

**BARRE SUPERVISORY UNION
POLICY COMMITTEE MEETING**
Barre Supervisory Union – Conference Room
November 20, 2017 - 6:00 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Jennifer Chioldi (BC) – Vice Chair

COMMITTEE MEMBERS ABSENT:

J. Guy Isabelle (SHS) - Chair

Michael Deering (BC)

Alice Farrell (BT)

ADMINISTRATORS PRESENT:

Luke Aither, Assistant Principal (SHS)

Erica Pearson, Assistant Principal (BTMES)

Pierre LaFlamme, Assistant Principal (SHS)

John Pandolfo, Superintendent

GUESTS PRESENT:

Dave Delcore

Jon Valsangiacomo

1. Call to Order

The Vice Chair, Mrs. Chioldi, called the Monday, November 20, 2017, meeting to order at 6:09 p.m., which was held at the Barre Supervisory Union Central Office in the Second Floor Conference room.

2. Additions and/or Deletions to the Agenda

Add 5.5 F23 – Capitalization of Assets

Add 5.6 F24 – Prevention of Conflict of Interest in Procurement

3. Approval of Minutes – October 16, 2017 Policy Committee Meeting

This item is tabled until the December meeting.

4. Review of BSU Policy Manual Index

Mr. Pandolfo provided an overview of the Policy Manual Index, advising that the Index has been updated to reflect all policies that have been ratified. Policies F9, F33, and H3 were recently ratified by each of the district boards.

Policy E11 (Travel Reimbursement Policy) will be on the December 21, 2017 BSU Board Meeting Agenda for approval of Second and Final Reading and ratification. After approval by the BSU Board, the policy will be presented to each of the district boards using the established protocol for approval.

Mr. Pandolfo advised that each of the district boards will need to review their policy manuals and identify all policies that need to be rescinded. This will be a large task to undertake. Once this task is completed, district boards will need to review the remaining local codes that may need to be addressed at the SU level.

5. Discussion of Policies

Copies of all policies and associated appendices were distributed.

5.1 E31- Scholarship Funds Policy

An additional document regarding the policy, titled ‘Spaulding High School/Central Vermont Career Center’ was distributed.

Brief discussion was held and the Committee agreed to make modifications to the policy, replacing and supplementing paragraph 2.

The policy will be modified as discussed, be reviewed by VSBA, and will be presented to the BSU Board for approval of the First Reading at the 12/21/17 BSU Board Meeting.

5.2 E32 – HIV Policy

Mr. Pandolfo advised that after performing research it was determined that the HIV and STI/Pregnancy Prevention policies should be separate. It was noted that the VSBA policy from 2009 is a model policy which is neither required nor recommended. The policy is considered a ‘to be considered’ policy. Mr. Aither advised that portions of the HIV policy are part of the privacy policy, and voiced concern that portions of the policy are actually procedures (which are normally written outside of policy). Mr. Aither proposed

changes to the draft policy and questioned why there is a separate policy for HIV, but not separate policies for other blood borne pathogens. **Revisions will be made to the draft policy and it will be reviewed at the next meeting.**

5.3 F31 – STI and Pregnancy Prevention Policy

Mr. Pandolfo advised that he has shared with each board, the memo from the Commissioner of the Department of Health and the Secretary of Education regarding their recommendation on STI and Pregnancy Prevention. It is not known if VSBA plans to write a policy. Brief discussion was held regarding the draft policy and minor revisions were suggested, including the addition of the definition of STI (Sexually Transmitted Infections). The definition will be added to both the title and within the policy.

Revisions will be made to the draft policy and it will be reviewed at the next meeting. It was noted that procedures will need to be written.

5.4 F4 and F11 – Policies Related to Student Interrogation, Search and Seizure

Mr. Pandolfo referred to the response from counsel regarding Mr. Deering's concerns regarding the search of phones. It was noted that searches and seizures do occur and it would be best to have policies in place. It is the consensus of the Committee that progress continues to be made regarding implementation of these policies. It was noted that with the exception of a single Committee Member, the Committee and administrators do not see a conflict regarding the search of phones. **It is the consensus of the Committee that minor 'typo' corrections be made and that the policies be presented to the BSU Board for approval of the First Readings at their 12/21/17 meeting.** Mr. Aither advised that he has met with the District Director of DCF to review SHS procedures regarding DCF access to students and interviewing students. Mr. Aither was advised that the District Director of DCF has sent an e-mail notification to her staff regarding the procedures. Mr. Aither will share with the Superintendent, a copy of his original document to DCF and a copy of DCF's e-mailed response.

5.5 F23 – Capitalization of Assets

This policy will need to be recoded from F23 to 'E23'. Mr. Pandolfo advised that this is a 'recommended' policy, rather than a required policy. The policy presented this evening is a VSBA model policy. Mrs. Perreault will advise regarding a dollar amount to be entered into the policy under Implementation #3. **With input from Mrs. Perreault, the draft policy can be finalized by the Policy Committee on 12/18/17, and be presented to the BSU Board for approval of the First Reading at their December 21, 2017 meeting.**

5.6 F24 – Prevention of Conflict of Interest in Procurement

This policy will need to be recoded from F24 to 'E24'. After brief discussion, it was agreed that the policy should be modified to reflect that no favor, gratuity, or anything of monetary value can be accepted from a vendor. **Mr. Pandolfo will work with Mrs. Perreault to revise the draft. The draft policy will be finalized by the Committee on 12/18/17 and be presented to the BSU Board for approval of the First Reading at their December 21, 2017 meeting.**

6. Other Business

Mr. Aither would like to 'put on the radar' consideration of an 'Advertising Policy'. Mr. Aither advised that ads are bought for items such as Playbills and the yearbook. Some ads may be deemed inappropriate for a high school, (e.g. an ad promoting a bar/pub). Mr. Aither would like some guidance regarding this possible conflict. After brief discussion, it was agreed that Mr. Aither would speak with counsel regarding a legal opinion.

Mr. Aither distributed a copy of the November 2017 issue of the publication 'Legal Update for Teachers'. Mr. Aither advised that a subscription for this publication is available. Brief discussion was held regarding mixed reviews on these types of publications. No action will be taken at this time.

The next BSU Policy Committee Meeting will be held on Monday, December 18, 2017 at 6:00 p.m. at the BSU Central Office in the Second Floor Conference Room.

7. Adjournment

The Committee agreed by consensus to adjourn at 7:43 p.m.

Respectfully submitted,
Andrea Poulin