

Minutes

Policy Committee Meeting
Waterford Board of Education
15 Rope Ferry Road
October 24, 2013

Present: Mr. Kenney, Mrs. McCarty, Mrs. Nazarchyk

Absent: Ms. Cote, Mr. Egan

Staff: Mr. Powers, Assistant Superintendent; Mrs. Sauchuk, Director of Human Resources

Mrs. McCarty established a quorum and called the meeting to order at 5:35 p.m.

Motion: That the Policy Committee approve the minutes of September 24, 2013.
Kenney, Nazarchyk: 3-0

Mr. Powers distributed a tentative list of policy work for the remainder of the 2013-14 school year. This list is helpful for the committee to see the extensive work to be done and assist with developing a schedule for the committee to follow. Mr. Powers will draft a regular meeting schedule, sequence the remaining policies for the school year and will send to the committee for their review.

Mr. Powers reviewed the changes to policy and regulations 4112.4/4212.4 – Health Examinations. The main changes have to do with pre-employment physicals and drug testing for van drivers directly employed by the Board of Education. Discussion occurred on whether substitutes should be required to have a pre-employment physical and take a tuberculosis (TB) test prior to working in the schools. Mrs. Sauchuk shared what surrounding districts do and suggested that when she sends substitute reasonable assurance letters in the summer she could request that the substitute provide proof of a TB test. The committee agreed that physicals will not be required for substitutes, continuing with current policy. Going forward, the district will require proof of the test from each prospective substitute candidate during the recruitment process and will ask for proof of a TB test when substitutes return their reasonable assurance letters in the summer of 2014. This policy will move forward for first reading by the Board of Education.

Next, revisions to policy and regulations 4111.1/4211.1 – Nondiscrimination was discussed. The committee agreed that this policy was extremely important and wanted to be very clear in the language. Small wording changes were suggested for clarity and the policy will move on to the Board of Education for first reading.

4112.5/4212.5 – Security Check/Fingerprinting was the next policy discussed. A section regarding sex offender registry checks was added. Mrs. Sauchuk let the committee know that the Human Resources department has been conducting these checks as required by law, but the language needed to be added to the policy. Additional discussion centered on the added section regarding pre-employment credit checks. The committee requested additional clarification from legal counsel on credit check findings and how that would impact the hiring process. This policy will return to the committee at the next scheduled meeting.

Proposed changes to policy 4115.3 – Evaluation, Termination and Non-Renewal of Athletic Coaches were reviewed next. The policy changes are recommended by legal counsel to clarify rights of those coaches in the position for three or more years from those who have not. While no revisions to the regulation (evaluation

form) is being presented to the committee, Mr. Powers had asked Dave Sousa, Waterford High School Athletic Director, for his feedback on use of the form that was revised last school year. Mr. Sousa pointed out that the space for the coach to self-rate themselves is extremely important and he also likes the spaces to detail coaching accomplishments and set goals. This policy will move forward to the Board of Education for first reading.

Mrs. Sauchuk reviewed the changes to policy and regulations 4147.1/4247.1 – Occupational Exposure to Bloodborne Pathogens. Mrs. Sauchuk verified that all revisions bring the policy in line with current OSHA regulations. Discussion followed on the type of training given to employees. The committee agreed that this policy will go for a first reading before the Board of Education.

6121 – Nondiscrimination was the next policy and regulations to be discussed. Mr. Powers explained that he is recommending moving this policy to the 5000 (Students) Series and has suggested policy number 5100 to better fit in the structure of our manual. This policy mirrors 4111.1/4211.1, which was previously discussed. Again, small wording changes were suggested for clarity. This policy will go to the Board of Education for first reading.

Mr. Powers reviewed changes to policy and regulations 5145.5 – Sex Discrimination and Sexual Harassment. Discussion followed on student instruction about sexual harassment and the professional development provided to staff. The committee agreed to add language to the definition of sexual violence to include a person incapable of giving consent due to reduced mental capacity, even if temporary. This policy will go for first reading before the Board of Education.

Motion: That the Policy Committee adjourn its meeting at 6:45 p.m.
 Kenney, Nazarchyk: 3-0

Respectfully submitted,
Mrs. Kathleen McCarty
Recording Secretary