



Policy Committee Meeting Minutes

Date: November 12, 2024 ~ 2:00 p.m. - 3:30 p.m.

Attendees: William McKersie, Melissa Szymanski, Maureen Caraballo, Silvia Robles, David Barone, Melissa DeLaBarrera

Key Discussions:

1. Review of Suzanne's Memo:

- Dr. McKersie introduced Suzanne's memo, which provides guidance and detailed analysis for policy decisions.

2. Policy 0111 - Sex Discrimination and Sex-Based Harassment Under Title IX, 0111-R Sex Discrimination and Sex-Based Harassment Under Title IX Regulation - Grievance Procedure & 0111-E Title IX

Definitions:

- The committee reviewed the newly recommended policies from NYSSBA and expressed their agreement with the standard language used.
- They also discussed the necessity of incorporating information resolution processes into the grievance procedures.
- Policy will be presented for a first read at the Board of Education meeting on November 19th.

3. Policy 0115 - Bullying and Harassment, 0115-R Bullying and Harassment Regulation:

- The committee reviewed the suggested revisions and reached a consensus.
- They discussed the importance of aligning the appeals processes for both Title IX and DASA to prevent any confusion.
- Melissa DeLaBarrera will confirm whether the appeals processes for the Title IX and DASA policies are indeed aligned.
- Policy will be presented for a first read at the Board of Education meeting on November 19th.

4. Policy 5100 Student Attendance

- The committee reviewed the recommended revisions provided by legal counsel.

- There is still some ambiguity regarding the written notification for absences, particularly since this process has not been consistently followed by the district.
- Melissa DeLaBarrera will follow up with Suzanne Volpe to determine whether written notification is a requirement or if it is sufficient for parents to call the attendance line.
- Melissa to share Suzanne's feedback and the proposed revisions with the Assistant Principals for their input.
- The policy will be reviewed at the upcoming policy committee meeting.

5. Policy 6700 Purchasing Policy & 6700-R Purchasing Regulation

- These policies should be reviewed annually, and there are no recommended revisions.
- Melissa DeLaBarrera will ensure that the formatting for both is consistent.
- These will be presented for a first reading at the BOE meeting on November 19th.

6. Policy 1120 - School District Records

- The committee examined how state requirements affect employee notification and the necessity of collective bargaining.
- Melissa Szymanski raised concerns about the possible implications for investigations and employee rights.
- Dr. McKersie recommended consulting with Suzanne and the legal team to ensure that they comply with state regulations.
- The committee stressed the importance of clear communication and documentation to uphold both compliance with state requirements and the protection of employee rights.

7. Policy 2245 - Student Liaison Representative:

- The committee discussed the selection process for the student liaison, highlighting the need for clarity and consistency.
- Dr. McKersie proposed involving the high school principal and the advisor to the Student Union in this process.
- The committee stressed the importance of clear communication and documentation to ensure a fair and transparent selection process.
- Dr. McKersie will connect with Andy Clayman and Steven Lopez and provide an update at the next committee meeting.

Next Steps:

- Follow up on action items and discuss the outlined policies in the next meeting (Tuesday, December 10, 2024 at 2:00 p.m.)

Action Items:

- ☐ Dr. McKersie to discuss and review the selection process, training requirements, and attendance expectations for the student liaisons with the high school principal and the current student liaisons.
- ☐ Dr. McKersie to provide an update on the student liaison process at the next policy committee meeting.
- ☐ Melissa DeLaBarrera to seek clarification on Policy 5100 from Suzanne Volpe regarding the written notification for absences, and share this information with the AP's along with the revisions.
- ☐ Bring the proposed changes on Policies 0111, 0115 and 6700 for a first read at the Board Meeting on November 19th.

Melissa DeLaBarrera

Submitted by:

Melissa DeLaBarrera

District Clerk