

GREENFIELD SCHOOL COMMITTEE

POLICY SUBCOMMITTEE

MINUTES OF JULY 12, 2016

1. Call to Order: 9:00 a.m.
Present: S. Hollins (SH, Chair), F. Wisniewski (FW), T. Farrell (TF).
Also present: Superintendent Harper, Administrator Barber.
2. Chairperson Report
SH gave an overview of policy work from January through June 2016. Most policies in Section B (School Committee Governance) have been reviewed and updated, most policies in Section D (Financial Management) have been reviewed and updated. Several unique policies were requested for development, e.g. Composting, Naming Facilities.

Policies on Negotiations and Foundation are recommended to be addressed. These are few but given the experience of negotiating this year and concerns about being current with culture and discrimination, these are recommended to be addressed. Health and Wellness policies were organized and provided to the chair of the Health and Wellness Subcommittee. Student Services policies are suggested to be reviewed by the Administrator for Student Services to see which, if any, of these seem to need updating. Personnel policies will be referred to the personnel subcommittee, at least for an initial review.

FW raised a few questions:

1. How do we connect with City Hall?
SH explained that with financial policies she did review these with administrators there who work with school funds to see if there was any feedback for the committee and has shared that feedback. Also, with one personnel policies that related to the city, this was discussed with the HR director to see the wording of the city policy. SH mentioned that the city has commented that this policy dialogue, where appropriate, was helpful to the city in reviewing its own policies.
2. Policies on non-discrimination—how do we have alignment and work with other groups?
3. Sick Leave Bank: We are supposed to have a member appointed, need to clarify duties of that members.
4. How do we assure that all mandates for updated policies, e.g. notices from MASC, are addressed?
5. Student Handbooks?—where are we with school committee endorsement?
JH explained progress with student handbooks and school attorney's efforts.

3. Policies Coming Up for SC Action a. BBBE Unexpired Term
Consensus, since there will be an unexpired term to fill, to bring the revised policy on Unexpired Term Fulfillment to the school committee.

4. Policies on June Agenda

This is FW's last meeting. FW was the subcommittee chairperson through December 2015. She brought her records and gave a report, specific to new policy on Facility Use. FW explained there were twenty (20) meetings over nine (9) months, comparisons with 7 – 10 other school districts to see how they organized their facility use policy and fees. FW's study committee concluded a policy for non-district use of school facilities had to have these features:

- *no costs to the school district,
- *no customization of the policy*,
- *no favoritism—leads to complaints of disparate treatment,
- *minimize costs,
- *are for non-profits or not—have to be clear.

There was discussion about customization, e.g. for certain groups that want a long-term relationship with the school district and use of certain buildings or grounds.

JH explained that the Recreation Dept attended and explained how the Rec Dept does rentals and shared forms used.

5. August Meeting & Agenda

Not discussed. June agenda will continue in August.

6. Adjournment

10:10 a.m.