

**POLICY COMMITTEE MEETING
Minutes
September 21, 2017**

The Policy Committee Meeting was held on September 21, 2017 at 6:00 p.m. with the Following Committee Members in attendance: Joan T. Smith, Wilfred E. Pike and Kimberly Baccari. Others in attendance were: Alexis McGloin, EdD., Andrea Farina, EdD., John Sheeran, Ashley Kitten, Sandra M. Kassel and Nichole Taylor.

Motion by Kimberly A. Baccari, seconded by Joan T. Smith, to approve the **May 2, 2017 Policy Committee Meeting minutes**. Motion carried; all voted aye.

1. Policy & AR Revisions

a. No. 121.2 & AR – Foreign Study-Travel Programs

Dr. McGloin recommended not to endure or sponsor trips. The AR does allow staff the avenue for the staff to choose to chaperone trips sponsored by outside agencies. Discussion occurred on the appropriate time to allow brochures on materials to be available.

b. No. 204 AR – Attendance

A revision is recommended due to the cyber program which is up and running. The district needs to set parameters for students in the cyber program. The AR sets a minimum of required time. Students must be interactively engaged for 27.5 hrs/wk. The goal is to offer diverse opportunities and in making students successful.

c. No. 246 & AR – Student Wellness

Changes came from the solicitor's office. In addition to the changes we changed page 6 regarding parties. The Wellness Committee is convening on October 2, to further review the policy.

**d/e. No. 405 – & 505 – Employment of Professional Employees and
Employment of Substitute & Short-Term Employees**

Ashley Kitten explained the addition which addresses the use of a third party agency.

f. No. 703 AR – Sanitary Management

John reported that this is required for the district to apply for LEED certification. John proceeded to go through the bullet points to explain how we are already complying with the bullet points listed. The template was received from the architect.

g. No. 716 AR – Integrated Pest Management

This template was also received from the architect. The changes are also driven by LEED. The AR contains extensive information on record keeping and practices.

2. Discussion and Review

a. No. 918 – Title 1/Parental Involvement

No changes – we need to review it to follow Federal guidelines. We are complying with it currently.

3. Retirement

a. No. 327 – Management Team

This policy is no longer needed.

Motion by Wilfred E. Pike, seconded by Kimberly A. Baccari to adjourn the meeting at 7:12 pm.