

Minutes of the Policy Committee of the Board of Education
Regional School District 14 www.ctreg.org
Tuesday, February 19, 2019

Start: 5:30 pm

In attendance were: Maryanne Van Aken, John Chapman, Pam Zmek, George Bauer. Also in attendance were Janet Morgan, Mike Devine, Carol Ann Brown, James Crocker, Nathalie Shreve, Justin Noel, Jack Corso, Glenn Jameson, Superintendent Dr. Joe Olzacki and BOE Clerk, Natascha Schwartz.

The meeting was called to order at 5:37 p.m.

Mr. Chapman asked to move the discussion of policy 4118.51 to the top of the agenda along with public comment so that the four students who were in attendance could make their statements to the committee regarding texting amongst staff and students.

All four students: Nathalie Shreve, Justin Noel, Jack Corso, and Glenn Jameson spoke to the importance of having the capability to text with staff which they feel cannot be done via email. They unanimously advised that it's most important to get instant access to someone especially when coordinating events such as after school sports, special events such as the musical production, FFA students needing to text their advisor(s) for emergencies which may occur after hours or during the weekend when nobody is in the building. They are not looking to gain access to staff/faculty regarding questions on assignments, but rather for after school activities or in the case of FFA students who work at school for their SAE. Mr. Chapman asked Mr. Jameson if he has done any research on apps which may help students in the long run. Mr. Jameson advised that he has found a free app called BAND, which allows 2-way communication between staff and students in a safe and regulated environment. Mr. Chapman thanked the students for speaking with the committee and that the committee will have further discussions as a committee.

Mr. Chapman did a recap and review of the policy revision process as a reminder to the committee.

The committee established a set calendar for the remainder of the 2018-19 school year which will be held at 6:00pm on the 3rd Monday of each month. The meeting dates are as follows: March 18, April 15, May 20, and June 17, 2019

Mr. Chapman asked that a BOE policy "zero series" be added to the website and policy numbers 0100, 0050 to be added for cohesiveness with the rest of the policies.

Policy 0100 – Mission statement policy to be tabled until the BOE holds their retreat to review and discuss the need to modify the Region's mission statement or not.

Policy 0050 – Code of ethics policy to be tabled as well for the same reason as above.

Policy 5400 – Look of policy to be changed to reflect R14's "look".

Policy 3323 – Soliciting Prices (bids & quotes) Mr. McAllister advised that this is update to current policy and his suggestion of increasing limits to \$25,000 is to align with the State standards for sealed bids. Mr. Chapman recommended to move the policy to the BOE for the a 1st read, but to send to Mark Sommaruga for review before adding to the BOE agenda. Ms. Schwartz to send old and new policy to Mr. Sommaruga for review.

Policy 3326.3 – Board of Education Credit Card. As the credit card is in the name of Regional School District 14 as well as Wayne McAllister, Mr. McAllister recommends changing the name to reflect the title as being the Regional School District 14 Credit Card under the supervision of the Business Manager rather than the Superintendent or the

Business Manager. Will be sent to Mark Sommaruga for review and then to be brought to the BOE for a 1st read. Ms. Schwartz to add the current credit card authorization form to the policy.

Policy 3410 – System of Accounts. Mr. McAllister advised that the dates should be changed to June 30, 2018 to be in sync with the dated of implementation by the State. Mr. Chapman recommended to send the policy to Mark Sommaruga for review and then to the BOE for a 1st read. Mr. McAlister suggested keeping the legal box on page 2.

Policy 3435 – Fraud Prevention and Investigation. Mr. McAllister advised that the CAFE sample policy is fine as is and Mr. Chapman wanted to modify one sentence for clarification to read, “The Director of Finance and staff along with outside verification from independent auditors, will seek to prevent in an early stage, any embezzlement of District funds by looking for the following tell-tale signs of embezzlement.” To be sent to Mark Sommaruga for review and then to the BOE for a 1st read.

Policy 3453 – Checking Accounts/Authorized Signatures. Mr. McAllister presented a document which is currently being used by the Region’s business office. He went on to mention that this as it is written sets forth a process for disbursing funds for school activity funds. He mentioned that approved clubs are subject to change. Mr. Chapman advised that this document should be turned into administrative regulations and the committee will need to find a suitable policy to attach to it. Document to be sent to Mark Sommaruga.

Policy 3516.12 – Asbestos Control. Mr. McAllister spoke with Mr. Molzon who advised that this policy is fine as is. Mr. Chapman asked to send this policy to Mark Sommaruga for review and then to the BOE for a 1st read.

Policy 0521.2 – Prayer, Religious Accommodation and Neutrality. Dr. Olzacki advised that he worked with Mark Sommaruga to create this policy. Mr. Chapman asked to get clarification from Mr. Sommaruga to find out what policy 6141.22 have to do with 0521.2. To be send to Mr. Sommaruga for clarification and will be communicated back to the policy committee for the next meeting.

Meeting was adjourned at 7:00 p.m.

Respectfully Submitted,



Natascha Z. Schwartz

Regional School District 14 Board Clerk

Recorded and filed subject to Board of Education approval by: Natascha Z. Schwartz, Board Clerk, 2/25/2019