

Beekmantown Central School District

Policy Committee

Place: Superintendent's Office

June 13, 2014

Minutes

Attendees: Eric Anderson, Board Member
Andrew Brockway, Board Member
Ed Marin, Board Member
Daniel Mannix, Superintendent
Joanne Menard, Secretary to Superintendent/District Clerk

Others: Brittany Trybendis, MS Assistant Principal (Attendance Policy)
Joha Battin, HS Assistant Principal (Attendance Policy)
Jennifer Hicks, Payroll Clerk (FMLA Policy)
Mary LaValley Blaine, School Business Executive (Expense Reimbursement Policy)
Eric Bell, District Treasurer (Expense Reimbursement Policy)

Meeting called to order at 9:15 a.m.

1. **Attendance Policy** – Brittany Trybendis, MS Assistant Principal reviewed proposed changes to the District Attendance Policy. She reviewed with the committee “The Effects of Chronic Absenteeism” and the district data.
2. **Policy 9520.2 Family & Medical Leave plus supporting documents and regulation** – Jennifer Hicks, Payroll Clerk explained the reasons for the policy changes due to changes in law. Copies of the Department of Labor forms were shared with the committee which the district will now use. A question and answer period followed. Policy 9520.2 Family & Medical Leave and 9520.2R Family & Medical Leave Regulation will be submitted to the Board for adoption as revisions to the existing policy.
3. **Policy 6830 Expense Reimbursement and Regulation** – The District Treasurer and School Business Executive explained the reasons for the proposed changes to the existing expense reimbursement policy and regulation. Following discussion, the IRS mileage reimbursement rate will be added. Policy 6830 Expense Reimbursement and 6830-R Expense Reimbursement Regulation will be submitted to the Board for adoption as revisions to the existing policy.
4. **School Ceremonies & Observances** – The Superintendent submitted a draft policy from New York State School Boards (NYSSBA) on *School Ceremonies and Observances*. Following review, said policy will be submitted to the Board as a first reading.
5. **Policy 0110 Sexual Harassment** – Eric Anderson inquired if the last paragraph on this policy could be removed or changed to 3 to 5 years? “A committee of administrators, teachers, parents, students and the school attorney shall be convened annually to review this policy’s effectiveness and compliance with applicable state and federal law, and to recommend revisions to the Board.” The district to contact NYSSBA to see if this paragraph can be changed.

The Board of Education will tour the school facilities prior to the opening of school.

The district clerk informed the board that the district will be switching from hosting the district policy manual with NYSSBA to School World effective July 1, 2014. The Superintendent explained this is a cost savings to the district.

The meeting was adjourned. Time 10:42 a.m.

Respectfully Submitted,
Joanne Menard, District Clerk