

BATH COUNTY SCHOOL BOARD

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

SUBJECT:                      ITEMS FOR BOARD MEMBERS



Matthew J. Lohr  
Commissioner

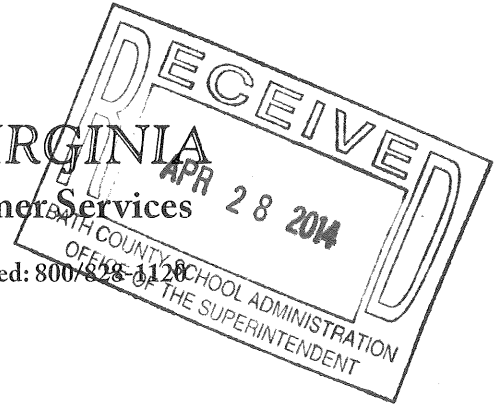
# COMMONWEALTH of VIRGINIA

## Department of Agriculture and Consumer Services

PO Box 1163, Richmond, Virginia 23218

Phone: 804/786-3501 • fax: 804/371-2945 • Hearing Impaired: 800/828-6126

[www.vdacs.virginia.gov](http://www.vdacs.virginia.gov)



April 15, 2014

Sue Hirsh  
Bath County Public Schools  
12145 Sam Snead Highway  
Warm Springs, VA 24484

Dear Ms. Hirsh:

This is to serve as confirmation of the USDA Commodity Program review that was completed for your school system on April 14, 2014. Please extend my appreciation to Ms. Lumina Shifflett for her assistance during the review process.

I am very pleased to report that Bath County Schools have an excellent food service program with regard to the USDA Commodities. The Food Service Department is organized and has a good allocation system. At the school level all managers are maintaining inventory records and temperature charts. Overall, the schools are doing a very good job utilizing commodities. Ms. Shifflett is utilizing the DoD Fresh Program with great success, just be sure to print off confirmation pages and send copies of those to the schools so they are aware of what they should be receiving with their orders that are placed in FFAVORS.

I am attaching a separate page listing specific observations. As a reminder, all freezers and refrigerators used to store commodities must have separate internal thermometers and temperatures must be recorded a minimum of three times per week. Temperatures must be monitored during school breaks and summer vacation as well.

It was a pleasure to visit your school system and I look forward to working there in the future. If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Melanie W. Monroe  
Regional Commodity Manager

**USDA Commodity Program Review**  
Bath County Schools

**Millboro Elementary**

- At the time of the review the frozen USDA foods in the walk-in freezer was not being dated as received. Please be sure all USDA foods are dated as received to ensure proper rotation practices are being followed. All dry items were dated as received.
- It is recommend that on the school level the cafeteria managers keep the notices that are sent to them in regards to USDA foods (Hackney and Keany) being delivered to them to be sure they received all the items they were suppose to receive. At the time of the review the cafeteria manager only had a couple of these.
- It is also recommend that the schools keep copies of the Bill of Lading from Keany Produce on their DoD Fresh orders in order to track what was received properly. At the time of the review the cafeteria manager was able to show one from January but not others.

**Valley Elementary**

- At the time of the review some of the frozen USDA foods in the walk-in freezer were not being dated as received. Please be sure all USDA foods are dated as received to ensure proper rotation practices are being followed. All dry items were dated as received.
- This school had 4 cans of Tomato Sauce from 2011 that should be utilized this school year. All other items were from 2012, 2013 and 2014. Also be aware that this school did have lots of Tomato Sauce on hand along with 13 cases of Sliced Cheese. Just be aware of these items and be sure they get utilized in a timely fashion.

The following schools were also visited and met all program requirements:

**Bath County High School**

Please send a written response to my office in Roanoke by May 23, 2014 of your plans to correct the above deficiencies. Feel free to contact me if you have any questions at 540-562-3642.

cc: Lumina Shifflett, Bath County Public Schools

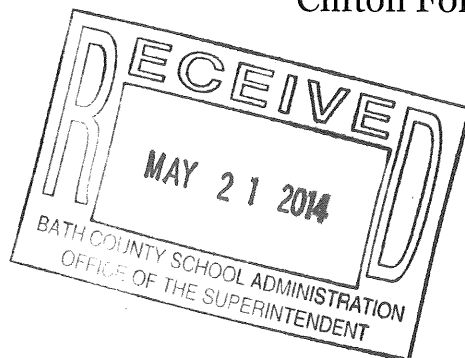


Office of the President

P O Box 1000  
Clifton Forge, VA 24422-1000

(540) 863-2827

[www.dslcc.edu](http://www.dslcc.edu)



May 19, 2014

Ms. Sarah A. Rowe, Principal  
Bath County High School  
464 Charger Lane  
Hot Springs, Virginia 24445

Dear Ms. Rowe,

I am pleased to inform you that Dabney S. Lancaster Community College has been awarded a two-year grant by the Alleghany Foundation to "Increase Educational Attainment in the Alleghany Highlands." The grant includes two key components that will assist your students with their career and college aspirations.

1. DSLCC will hire two, full-time Career Coaches who will be sharing duties at the high schools, the Jackson River Technical Center, and the Mertz Career and Technical Center. As you know, Career Coaches in Virginia help students explore career pathways and complement the college and career exploration activities implemented by your guidance counselors. Due to budgetary constraints, DSLCC has not been able to employ Career Coaches for the past three years.
2. The grant will fund scholarships to expand enrollment in the Jackson River Governor's School and in Dual Enrollment courses. We understand that recent challenging economic times for your school may have some to cap the number of qualified students who would enroll in the JRGS and in dual enrollment courses. When students and families or the school division are unable to pay the tuition, DSLCC will now have scholarship funds to assist, expanding opportunities for more eligible students to earn college credits while still in high school.

We are excited at this opportunity to further serve each and every individual in the Alleghany Highlands seeking academic credentials and workforce preparation. Over the next two years, we will expand participation so no eligible student with the ability to benefit would be turned away.

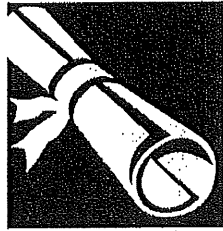
As a next step, we will call to schedule a meeting with high school staff (principal, guidance counselors, and others) to discuss the details of the proposal and answer your questions.

We thank you for the work you do for students and look forward to expanding our partnership with you.

Sincerely,

John J. Rainone, Ed.D.  
President

cc: Ms. Sue Hirsh, Superintendent ✓



# VSBA

**Virginia School Boards Association**

Legal Services

May 27, 2014

TO: School Board Members  
Division Superintendents

FROM: Gina G. Patterson, Executive Director  
Elizabeth E. Ewing, Director of Legal & Policy Services

RE: Virginia Freedom of Information Act  
Conflict of Interests Act  
Public Records Act

This is just a reminder that division superintendents are required to provide copies of the Virginia Freedom of Information Act (FOIA), the State and Local Government Conflict of Interests Act, and the Virginia Public Records Act to newly appointed or elected and re-appointed or re-elected board members **"within two weeks following election, re-election, appointment or re-appointment."** FOIA is found at *Va. Code § 2.2-3700 et seq.*, the Conflict of Interests Act is found at *Va. Code §2.2-3100 et seq.*, and the Public Records Act is found at *Va. Code §42.1-76 et seq.* This requirement also applies to members of board committees who are not members of the school board. As the language quoted above states, such committee members should receive copies of the Acts within two weeks of their appointment to the committee. All three Acts may be accessed from the Legal Services section of the VSBA website ([vsba.org](http://vsba.org)). **All public officials, including school board members, must read and familiarize themselves with the provisions of these Acts.**

If this information has not yet been provided to board members who were recently elected, it should be provided immediately. This requirement applies to board members elected in November and May and throughout the year as vacancies and re-appointments occur.

If board members think they may have even the slightest possibility of a conflict of interest, they should contact their local school board attorney or the City/County Attorney immediately.

Please call (1-800-446-VSBA) if you have any questions regarding this information.

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cc: Newly Appointed/Elected School Board Members