

Policy Committee Meeting

September 16, 2008

Minutes

Attendance: Chairman Brennan, Commissioners Elliott and Powell; Board Staff L. Dunsmoor; District Staff E. McDonald; Erie I BOCES representatives.

Chairman Brennan convened the meeting at 5:30 p.m.

Erie I BOCES representatives presented information regarding how they would perform a policy manual update for the Board:

- One staff member will be assigned to the project from Erie I BOCES;
- The entire manual will be reviewed for relevancy and compliance with state and federal law, redundancy, and need;
- Proposed verbiage, addition and removal changes will be forwarded to committee with rationale for proposals;
- Following Committee and Board action, hard and electronic copies will be provided;
- Total fee is \$8,200 split over two fiscal years

Erie I BOCES has done policy manual updates for more than half of the districts in New York State, including Buffalo (Big 5) and several Monroe County districts. There is one other organization that provides the service in New York State.

Discussion

The last wholesale adoption of the Board Policy Manual took place in 1999 and was done in conjunction with the New York State School Boards Association. Many policies require annual review; it is ambiguous regarding whether the reviews are to be done by administration or the Board. At any rate, the review process is far behind and requires a major effort to catch up. In the future, consequences for not reviewing policies should be included in the policies, whether the consequences are for administration or the Board. The community should be involved in the process to have input, even with a media blitz so all are aware of discussions around updated policies.

Motion to seek vote to engage in contract with Erie I BOCES for Policy Manual Update at October Business Meeting by Commissioner Powell. Second by Commissioner Elliott. Approved without objection.

Action items: Obtain references for Erie I BOCES from Fairport, Brighton, Pittsford and Buffalo. Prepare memo from Chair to full Board explaining recommendation to Board for September meeting.

Motion to adjourn by Commissioner Powell. Second by Commissioner Elliott. Approved without objection at 6:50 p.m.