

MINUTES WSC Policy Subcommittee

Date: Thursday, April 26, 2012
Location: School Committee Room
Time: 10:00 AM
Present: Beth Butler, Barb Fletcher, Jim Hardy Field Officer MASC

I. PURPOSE OF MEETING

The subcommittee met with Jim Hardy from MASC to discuss the “health check” of the Policy Manual.

II. Minutes of Subcommittee Meeting of March 21, 2012

After review of the draft minutes of the March 21st meeting, Motion was made by Beth Butler, seconded by Barb Fletcher, to approve the minutes, as written. The vote was unanimous, 2-0.

III. MASC Health Check of SC Policy Manual

Jim Hardy explained the process for conducting the Health Check of the Policy Manual. He will primarily review the manual for any statutory or regulatory changes (e.g. the expansion of non-discrimination to include gender identity, OML) and will send us new versions of any changed policies.

As part of that review, the Subcommittee discussed the following policies with Jim that it would like to review/update/modify/add/delete. They include:

- Teen Dating Violence – JLDBG
- Surplus Equipment – New
- Transfer of Funds – New per TAG
- Purchasing Restrictions – New per TAG
- Student Exchange – New
- Religious Instruction – IMDC
- Revolving Accounts (cost recovery objective, refund policy) – New per TAG
- Nursing – New per Ruth Mori
- Field Trip Safety – Field Trip Regulations
- Emergency Closings – EBC
- School District/Committee Records Retention - New
- Board Governance and Operations – Section B

Where appropriate, Jim will provide any model or sample policies that may be available and relevant to the above topics.

Jim plans to submit his findings to the Subcommittee by the end of May.

It was decided that once the Health Check has been completed, the Administrators will review the Policy Manual for their input.

IV. Adjournment

Motion was made by Barb Fletcher, seconded by Beth Butler to adjourn at 12:10 PM. The vote was unanimous, 2-0.

Respectfully submitted,

Barb Fletcher Beth Butler

LIST OF DOCUMENTS:

- Draft March 21, 2012 minutes
- Draft Policy Proposal for Hosting International Exchange Students
- Malcolm Astley's suggested policy
- Current SC Policy Manual
http://wayland.sharpschool.net/school_committee/policy_information/policy_manual/