

Regional School District 13  
Board of Education  
Policy Committee  
Minutes of the meeting of Tuesday, October 2, 2012

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The Policy Committee of Regional School District 13 met on Tuesday, October 2, 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

Also present: Hank Hiller, Vincent Cahill

Mr. Hicks called the meeting to order at 8:15 a.m.

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

On a motion by Mrs. Buckheit and seconded by Mrs. Adams, the minutes of September 13, 2012 were unanimously approved.

Public Comment – None.

**Use of District Property (Concession Stand)** – Mr. Hicks outlined the situation regarding the concession stand and where the Committee is at this time. Mrs. Buckheit asked if a draft were formulated today would the attorney have the ability to approve by tomorrow's meeting. Mr. Hicks suggested that the policy committee craft language that generally outlines who will operate the concession stand at the athletic facility with the specific requirements be contained in the regulation. Mrs. Buckheit stated that the choice should be made during at the last meeting in June the group that will be chosen to operate the athletic facility. Mrs. Viccaro said that flexibility should be included for special events or a one-time use. There was further discussion regarding groups that must live up to the agreement, items that should be included in the regulation, maintenance of the facility. Decisions made regarding the operation will be made by the district administration. Mrs. Adams crafted language that will be clarified for the next Board of Education meeting. Mrs. Viccaro will submit the finished product to our attorney for legal approval.

The Committee continued working on the regulation that will outline what is expected of a potential concession stand operator. In addition, policies that are already in place will be referenced in the regulation as being a requirement.

**FMLA** – There was discussion regarding what is considered "light duty" as covered by the Family Medical Leave Act. Mrs. Viccaro mentioned that light duty as it applies to

this policy would be considered on a case-by-case basis.

The Policy Committee further discussed each item on the agenda as to its importance to be placed on the agenda for the next meeting. Clarification for some of the items will be obtained from our attorney.

The next meeting of the Policy Committee will be Tuesday, October 16, 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