

**MINUTES**  
**SCHOOL BOARD PROPOSAL REVIEW**  
**COMMITTEE MEETING**  
**November 10, 2023 (2:00 p.m.)**

**Agenda**

**1. Call to Order**

The meeting was called to order at 2:20 p.m. Committee members Dr. Michelle Rief and Ms. Jacinta Greene were present at the start of the meeting. Ms. Tammy Ignacio joined the meeting via Zoom during the Closed Session.

**2. Allow Participation of Board Members by Electronic Means**

Ms. Greene made the following motion:

“Whereas Board Member Tammy Ignacio has notified the Committee that she is unavailable to be physically present for today’s Proposal Review Committee Meeting due to personal matter specifically travel, and whereas she has not participated in more than two or 25% Board meetings by electronic means during 2023; and whereas Board Member Ignacio requests the opportunity to participate in the meeting by video conference call from Delaware where the conference call shall be heard by all participants in this room; and whereas a quorum of the Committee is physically assembled in this room;

Therefore, I move, pursuant to Virginia Code 2.2-3708 that the Board approve the participation of Board Member Ignacio in this meeting by video conference call.”

Dr. Rief seconded the motion.

The vote to allow Board Member Tammy Ignacio to participate in the meeting by video conference call was unanimous, 2-0. The motion carried.

Ms. Ignacio joined the meeting in the closed session.

**Closed Meeting and Certification of Closed Meeting**

**3. Closed Meeting**

Ms. Greene moved that the Proposal Review Committee convene a closed meeting pursuant to Section 2.2-3711(A)(29) of the Code of Virginia for the discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the term or scope of such contract, where discussion in an open session would adversely affect the bargaining position of the Board.

Dr. Rief seconded the motion.

The vote to convene a closed meeting was unanimous, 2-0. The motion carried.

The committee moved into closed session at 2:23 p.m.

**4. Certification of Closed Meeting**

Ms. Greene moved that pursuant to Virginia Code 2.2-3712, the Committee certifies that to the best of each member’s knowledge, only public business matters identified in the motion by which the Closed Meeting was convened, and are lawfully exempted by the

Freedom of Information Act, were heard, discussed or considered by the committee in the Closed Meeting held on November 10, 2023.

Dr. Rief seconded the motion.

The vote was unanimous, 2-0. The motion carried.

The committee returned to an open session at 3:14. p.m.

## **Adjournment**

### **5. Adjourn**

The Proposal Review Committee adjourned at 3:15 p.m.