



**Southgate Board of Education
Policy Committee
Meeting Minutes
12/17/2015
11pm**

- I. Meeting was called to order at 11:00am by Chairperson Dr. Pomponio
- II. Roll Call

Present: Dr. Darlene Pomponio and Rebecca Reed

Absent: Paul Knott

Guests: Leslie Hanrihar
- III. Additions to Agenda – None
- IV. Approve Minutes - Approved Minutes from 10/01/2015
- V. Old Business: Reviewed goals of the committee.
- VI. New Business
 - a. Review Neola Updates and add to the Agenda for approval (Already reviewed by Superintendent and Dr. Pomponio): Dr. Pomponio, Rebecca Reed, and Leslie Hanrihar reviewed the updates from Neola. The updates are ready to go to the board for approval. Discussion was held on how new district policies would be posted outside of the vetted Neola policies. We are going to create a miscellaneous section for added district policies.
 - b. Election of Board Officers Form needs to be approved as a policy: We approved the form and it will be housed under the district miscellaneous section.
 - c. Discuss adding Student Representative selection language into policy: The selection language will be added to the miscellaneous policy section but will need board approval first.
 - d. Approve Incident Report Form into policy. (Add process and expectations): Mrs. Hanrihar stated that the form is already in the administrative guidelines. Dr. Pomponio would like to add the form into the miscellaneous section of the board policies. This would have to be approved by the board.

- e. Sexual Harassment has been added to the updates to be approved. We need to add a selection option for the Incident Report Form: Discussion was held to create a separate form to align with the new legislation. This form may follow the template of the Bullying Incident Reporting Form including the process to access relating to submitting form with privacy.
- f. Add language to Board Governance relating to board pay (stipend) and absences relating to pay: We are continuing the current attendance policy but board pay language, school code history, and alignment with other districts will be discussed at the board retreat.
- g. Discuss adding policy to supplement current Neola Suicide Prevention policy to include previous board approved policy: This was discussed earlier with new business. We are going to create a miscellaneous section for added district policies.
- h. Previous Board Policy form 4302 Board Master Calendar needs to be an approved policy under Board Governance: This will be reviewed by full board to add to miscellaneous policy section.

VII. Open Issues
A. None

VIII. Public Forum
A. None

IX. Adjourned at ____11:55am____

NEXT MEETING:
January 21st, 2016 @ 10am
City Hall Caucus Room