

**BARRE SUPERVISORY UNION
POLICY COMMITTEE MEETING**
Barre Supervisory Union – Conference Room
December 18, 2017 - 6:00 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Jennifer Chioldi (BC) – Vice Chair
Rebecca Kerin-Hutchins (BT)

COMMITTEE MEMBERS ABSENT:

J. Guy Isabelle (SHS) - Chair
Michael Deering (BC)

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Luke Aither, Assistant Principal (SHS)

GUESTS PRESENT:

Jon Valsangiacomo

1. Call to Order

The Vice Chair, Mrs. Chioldi, called the Monday, December 18, 2017, meeting to order at 6:03 p.m., which was held at the Barre Supervisory Union Central Office in the 2nd Floor Conference room.

2. Additions and/or Deletions to the Agenda

There were no changes to the Agenda.

3. Approval of Minutes – November 20, 2017 Policy Committee Meeting

Approval of Minutes from the October 16, 2017 meeting and the November 20, 2017 meeting will be added to the January 2018 Meeting Agenda.

4. Review of BSU Policy Manual Index

A copy of the BSU Policy Manual Index (dated 12/18/17) was distributed. Mr. Pandolfo advised that the index is up to date, and includes notations for the policies slated for First Readings at the December and January meetings of the BSU Board. It was noted that the Second and Final Reading (and adoption) of policy E11 (Travel Reimbursement), will occur at the December 21, 2017 BSU Board Meeting.

Mr. Pandolfo advised that the Index has been updated to reflect all ratified and rescinded policies. In response to a query regarding 'back-lash' from an article in the Times Argus regarding policy F31 (STI and Pregnancy Prevention Policy), Mr. Pandolfo advised that he has received only 1 negative response (an e-mail forwarded from the principal). Mrs. Chioldi advised that she has received positive feedback. Mr. Pandolfo advised that Pam Wark is in the process of identifying policies which may need to be rescinded.

5. Discussion of Policies

5.1 E23, E24, E31, F4, and F11 for BSU First Read on 12/21/17

Copies of the policies were distributed. Mr. Pandolfo advised regarding minor changes to each policy, noting that with these modifications the policies are ready to be presented to the BSU Board as First Readings.

E23 – Capitalization of Assets

Mr. Pandolfo advised that Business Manager, Lisa Perreault advised that the amount of \$5000 should be in the policy to identify the value of assets that should be subject to Capitalization.

E24 – Prevention of Conflict of Interest in Procurement

Mr. Pandolfo advised that Mrs. Perreault recommended the amount of \$25 be used in the policy as the threshold limit. Brief discussion was held. Mr. Valsangiacomo recommends a limit of \$0 (zero). The Committee agreed to present the policy without stating any dollar limitation. This change will result in the policy forbidding employees from soliciting, accepting favors, gratuities, or anything of any monetary value from vendors.

E31 – Scholarship Funds Policy

Mr. Pandolfo advised that the policy has been reviewed and approved by Norma Malone and Emily Simmons (VSBA). Additionally, Mr. Pandolfo advised that Emily Simmons has accepted a job at the Agency of Education. Ms. Simmons' replacement at VSBA has not yet been named.

F4 – Search, Seizure, and Interrogation of Students by School Personnel

Mr. Pandolfo advised that formatting corrections have been made.

F11 – Searches, Seizures, and Interrogation of Students by Law Enforcement Personnel or Other Non-School Personnel

Mr. Pandolfo advised that formatting corrections have been made. The Committee agreed by consensus that the policies, as discussed and amended, were ready to be presented to the BSU Board as First Readings.

5.2 F31 and F32 for BSU First Read on 01/18/18

Copies of the policies were distributed. Mr. Pandolfo advised that he would like to finalize the policies so that they are ready for presentation as First Readings, at the January 2018 BSU Board Meeting.

F31 – STI (Sexually Transmitted Infections) and Pregnancy Prevention Policy

Mr. Aither advised regarding some format changes that would be necessary. Also, the words 'protective barrier' should be used, such that the policy does not limit STI/pregnancy prevention to distribution of condoms. It was noted that Mrs. Spaulding contacted VSBA regarding the lack of a model policy. VSBA advised that a policy may be put in place in the future. It was noted that procedures will need to be written for each district school. At SHS, nurses will disseminate information and protective barriers. Draft procedures were briefly reviewed. The SU SHAC Committee should be in contact with each district school regarding writing procedures at the district level.

F32 – HIV Policy

Minor formatting changes will be required. The Committee agreed by consensus that the policies, as discussed and amended, are ready to be presented to the BSU Board as First Readings, at the January 18, 2018 BSU Board Meeting.

5.3 Advertising Policy

A copy of an e-mail from Mr. Aither to Mr. Pandolfo, dated November 21, 2017 was distributed. Mr. Aither advised that he spoke with Emily Simmons (VSBA) regarding this issue and advised regarding possible routes the Committee could take (create a policy or continue 'as is'). Mr. Aither provided a brief overview of the information provided in the distributed e-mail. Mr. Pandolfo advised that a policy allows for consistency, but noted that thus far, the VSBA has not seen a need for a policy on this matter. It was noted that advertisements are generally limited to year books, play bills, and there is the possibility that they could be placed around athletic fields. Mr. Pandolfo recommends developing procedures for SHS and sharing those procedures with the other district schools.

5.4 Bus Idling Policy

A document titled 'Vermont Department of Education School Bus Idling Rule' was distributed. Mr. Pandolfo advised that there is an Agency of Education rule regarding bus idling. This rule differs from statutes, which are the result of legislation. Mr. Pandolfo must provide assurance that the BSU is in compliance with the rule. Compliance does not require a policy.

5.5 Other Policies for Rescind or Consideration

C23 - Restraint and Seclusion policy – Mr. Pandolfo provided a brief overview of the policy and provided historical information relating to the ratification of the policy by each of the district boards (in January of 2017). The policy on Restraint and Seclusion is noted as a policy 'to consider'.

Mr. Pandolfo advised that Pam Wark has reviewed the 'required' policies and believes that the BSU is caught up on implantation of all required policies. In the near future, further review will take place to identify if there are multiple versions of any policies, and to review and identify policies which are really more 'procedure' than policy. The next meeting will include discussion on Policy vs Procedure, and discussion of some policies which may be 'CVCC only' policies.

6. Other Business

The Committee agreed to a tentative meeting date of Monday, January 22, 2018 at 6:00 p.m. at the Barre Supervisory Union in the 2nd Floor Conference Room.

7. Adjournment

The Committee agreed by consensus to adjourn at 6:52 p.m.

Respectfully submitted,
Andrea Poulin