

**BETHANY BOARD OF EDUCATION
Policy Committee Meeting Minutes
June 11, 2024
Via Zoom Meeting**

PRESENT

Angelo Amato
Susan Bradford, Chair
Shannon Lane
Caroline Leary

OTHERS PRESENT

Kai Byrd

ABSENT

Call to Order

Mrs. Bradford called the meeting to order at 6:31 pm.

Minutes

Motion by Lane, seconded by Bradford to approve the April 9, 2024 meeting minutes as presented. *The motion carries 3 yes, 1 abstain (Amato).*

Business

The committee reviewed and accepted the mandated revisions recommended for the following:

- a. Policy 4117.5 – Exit Interview

The committee reviewed and accepted the revisions recommended for the following:

- a. Policy 3250 – Materials/Services Fees, Charges
- b. Policy 3510 – Operation and Maintenance of Property
- c. Policy 3560 – Capital Improvements

The committee reviewed and accepted the technical revisions recommended for the following:

- a. Policy 3000 – Concept and Roles in Business and Non-Instructional Operations
- b. Policy 3280 – Gifts, Grants, and Bequests
- c. Policy 3313 – Relations with Vendors
- d. Policy 3324 – Ordering Goods and Services – Contracts
- e. Policy 3514 – Equipment
- f. Policy 3524.1 – Pesticide Application on School Property
- g. Policy 3533 – Employee/Officer Bonds
- h. Policy 3541.23 – Transportation Contractor
- i. Policy 5113 – Student Attendance, Truancy, and Chronic Absenteeism
- j. Bylaw 9110 – Number of Members, Terms of Office, Oath of Office

The committee reviewed and supported that there be no revisions to the following:

- a. Policy 3110 – Fiscal Year
- b. Policy 3221 – Individuals with Disabilities Education Act Fiscal Compliance
- c. Policy 3313.1 – Local Purchasing
- d. Policy 3326.1 – Payroll Procedures and Authorized Signatures
- e. Policy 3434 – Periodic Audits
- f. Policy 3435 – Fraud Prevention and Investigation
- g. Policy 3440 – Inventories
- h. Policy 3450 – Monies in School Buildings
- i. Policy 3513.1 – Energy Conservation
- j. Policy 3513.2 – Waste Management, Resource Conservation, and Recycling
- k. Policy 3516.3 – Accident Prevention and Reporting
- l. Policy 3532 – Property Insurance
- m. Policy 3543.311 – Holds on the Destruction of Electronic Information and Paper Records
- n. Policy 4113.6/4213.6 – Remote Work
- o. Policy 4147.1/4247.1 – Bloodborne Pathogens

Ms. Bradford proposed that the committee review 50 policies per year in a 5 year rotation. This would result in reviewing 10 policies per meeting. Any changes in law or legislation that mandated a policy change would result in that policy being prioritized for review. This proposal was accepted by the committee.

There was discussion about meeting dates for 2024-2025. At this time the meeting schedule will remain the same.

The committee discussed the distribution of policies for review and agreed that the current time for review is sufficient.

Adjournment The meeting adjourned at 6:53 p.m.

Future Meeting Agenda Items

- Approval of June 11, 2024 meeting minutes
- Policy updates