

Regional School District 13
Board of Education
Policy Committee
Minutes of the meeting of Thursday, December 6, 2012

The Policy Committee of Regional School District 13 met on Thursday, December 6, 2012 in the Board Room at the Regional School District 13 Central Office.

Committee members present: Mrs. Adams and Mr. Hicks.
Committee members absent: Mrs. Buckheit and Mrs. Fronc.
Administrator present: Mrs. Viccaro
Also present: Mrs. Flanagan

Mr. Hicks called the meeting to order at 11:14 a.m.

I. Public Comment – None.

II. Consent Agenda – None of the items on the consent agenda were challenged. Mr. Hicks declared the agenda, minutes and past policies approved.

III. Blood-borne Pathogens 4161/4261 – The committee did not suggest any issues with this policy as it is currently written.

IV. Purchasing 3320 - After discussion, members of the committee suggested this policy be forwarded to Durham Selectwoman Laura Francis and Middlefield Selectman Jon Brayshaw to identify any conflicts between purchasing and town charters. It was also suggested by the committee that the threshold be raised to \$7,500 consistent with town charters.

V. FMLA 4151/4251 – The committee discussed flexibility regarding employees being allowed to use sick leave before FMLA in considered. There was further discussion of capping the number of sick days to be taken in full increments. Mrs. Flanagan wants to investigate costs associated with any changes in this policy and capping the maximum number of days per employee year. Mr. Hicks suggested a percentage be allowed for people who have earned days through longevity and conservation. Mrs. Flanagan thought that this could be used as a bargaining chip for negotiations with the bargaining units. It was further stated that reference to employee contracts be included in the policy. It was also suggested that in the third paragraph on page 15 that “the use of paid sick leave shall be allowed if prescribed by an applicable collective bargaining agreement.”

VI. Homework 6141.2 – Mr. Hicks suggested that changes made to this policy be consistent with changes made to the strategic plan.

VII. Educational Tours 6153.1 – This policy shall be deferred to a subsequent meeting as some language changes that were made in the past have not been located.

VIII. Care of Instructional Equipment and Materials 6161.2 – The committee discussed the addition of language that makes staff personally responsible for district computers in their care as well as who is responsible for damage to district equipment. It was mentioned that language should be consistent with the acceptable use form and policy. When this language is complete and approved, a rollout should be scheduled for September. Sample documents from other districts will be examined.

IX. Finalize Use of District Facility – This document is still with our attorneys. Mrs. Viccaro mentioned that few school systems have this type of policy as the concession stands are operated by outside groups.

The next meeting of the Policy Committee will be Tuesday, January 28, 2013 at 4:30 p.m.

On a motion by Mrs. Adams and seconded by Mr. Hicks, the Policy Committee unanimously approved to adjourn at 12:59 p.m.

Respectfully submitted,

Norm Hicks

Norm Hicks, Chair