



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

- PLACE:** Central Office
- TIME:** 1:00 p.m.
- SUBCOMMITTEE:** Ms. Myndi Bogdanovich, Chair (PRESENT); Ms. Dawn French, Member (PRESENT)
- ADMINISTRATION:** Karol G. Coffin, Superintendent of Schools (PRESENT), Mr. Brian Cameron, Assistant Superintendent and Director of Student Support Services (PRESENT)
- VISITORS:** Phyllis Ducomb

MINUTES

- I. Myndi Bogdanovich called the Subcommittee Meeting to order at 1:00
- II. Acceptance of Minutes
 - A. December 8, 2015 (A.I.)
 - a. Motion to approve minutes from December 8, 2015: Dawn French
 - b. Second: Myndi Bogdanovich
 - c. VOTE: 2-0-0
- III. Public comment regarding items on the agenda
 - A. No public comment
- IV. Items for action/discussion
 - A. Narcan policy
 - a. Head Nurse Phyllis Ducomb presented her suggestion for a new Narcan policy for our district.
 - b. Discussion: Karol and Phyllis will be using all information provided but separating portions into a policy portion that relates directly to policy, a procedure portion that would include procedures and protocols in following the policy and also an informative portion that would follow the policy with a -A (supportive documentation)

- B. Wellness policy: policy ADF
 - a. The HS will be putting in a vending machine for afternoon snacks.
 - b. All snacks are on the approved (A) list
 - c. Vending machines will not be open before lunch and may not be used until 30 minutes following the final lunch. Language will be changed in the current policy to reflect this time table.
 - d. Suggestions made to strike physical activity and punishment section. This will be rephrased and corrected then included in Recess section.
- C. Bomb threat policy
 - a. Dawn French moved to table this item
 - b. Second: Myndi Bogdanovich
 - c. VOTE: 2-0-0
- D. Restraint training policy
 - a. Discussion: Policy JKAA will be completely replaced with the new policy. The new policy reflects the newest changes in the law.
 - b. Motion to forward this new version of policy JKAA to the full committee was made by Dawn French
 - c. Second: Myndi Bogdanovich
 - d. VOTE: 2-0-0
- E. Electronic device policy
 - a. A new electronic communication device policy was written. Currently there is no policy on this matter, there are however generalized sections in each handbook.
 - b. Motion to recommend this new policy to the full committee made by Dawn French
 - c. Second: Myndi Bogdanovich
 - d. VOTE: 2-0-0
- V. Unfinished business
 - A. Policy AD: Educational Philosophy (January 2016)
 - a. Motion to table this item made by Dawn French
 - b. Second: Myndi Bogdanovich
 - c. VOTE 2-0-0
- VI. New business
 - A. Myndi and Dawn read through and made suggestions for policies BA-BDFA-E-1 in the School Board Governance section of the policy manual.
 - 1. Policy BA: word change
 - 2. Policy BBAA: reference code of ethics
 - 3. Policy BBBA/BBBB: new legal non discrimination language.
 - 4. Policy BCA: change the three "should" to "will"
 - 5. Policy BDB, BDD and BDE: replace with policy verbiage that was refined over the summer.

6. Policy BDF: #4 – Remove “the” from the 3rd line and add “or by the superintendent, as advised by the School Committee”
7. Policy BDFA –E – 1 : is the policy
8. Policy BDC: do we need this policy? Should we vote to remove? Seems non applicable.
9. In addition to all the above listed changes the dates that these policies are being revised will also be updated. This will go by final vote date when policy is approved.

VIII. Adjourn

- a. Motion to adjourn: Dawn French
- b. Second: Myndi Bogdanovich
- c. VOTE: 2-0-0

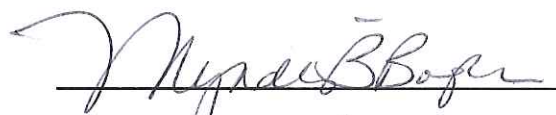
The mission of the Belchertown Public Schools is to ensure that every student meets with success every day. To that end, we pledge to ensure that we have rigorous, standards-based curriculum; instruction designed to meet the needs of diverse learners in every classroom; and access to the global learning community via state-of-the-art technology in schools that are communities of respect and civility for all.


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.

Respectfully submitted by,

Dawn French
Secretary to the School Committee

School Committee members' signatures:


_____, Myndi Bogdanovich, Chair


_____, Dawn French, Member