

GREENFIELD SCHOOL COMMITTEE

POLICY AND PROGRAM SUBCOMMITTEE

Minutes of June 20, 2017

Present: School Committee Members Hollins (chair), Alexander. Also present: Superintendent Harper, Asst Superintendent Pratt, three elementary principals.

1. With a quorum present, the meeting was called to order at 10.35 a.m.
The chair expressed that before leaving she would like to set up the summer schedule with a focus on completing policies in the pipeline.
2. Review of Transportation policies: EEAA Walkers and Riders
Introductory review of EEA: transportation philosophy in Student Transportation Services, current policy. EEAA:
 - a. “elementary schools” should be K-4, not 1-4.
 - b. Superintendent asked that 1.0 for elementary schools be listed as 1.5 with a statement That the school committee supports elementary children having transportation within 1.0 mile. Principal comments:
 - *very concerned about more vehicular traffic,
 - *1.0 vs. 1.5 may help attendance
 - *the schools got bigger with addition of grade 4, making pick-up and drop-off a bigger issue as there are more parents driving students
 - c. Superintendent relates that none of the changes in distance are large changes in terms numbers of students eligible vs ineligible for bus transportation
 - c. Superintendent questions why guidelines say “buildings” as in high school building; Chair explains that “high school” by statute is grades 9 – 12 and the building also has grade 8

Revisions to last draft suggested today:

- *Elementary Schools, grades K-4 more than 1.5 mile from school
- *Rewrite exceptions which, after discussion, included 4 types of exceptions:
 - ...students who must travel in a hazardous area to and from school, elementary children whose transport would lessen car congestion at elementary schools,
- *circumstances where it is deemed unsafe for walkers and the Superintendent may request transportation for otherwise ineligible students,
- *students who are ineligible for bus services but on a fee basis may request a space to use bus transportation

During discussion it was mentioned that attendance areas have not been rearticulated since the days when North Parish was an elementary school, and so some children within walking distance of Four Corners are still bussed to Federal Street.

Consensus: to review with Business Manager and Transportation Director—both unavailable today—prior to school committee meetings in July.

3. IGBH Alternative Programs

Superintendent Harper objected to revised wording, saying the changes were too prescriptive and interfered with a Superintendent's administrative role, specifically paragraphs 3, 5, and 6.

Review of paragraph 3: "How this happens is not up to the committee."
Questions about lack of clarity. Supt request to keep wording as before.

Review of paragraph 5. Concern about having process guidelines in policy.
Suggestion: Add "The Committee shall review any requests for waivers of policies and regulations that govern all other schools. ."

Review of paragraph 6. Superintendent raises concerns about how proposals come forward. Chair mentions that at last meeting the overview of the process was unclear, e.g. for someone reading the policy. Comment against new wording being needed was that school councils and every school has a school improvement plan. Move sentence in paragraph #7 "The proposal will include any unique budget needs and specific measurable goals" to paragraph 6. Agreement the school committee should know budget needs and impact.

Annual Review: All new. Should all be bold print.
Chair will redraft.

There was no objection to the new paragraph (4) giving examples of what alternative programs might include; otherwise, one could think the policy applies only to students who need an alternative adjustment program. "Alternative environment" was clarified as a program that needs a different school or location space.

4. Revolving Funds (new)

Discussion of activity funds. Statutory guidelines were available and were referenced for activity accounts. Column #4 should say "Examples" and "No Threshold" because student activity accounts carry over all unspent student funds. There is no interest in an elementary principal checking account. There is no clarity if the school committee has voted the Student Activity Checking Account allowable balance. This vote should be taken or retaken for statutory compliance.

There was discussion about the \$35,000 carryover for each elementary school vis-à-vis before- after-school programs. The purpose of the policy was reviewed and its intended helpfulness for budgeting and clarification of carryover funds and amounts to carry over.

Will be reviewed, again, with Business Manager to affirm levels for carryover and reasoning. Chair suggests it would be helpful if format for new policy had headers about each fund. Superintendent agrees with intent and usefulness of policy.

5. Review of policy on affirming an existing policy with no changes—how to warn on agenda. Need to check current, revised policies on policy process.
6. Compensation for Administrators—pass to next meeting due to time.
7. Setting Dates and Agenda for Summer Policy Activity.

Following discussion, it was decided to keep the two July policy meeting dates—1st Thursday and 3rd Tuesday. In addition, Subcommittee members will meet to review policy activity and identify policies in the pipeline that need conclusion. Goal is to complete policies in process prior to opening of school. New policy topics on the list are “Substitutes” and “Compensation for Principals.”

Topics for Thursday, July 6th, will be identified by next Wednesday. Will include Walkers and Riders and Revolving Funds.

8. Adjournment. 12:45 p.m. with hangers on talking about a meeting to clarify which policies had closure and which did not.
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