

## Policy Review Committee Meeting Minutes

December 8, 2016

### Call to Order/Roll Call:

Chair Caporiccio called the meeting to order at 5:00 p.m. in Room 228 of the Multi-Service Center.

Members present were: Joan Seamans, Christopher Kaulbfliesch, Michele Letourneau, Mary Morgan, Judy Caporiccio, Cheryl Flaherty, Lisa Ferro, Alan Hesse, Heather Hogan and non-voting member, Dr. Shaver-Hood.

Guests present: Robert Shaheen, Food Service District Manager, and Indiana Troupe, student

### Minutes of the Meeting

Mrs. Seamans moved approval of the minutes of November 17, 2016, seconded by Mrs. Morgan.

VOTE: 9-0-0

### Policies to be Updated

Payment Procedures – added “and payroll” to new language to read as follows: The School Committee shall designate one member of the committee to approve and/or allow for electronic signature on the bill warrant and payroll”.

Mrs. Hogan moved to approve the Payment Procedures policy with changes, seconded by Mrs. Flaherty.

VOTE: 9-0-0

School District Wellness – Mr. Shaheen and Indiana Troupe reviewed the changes to the policy. They reported on getting the individual school’s wellness programs and tracking them to make sure the programs/activities are meeting the students’ needs. The Wellness Committee is looking at putting in vending machines for healthy snacks. Under nutrition education, Decas School is collaborating with UMass to speak to students and perhaps Minot students. We are trying to increase student exposure to different foods. Also looking at all programs within the district to centralize activities and share resources. Indiana is sending out surveys originating from the USDA to principals to review our district data.

Mrs. Seamans moved to approve the School District Wellness policy as amended, seconded by Mrs. Hogan.

VOTE: 9-0-0

Public Records – The Superintendent reviewed the changes needed to meet legal updates to the law.

Mrs. Seamans moved to approve the Public Records policy as amended, seconded by Mrs. Letourneau.

VOTE: 9-0-0

**Policies for Review**

Internet Safety – The Superintendent reported that there was no knowledge of situations not covered by the policy.

Mrs. Seamans moved to approve the Internet Safety policy as written, seconded by Mrs. Hogan.

VOTE: 9-0-0

Parental Notification Relative to Sex Education – Forms are sent out at the beginning of each school year.

Mrs. Seamans moved to approve the Parental Notification Relative to Sex Education policy as written, seconded by Mrs. Letourneau.

VOTE: 9-0-0

Movies and Films in the Classroom

Mrs. Seamans moved to approve the Movies and Films in the Classroom as written, seconded by Mrs. Letourneau.

VOTE: 9-0-0

**Any other business- none**

Mrs. Seamans moved to adjourn the meeting, seconded by Mrs. Letourneau.

VOTE: 9-0-0

The meeting adjourned at 5:25 p.m.

Submitted by Dr. Kimberly Shaver-Hood, Superintendent