



**BELCHERTOWN SCHOOL DISTRICT  
PERSONNEL & POLICY SUBCOMMITTEE MEETING  
September 13, 2016**

**PLACE:** Swift River Elementary School

**TIME:** 6:00 p.m.

**SUBCOMMITTEE:** Ms. Myndi Bogdanovich, Chair; Thomas Laughner, Member

**ADMINISTRATION:** Karol G. Coffin, Superintendent of Schools, Mr. Brian Cameron, Assistant Superintendent and Director of Student Support Services, Dr. Shawn Fortin, Director of Teaching and Learning

**VISITORS:**

**AGENDA**

- I. Call Subcommittee Meeting to order
  - II. Acceptance of Minutes
    - A. August 23, 2016, Personnel & Policy Subcommittee
  - III. Public comment regarding items on the agenda
  - IV. Items for action/discussion
    - A. Approve revised Director of Food Service Job Description
    - B. Approve School Adjustment Counselor Job Description
    - C. Approve Guidance Counselor Job Description
    - D. Policy BJ – School Committee Legislative Program
    - E. Policy EBC- Emergency Plans
    - F. Policy JFABD Homeless Students
    - G. Policy JLCD Administering Medication to Students
    - H. Policy BGB Policy Adoption
  - V. Unfinished business
  - VI. New business
  - VII. Subcommittee correspondence
    - A. Agenda, September 13, 2016
    - B. Minutes, August 23, 2016
    - C. Director of Food Service Job Description Draft
    - D. School Adjustment Counselor Job Description Draft
    - E. Guidance Counselor Job Description Draft
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VIII. Adjourn

*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.

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