



Policy Committee Agenda



Meeting: January 11, 2024

Time: 4:30pm

Location: Thayer House

Purpose: Adopt the first installment of the Workplace Violence Prevention Policy and review the timeline and implementation of the Workplace Violence Prevention Program.

Agenda:

- Review proposed policy
- Review timeline

Workplace Violence Prevention Timeline		
Task to be Completed	NYS Deadline	Glen Cove Timeline
Adopt the Employer’s Policy Statement	<ul style="list-style-type: none"> • Adoption by February 3, 2024 	<ul style="list-style-type: none"> • Policy Committee Reviewing on January 12, 2024 • First Reading on January 17, 2024 BoE Meeting • Second Reading / Adoption on January 31, 2024 BoE Meeting
Workplace Risk Evaluation and Determination	<ul style="list-style-type: none"> • March 4, 2024 	Conduct a Workplace Risk Evaluation with Authorized Employee Representatives (AER), e.g., union leadership from each Collective Bargaining Unit. Set up a meeting with AERs to complete risk evaluation. Will meet prior to the February Recess.
Workplace Violence Prevention Program	<ul style="list-style-type: none"> • March 19, 2024 	Will work with Peter LaDuca and neighboring districts to finalize, adopt, and make available online our Workplace Violence Prevention Program. Will complete prior to March 1, 2024
Full Compliance	<ul style="list-style-type: none"> • May 3, 2024 	Outstanding elements to be in full compliance is to have on the calendar the annual meeting with AER Team to discuss incidents reported and effectiveness of mitigating actions; will take place in June 2024. We spoke with GCN to develop our district-specific Workplace Violence Prevention training to be completed by May 3, 2024, still awaiting its development.