

Policy Committee Meeting Minutes

Thursday, June 8, 2023 @ 3:30 PM

Attendees: Denise Day, Matt Bacon, Dan Klein, James Morse, Suzanne Filippone, Wendy DiFruscio.

Absent:

Jim called the meeting to order and began by asking for a nomination for a chair. Denise Day nominated Dan Klein, 2nd by Matt Bacon. There were no other nominations. A unanimous vote was taken with a vote of 3-0 electing Dan Klein as Chair.

Before turning the meeting over to Dan, he stated that the agenda for this meeting consisted of Section "C" of the policy manual that is dedicated to policies pertaining to the Superintendent.

Policy CA – Administration Goals – This policy was reviewed by the committee. The only changes will be the removal of pronouns and the capitalization of Superintendent throughout this policy and moving forward. As there were no major changes to the wording, this policy will be listed as reviewed.

Policy CB – School Superintendent – This policy was also reviewed with the only suggested change of removal of the pronouns "his/her" and replace with "their". No other changes were made and again this will be classified as reviewed.

Policy CBB – Hiring of Superintendent was reviewed. Matt asked if a vote by a "Quorum" of the Board should be added for this hiring. There was a brief discussion, and it was determined to leave as is and note it was reviewed.

Policy – CBG - Superintendent's Development Opportunities – Again, this policy was reviewed, and a question was raised as to why this is a separate policy. A brief discussion ensued, and it was determined that it is fine as is and will be classified as reviewed.

Policy CCB- Line of Responsibility – A very short policy that was reviewed with the only change being the capitalization of Superintendent. This policy will be marked as reviewed.

Policy CHCA – Approval of Handbooks and Directives – Review of this policy generated a few clarifying questions resulting in changes to its content. The removal of "per administrative handbooks" from the last sentence of the first paragraph. Capitalization of Superintendent, removal of the word "annually" and replaced with "each year prior to publishing and removal of the wording "made in the handbooks" in the second sentence of the second paragraph, along with the removal of the last sentence. This policy is ready for a first read.

Policy CHD – Administration in Policy Absence - changes will be the removal of pronouns, the addition of "if applicable" at the end of the second last sentence of the second paragraph, and removal of the last sentence of the second paragraph. This policy will be sent for a first read.

Policy CM – Annual Report – This policy was reviewed, and it was determined that the removal of the words "and the administration's recommendations for their improvement" from the second sentence was needed. This policy is ready for a first read.

There was no additional questions or comments. Meeting ended at 3:55 PM – Next meeting is scheduled for September 14, 2023. A calendar of dates will be generated and sent to the Policy Committee members.

Respectfully submitted,
Wendy L. DiFruscio