

Policy Committee Meeting Minutes
Tuesday, August 7, 2018
10:00 a.m.
District Offices, Multi-purpose Room

Attendees: Rob Rubin, John Lumia, Barbara Goodman (arrived 10:02 a.m.), Peggy Kelland, Dwight Bonk, Alberta Pedro

There were no members of the public present at the meeting. The meeting was called to order at 10:00 a.m. by District Clerk Alberta Pedro.

1. **Nominate Chair of the Policy Committee** - Peggy Kelland nominated Rob Rubin as chairman of the Policy Committee. The nomination was seconded by John Lumia. Vote taken.
Yes: Rob Rubin, Peggy Kelland, John Lumia
Not Present at Vote: Barbara Goodman
Motion carried.
2. **Discuss and Implement Process for a Cycle Review of Policies**
 - a. The committee discussed the feasibility of conducting a review of local policies on a five year cycle or a three year cycle. The average number of policies to review on a three year cycle is 59, while the average number of policies to review on a five year cycle is approximately 35. The committee agreed that it is much more manageable to conduct a review of all local policies in the policy manual on a five year cycle.
 - b. Board President Kelland offered that since the Board recently completed the NYSSBA policy review project, that the committee begin this year with all the local policies that are marked as old, outdated and in need of review. The committee agreed and the District Clerk will compile a list of the policies for review this year and share it with the committee members.
3. **Review of NYSSBA Fourth Installment 2018**
 - a. **1400 Complaints from the Public** - this policy was reviewed by the attorney and Dr. Cardwell from Administration. The attorney recommended minor changes to the policy. Dr. Cardwell agreed with the recommendations and shared a copy of the Title I complaint process which is available to the public on the district website. This policy was recommended for First Reading.
 - b. **2340 Notice of Meetings** - this policy was reviewed by the attorney and the District Clerk. The District Clerk had been posting notice that meetings

were streamed live on the web since last school year. This policy was recommended for First Reading.

- c. **4311.1-R Display of Flag Regulation** (administrative, for Board info only)
 - The policy committee agreed to delete the paragraphs regarding flying the flag at half staff when a present or former employee or student dies or when a present or former board member dies. The committee agreed that including these optional paragraphs left too much open to interpretation as to flying a flag at half staff for any former employee “well-known” to the school. The committee was also not in favor of flying the flag at half-staff for board members. It was the consensus of the committee that the flag should be flown at half-staff only upon direction from the Governor or the President of the United States. This regulation will be submitted for the Board information on the next agenda.
- d. **8410 Transportation of Students in Foster Care** - During a recent audit of the District Title I Program, it was recommended that the board adopt a policy to address students in foster care. The District Clerk reached out to NYSSBA who indicated they did not have any policies specifically for students in foster care, however they did share another district’s policy on transportation for students in foster care. This sample was reviewed by the school attorney and it was recommended that a brief paragraph be incorporated into Policy 8410 to address this matter. This policy was recommended for First Reading.
- e. **0110 Sexual Harassment (and Regulation) and Sample Workplace Harassment Policy (from K. Karath)** - The Committee reviewed the attorney’s recommendation to hold off on this policy because a model policy was still in development. The Committee agreed that the sample Sexual Harassment policy provided by NYSSBA was more stringent than the policy currently in place. It was also preferred over the sample Dutchess County policy provided by a former Committee/Board member. The Committee gave the District Clerk permission to request the attorney to move forward with a review of this initial version of the policy. Feedback will be provided to the Committee via email with the goal of a First Reading at the next Board meeting.
- f. **Sample School Board Code of Ethics Policy from NYSSBA** - The Committee reviewed the sample NYSSBA School Board Code of Ethics. The Committee agreed that the policy was well written and should be reviewed by the school attorney. The Committee gave the District Clerk permission to request the attorney to review this version of the Code of Ethics to see if it can be incorporated into our current policy and exhibit.

Feedback will be provided to the Committee via email with the goal of a First Reading at the next Board meeting.

4. New Item for Discussion

- a. **5110 Attendance Zone** - The Committee was provided with a copy of the current policy. The administration is looking to revise the policy to ensure that there is more vigilance in approving out-of-feeder requests. The committee discussed the issue of class sizes, building capacity, feeder patterns and the effect on siblings. The Committee also discussed the need to ensure that all neighborhood community schools offer the same programs to students. The Committee will receive more information as a draft policy is developed.

5. Adjournment

- a. The Committee will meet some time in September. A date will be scheduled by the Chair of the Committee
- b. The Committee adjourned at 10:45 a.m.