any risks from such exposure.

The superintendent shall share these recommendations with the school employee.

The superintendent and the school employee shall not divulge any information provided by the local health director regarding the student involved except as described below. The information provided by the local health director shall be subject to any applicable confidentiality requirements set forth in section 32.1-35 et seq. of the Code of Virginia.

Whenever any school board employee is directly exposed to body fluids of any person in a manner which may, according to the current guidelines of the Centers for Disease Control, transmit human immunodeficiency virus or hepatitis B or C viruses, the person whose body fluids were involved in the exposure shall be deemed to have consented to testing for infection with human immunodeficiency virus or hepatitis B or C viruses. Such person shall also be deemed to have consented to the release of such test results to the school board employee who was exposed. In other than emergency situations, it shall be the responsibility of the school board employee to inform the person of this provision prior to the contact that creates a risk of such exposure.

If the person whose blood specimen is sought for testing is a minor, and that minor refuses to provide such specimen, consent for obtaining such specimen shall be obtained from the parent, guardian, or person standing in loco parentis of such minor prior to initiating such testing. If the parent or guardian or person standing in loco parentis withholds such consent, or is not reasonably available, the person potentially exposed to the human immunodeficiency virus or hepatitis B or C viruses, or the employer of such person may petition the juvenile and domestic relations district court in the county or city where the minor resides or resided or, in the case of a nonresident, the county or city where the school board has its principal office, for an order requiring the minor to provide a blood specimen or to submit to testing and to disclose the test results in accordance with this policy.

Whenever any person is directly exposed to the body fluids of a school board employee in a manner that may, according to the then current guidelines of the Centers for Disease Control, transmit human immunodeficiency virus or hepatitis B or C viruses, the school board employee whose body fluids were involved in the exposure shall be deemed to have consented to testing for infection with human immunodeficiency virus or hepatitis B or C viruses. The school board employee shall also be deemed to have consented to the release of such test results to the person.

Except if the person to be tested is a minor, if the person whose blood specimen is sought for testing refuses to provide such specimen, any person potentially exposed to the human

immunodeficiency virus or hepatitis B or C viruses, or the employer of such person, may petition the general district court of the county or city in which the person whose specimen is sought resides or resided, or, in the case of a nonresident, the county or city where the school board has its principal office, for an order requiring the person to provide a blood specimen or to submit to testing and to disclose the test results in accordance with this section. At any hearing before the court, the person whose specimen is sought or his counsel may appear. The court shall be advised by the State Health Commissioner or his designee prior to entering any testing order. If a testing order is issued, both the petitioner and the person from whom the blood specimen is sought shall receive counseling and opportunity for face-to-face disclosure of any test results by a licensed practitioner or trained counselor.

Adopted: August 13, 1997
Revised: July 9, 2003
Revised: July 9, 2008

Legal Refs: Code of Virginia, 1950 as amended, §§ 22.1-271.3, 32.1-45.1.

Cross Refs: EBBB Personnel Training-Viral Infections
GBE Staff Health
JHCC Communicable Diseases
JHCCA Blood-Borne Contagious or Infectious Diseases

FIRST AID/CPR CERTIFIED PERSONNEL

In school buildings with an instructional and administrative staff of ten or more, there shall be at least two employees who have current certification in cardiopulmonary resuscitation or have received training, within the last two years, in emergency first aid and cardiopulmonary resuscitation. If one or more students diagnosed as having diabetes attend such school, there shall be at least two employees who have been trained in the administration of insulin and glucagon.

In school buildings with an instructional and administrative staff of fewer than ten, there shall be at least one employee who has current certification in cardiopulmonary resuscitation or has received training, within the last two years, in emergency first aid and cardiopulmonary resuscitation. If one or more students diagnosed as having diabetes attend such school, there shall be at least one employee who has been trained in the administration of insulin and glucagon.

When a registered nurse, nurse practitioner, physician or physician assistant is present, no employee who is not a registered nurse, nurse practitioner, physician or physician assistant shall assist with the administration of insulin or administer glucagon. Prescriber authorization and parental consent shall be obtained for any employee who is not a registered nurse, nurse practitioner, physician or physician assistant to assist with the administration of insulin and administer glucagon.

Adopted: October 11, 1994
Revised: September 11, 1996
Revised: June 10, 1998
Revised: July 10, 2002
Revised: July 14, 2004
Revised: April 8, 2009

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-253.13:2.O, 22.1-274.

Cross Ref.: EB School Crisis, Emergency Management, and Medical Emergency Response Plan

PERSONNEL TRAINING-VIRAL INFECTIONS

All school personnel having direct contact with students shall receive appropriate training in the etiology, prevention, transmission modes, and effects of blood-borne pathogens, specifically, hepatitis B and human immunodeficiency viruses or any other infections that are the subject of regulations promulgated by the Safety and Health Codes Board of the Virginia Occupational Safety and Health Program.

Adopted: August 13, 1997

Legal Refs: Code of Virginia, § 22.1-271.3

Cross Refs: EBAB Reporting of Possible Exposure to Viral Infections
JHCC Communicable Diseases
JHCCA Blood-Borne Contagious or Infectious Diseases

FIRE DRILLS

In every public school in Virginia, there will be a fire drill at least once every week during the first twenty school days of each session and more often if necessary, in order that pupils may be thoroughly practiced in such drills. During the remainder of the school sessions, fire drills shall be held at least monthly. No fire drills will be conducted during periods of mandatory testing required by the Board of Education.

Adopted: October 11, 1994

Revised: September 11, 1996

Revised: July 12, 2006

Legal Ref.: Code of Virginia, § 22.1-137.

Acts 2006, c. 164.

TORNADO DRILLS

In every public school in Virginia, there will be at least one tornado drill every school year, in order that pupils may be thoroughly practiced in such drills.

Adopted: July 11, 2001

Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-137.1.

SCHOOL CLOSINGS

The Superintendent or his/her designee may order the closing, the delay in opening or the early dismissal of any or all schools in order to protect the safety and welfare of the students and staff.

Unless employees are notified that their work schedule is changed because of adverse weather or emergency conditions, it is expected that all employees will work according to the terms of their contract.

During adverse weather or emergency conditions, however, employees will follow guidelines related to work schedules. The guidelines may be reviewed by the School Board.

Adopted: October 11, 1994

Revised: September 11, 1996

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-70, 22.1-78, 22.1-98.

BUILDINGS AND GROUNDS MANAGEMENT

School division properties will be maintained in good physical condition: safe, clean, sanitary, comfortable, and convenient.

The Superintendent will have the general responsibility for the care, custody, and safekeeping of all school property, establishing such procedures and employing such means as may be necessary to discharge this responsibility.

At the building level, the principal will be responsible for overseeing the school plant and for the proper care of school property by the staff and students.

Adopted: October 11, 1994

Revised: September 11, 1996

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-70, 22.1-79 (3), 22.1-293 (D).

INVENTORY AND REPORTING OF LOSS OR DAMAGE

I. Inventories

The Superintendent shall devise an adequate system of inventory of school property. Such inventory shall be available to identify items for the purpose of insurance and to control the loss of property.

The inventory shall include, but not be limited to the following: buildings, movable equipment, vehicles, and all other items of significant value. Each school shall keep a complete inventory of all equipment, listing make, source, date of purchase, model, serial number, and other identifying data.

II. Reporting Losses

All loss of or damage to school property shall be promptly reported to the Superintendent.

Adopted: January 13, 1999

Legal Refs.: Code of Virginia, 1950, as amended, § 22.1-78.

Cross Refs.: ECAB Vandalism
 EIA Property Insurance
 JFC-R Standards of Student Conduct

VANDALISM

The School Board urges staff, students and the public to cooperate in the reduction of vandalism by reporting incidents of vandalism and the name of any person(s) believed to be responsible.

The School Board may institute action and recover from the parents or either of them of any minor living with such parents or either of them up to \$2500 for damages suffered by reason of the willful or malicious destruction of, or damage to, public property by such minor.

In addition, a student who damages or destroys public property will be subject to whatever disciplinary action is deemed necessary and advisable by the school principal.

Adopted: October 11, 1994

Revised: September 11, 1996

Revised: April 10, 2002

Revised: July 14, 2004

Revised: July 9, 2008

Legal Ref.: Code of Virginia, 1950, as amended, §§ 8.01-43, 18.2-138, 22.1-78, 22.1-253.13:7.C.3.

Cross Refs.: JFC-R Standards of Student Conduct

BUILDINGS AND GROUNDS MAINTENANCE

A program of preventive maintenance is a requirement for efficient, economic building operation. The Superintendent is directed to maintain a program of preventive maintenance.

School buildings and grounds will be maintained in a safe and attractive condition. The principal of each school will be responsible for the operation, supervision, care and maintenance of the school plant.

Adopted: October 11, 1994

Revised: September 11, 1996

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-79(3), 22.1-134, 22.1-135, 22.1-293(D).

AUTHORIZED USE OF SCHOOL-OWNED MATERIALS

To ensure the security of school property, the Superintendent shall develop regulations governing the use of all school owned property. The regulation shall address the use of school division facilities, supplies, materials, equipment by employees and outside organization.

Employees are prohibited from utilizing school property for personal use or gain.

Adopted: October 11, 1994

Revised: September 11, 1996

Legal Ref.: Code of Virginia, §§ 22.1-70, 22.1-129, 22.1-131, 22.1-132.

STUDENT TRANSPORTATION SERVICES

The School Board may provide for the necessary transportation of students. All conditions regarding the transportation of students stipulated by the Code of Virginia, regulations of the Virginia Board of Education, and policies and regulations of the School Board shall be met. Students may be suspended from using school transportation services for violations of the Student Code of Conduct or when the student endangers the health, safety and welfare of other riders. In such cases the parent or guardian shall be responsible for transporting the student to school.

Adopted: October 11, 1994

Revised: September 11, 1996

Revised: July 10, 2002

Legal Ref.: Code of Virginia, §§ 22.1-78, 22.1-176, 22.1-221.

Cross Ref.: JFCC Student Conduct on School Buses
JFC-R Standards of Student Conduct

SCHOOL BUS SCHEDULING AND ROUTING

School bus scheduling and routing will be in compliance with the Regulations of the Virginia Board of Education.

Adopted: October 11, 1994
Revised: September 11, 1996
Revised: July 10, 2002

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-70, 22.1-78, 22.1-181.

8 VAC 20-70-160.

SCHOOL BUS SAFETY PROGRAM

All buses and other vehicles owned and operated by the school division will be inspected for safety in accordance with the regulations prescribed by the Department of Education.

All accidents regardless of the damage involved must be reported to the transportation supervisor.

No person shall use any wireless telecommunications device, whether handheld or otherwise, while driving a school bus, except in case of an emergency, or when the vehicle is lawfully parked and for the purposes of dispatching. Nothing in this section shall be construed to prohibit the use of two-way radio devices authorized by the owner of the school bus.

Adopted: October 11, 1994

Revised: September 11, 1996

Revised: July 10, 2002

Revised: July 9, 2008

Legal Refs.: Code of Virginia, 1950, as amended, § 46.2-919.1.

8 VAC 20-70-130.

8 VAC 20-70-140.

8 VAC 20-70-380.

STUDENT CONDUCT ON SCHOOL BUSES

The school principal will have the authority to suspend the riding privileges of students and/or take other disciplinary actions for students who are disciplinary problems on the bus. Parents (or guardians) of children whose behavior and misconduct on school buses violates the Student Code of Conduct or otherwise endangers the health, safety and welfare of other riders shall be notified that their child/children face the loss of school bus riding privileges and/or other disciplinary actions.

In those instances where students have the riding privileges suspended it shall be the responsibility of the parents (or guardians) of the student to see that their child/children get to and from school safely.

The bus driver shall be responsible for maintaining the orderly behavior of students on school buses and shall report misconduct to the student's principal, and provide a copy to the transportation office.

Adopted: October 11, 1994
Revised: September 11, 1996
Revised: July 10, 2002

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-176, 22.1-181, 22.1-293 (B), 22.1-293 (D).

8 VAC 20-70-390.

Cross Refs.: EEA Student Transportation Services
JFC Student Conduct
JFC-R Standards of Student Conduct

SPECIAL USE OF SCHOOL BUSES

The use of school buses for purposes other than transporting children to school for the regular school hours is permitted with prior approval of the Superintendent and in accordance with regulations pertaining to field trips.

Adopted: October 11, 1994

Revised: September 11, 1996

Revised: July 10, 2002

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-176, 22.1-182.

Cross Ref.: IICA Field Trips and Excursions

FOOD SERVICE MANAGEMENT

The Superintendent is authorized to develop and implement an efficient and effective food services system for the students and employees of the school division.

Adopted: October 11, 1994

Revised: September 11, 1996

Revised: July 10, 2002

Legal Refs.: 42 U.S.C. § 1751 et seq.

Code of Virginia, 1950, as amended, §§ 22.1-24, 22.1-70, 22.1-78, 22.1-89.1.

8 VAC 20-290-10.

FREE AND REDUCED PRICE FOOD SERVICES

An adequate nutrition program is essential to a child's growth and development and influences higher achievement in school. In the belief that every school age child should have an adequate lunch, the School Board will serve free or reduced price lunches to those eligible children.

The School Board shall enter into an annual agreement with the State Department of Education for the operation of the school lunch program, which obligates the Fluvanna County Schools to observe the standards and minimum operating requirements established under the National School Lunch Act.

In accordance with federal law, including the revised regulations of the National School Lunch and the Child Nutrition Acts, the School Board will carry out all statutory requirements, and accepts responsibility for providing free and reduced price meals to children in the schools.

Any amendments or changes to this policy will be submitted to the State School Lunch Office for approval prior to its effect in the Fluvanna County Schools. When changes occur during the school year, parents, or guardians, and the news media will be notified.

Adopted: October 11, 1994

Revised: September 11, 1996

Revised: July 10, 2002

Legal Refs.: 42 U.S.C. §§ 1751 et seq., 1771 et seq.

Code of Virginia, 1950, as amended, § 22.1-24.

8 VAC 20-290-10.

FOOD SANITATION PROGRAM

The personnel and the facilities used for food services in the school division are subject to state laws regulating restaurants and other food establishments. School dining facilities are also governed by regulations promulgated by the State Board of Health.

Adopted: October 11, 1994

Revised: September 11, 1996

Revised: April 11, 2007

Legal Ref.: Code of Virginia, 1950, as amended, § 35.1.1.

12 VAC 5-421-430.

FOOD SERVICE RECORDS AND REPORTS

From time to time the Superintendent shall report to the School Board on the financial status of the division's food service operations.

The Superintendent, or his/her designee, will supervise the storage and distribution of all donated foods allocated by the U.S.D.A. for the school lunch program in such a manner as will ensure compliance with the terms and conditions of the agreement.

Adopted: October 11, 1994

Revised: September 11, 1996

Revised: July 10, 2002

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-24, 22.1-70, 22.1-89.1, 22.1-115.

REPRODUCTION OF COPYRIGHTED MATERIALS

The reproduction and use of copyrighted materials, including computer software, electronic materials, video tapes, compact discs, laser discs and other non-print materials, are controlled by federal law. In general, copyright owners have the exclusive right to use, reproduce, and modify their materials. Federal law does provide limited exceptions to this general rule which permit the reproduction and use of copyrighted materials in some circumstances. The superintendent is responsible for promoting an understanding of the applicable law among staff members and students.

The division encourages its staff and students to enrich the educational experience by making proper use of supplementary materials. However, each staff member and student is responsible for complying with copyright law and with any regulations or procedures developed by the Superintendent. Any employee or student who is uncertain as to whether reproducing or using copyrighted materials complies with the division procedures or is permissible under law should contact the Superintendent who will provide clarification and assist staff members and students in obtaining proper authorization to copy or use protected material when such authorization is required.

At no time will it be necessary for a staff member to violate copyright laws in order to properly perform his or her duties. At no time will it be necessary for a student to violate copyright laws in order to complete any assigned work. For staff members, violation of copyright laws or division requirements may result in discipline up to and including termination of employment. For students, violation of copyright laws or division requirements may result in discipline up to and including suspension or expulsion.

Adopted: October 11, 1994

Revised: September 11, 1996

Revised: July 9, 2008

Legal Refs: 17 U.S.C § 101 et seq.-

Cross Ref:	JFC-R	Standards of Student Conduct
	GAB/IIBEA	Acceptable Computer System Use
	GCPD	Professional Staff Members: Contract Status and Discipline
	GDPD	Support Staff Members: Contract Status and Discipline

INSURANCE MANAGEMENT

The School Board shall maintain such insurance on school property, including vehicles, as it deems necessary or as is required by law. The Board may provide liability insurance, or may provide self-insurance, for certain or all of its officers and employees and for student teachers and other persons performing functions or services for any school in the school division, regardless of whether payment is made for such functions or services. Such insurance, including workers' compensation and all property and casualty insurance, shall be placed with insurance companies authorized to do business in Virginia or provided by insurance pools, groups, or self-insured programs authorized by the state Bureau of Insurance.

Adopted: October 11, 1994

Revised: September 11, 1996

Revised: July 10, 2002

Revised: April 14, 2004

Revised: October 11, 2006

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-84; 22.1-188 through 22.1-198.

8 VAC 20-70-120.

EDUCATIONAL TECHNOLOGY FOUNDATION

The School Board shall establish an educational technology foundation for the express purpose of implementing a public/private partnership to expand access to and improve the quality of educational technology in the division. Such a foundation may be established directly by the School Board or by the School Board and other organizations or persons, on behalf of the School Board by a third party, or through a contract with a corporation as defined by Va. Code § 2.2-212.2:2. The foundation may be established as a cooperative regional effort with other School Boards.

I. Requirements

Upon establishing or contracting with a corporation, whether or not other organizations, School Boards, or persons are involved, the School Board shall:

- (1) Review and approve the articles of incorporation and bylaws;
- (2) Establish a system of accounting to protect public funds;
- (3) Establish agreement that, upon dissolution of the corporation, any assets remaining after payment of just debts shall be transferred to and become the property of the School Board or, if a regional effort, the procedure by which the property may be divided among the School Boards;
- (4) Require, in any instance in which the School Board advances, contributes or loans funds to the corporation, that such contract shall provide for the posting of a bond with surety by the officers of the corporation conditioned to protect the rights of the School Board;
- (5) Establish terms for the allocation of any profits or revenues between the School Board and the corporation; and
- (6) Take such other steps as may be necessary to comply with applicable law.

II. Funding

The School Board may (i) advance, contribute or loan funds to such foundation, and (ii) establish an escrow fund for the purpose of funding various educational technology projects.

III. Procurement

In purchasing educational technology through the corporation the School Board shall be exempt from the Virginia Public Procurement Act, except, relative to such purchases, the School Board shall comply with the provisions of sections 2.2-4311 and 2.2-4367 through 2.2-4377 of the Act.

Adopted: August 13, 1997

Revised: July 9, 2003

Revised: April 14, 2004

Legal Refs: Code of Virginia, §§ 2.2-4311, 2.2-4343, 2.2-4367 through 2.2-4377, 22.1-212.2:2.