

DRAFT

Policy Committee Meeting Minutes

Tuesday, February 4, 2014 10:00 AM

Attendees: James Morse, Maria Barth, Ann Lane, Megan Turnbull, Wendy DiFruscio

Visitors: 0

Call to Order 10:10 AM by Maria Barth

Meeting began with an overview of what had transpired at the last meeting to update Jim on the status of the current agenda.

Policy FF – Naming of Facilities: Reviewed the wording presented by policy member compared to what is existing. Discussion ensued with the proposed wording be used with some slight revisions. This policy will go to the SB at its meeting on February 12th for a first read.

Policy IKA – Grading System: The policy committee request review of this policy by the administration at their last meeting. Review was completed with revisions to remove the first paragraph, deletion and revision of the existing second and third paragraphs. This policy will also be brought forward for a first reading at the February 12th meeting.

Policy JG – Assignment of Students to Classes and Grade Levels: Existing policy was compared to the NHSBA version as well as another existing policy JEAB – Student Assignment {Student District Placement}. Discussion as to why we have two similar policies and which would be the version that would align with the equalizing of enrollment at the elementary level. Decision made to delete the current JG policy and use the JEAB version with revisions and addition of the legal references. Policy JG will be deleted and Policy JEAB will be revised and brought forth for a first read at the February 12th meeting.

Policy LDA – Student Teaching and Internship: This policy was again brought before the committee for review and clarification from Jim. Several revisions were proposed. Numerous questions and scenarios were presented for discussion. Jim will revise the existing policy and bring back to the policy committee at their next meeting for review. This policy placed on hold.

Policy KF – Use of Building and Facilities and procedures KF-R and KF-R1 were reviewed again so that language could be added to the policy so that an annual review of the fee schedule (KF-R1) will be done during the budget season. Revisions made to the existing policy and will go to the School Board for a first read.

Policy GCO – Evaluation of Professional Staff/Administrators: Existing policy was compared to the NHSBA version. Questions asked as to how this is done currently. Jim explained the process used. Discussion followed with the NHSBA version being the one that will be used with revisions and the existing policy will be deleted. Ready for first read.

Policy GCG & R – Job Sharing/Part-Time/Substitute Professional Staff Employment: Questions rose as to what is the difference between these three jobs. Jim explained that job sharing is currently done at the elementary level in the district and what it entailed. Theresa Proia, HR. Coordinator was brought in to explain the substitute procedure currently used in the schools and what criteria are used to be placed on the substitute list for the schools. This policy will be placed on hold until the existing policy can be broken down into three separate policies and brought back to the committee for review.

Maria asked that the field trip policy be put on the agenda for the next meeting.

Meeting ended at 11:40 AM

Next meeting is scheduled for Tuesday, February 11th at 10:00 AM.