

POLICY COMMITTEE
MINUTES
JULY 28, 2009
WARREN COUNTY CAREER CENTER

COMMITTEE MEMBERS PRESENT:

Mrs. Kimberly Angove
Mr. Thomas Knapp
Mr. Jeff Lockett
Dr. Jack Martin

Mrs. Katherine Oudinot
Mrs. Kirsten Turfitt
Mr. Arthur Stewart (5:45 p.m.)

COMMITTEE MEMBERS ABSENT:

Mr. David Wortman

Mrs. Donna Zariczny

OTHERS PRESENT:

Dr. Robert Terrill (6:00 p.m.)
Mrs. Amanda Hetrick
Mrs. Amy Stewart
News Reporter
Mr. Brian Collopy

Mrs. Rosemarie Green
Mrs. Karen Pascale
Mr. Petter Turnquist
Mrs. Ruth Huck

1. Opening Activities

1.01 Call to Order

Mrs. Angove called the meeting to order at 5:30 p.m.

1.02 Public Comment

There was no public comment.

1.03 Other

Mrs. Angove announced that Mrs. Huck was recently appointed by PSBA to serve as the vice president of the Department of School Board Secretaries and Affiliates.

2. Old Business

2.01 Policy Number 3140, titled – Disciplinary Suspension

Discussion: The revised policy has not been received from the solicitor at this time.

Action: Should the policy arrive prior to the August 10, 2009, Board meeting, it will be placed under other on the agenda for first reading.

Motion: That the Board of School Directors approves on first reading Policy Number 3140, titled – Disciplinary Suspension.

Attachments: None

2.02 Policy Number 2347, titled – Electronic Information Dissemination - revisions
Discussion: Mrs. Oudinot would like to use the word ‘software’ instead of ‘solution’ in the policy text.

Action: This policy will be forwarded for first reading at the August 10, 2009, Board meeting.

Motion: That the Board of School Directors approves on first reading the revisions to Policy Number 2347, titled – Electronic Information Dissemination.

Attachments:

2.02a – Policy Number 2374 (Public Side)

3. New Business

3.01 Policy Number 9950, titled – Technology and Internet Safety

Discussion: This policy needs updated for e-rate compliance. The change is reflected in the proposed revision regarding educating students about Internet safety, and there are some additional changes that will help update the policy.

Mrs. Oudinot asked if on page 3, line 5-6, highlighted in bold, “Does the policy have to specify ‘minors’.” Mrs. Stewart stated that it is a mandated phrase for the policy and was actually taken directly from the governing document.

Dr. Martin questioned whether or not the planned instruction would be changed to comply with this requirement. Mrs. Stewart affirmed that it already exists in the planned instruction.

The solicitor has been asked if this policy should be split into two separate policies, one for students and one for employees, and the answer was that he is confident that this policy is sufficient to meet the criteria for both.

On page 6, line 26 it was questioned whether the word ‘should’ is strong enough or would ‘shall not’ be better?

There was some concern over the examples used in the policy and that the policy seemed to be lengthy and the lines are blurred between policy and procedure.

It was suggested that the policy be sent back to administration to par it down and develop a procedure to accompany this policy.

The solicitor was comfortable with the specificity, because it has helped in disciplinary actions and puts more strength behind those actions.

The suggestion was withdrawn to par down the policy.

The language needs to be approved by August 30 in order to comply with e-rate.

Some committee members would like the policy pared down and procedures written.

Mr. Stewart stated that it was a lengthy process to develop this policy and that the Board members should be very specific about what should come out of this policy and run it by the solicitor because it is one of the most complex policies and because it stems from so many different regulatory sources, including the school code and state and federal statutes. The other issue is the First Amendment Rights of staff and students and that has to be spelled out in policy and cannot be part of procedure. There is a law about the level of specificity for this policy and because it involves student discipline, he cautioned making any changes to the policy.

Action: This policy will be sent as is to the August 10, 2009, Board meeting for first reading.

Motion: That the Board of School Directors approves on first reading Policy Number 9950, titled – Technology and Internet Safety.

Attachments:

3.01a – Policy Number 9950, titled – Technology and Internet Safety.
(Public Side)

4. Other

4.01 Policy Number 7610, titled – Personnel Records

Dr. Martin requested that the solicitor review Policy Number 7610, titled – Personnel Records and make a recommendation to address two specific items, 1) consolidation of the official personnel records into one location in the HR office; and 2) elimination/destruction of any extraneous personnel records or related files that are not part of the personnel file. Mrs. Angove recommended that Karen Pascale and Chris Byham work together on this policy. This will be brought back to the committee meeting in September with recommendations.

4.02 Policy 2325, titled – Regular Meetings

Dr. Martin stated that Policy 2325 specifies the purpose of Board meetings and he recommends that ambiguity be cleared up concerning the second paragraph in the policy that states that, “the Superintendent prepares the agenda and the Board President reviews it”. He asked that the Board consider changing the word “‘review’ to ‘approved’ by the Board President”. He would like this brought to next policy meeting with the tentative change. Mrs. Angove said that she would have the solicitor look at this and get his input as to past practice. Mr. Stewart stated that it is just one word and questioned if it is necessary to involve the solicitor. There is no pressing legal issue involved. The Board can investigate whether it is a problem by consulting past board presidents along with the Superintendent for their input.

5. Closing Activities

5.01 Next Meeting Date – September 1, 5:30 p.m., Warren County Career Center

5.03 Adjournment – The meeting adjourned at 6:07 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary
Kimberly J. Angove, Chairperson
Policy Committee