



BATH COUNTY SCHOOL BOARD

AGENDA ITEM: INFORMATION { } ACTION { X } CLOSED MEETING { }

SUBJECT: SCHOOL BOARD ORGANIZATIONAL MEETING

- A. Election of Officers
 - Chairman _____
 - Vice-Chairman _____
 - Appointment of Clerk Sue Hirsh
 - Appointment of Deputy Clerk Sharon Fry

- B. Approval of Fiscal Agent and Approval of Deputy Fiscal Agent
 - Justin Rider
 - Sue Hirsh

- C. Approval of Superintendent’s Designee _____

- D. Approval of Signatures in Superintendent’s Absence Paul Lancaster

- E. Appointment of VSBA Insurance Services
 - Voting Representative _____
 - Supervisory Board Member _____





Bath County Public Schools

P.O. Box 67

Warm Springs, Virginia 24484

Phone: 540-839-2722

Fax: 540-839-3040

www.bath.k12.va.us

RESOLUTION

Authorizing the Appointment of Fiscal Agent and Deputy Fiscal Agent

Be it resolved that the Bath County School Board approves the appointment of Justin Rider, Business Manager, as fiscal agent and Mrs. Sue Hirsh, Superintendent, as deputy fiscal agent for Bath County Public Schools. The fiscal agent and deputy fiscal agent are authorized only to execute the duties as described in Virginia Statute §22.1-122 (B).

Adopted by Bath County School Board on this date: January 7, 2013

Chairman, Bath County School Board

Date

Deputy Clerk, Bath County Schools

Date



**Superintendent's Memo #130-12****COMMONWEALTH of VIRGINIA
Department of Education**

May 18, 2012

TO: Division Superintendents

FROM: Patricia I. Wright, Superintendent of Public Instruction

SUBJECT: Authorization of Signatures in Absence of Division Superintendent

Local school boards may designate other personnel to sign or authorize Department of Education documents in the absence of the division superintendent. There is no restriction on the period of time that an individual can be approved as a designee. The Department of Education must be notified of such board action and the authorized signature must be on file in the Department before requests for reimbursements or other official actions that would normally require the division superintendent's signature can be processed.

When a designee authorization expires, a new form must be completed to re-establish signature authority. Online Management of Education Grant Awards (OMEGA) access is impacted when designee authorization expires. Once a designee's authorization expires, OMEGA access automatically terminates on that date. Please be advised that it is not necessary to resubmit authorization for existing designees that are not expiring this school year.

To identify authorized designees, a Web form is included as a part of the Educational Registry Application (ERA) data collection accessible via Single Sign-on for Web Systems (SSWS). After identifying the authorized person (s), print the "Authorization of Signatures" form, enter the respective authorization expiration date(s), and obtain the required signatures and the seal of the Clerk of the School Board to establish signature authorization.

If the person(s) authorized to sign Department documents should change at any time, the Web form must be updated to reflect the change(s), and a new "Authorization of Signatures" form signed, seal affixed, and mailed to the Department of Education.

Please mail the completed form to the Department of Education at the following address:

Educational Applications
Office of Educational Information Management
Virginia Department of Education
P.O. Box 2120
Richmond, Virginia 23218-2120

For further information, please contact Vickie McCrary, by e-mail at Vickie.McCrary@doe.virginia.gov or by telephone at (804) 225-2827.

PIW/SMW/vlm





Virginia Department of Education

Authorization of Signature in Absence of Division Superintendent
Bath County Public Schools

The School Board of the Country, City, or Town of Bath County at a meeting held on 1/7/2013 by duly recorded vote approved and authorized the person(s) listed below to sign all Virginia Department of Education reports, documents, requisitions, and other official correspondence in the absence of the Division Superintendent.

Mr. Paul Lancaster

Director

Director, Technology & Administrative Services

Signature:

Authorization Approved
through: 1/31/2014

This is to certify that the signature authorization action was approved and incorporated in the minutes of said School Board on the aforementioned date.

Signature of Division Superintendent

Sue Hirsh

Printed Name of Division Superintendent

Signature of School Board Chair

Printed Name of School Board Chair

Seal of Clerk of the School Board

Signature of Clerk of the School Board

Printed Name of Clerk of the School Board

Date: _____

Mail to: Virginia Department of Education
Educational Applications
22nd Floor
P.O.Box 2120
Richmond, VA 23218-2120






VSBA

Virginia School Boards Association

Rivanna Ridge Professional Building
200 Hansen Road, Suite 2
Charlottesville, VA 22911

January 4, 2013

TO: School Board Chairmen
Division Superintendents

FROM: David Smith, Director 
VSBA Insurance Services Programs

RE: Request for Official Voting Representative
to the VSBA Insurance Services Programs

In accordance with Article I, Section 6 of the VSBA Insurance Services Programs By-Laws, each participating Insurance Services pool member school division "shall have one vote... at any annual or special meeting...". Such member may be an "elected or appointed" member of the participating school board.

Please complete and return by fax the enclosed Official Voting Representative Form by **January 25, 2013**.

Thank you for your support in our pools.

**VSBA Insurance Services Programs
Official Voting Representative**

Name: _____

Address: _____

Phone: (W) _____ (H) _____

Email: _____

School Division: _____

**Please Fax This Form To
The VSBA Office (434) 963-4776**

**Attn: Lisa Thacker
By January 25, 2013**





Rivanna Ridge Professional Building
200 Hansen Road, Suite 2
Charlottesville, VA 22911

December 10, 2012



TO: School Board Chairmen
Division Superintendents

FROM: David Sulzen, Chairman
VSBA Insurance Services Supervisory Board

David Smith, Director *DS*
VSBA Insurance Services

RE: Election of Supervisory Board Members
Requests for Candidate Suggestions

At the Annual Meeting of the Property and Casualty and Workers' Compensation pools, on March 21, 2013 at 1:30 p.m. the Supervisory Board will be electing board members to fill expiring terms on the VSBA Insurance Services Supervisory Board. The terms for Ms. Bennington's, Mr. Brooks' and Mr. Ruhland's current positions shall be for three years.

As a participating member school division in the VSBA Insurance Services Programs, you are eligible to submit the name of one of your school board members for consideration by the Nominating Committee.

Current members on the Supervisory Board are:

Scott Albrecht, Manassas City	-	Term expires February, 2014
Julie Bennington, Bedford County	-	Term expires February, 2013
Bill Brooks, Washington County	-	Term expires February, 2013
John Ferguson, Scott County (Supt.)	-	Term expires February, 2015
Leigh Hubbard, King William County	-	Term expires February, 2015
Wallace Hurt, Nottoway County	-	Term expires February, 2014
John Reynolds, Rockbridge County (Supt.)	-	Term expires February, 2015
James Ruhland, Botetourt County	-	Term expires February, 2013
Billy Seay, Louisa County	-	Term expires February, 2015
David Sulzen, Floyd County	-	Term expires February, 2015
Melvin Thomas, Winchester City	-	Term expires February, 2014

Each School Board member seeking election should be willing to attend up to four meetings per year. If you wish to submit the name of a person to be considered, please complete the enclosed form and fax it to the VSBA office (434) 963-4776 by **January 11, 2013**.

Thank you for your interest in our VSBA Insurance Services Programs.





**Candidate Form for
VSBA Insurance Services Programs
Supervisory Board Member**

Name: _____

Address: _____

Phone: (W) _____ (H) _____

Email: _____

School Division: _____

I. Supporting Data for Supervisory Board Member Candidate

1. Attach a brief written statement describing why she/he desires or should be a VSBA Insurance Services Program Supervisory Board Member, together with pertinent biographical information and a statement confirming willingness to serve.
2. Attach a list of all dates and offices the nominee has held on her/his local school board.

II. Attested by:

Board Chairman: _____ (signature) _____ (date)

Division Superintendent: _____ (signature) _____ (date)

**Please Fax This Form
To The VSBA Office (434) 963-4776**

**Attn: Lisa Thacker
By January 11, 2013**

