

## **BFCCPS Governance Committee - Meeting Minutes**

**March 20, 2008 - 6:30pm, Library**

Attendees: Anna dos Santos, Rich Frongillo, Tim Tracy

Attachments: Agenda

Meeting begins at 6:45

### **Update on Policy #8, Library**

Anna distributed a drafted policy to replace the current.

Action Item:

Committee to review the policy for discussion in April.

Anna to discuss with Matt Ginnetty of the Foundation a change which relieves the Foundation of responsibility for book selection and the exclusive funding source.

### **Update on Policy #7, Health Administration**

Tim distributed a drafted policy to replace the current.

Action Item:

Committee to review the policy for discussion in April.

Heather: Do we have an appointed physician?, Who is our Physician? How is the physician selected and what is the role of the physician?"

Tim: Check for consistency with the new administrative guide.

Do we need to include LAMO or does reference to state requirements suffice?

DOH guidelines can be referenced in section 7.

Check the parent handbook for overlap.

### **Update on Policy #13, Fundraising & #14 Grant Administration**

No update.

Action Item: Lori C will draft a combined policy

### **Update on Policy #19, Admissions/Enrollment**

Discussed adding "full time residents" to the policy.

Action Item:

Anna to update the document and present at meeting in April.

### **Update on Policy #21, Compensation Agreement**

No update.

Action Item: Lori C to review

### **Initial Review of Policy #5, School Programs**

Discussion focused on the need for a policy on Fee Based Programs. Page 37 of Employee Handbook ensures oversight in the implementation of programs. The committee is leaning towards recommending repeal but will first seek an opinion from the administration.

Action Item:

Heather Z / Dr. O'Malley to opine on necessity of policy.

### **Initial Review of Policy #10, Advertising**

The policy simply says "There will be no advertising for profit through use of the student mailing list." Discussion centered on having one overarching policy which contains one-liners like this.

Action Item:

Tim to recommend affirming this policy at the next board meeting.

### **Initial Review of Policy #12, Bill Payment**

This policy was added to the review as it was identified to be included in the Fiscal Policies. The policy contains two statements, 5.1 and 5.2. Statement 5.1 is redundant with Fiscal Policy #25, sections 1602-1603. Statement 5.2 is redundant with Fiscal Policy #25, section 205.

Action Item:

Tim to recommend repeal of policy #12.

### **Initial Review of Policy #15, Logo**

The policy as written is hollow. The committee discussed questions regarding what is needed to preserve the school logo as part of our brand. When should it be used? When should it not be used? How and who can change the logo? The committee discussed referring this policy to the Public Relations Committee for review. The committee is inclined to repeal the policy pending comment from PR.

Action Item:

Tim to refer the policy to the PR committee for comment

### **Initial Review of Policy #16, Copyright**

Discussion of the need for legal review. We questioned the existence of an official document that references the operating rules. We identified some overlap in the drafted policy #8, Library.

Action Item:

Anna to ask Tina Hass about the "Copyright Primer for Librarians and Educators"

### **Initial Review of Policy #16, Use of Alcohol & Tobacco**

Discussion on the ability of the board to temporarily suspend the prohibition on the use. We also discussed this policy as another example of a 'one-liner' suitable for consolidation at some future time.

Action Item:

Tim to rewrite the policy to remove the exception language.

Tim to recommend the edit to the board at the next board meeting.

*8:05 pm meeting adjourns*

BFCCPS 2007-08  
Governance Committee  
March 20, 2008

Agenda

Update on policies under review

0007-Health Administration	(Tim/Rich) (draft)
0008-Library	(Anna/John) (draft)
0013-Fundraising Monies	(Lori/Tim)
0014-Grant Administration	(Rich/Anna)
0019-Admissions/Enrollment	(Anna / Tim)
0021-Compensation	(Tim / John)

Initial Review of Policies

0005-School Programs	(Tim/Lori)
0010-Advertising	(Anna/Rich)
0015-Logo	(Rich/Tim)
0016-Copyright	(Tim/Anna)
0018-Use of Alcohol & Tobacco	(John/Anna)