

Policy Committee

Minutes

December 15, 2015

6:00 PM @ Great Brook Middle School Library

Members	Rich Cahoon - Chair, Janine Lesser, Dick Dunning, Kimberly Saunders Attendees: Rich Cahoon, Myron Steere, Marian Alese, Kimberly Saunders, Dick Dunning, Janine Lesser (6:13), Steve Morrissey (6:47) Meeting called to order at 6:00 by Rich Cahoon	
I.	Approval of December 1, 2015 Minutes – Motion to approve by Dick Dunning, seconded by Rich Cahoon. Minutes approved as written.	
	<p><u>Old Business:</u></p> <ol style="list-style-type: none">1. BEDH: Public Participation at Board Meetings – going for a 2nd read on 12/15/15 --- no comments received from last Board meeting. Kimberly mentioned that Carol will put together a tri-fold to hand out at Board meetings. Marian asked if someone had to give advanced notice in order to speak. Kimberly said no, not if the discussion pertains to an agenda item. If the item is not on the agenda, the Board can decide whether or not to allow the discussion. The second public comment period will be set aside for a discussion on agenda items only. Marian asked when will this second public comment period occur. Rich feels that it should happen after New Business. The agenda will now contain two public comment sections. Dick asked who monitors the time (2 minutes). Rich indicated the Chair does.2. Legal Definition of “Reasonable Suspicion” --- Rich thought some of the content was the maximal permissible. We should always try to have two adults conducting a search. We can present this legal definition as a guide and should refer to it in the policy. Kimberly indicated she can include a sentence at the bottom of the policy that refers to the legal brief. Or, we can provide the brief to the building administrators. It was request to change “may” have to “should” have (more than one person present when conducting a search). Rich feels this is squishy. Refusing a search should not infer guilt. Kimberly indicated that refusal does not happen that often. Is there a definition of when a student can be searched that could be placed in the Student Handbook (HS/MS). We could put this definition in the handbook, or ask Dean to write something. River Marmorstein will be working on something similar so we could talk to him. Kimberly thinks this will help students understand the process. Rich wants students to understand that they can refuse, but there will be consequences, and we can include that in the document.3. Policy Creation Process – Kimberly and Janine have collaborated identifying this process. Janine spoke to her form. She thinks this will be helpful for us to have something in place that takes us through the process of creating/revising a policy. Some policies would require	

	<p>some form of training, such as the Bullying policy. Some also will have a fiscal impact, i.e., high school graduation requirements.</p> <p>ACTION: Will bring back to next meeting. We will include fiscal impact and training on the form. We will use Janine’s form, with minor tweaking.</p> <p>4. GBEBE: Employment of Relatives or Person with Romantic Personal Relationships – this policy has been pending. This is an optional policy. We’ve had situations in the past and as long as it is disclosed, it usually is not a problem. Power struggles could ensue should things not work out. Marian suggests this needs more work, as we are not sure what we’re trying to accomplish with this policy.</p> <p>Action: Kimberly will refer this to HR for his input; policy or handbook inclusion?</p> <p>5. JBAA: Sexual Harassment – Students – We adopted GBAA (staff version) but this student version has not moved forward. This is a required policy. Kimberly will check the RSA before she sends this to Legal. Rich is concerned about listing the examples, because if it’s not listed...however, we’ll know it when we see it. There are different worries when it comes to students.</p> <p>Action: Kimberly will check the RSA before she sends this to Legal. We will ask Dean to draft something clear and concise.</p>	
<p>II.</p>	<p><u>New Business:</u></p> <p>1. Identified 1991 policies</p> <p>a. DFEA: Free Admissions --- Dick thinks this is a good policy to have. Rich would like to change the first sentence, regarding a pass. Kimberly asked do we want to issue passes to Senior citizens. The District could get passes and have them available at the SAU. Rich and Dick both want to keep this policy. This has nothing to do with building access; it is a free pass to district events.</p> <p>Action: This policy will go for a 1st read on January 5, 2016.</p> <p>b. EEAF: Special Use of School Buses --- Rich asked if we need this policy. Marion thinks we need a procedure more than a policy.</p> <p>Action: Will rescind this policy and tweak the procedure. See procedure.</p> <p>c. FBB: Enrollment Projections --- We use NESDEC for this process. Dick thinks we should continue to do this. Rich feels their projections are suspect. We do a straight-line projection every year, not NESDEC. Rich indicated there was a Board vote not to do this, but the Board brought it back for Strategic Plan. Rich doesn’t mind bringing it back @ \$4,000 a year, but if we want to do it, we need to bring it back. The policy does not say who does it. Also, we no longer do a census. Marian indicated there is no money in the budget for them to do it again next year. Is it an annual study that projects for 5 years each year, or is it a projection done once every 5 years? Enrollment is between 85% and 90% of registered births. Kimberly feels this should be done on a regular basis, but not necessarily by NESDEC. Once every 5 years and then we do our own annual update.</p>	

	<p>Action: Remove number 1 from the list, as we don't need it. See edits and bring for a 1st read on Jan. 4.</p> <p>d. FL: Retirement of Facilities --- Marian will have to work on this as there is nothing that speaks to the Articles of Agreement regarding buildings.</p> <p>2. Food Service related policies --- Marian spoke to these policies:</p> <p>a. EF: Food Service Management --- we are outsourcing right now. Technically, this policy is not true. She queued ASBO about the wording on this. This may need minor edits. Marian will provide feedback.</p> <p>b. EFC: Free and Reduced Price Lunch Policy – Determine of Eligibility is not made by the Superintendent, it is by Business Administrator. She will have to tweak this policy.</p> <p>c. EFE: Vending Machines – Marian thinks this policy is OK as is.</p> <p>Dick moved to adjourn the meeting at 6:56 pm. Janine seconded. Meeting adjourned 6:56 p.m.</p>	
III.	<p>Future Agenda Items:</p> <p>1. Policy on Parents Observing Teachers</p> <p>2. Scholarship policy</p>	
IV.	Next Meeting: January 5, 2016 @ SAU Offices	

Respectfully submitted,

Carol Arnold