

## **MINUTES OF THE POLICY SUBCOMMITTEE**

**February 22, 2016**

**Superintendent's Conference Room, ARMS**

### **IN ATTENDANCE:**

Katherine Appy, Chair  
Phoebe Hazzard  
Debbie Westmoreland

### **ABSENT:**

Stephen Sullivan  
Trevor Baptiste

Ms. Appy called the meeting to order at 5:10 p.m. Ms. Hazzard moved to approve the minutes of December 14, 2015 and January 25, 2016 with one minor wording correction to the January minutes. Ms. Westmoreland seconded and the motion was unanimously approved.

Ms. Appy opened discussion of Policy ACE: Nondiscrimination on the Basis of Handicap, which was approved and last reviewed in 1983. It was agreed that the policy needs to be reviewed carefully to ensure it meets the new regulations that have been put in place since it was written. After discussion, it was decided that Ms. Westmoreland will make obvious corrections (i.e. changing "handicap" to "disability") and send the policy to Dr. Faye Brady for her review and, potentially, for review by Attorney Gini Tate. If it is ready in time, it will be considered again at the March Policy Subcommittee meeting.

Discussion turned to Policy ECADA: Automobiles in Auto Shop. Ms. Hazzard moved to recommend to the Regional School Committee that the policy be deleted since it is no longer relevant. Ms. Westmoreland seconded and the motion was unanimously approved. The next policy for discussion was GBGAA: Staff with AIDS. The members agreed that there should not be a specific policy regarding any illness; however, there was discussion regarding the more general protections for employees that are contained in the policy. It was agreed that the policy will be forwarded to Kathy Mazur, HR Director, to review and determine whether any portion of the policy should be included in Policy ACE: Nondiscrimination on the Basis of Handicap or in a new policy.

The next policy discussed was the new Physical Restraint and Behavior Support Policy, which Dr. Faye Brady presented to the Policy Subcommittee in January. The only questions emailed to Dr. Brady about the policy after her presentation came from Ms. Hazzard and Ms. Westmoreland, both of whom felt they had been answered to their satisfaction. It was unanimously agreed that this policy should be moved forward for a first reading by the Regional School Committee in March.

The members present briefly discussed Policy DJAA: Fiscal Management—Use of School Department Tax Identification and Tax Exempt Numbers, agreeing that no changes are needed. It was unanimously agreed that this policy should be presented to the Regional School Committee in March with a recommendation that it reflect that it was reviewed and reaffirmed in 2016.

Ms. Westmoreland distributed and briefly reviewed a new policy that Superintendent Geryk has asked to be implemented. Personnel: SEI Endorsement Requirement would address requirements for SEI endorsement for both current district staff as well as new hires. The policy will be on the March Policy Subcommittee agenda for a full discussion.

The next meeting is scheduled for Monday, March 21 at 5:00 p.m. The agenda topics will include:

- Personnel: SEI Endorsement Requirements
- Supervisory Relations with Family Members
- GBGAA: Staff with AIDS
- ACE: Nondiscrimination on the Basis of Handicap

The meeting adjourned at 6:00 p.m.

Respectfully Submitted,  
Debbie Westmoreland