

## Policy Committee Meeting Minutes

Wednesday, June 10, 2015 @ 3:30 PM

Attendees: Maria Barth, Kenny Rotner, Denise Day, Wendy DiFruscio, James Morse, Susan Caswell, Corey Parker

Visitors: 3 – Jennifer Rief, Toni Kaplan, Darlene Smith

Called to order at 3:30 by Maria Barth who opened the meeting by addressing the visitors and asking if there was a particular reason that they would like to bring to the table.

Jennifer Rief explained that she wanted to speak about Booster Clubs. She provided background as to why this is of interest to her and the two other visitors. Currently there is a club that is not part of 501CE, but run through the District's EIN#. Parents involved in this activity are not able to monitor funds and repeated requests for accounting by the parents are not followed up on. Feels the District should adopted a policy that pertains to Booster Clubs. Provided additional information, workshop training minutes and a sample policy from another school district that outlined the procedure that was followed.

Corey Parker explained that the Girls Hockey Team created their own guidelines and have their own EIN# for their activity and that this has worked well.

Jim explained that we have already been in the process of withdrawing our permission to let clubs use our tax id number. Jennifer thanked the committee for hearing her out and the three visitors left at 3:50 PM.

Maria resumed the meeting and began with Policy JJA – Student Activities, Clubs and Organizations - which was reviewed by Susan Caswell. The committee reviewed the existing policy, made a minor revision and this will be sent for a first read.

Policy JJE – Student Fund Raising Activities – Existing policy reviewed by the Business Administrator and committee. Questions asked and two revision was made to the policy and will be sent for a first read.

Policy JFF – Student Activities, Clubs, Fund Management – Reviewed as is. Discussion ensued and a sentence will be added as paragraph 3. Ready for first read. Procedure JFF-R was brought forward by Sue explaining that this will now be part of the policy as it depicts the steps followed for student activity funds and satisfies an Audit Team request for the District. Minor revisions were made.

At this point Jim asked if we could move Policy BBAA and BDF to the end of the meeting. All agreed.

Policy EI – Risk Management – This is an existing policy that was reviewed by the Business Administrator. Committee asked some clarifying questions. Discussion ensued. No changes made and ready for first read.

Policy EIB – Liability Insurance and Pooled Risk Management – Lengthy discussion between committee and administrators. Questions asked that require attorney review. This policy placed on hold pending attorney clarification.

Policy BBAA – School Board Member Authority – School Board requested that this return to the Policy Committee again for additional clarification and revision surrounding responsibilities of members and actions taken by subcommittee members. Additional revisions were made and this policy will return to the School Board at their next meeting for request to hold a public hearing at the July 15 School Board meeting.

Policy BDF – Advisory Committees to the Board – again this policy was sent back to the Policy Committee from the School Board for Language revision. Discussion ensued and a revision made to the last sentence and this policy will return to the School Board at their July 15 meeting for request to hold a public hearing. A procedure will be created defining the individual committees.

Meeting ended at 5:10 PM – Next meeting to be July 8, 2015.

Respectfully submitted,

Wendy L. DiFruscio