

## Policy Committee Meeting Minutes

Wednesday, September 14, 2016 @ 3:30 PM

Attendees: Maria Barth, Kenny Rotner, Denise Day, James Morse, Todd Allen, Wendy DiFruscio

Visitors: Suzanne Filippone, Sonny Sadana

Called to order at 3:33 by Maria Barth.

Jim introduced Sonny to all present and explained that is joining the meeting to observe for a class that he is taking. Jim also re-introduce Suzanne.

Jim began the meeting by explaining that we are starting with the Sabbatical policy and accompanying forms that were presented at a prior School Board meeting for a second read adoption, but the Board had additional questions that they wanted clarification to and sent it back to the policy committee. The policy committee in turn asked Todd to go back to the teachers for their input and to develop a clear sense of process that needs to be followed. Jim turned the meeting over to Todd for his revised paperwork.

Policy GCBD – Sabbatical Leave – Todd explained that he received feedback from the teachers that the Sabbatical Committee used to develop a clear sense of process. He shared a form entitled, Sabbatical Proposal Rubric which will be used by the professional in conjunction with the Sabbatical Proposal (GCBD-R) to start the process. He also shared an Evaluation Rubric that will be included as an additional R document (GCBD-R1) that sums up the presentation by the professional who completed the sabbatical. Committee asked some clarifying questions and made a few suggested changes to the policy, procedure and forms so that all will have the same language. Language will be taken from the negotiated contract and added to the policy. This policy and accompanying forms will be sent to the Board for a second read/adoption.

Policy GBCD – Background Investigation and Criminal Records Check – Jim explained that there has been a change in the law that required the policy to be updated. Wording revision made in the 4<sup>th</sup> chapter for a clearer sentence. Discussion ensued that opened up a discussion pertaining to volunteers, which is another policy that is in the agenda. Maria asked if this was a topic that should be included in the NHSBA Resolutions. All agreed. This policy is being placed on hold for a full board update.

Policy IJOC – School Volunteers – A lengthy discussion ensued. What is the current practice for volunteers in the District? The proposed version which was reviewed by legal counsel also recommended two procedure documents be added. One being a Volunteer Application Form (IJOC-R) and the other being a Volunteer Confidentiality Agreement (IJOC-R1). Denise asked if a comparison could be done to see how other similar Districts handle volunteers. It was decided that until additional information is compiled that this policy and accompanying procedures be placed on hold for a full Board update.

Policy IHBH – Extended Learning Opportunities – Jim explained the background pertaining to this policy and where we are at this time in the process. Todd explained that at the last meeting that this policy was on the agenda there was only a policy and that he was asked to return to the high school staff for input. He explained that the biggest concern was that the rigor of the educational experience might be lost and that they want to maintain the high expectation. Suzanne explained that she and her staff have been reviewing the proposed policy along with the individual forms that will be used by students, revamping the process that they want to establish for ELO's. She discussed the proposals and explained that there are a lot of variables that need to be clarified not only by the schools but by the parents and students as well. Suzanne explained that the District would need to go out into the community to establish opportunities and that a key person would definitely be needed to oversee as a coordinator.

Todd explained that other policies that are cross referenced with this policy would need to be reviewed and align with this one and suggested that the graduation policy also be placed on the agenda for the next meeting.

Denise suggested that a report be done to the full Board to update them on the status of this policy and all accompanying forms and cross referenced policies. This policy is placed on hold.

Meeting ended at 4:40 PM – Next meeting October 12, 2016.

Respectfully submitted,  
Wendy L. DiFruscio