

**Policy Committee Meeting Minutes**  
**Wednesday, January 8, 2020**  
**4:00 p.m.**  
**District Office, Multi-purpose Room**

**Attendees:** Peggy Kelland, Michael Lopez, Eddy Sloshower, John Lumia, Dwight Bonk, Alberta Pedro

**Guests:** Kurt Jesman, Michelle Cardwell, Ron Broas

There was no one from the community present at the meeting. The meeting was called to order at 4:00 p.m. by Chairman Peggy Kelland.

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1. **Approval of Minutes** - Motion made by John Lumia to approve the Policy Committee Minutes of December 11, 2019. The motion was seconded by Michael Lopez. Vote taken.

Yes: Peggy Kelland, Michael Lopez, Eddy Sloshower, John Lumia, Dwight Bonk, Alberta Pedro  
Motion carried.

2. **Policy 1500-R: Public Use of School Facilities Regulation** - Mr. Lumia shared that the Capital Improvement Committee met to discuss options for the use of the artificial turf fields. They are recommending the use of the artificial turf fields on Sunday from the hours of 10:00 a.m. to 4:00 p.m. (rather than 10:00 a.m. to 2:00 p.m.). Because the fields can now be used on Sunday, #2 in 1500-R should be deleted, "~~The artificial turf field(s) shall only be available to a team that meets the requirements set forth in (a) above, for the limited purpose of (1) a championship or playoff game; (2) poor non-turf District field conditions; (3) registered booster clubs for summer camps; or (4) any other circumstances approved by the Superintendent or his/her designee.~~" The Policy Committee discussed whether they wanted to keep in a priority for championship or playoff games to use the turf field or to keep it on a first come first serve basis. The Committee decided to keep it on a first come first serve basis. In addition, it was recommended to edit #7 of the regulation, as follows: The ~~field lighting and~~ scoreboards on the artificial turf field may not be used. **Field lighting on the artificial turf field may only be used for championship games, per the Fee Schedule between the hours of 5:00 p.m. and 8:00 p.m. on Sundays.**

Mr. Lumia also shared that the Capital Improvement Committee recommended that there should be two categories in relation to the Fee Schedule. Booster Club Summer Camps should be charged a \$250 usage fee per camp (week) and for community organizations/Towns and a \$50 per hour fee and \$67.50 per hour for

the groundskeeper (2 hour minimum) charged for 2 hours before the event and 2 hours after the event.

The Policy Committee discussed the artificial field usage by Booster Clubs. Booster Club Summer Camps typically run 4 days, with the 5th day as a rain make-up day. There are approximately 9 booster clubs that run summer camps. Sometimes they do double sessions which run one week and then the next week, so that would be two different camps at \$250 each.

Mr. Broas shared that he spoke to the union head in relation to the groundskeeper overtime. They indicated that organizations would be charged two hours before and two hours after the event to cover the groundskeeper overtime rate. It is predicted the fields will be used every Saturday and every Sunday. Saturday is scheduled for football games. During the school year, the turf field is available from 3:00 p.m. on. There is still daylight in September and October to have the fields available from 3:00 p.m. to 6:00 p.m. The issue with Saturday is that due to inclement weather a game might need to be rescheduled to a Saturday afternoon. The current policy indicates that District events have first priority. Sunday would be based on availability.

The Policy Committee discussed the fee schedule for community usage. The fees should include the \$50 registration fee (waived for Tiers 1-3), \$50 per hour for the event, and \$67.50 hourly wage for the groundskeeper -- two hours before and two hours after the event (total minimum of 4 hours per event). The Committee discussed the issue of who is responsible for the groundskeeper fee when you have back to back events by multiple organizations throughout the day. Scheduling would probably include soccer and football in the fall and lacrosse and soccer in the spring. Teams would use bathroom facilities and need trash collected in between games. The Policy Committee discussed the cost of teams renting a porta-potty. The groundskeeper would be responsible to check the field and bathrooms at the beginning of the event and after the event before the next organization starts. The goal is to make the fields available to the community at a reasonable price. The Policy Committee discussed the idea of giving organizations the preference if they wanted to use the entire facilities (including bathrooms) or just the field. There are reciprocal (hand shake) agreements for facility usage with many of the local municipalities that are within the boundaries of the Wappingers school district.

The Policy Committee clarified that community organizations are divided into two:

- Towns with reciprocal agreements; and

- Youth teams where the majority of the roster are Wappingers Central School District students.

Use of turf fields would only be for games and not practice. Lights would only be used for championship games. Sunday will be limited to the hours of 10 a.m. to 4 p.m. and groundskeeper fee would be a minimum of two hours. The Policy Committee agreed with keeping the \$50 per hour for organizations (including both Towns with reciprocal agreements and community groups with students within the district). Priority for artificial turf usage will be as follows:

- District - no cost
- Booster Summer Camps - \$250 per camp (groundskeeper overtime may apply/2 hr. min.)
- Towns with reciprocal agreements - \$50 per hour, plus groundskeeper overtime @ \$67.50 per hour (2 hr. min.)
- Youth community organizations where the majority of the students reside in the school district - \$75 per hour, plus groundskeeper overtime @ \$67.50 per hour (2 hr. min.)

The Policy Committee clarified that if two organizations are using the turf field back to back, the two organizations will split the time. So the group in the morning will pay the two hour morning fee and the group in the afternoon will pay the two hour afternoon fee. The only issue is the overlap. This doesn't apply to the summer booster camps. We are not renting on Saturday. Organizations can decide how many games they want to play on Sunday. Championship games can be played from 5-8:00 p.m. on Sunday.

The Policy Committee then discussed organizations using district equipment (i.e. goals, nets). If organizations set up and use our equipment, they assume liability for damages or they can pay for the district to set up the nets/equipment.

Motion to approve the changes to 1500 and 1500-R and recommend for 1st Reading made by John Lumia, second by Michael Lopez.

Yes: Peggy Kelland, Michael Lopez, Eddy Sloshower, John Lumia, Dwight Bonk, Alberta Pedro

Motion carried.

District Clerk Pedro will prepare the revisions to the Premier Turf Field section of the Facility Usage Policy and Fee Schedule. After attorney review she will share it with the Policy Committee. Recommended for 1st Reading at the Jan. 27 Board meeting.

Michelle Cardwell, Kurt Jesman, and Ron Broas were excused from the meeting.

The Policy Committee discussed the following policies on the agenda:

<b>Policy</b>	<b>Discussion</b>
0310 & 0310-E - Board Self Evaluation and Exhibit	<p>The Policy Committee reviewed four different examples from other school district as a model to replace the current tool used by the Board for self-evaluation. Peggy Kelland shared that the current problem is that very few Board members filled it out and those who did provided input about individual board members, so it wasn't really helpful. Several committee members liked the Bridgehampton school district Board self-evaluation because it was quick, could be done during executive session, and included a place to add other issues. The form also did not include a space for personal criticism.</p> <p>Motion to approve the Bridgehampton Board Self Evaluation be modeled as the Wappingers Board Self Evaluation and alignment to the policy.</p> <p>Motion made by John Lumia, second by Michael Lopez.            Yes: Peggy Kelland, Michael Lopez, Eddy Slosower, John Lumia, Alberta Pedro            Abstain: Dwight Bonk            Motion carried.</p> <p>District Clerk Pedro will re-type the new Exhibit and work with the attorney to align the policy to the new tool. After submitting to the attorney, she will share it with the Policy Committee. Recommended for 1st Reading at the Jan. 27 Board meeting.</p>
2220 - Board Officers	No changes recommended. Review date: 1/8/2020.
2250 - Board Committees	<p>Mr. Lumia shared that ad hoc committees are formed for specific purposes approved by the Board of Education. Recommended to delete the word "special" and replace with "ad hoc". Recommended to add language that ad hoc committees "as defined and approved by the Board of Education".</p>

	<p>2a. Designate the committee as either a standing or <b>special</b> (ad hoc) committee. Standing committees are ongoing and <b>special ad hoc</b> committees, <b>as defined and approved by the Board of Education</b>, dissolve upon completion of their appointed task.</p> <p>The goals of ad hoc committees should be defined ahead of time by the Board of Education. The full Board will designate to each ad hoc committee what they want for the year as opposed to the ad hoc committee submitting suggestions to the Board and asking for approval.</p> <p>The process going forward will be the Board discusses what work they want the ad hoc committees to do for the year beginning at the reorg in July and the two meetings in August. By the first board meeting in September the committee members will be assigned and the charter of the ad hoc committee approved. This will encompass Legislative Action, Community Communications, and Curriculum.</p> <p>The Policy Committee approved the revisions for 1st Reading by the Board of Education.</p>
2260 - Citizens Advisory Committees	<p>The Citizens Advisory Committee is an ad hoc committee as needed. The Policy Committee was in favor of keeping the policy in the manual even if there isn't a need for this particular committee at this time. Changes were made to the policy in 2016 to ensure there were no more than 15 members on the Citizens Advisory Committee.</p> <p>No changes recommended. Review date: 1/8/2020.</p>
2270 - School Attorney	<p>No changes recommended. Review date: 1/8/2020.</p>
2310 - Regular Meetings	<p>Recommended to add "Deputy Superintendent" and to pluralize Assistant Superintendent"s".</p>

	The Policy Committee approved the revisions for 1st Reading by the Board of Education.
2341.1 - Consent Agenda	No changes recommended. Review date: 1/8/2020.
2342 - Agenda Preparation and Dissemination	<p>The timelines set forth for making the agenda available to Board members is not a set requirement by law. It is a local Board decision. Recommended to add “Deputy Superintendent” and to pluralize Assistant Superintendent’s”.</p> <p>The Policy Committee approved the revisions for 1st Reading by the Board of Education.</p>

**For the Good of the Order**

Mr. Slosower requested a status update on the registration process by the Booster Club organizations. District Clerk Pedro will provide an update in the next Weekly Memo Review to the Board of Education. This year the Board was very lenient in allowing an open registration period for Booster Clubs in order to get the required paperwork to register with the District. For next year, Booster Clubs will be required to meet the deadline outlined in Policy. The District needs to find out the ramifications for the booster clubs that fail to register next year.

The next meeting of the Policy Committee is scheduled for **Wednesday, February 5 at 4:00 p.m. at the District Office.**

Motion to adjourn the meeting made by Eddy Slosower, seconded by Michael Lopez.

Yes: Peggy Kelland, Eddy Slosower, Michael Lopez, John Lumia, Dwight Bonk, Alberta Pedro

Motion carried. Unanimous.

The meeting was adjourned at 5:03 p.m.