



MINUTES

CHARLOTTEVILLE CITY SCHOOL BOARD ADVANCE

Charlottesville-Albemarle Technical Education Center (CATEC) Auditorium
1000 Rio Rd. E., Charlottesville, VA
Saturday, May 10, 2025 (8:30 AM)

1.1 Call to Order: Ms. Dooley, School Board Chair, called the meeting to order at 8:30 a.m.

2.1 Roll Call of Board Members:

The following Board Members were present:	Ms. Amanda Burns	Ms. Shymora Cooper
	Ms. Emily Dooley	Mr. Dom Morse
	Mr. Chris Meyer	Ms. Nicole Richardson
	Ms. Lisa Larson-Torres	

The following Board Members were absent:	None
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The following Staff Members were present:	Dr. Royal A. Gurley, Jr.	Ms. Beth Cheuk
	Ms. Leslie Thacker	

The following Staff Members were absent:	None
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Dr. Gurley shared an update that the U.S. Department of Education sent a letter stating that the previously approved allocation of the Federal Executive Institute property was now being reallocated to the University of Virginia.

3.1 Approval of Proposed Agenda: Mr. Meyer made a motion, seconded by Ms. Burns, to modify the proposed agenda, adding a discussion item (4.2) to discuss the Federal Executive Institute Property. Upon a roll-call vote, the motion carried with Ms. Burns, Ms. Cooper, Ms. Dooley, Mr. Morse, Mr. Meyer, Ms. Richardson, and Ms. Torres voting aye. 7 ayes, 0 nays.

Items for Discussion

4.1 Freedom of Information Act (FOIA) for School Board Members: Attorney Andrew P. Selman of Sands Anderson provided an overview of the Virginia Freedom of Information Act (FOIA) to the School Board. The presentation covered the scope and application of FOIA, emphasizing the importance of public access to records and meetings. Key topics included the definition of public records and the "transaction of public business," as well as the requirements for responding to FOIA requests and the permissible exemptions. The Virginia Public Records Act, governing records retention, was also discussed. Furthermore, Mr. Selman detailed the definition of a meeting under FOIA, the requirements for minutes and advertising meetings, and the regulations around closed sessions. The presentation concluded with an explanation of FOIA enforcement, potential violations and penalties, and suggested practices for the School Board, including social media and email management.

Ms. Torres suggested that the Charlottesville Education Association (CEA) would be a valuable avenue for disseminating information regarding email protocols, given its role and communication channels with its members.

Dr. Gurley emphasized the importance of framing conversations about FOIA in a way that avoids any perception of censorship.

At 10:21 a.m., Ms. Burns made a motion, seconded by Mr. Meyer, to adjourn the meeting for 10 minutes (10:31 a.m.). Upon a roll-call vote, the motion carried with Ms. Burns, Ms. Cooper, Ms. Dooley, Mr. Morse, Mr. Meyer, Ms. Richardson, and Ms. Torres voting aye. 7 ayes, 0 nays.

The Board broke out in pairs to complete scenarios around FOIA.

The Board reviewed the School Board Protocols and Operations document and discussed adding “along with the School Board Chair” to the Concerns from the Community and Staff section.

The Board discussed the protocols for Board members' response to emails, personal inquiries about school business, and the attendance of school events.

4.2: Federal Executive Institute Property Update: The discussion turned to the recent allocation of the Federal Executive Institute (FEI) property. Mr. Meyer raised a question regarding a potential appeals process for the Department of Education's decision to assign the FEI to the University of Virginia (UVA) rather than Charlottesville City Schools (CCS).

Mr. Meyer strongly advocated for the School Board to issue a formal statement on this matter. He also proposed a collaborative discussion with the City Council, including representatives from UVA and JJ Davis, to explore potential uses of the property that would directly benefit the city's schools.

Ms. Dooley then clarified that UVA's use of the property would be bound by the plan outlined in their Federal Real Property Assistance Program application, a point that Dr. Gurley concurred with. Additionally, Ms. Burns stated that if UVA were to utilize the property for ROTC programs, she would champion efforts to ensure that CCS students are served through such initiatives.

5.1 Comments from Members of the Community:

- There were none.

6.1 School Board Annual Self-Evaluation: The Charlottesville City School Board establishes the vision, mission, and goals for the school division. Policy BBA, Role and Evaluation of the School Board, states that the School Board will conduct a formal self-evaluation annually to ensure the proper discharge of its responsibilities to the community. School Board members discussed the results of the self-evaluations that were completed and focused on areas that scored less than competent and capable.

Closed Session

A Closed Meeting of the Charlottesville City School Board was held on May 10, 2025, at 12:04 p.m., in the CATEC Auditorium.

PRESENT: Ms. Burns, Ms. Cooper, Ms. Dooley, Mr. Morse, Mr. Meyer, Ms. Richardson, and Ms. Torres

ABSENT: None

STAFF PRESENT: Dr. Royal A. Gurley, Jr., Superintendent

7.1 Closed Meeting: At 12:04 p.m., Ms. Burns offered a motion to go into Closed Session as authorized by the Virginia Freedom of Information Act, Sections 2.2-3711 (A) (1), to discuss personnel matters (Superintendent Evaluation). Ms. Dooley seconded the motion, the motion passed with Ms. Burns, Ms. Cooper, Ms. Dooley, Mr. Meyer, Mr. Morse, Ms. Richardson, and Ms. Torres voting aye. 7 ayes, 0 nays.

7.2 Closed Meeting Certification: At 1:32 p.m., Ms. Burns offered a motion that the Board certify by recorded vote that to the best of each board member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the Closed Meeting were heard, discussed or considered. Ms. Cooper seconded the motion, the motion passed with Ms. Burns, Ms. Cooper, Ms. Dooley, Mr. Meyer, Mr. Morse, Ms. Richardson, and Ms. Torres voting aye. 7 ayes, 0 nays.

There was no action.

8.1 Adjourn: The meeting adjourned at 1:32 p.m.

Emily Dooley, School Board Chair

Leslie Thacker, School Board Clerk