

GREENFIELD SCHOOLS

POLICY SUBCOMMITTEE

Minutes from Meeting of February 9, 2016

Present: Subcommittee members: Hollins (Chair), Farrell, Wisneski. Also present: Administrator Garand.

The committee reviewed five (5) policies as listed on the agenda, read through each, discussed technical and legal issues, wording clarity, cross-referencing with state guidelines and other policies, and had consensus on all recommended changes. Made some editing changes related to he/she references. Decided to update and provide to the school committee for first reading at Wednesday's meeting.

The Subcommittee continued to review Section B: Policies.

- BBA School Committee Powers and Duties
- BBBA School Committee Qualification for Office
- BBBC School Committee Member Resignation
- BDB School Committee Officers
- BDE Subcommittees of the School Committee
- BE School Committee Meetings
- BDA School Committee Organizational Meeting

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1. BBA. Following discussion, the subcommittee agreed to revisions, which included adding these statutory duties. Some discussion of the DESE posted policy statement of the school committee's role under the Education Reform Act of 1993:
 - 59B, establishing policies for compensation, including benefits, for school principals and other administrators and personnel,
 - 12B, reviewing school choice data by April 5th,
 - 37, to review and approve budgets for public education in the district,
 - 37a, to accept grants and gifts for educational purposes,
 - 37b, to create annuity accounts for employees,
 - 37E, to employ legal counsel,
 - 71D, to authorize prepayment of tuition for a period not to exceed three (3) months to any private school or approve program,
 - 38Q, to adopt the professional development plan for all principals, teachers, and other professional staff employed by the district and updating the plan annually, setting for a budget for professional development,
 - To approve and transmit school department expenditures to the municipal accountant for drawing warrants,
 - 44:33 & 71:37, to be responsible for general management and conduct of the public schools of the city and property pertaining thereto,
 - 150E:1, as the "employer" to engage in collective bargaining,
 - 71:59B, to prescribe additional qualifications for educator positions, beyond basic certification,

The School Committee has all the powers conferred upon it by state law and must perform those duties mandated by the state.

2. BBBA SCHOOL COMMITTEE MEMBER QUALIFICATIONS/OATH OF OFFICE

Policy revision will include that prior to participating the newly-elected official will be sworn in by a city official. Correct references to “town” and replace with “city.” Remove last sentence about membership not being limited as this is the law.

3. BBBC SCHOOL COMMITTEE MEMBER RESIGNATION

Clarify the date used for accepting the resignation. Clarify in title that this policy relates to “voluntary” resignation. Midnight on the date of receipt of the signed resignation is when the responsibilities terminate unless a later time is stated in the resignation. Need to check the city charter.

4. BDB SCHOOL COMMITTEE OFFICERS

Chairperson: add that chair makes chairperson assignments, is liaison to legal consultants on school committee matters, assures representation at city council and other meetings where representation is required, assures date-sensitive matters are handled in a timely fashion, conducts meetings with courtesy.

Vice Chairperson: clarify that specific assignments would be assigned by the committee.

Secretary: add record roll call when required, e.g. entering and exiting non-public sessions; add assuring that AG guidelines are met and those key guidelines.

5. BDE SUBCOMMITTEES OF THE SCHOOL COMMITTEE

Need to mention the standing subcommittees as none are mentioned in the policy:

1) Budget and Finance, 2) Policy and Program, 3) Personnel and Collective Bargaining
4) Facilities, Health and Safety. Add that committee chair will establish the subcommittee schedule and that duties include reporting to the school committee.

6. BE SCHOOL COMMITTEE MEETINGS

No change recommended. Was updated 2011.

7. BDA SCHOOL COMMITTEE ORGANIZATIONAL MEETING

Pass to March 2nd meeting.

Meeting adjourned at 10:12 a.m. Would like to review before school committee meeting.