

**MINUTES**

Policy Committee Meeting  
Monday, March 13, 2023; 6:00 p.m.  
Mitchell Elementary School  
Flanders Room

**Committee Members Present:**

Tikva Rose, Chair  
Jim Crocker  
Chris Matta  
David Butkus

**Absent:**

N/a

**Also Present:**

Brian Murphy, Superintendent of Schools

Patricia Paige, Board Clerk

**I. Call to order**

Ms. Rose called the meeting to order at 6:00 p.m.

**II. CABE Policy Audit Update**

CABE recently performed an audit of the district's current policies. There are eighteen mandated policies, which have been identified as lacking in the Region 14 Policy manual and 24 mandated policies that require updates.

**III. Policy 3171.1 – Reserve Fund for Capital and Nonrecurring Expenditures (Regional School Districts)**

In summary, the policy notes that the Regional Board of Education, by majority vote of its members, may create a reserve fund for capital and nonrecurring expenses and the aggregate amount of annual and supplemental appropriations shall not exceed two percent of the annual district budget for such fiscal year.

The district currently has procedures in place that adhere to state statute and therefore, a formal policy is not a requirement. The question before the committee is whether or not to create and implement a policy to support the statute. Discussions ensued on the possibility of establishing parameters within Policy 3171.1 to provide guidance, on an annual basis, on how to manage the funds and who would make the final decision. Another suggestion was made to edit Policy 3171.1 to capture the district's current procedures.

Ms. Tanguay will document the current process; it will be brought back to the committee at a subsequent meeting for additional discussions.

**IV. Adjournment**

Hearing no other business, the meeting adjourned at 6:51 p.m.

Respectfully submitted,



Patricia Paige  
Board Clerk

Recorded and filed subject to Board of Education approval by: Patricia Paige, Board Clerk