

**Manchester Public Schools**  
**Board of Education**  
 Policy Committee  
 Minutes  
 Thursday, February 25, 2016  
 Board Room A  
 Kennedy Education Center  
 45 North School Street  
 5:15 PM

The meeting was called to order at 5:20 PM.

Members Present: Deb Hagenow, Mary-Jane Pazda, Carl Stafford, Darryl Thames, Sr.  
 Others Present: Matt Geary

1. The committee members reviewed the School Enrollment Policy # 5118. The committee decided not to change the policy but students who enroll in a school where their class size is already at or beyond the preferred class size (18-20 in K/1; 18 - 22 in grades 2 - 5) will be offered enrollment at another school that has class sizes below the preferred numbers in an effort to maintain equitable class sizes across the district.
2. The committee members discussed the proposed revision to the Community Use of Facilities # 1330 and will send the revised policy to the full Board for a first reading at their next meeting. The revised policy is attached. Changes are noted in red.

[Community Use of Facilities Policy Revised](#)

3. The committee members discuss the proposed revision to the External Credit Options for Meeting Manchester High School Graduation Requirements Policy #5127.11. The Superintendent will continue revising the policy and bring a draft back to the committee at their next meeting. The revision will include options for Physical Education external credit.
4. The committee members discussed the proposed deletion of the Physical Education External Credit Policy #6143 and will send the recommendation to delete the policy to the full Board for a first reading at their next meeting.

[PE External Credit \(Current\)](#)

5. The committee members discussed the proposed revisions to the Administration of Medication By School Personnel Policy #5142. This policy was developed by Shipman and Goodwin in accordance with new state regulations. The current policy has not been updated since 2011. The policy developed by Shipman and Goodwin would replace the existing policy. Both are attached.

[Administration of Medication \(Current\)](#)

[Administration of Medication \(Proposed\)](#)

6. The committee members discussed the proposed revisions to the Wearing of Photo ID Badges Policy # 5121 and will send the revised policy to the full Board for a first reading at their next meeting. The current and revised policies are attached.

[Wearing of Photo ID Badges #5121 \(Proposed\)](#)

7. The committee members discussed the proposed revisions to the Budget Policy # 3110 and will send the revised policy to the full Board for a first reading at their next meeting. The revised policy is attached. The information contained in the Adoption of Budget Policy #3150 has been incorporated into Policy #3110 so the committee is recommending that the Adoption of Budget Policy # 3150 be deleted. That recommendation will also be sent to the full Board for a first reading at the next Board meeting.

[Budget Policy \(Proposed Redline\)](#)

[Budget Policy \(Proposed Clean Copy\)](#)

[Adoption of the Budget # 3150 \(Current\)](#)

The meeting adjourned at 6:20.

Submitted by: Matt Geary