

Virginia Department of Education

Authorization of Signature in Absence of Division Superintendent

Charlottesville City Public Schools

The School Board of the Country, City, or Town of **Charlottesville City** at a meeting held on _____ 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.

Dr. Katina Otey

Chief Academic Officer

Chief Academic Officer

Signature:

Signature on File

Authorization Approved

through: **June 30, 2021**

Extended

through: _____

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

Printed Name of Division Superintendent

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

Signature of School Board Chair

Printed Name of School Board Chair

Seal of Clerk of the School Board