

DRAFT

Policy Committee Meeting Minutes

Tuesday, September 24, 2013 10:00 AM

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

Visitors: 0

Call to Order 10:05 AM by Maria Barth

Meeting began with Maria asking about wording on the Student Emergency Authorization Form and how it compares to the existing EBBC policy. Suggestion made to review this policy and revise the language to match the form.

Additional suggestions were made to make certain that we are cross-referencing policies that have similar context.

Policy EDC – Authorized Use of School Owned Materials– Reviewed existing and compared with the NHSBA version. Questioned what the current practice is. Will revise the exiting policy and cross reference JFCB. Ready for first read.

Policy EEA – Student Transportation Services – Lengthy discussion. Current policy reviewed with suggested changes to be made. Reviewed new changes by NHSBA that will be incorporated into the existing policy. This policy is placed on hold for review of changes with the transportation director.

Policy EAAF – Special Use of School Buses – Discussion ensued as to what the current practice is. Question asked pertaining to whether this is covered by the District’s insurance. Will be placed on hold for review by the Business Administrator.

Policy EEAG– Use of Private Vehicles to Transport Students – Existing policy and NHSBA policy reviewed. Questions pertaining to school sponsored events versus contracted events. Questioned if disclaimer is signed releasing the District of liability if not school sponsored event. Will use the NHSBA version personalized to the District. Ready for first read.

Policy EFC – Free and Reduced Price Lunch – This policy was reviewed by the Food Service Director and suggestions were made and reviewed by the policy committee. Ready for first read.

Policy EHB – School Records Retention Policy - Existing policy reviewed and compared with the sample policy from Drummond Woodsum. Will personalize the Drummond Woodsum policy and send to School Board for first read.

Policy JLC – Student Health Services – Reviewed existing policy. Discussion on what the District currently practices. Changes made to policy. Nurses’ job description will be added as the procedure to this policy. Ready for first read.

Policy JLCJ – Concussions and Head Injuries – Reviewed and compared to the recent changes made by NHSBA. Will incorporate the suggested changes. Questioned if a procedure is needed for this policy and also what the current practice is by the District. This policy will be placed on hold pending the review by the Athletic Director.

Policy GBGD & R – Worker’s Compensation Temporary Alternative Work Program and Procedure – This policy was returned to the policy committee from the School Board for reworking. Changes to the exiting policy were made. Existing form will be labeled as GBGD-R1 and a new procedure will be developed using a portion of the policy. Will be sent to Ed for re-review before returning to the School Board for second read/adoption.

Next meeting will be determined.