



2016, Personnel & Policy Subcommittee

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**BELCHERTOWN SCHOOL DISTRICT  
PERSONNEL & POLICY SUBCOMMITTEE MEETING  
October 11, 2016**

- PLACE:** Swift River Elementary School
- TIME:** 6:00 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:**

**Minutes**

- I. Call Subcommittee Meeting to order  
Ms. Bogdanovich called the meeting to order at 6:05 pm
- II. Acceptance of Minutes
  - A. September 13, 2016  
Motion: Dr. Laughner moved to approve the minutes of September 13, 2016 as presented.  
Second: Ms. Bogdanovich  
Vote: 2,0,0
- III. Public comment regarding items on the agenda
- IV. Items for action/discussion
  - A. Policy JKD - Suspensions  
Motion: Dr. Laughner moved to add "Students Not Yet Identified as Having a Disability" section to policy JKD as a recommendation to the full School Committee.  
Second: Ms. Bogdanovich  
Vote: 2,0,0  
Discussion: Mr. Cameron noted this change came from the audit. It is an addendum to the Suspension policy JKD, with the new criteria for those students not yet diagnosed but a parent/guardian has noted the need for assessment. The subcommittee discussed the criteria involved in the addendum.  
Noted amendments to the addendum are; First paragraph,"protections, and "actions **which** occurred." Last paragraph, "prior to **taking** district action"...
  - B. Policy BJ – School Committee Legislative Program

Ms. Bogdanovich questioned the language in the policy. The subcommittee will revisit the governance section and see if the policy can be added to a School Committee role instead.

C. Foreign Exchange Policy JFABB

Superintendent Coffin supplied the subcommittee with additional information from other districts Foreign Exchange Policy. Districts included Northampton and Amherst-Pelham Regional. The subcommittee discussed if there are any additions needed for the current policy and asked the Superintendent if she had any recommendations. Superintendent Coffin noted she will check with a foreign exchange program and get their criteria for students.

D. Private Music Teachers – process

Superintendent Coffin supplied the subcommittee with historical informational literature. Dr. Laughner questioned if the lesson teachers are district employees are they “evaluated”. Superintendent Coffin noted they are not, they are an extracurricular activity. Ms. French noted that she had spoken with Sheldon Ross, a private lesson teacher, and he noted some difficulties with the current program. Lesson teachers are required to file as a town employee, taxes are taken out of the lesson fee check as well as retirement funds. There is zero recourse if a parent doesn’t pay for the lesson. Superintendent Coffin will look at the procedure for lessons.

E. Superintendent’s Goals

Deferred to full Committee meeting.

V. Unfinished business

Superintendent Coffin noted the online manual is up to date. the subcommittee discussed where they were with the policy manual. Suggested that they policy manual be checked, starting with section B, for 2015/16 approval dates. Any policies that do not have a current approval date will be checked and reapproved if just missing the date.

VI. New business

There was no new business at this time.

VII. Subcommittee correspondence

- A. Agenda,
- B. Minutes, September 13, 2016
- C. Policy JKD - Suspensions
- D. Policy BJ – School Committee Legislative Program
- E. Foreign Exchange Policy JFABB
- F. Private Music Teachers – process
- G. Superintendent Goals

VIII. Adjourn

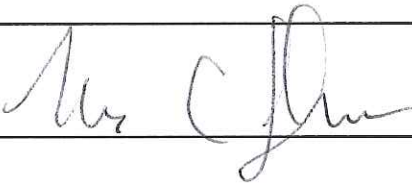
October 11, 2016, Personnel & Policy Subcommittee  
Motion: Dr. Laughner moved to adjourn at 6:50 pm  
Second: Ms. Bogdanovich  
Vote: 2,0,0

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Ramona Griffin  
Non-Confidential Recording Secretary to the School Committee

School Committee members' signatures:

\_\_\_\_\_, Dawn French, Chair

\_\_\_\_\_, Thomas Laughner, Vice Chair

\_\_\_\_\_, Michael Knapp, Secretary

\_\_\_\_\_, Richard Fritsch, Member

\_\_\_\_\_, Myndi Bogdanovich, Member

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

*Vision Statement*

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

*Mission Statement*

*In the pursuit of excellence and the development of life-long learners, it is the mission of the Belchertown Public Schools to challenge and engage all students in a respectful, positive learning environment that fosters personal, social and academic growth in order to achieve success in a global society.*

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](mailto:superintendent@belchertown.org) to determine the best way to address your concerns.