



**BELCHERTOWN SCHOOL DISTRICT
PERSONNEL & POLICY SUBCOMMITTEE MEETING
August 23, 2016**

PLACE: Swift River Elementary School

TIME: 5:30 p.m.

SUBCOMMITTEE: Ms. Myndi Bogdanovich, Chair (present); Thomas Laughner, Member (present)

ADMINISTRATION: Karol G. Coffin, Superintendent of Schools, Mr. Brian Cameron, Assistant Superintendent and Director of Student Support Services,

VISITORS: Eric Bright, Bruce Hastings, Kathy Bernardin, Phyllis DuComb, Karen Cousland, Jennifer Champagne

Minutes

- I. Call Subcommittee Meeting to order
Ms. Bogdanovich called the meeting to order at 5:33 pm.

 - II Acceptance of Minutes
 - A. July 26, 2016
Motion: Dr. Laughner moved to accept the July 26, 2016 minutes as presented.
Second: Ms. Bogdanovich
Vote: 2,0,0

 - III. Public comment regarding items on the agenda
Mr. Bright and Ms. Bernardin spoke to the committee regarding a foreign exchange student tuition waiver. Mr. Bright is hosting a French student and requested that the School Committee consider waiving the tuition requirement. He stated the tuition fee could limit the student attending this fall. This student would not graduate with the current class. Mr. Bright and Ms. Bernardin spoke to the cultural exposure our student would get from a foreign exchange student attending the high school. The understanding of other cultures and global community's exposure being a benefit to our students. It was noted that if the student was not charged tuition the student could then be added to the student population for next year's
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funding. Superintendent Coffin noted the current fee is \$7,500. The policy was re-written several years ago due to an excess of student attending and not tuition being collected. This consequently became a burden on the district. It was noted that one additional student added would not be a burden on the district.

IV. Items for action/discussion

A. Foreign Exchange Policy – waiver request

Motion: Dr. Laughner moved to recommend a waiver of tuition requirement for 1 student for this year to the full Committee.

Second: Ms. Bogdanovich

Vote: 2,0,0

Discussion: Dr. Laughner noted the subcommittee should look at setting limits within the policy for a future discussion.

B. Policy JLD Guidance Program (proposed changes in red)

Motion: Dr. Laughner moved to recommend policy JLD to the full Committee.

Second: Ms. Bogdanovich

Vote: 2,0,0

Discussion: Superintendent Coffin spoke to the need for guidance program needs and job descriptions. This will be the forerunner. Mr. Cameron noted some of the language came from the CPR review. Guidance program has to have counseling service in native language and materials need to be free from bias and in native language. The need for a translator provision was discussed.

C. Policy JEBA, Preschool Peer Student Eligibility (Strike through)

Motion: Dr. Laughner moved to recommend policy JEBA to the full Committee

Second: Ms. Bogdanovich

Vote: 2,0,0

Discussion: Superintendent Coffin noted this was brought up at a previous meeting with language in #3 being struck. This would solve any issue with children in the program only 2 years apart.

D. Policy JICH, Alcohol, Tobacco and Drug Use & Policy JICHA, Drug Policy

Motion: Dr. Laughner moved to recommend policy JICH to the full Committee as amended.

Second: Ms. Bogdanovich

Vote: 2,0,0

Discussion: Superintendent Coffin noted this will combine policies JICH and JICHA. The subcommittee discussed the language changes in the policy. This included removing or consolidating redundant information and defining where the policy is in effect.

E. Policy GBEB Staff Conduct

Motion: Dr. Laughner moved to recommend policy GBEC to the full Committee

Second: Ms. Bogdanovich

Vote: 2,0,0

Discussion: This is a new policy. The subcommittee reworked some of the language to include while on school grounds or at a school event.

F. Policy GBEC Drug-Free Workplace Policy

Motion: Dr. Laughner moved to recommend policy GBEC to the full Committee.

Second: Ms. Bogdanovich

Vote: 2,0,0

Discussion: The subcommittee received an addition to 3 paragraphs to the policy. The headings under; Respect for the Public, Respect for Fellow Employees, and Respect for Students.

G. GBEC-R, Drug-Free Workplace Regulations

Motion: Dr. Laughner moved to recommend policy GBEC-R as amended to the full Committee

Second: Ms. Bogdanovich

Vote: 2,0,0

Discussion: The subcommittee noted change in language in the last paragraph to list substances as described in GBEC policy and at school sponsored events and field trips.

V. Unfinished business

Ms. Bogdanovich gave Superintendent Coffin language edit for the employee handbook. The online version of the bullying policy has most of the edits. Ms. Bogdanovich noted page #54, 1st set of bullets has repeated language. Change to page 56, bottom line "and/or".

VI. New business

A. Property agenda item

Superintendent Coffin recommended referring this item to the Property & Transportation Subcommittee .

VII. Subcommittee correspondence

- A. Agenda,
- B. Minutes, July 26, 2016
- C. Foreign Exchange Policy – waiver request
- D. Policy JLD Guidance Program
- E. Policy JEBA, Preschool Peer Student Eligibility (Strike through)
- F. Policy JICH, Alcohol, Tobacco and Drug Use & Policy JICHA, Drug Policy
- G. Policy GBEB Staff Conduct
- H. Policy GBEC Drug-Free Workplace Policy
- I. GBEC-R, Drug-Free Workplace

VIII. Adjourn

Motion: Dr. Laughner moved to adjourn at 6:25 pm

Second: Ms. Bogdanovich

Vote: 2,0,0


Respectfully submitted by,

Ramona Griffin

Non-Confidential Recording Secretary to the School Committee

School Committee members' signatures:

 _____, Myndi Bogdanovich, Chair

 _____, Thomas Laughner, member

Belchertown students, both individually and collaboratively, will be innovative thinkers, problem solvers and unique, creative contributors to their community and the world

The Belchertown Personnel & Policy Subcommittee conducts its business in open session pursuant to Chapter 30A, Section 21 of the Massachusetts General Laws. The public is welcome to comment only on items on the agenda for this meeting as noted above. If you wish to address the School Committee regarding an item not on the agenda for this meeting, please contact the Superintendent of Schools, at 413.323.0423 or via email at superintendent@belchertown.org to determine the best way to address your concerns.