

**BRISTOL WARREN REGIONAL SCHOOL COMMITTEE  
POLICY AND CURRICULUM SUBCOMMITTEE MEETING**

**MINUTES  
April 4, 2022**

A meeting of the Bristol Warren Regional School Policy & Curriculum Subcommittee was held in the First Floor Conference Room of the Reynolds Building on Monday, April 4, 2022. Subcommittee Chairperson Carly Reich called the meeting to order at approximately 6:01 p.m.

**Present:**

**Subcommittee:** Carly Reich, Chairperson and Victor Cabral.

**School Committee Members and Administrators:** Tara Thibaudeau; Ana C. Riley, Superintendent; Diane Sanna, Ph.D., Assistant Superintendent; Diana Campbell, Recording Secretary

**I. Approval of Minutes:**

MOTION: Mr. Cabral made a motion to approve the meeting minutes from February 7, 2022; seconded by Ms. Reich. The motion passed unanimously.

**II. DISCUSSION AND/OR POSSIBLE ACTION**

**A. Policy FF - Naming of School District Facilities**

Superintendent Riley introduced Policy FF for subcommittee review. She proposed updating the policy with some wording from a similar Portsmouth School District policy on Naming of School Facilities, including the addition of a selection criteria to evaluate requests for naming of facilities or benches as memorials. The criteria for selection could include the worthiness of the individual and his/her contributions to educational programs and students. The selection process for larger memorials would be more stringent, including a background check of the individual being honored.

**DISCUSSION:**

Chairperson Reich commented that she likes the idea of finishing the process in 25 days.

Mr. Cabral stated that he does not think that anything should be named after anyone. He pointed out several places in the District and State of RI that are named for people that no longer have any meaning for the current residents.

Ms. Thibaudeau asked if the naming of facilities is up to the Town's and not the School Committee. Superintendent Riley mentioned Policy KH - Public Gifts to the Schools, which is similar. There might be opportunity to use some of the

wording or to combine the policies, as they are similar. Superintendent stated that she will investigate the Towns' roles and legal requirements for naming facilities. She will also consider including parts of Policy FF with Policy KH.

Mr. Cabral asked what happens after the building is retired. What happens to the plaques?

Ms. Thibaudeau mentioned that the policy should include information on the types of benches and trees that are allowed.

There was further discussion on the Code Assignments for all policies. It was agreed that the Subcommittee will move toward re-assigning the naming to comply with the National Naming Guidelines.

Superintendent concluded the discussion by stating that she will clean up the language of the Policy and bring it back to the Subcommittee at the next meeting.

- C. Policy DFE (IGDG) - Student Activity Fund Management, Gate Receipts and Admissions
- D. (New) Draft Policy DFD - Gate Receipts

Superintendent Riley explained that she thinks that Policy DFE (IGDG) is actually two policies. She stated that Mr. Ferrucci, CFO for the District, is working on updating the Student Activity Fund Management Policy, and that the Subcommittee's discussion will focus only on a new Gate Receipts and Admissions Policy.

Superintendent Riley proposed adding some language to the Policy from the Portsmouth, North Kingston, and North Smithfield districts. She also proposed using only the "Policy" section for the Policy and making the "Procedure" section an Exhibit for the policy.

Superintendent Riley pointed out that the Policy includes information on the dispersal of the funds collected: half will go toward enhancing the department and half will be collected and earmarked toward a future project.

There was some discussion on the implementation of Policy IGDF, regarding the role of Boosters Clubs and Portsmouth's Policy DDA on on-line fundraising.

The Subcommittee agreed to move the proposed new Policy DFD - Gate Receipts and Admissions to the full School Committee for a first reading. The Policy will be in two parts: Policy DFD - Gate Receipts and Admissions and Policy DFD-E - Gate Receipts and Admissions Procedure Exhibit.

MOTION: Mr. Cabral made a motion to approve the Proposed Policy DFD - Gate Receipts and Admissions and Policy DFD-E - Gate Receipts and

Admissions Procedure Exhibit and to move it to the full School Committee for a first Reading; seconded by Chairperson Reich.

The motion was approved unanimously.

**E. General Discussion of Policy Reviews over the next 5 years starting in July/August 2022**

Superintendent Riley introduced the Policy Review list, explaining that based on the dates of last revision, she has created a 5-year timeline for reviewing all policies. She added that policies that need to be revised earlier will be moved up in the schedule. In this way, all policies will be reviewed every five years and a notation with the date of the review will be added to them.

Ms. Thibaudeau asked that when being reviewed that the Policies be updated to match the National Naming Guidelines. Superintendent Riley agreed and added that many of the older (1992) policies could be combined into single policies.

**III. Adjournment**

MOTION: Chairperson Reich made a motion to adjourn the meeting at 6:46 p.m., seconded by Mr. Cabral. The motion was approved unanimously. The meeting was adjourned at 6:46 pm.

Carly Reich, Chair  
Policy & Curriculum Subcommittee of the  
Bristol Warren Regional School Committee

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