

Policy Committee Meeting
December 3, 2018
Central Office – Library
MINUTES

Present: Alan Dube, Nathan Carlow, Arthur Payeur

Absent: Ellen DeCotiis, Unexcused

Also Present: Julie Bruni, Board Chair
Donna Jordan, School Nurse
Paul Penna, Superintendent
Rae Theriault, Recorder

Mr. Dube opened the meet at 4:33 p.m.

Election of a Vice Chair: Mr. Dube explained that since there was a change made in the Policy Committee members (Mr. Carlow is replacing Mr. Deakin) that a new Vice Chair would need to be elected. Mr. Payeur nominated Mr. Carlow as Vice Chair. There were no other nominations. Mr. Payeur moved to elect Mr. Carlow as the Vice Chair; seconded by Mr. Dube.

VOTED: “Yes” Unanimously

JLCB – Immunization of Students: This policy was changed as a new immunization is now required by the State. The nurses wanted to further change the policy by adding the doses for each required immunization that were listed in the policy. It was decided to add meningitis to the policy and the actual medical reference. An administrative procedure will be created listing the dosages as suggested by the nurses.

Moved by Mr. Carlow to make the changes as suggested; seconded by Mr. Payeur.

VOTED: “Yes: Unanimously

There were no major changes made to this policy. The policy and new procedure will go the Board as an FYI.

GCFB – Recruiting and Hiring of Administrative Staff: This policy had been tabled at the last meeting so that the definition of discrimination in employment could be researched. Mr. Deakin was correct in his recommendation of adding the word “color” to the definition. The MSMA sample had not been reviewed since 2012; therefore, it had not been updated.

Moved by Mr. Payeur to accept the changes as presented; seconded by Mr. Dube.

VOTED: “Yes, Unanimously

This policy will be presented for first reading.

GCFB-R – Recruiting and Hiring of Administrative Procedure: No changes to this procedure were recommended. It will be sent to the Board as an FYI when the policy goes for second reading.

AC – Nondiscrimination/Equal Opportunity and Affirmative Action: The MSMA sample policy was reviewed. The sample contained a sentence on discrimination that was not in the District's policy; it will be added.

Moved by Mr. Carlow to accept the changes as presented; seconded by Mr. Payeur.

VOTED: “Yes,” Unanimously

This policy will be presented for first reading.

DB – Annual Budget: The MSMA sample policy along with the District policy were given to Mr. Brockman for review by him and the Finance/Facilities Committee. They recommended made a slight change reducing the number of days from 10 to 5 in the 6th paragraph.

Moved by Mr. Payeur to accept the changes as presented; seconded by Mr. Carlow.

VOTED: “Yes,” Unanimously

This policy will be presented to the Board for first reading,

DB-R – Annual Budget – BAC Administrative Procedure: Again, Mr. Brockman and the Finance/Facilities Committee reviewed the policy and suggested several changes be made to this procedure to reflect how the BAC Committee actually functions. There is not a sample procedure.

Since this a procedure no vote is necessary. It will be presented to the Board as an FYI when Policy DB is presented for second reading.

DBG – Adoption Process: There is no sample copy of this policy. Mr. Brockman made a slight change in the policy to reflect the actual process followed by the business office and the superintendent.

Moved by Mr. Carlow to accept the change as presented; seconded by Mr. Payeur.

VOTED: “Yes,” Unanimously

This policy will be presented to the Board for first reading.

Moved by Mr. Payeur to adjourn at 5:07 p.m.; seconded by Mr. Dube.

VOTED: “Yes,” Unanimously

NEXT MEETING: December 17 @ 4:30 p.m.