

Regional School District 13  
Board of Education  
Policy Committee  
Minutes of the meeting of Tuesday, October 16, 2012

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The Policy Committee of Regional School District 13 met on Tuesday, October 16, 2012 in the Board Room at the Regional School District 13 Central Office.

Committee members present: Mrs. Adams, Mrs. Buckheit and Mr. Hicks.

Administrator present: Mrs. Viccaro

Mr. Hicks called the meeting to order at 8:17 a.m.

On a motion by Mrs. Buckheit and seconded by Mrs. Adams, the agenda was unanimously approved.

Public Comment – None.

**Use of District Property (Concession Stand)** – Mrs. Adams and Mrs. Buckheit reviewed the report of the policy committee from the last BOE meeting. It was suggested that the funds must be divided in an equitable manner from the proceeds of the concession stand. Mrs. Viccaro stated that Attorney Kevin Roy is in possession of the draft of the policy and is going to make recommendations for improvement. The committee added language regarding fund distribution and an audit process.

**Administration of Medication 5141.21** - The Committee discussed a model policy that is required by state statute. The Committee recommends that this policy be forwarded to the Board of Education for approval.

**Employee Sex Discrimination and Sexual Harassment 4118.11 4218.11** – The committee discussed changes made for clarification as recommended by counsel. The Committee recommends that this policy be forwarded to the Board of Education for approval.

**Employee Use of District's Computer System 4132 4232** - Language has been added regarding personal use of district equipment and expectations of privacy. The Committee recommends that this policy be forwarded to the Board of Education for approval.

**Employment Checks 4112.1 4212.1** – DCF Registry checks are newly required by state statute and are included in this policy. The Committee recommends that this policy be forwarded to the Board of Education for approval.

**Food Services 3542** - There were minor changes to this policy as suggested by counsel.

The Committee recommends that this policy be forwarded to the Board of Education for approval.

**Homeless Children and Youth 5118.1** – There was discussion regarding this policy. Mrs. Viccaro mentioned that there would be further changes forthcoming. The Committee agreed that this policy would be discussed at a later date to incorporate these changes.

The next meeting of the Policy Committee will be Tuesday, November 13, 2012.

On a motion by Mrs. Adams and seconded by Mrs. Buckheit, the Policy Committee unanimously approved to adjourn at 9:39 a.m.

Respectfully submitted,

*Norm Hicks*

Norm Hicks, Chair