

BFCCPS Governance Committee Meeting
January 21, 2009
BFCCPS Library

In attendance: Lori Clements, Anna dos Santos, Tim Tracy, Heather Zolnowski

Meeting began at 7:10pm

The first order of business was the review and approval of minutes. There was discussion about the different procedures currently in use by committees for approving minutes. It was agreed that Governance should document a procedure for all committees to use.

The minutes for October 8, 2008, were unanimously approved.
The minutes for November 17, 2008, were unanimously approved.

Tim reviewed the status of work items:

- Reformatting of policies is done. The group agreed that they can be posted on the website without being reapproved by the Board since no content changes were made.
- Policy 0019 – Enrollment - updated & approved by Board; posted on website.
- Policy 0009 – Dress Code – formatted into policy statement; approved by Board; posted on Website.
- Remaining items either are just being started or no work has been done.

The group agreed to add the development of a policy on public disclosure of student information to the work list. This will be discussed at the Feb. committee meeting. Tim will do some preliminary work on it.

Tim requested that the committee meetings be moved to another day of the week. Monday and Tuesday were determined to be the best options. Tim will email a revised schedule.

Anna requested a short discussion on possible policy statements for the Fundraising policy. The group proposed the following:

- HOS needs to be notified about all PCO and Foundation fundraising efforts.
- HOS must approve all internal fundraising efforts.
- The intent or purpose of the fundraising must be clearly disclosed.
- All money raised under the umbrella of the HOS must be accounted for by the business manager and deposited in the school's primary bank account.
- As recommended by our former Development Director, an annual fundraising plan should be developed that encompasses the school, the PCO and the Foundation.

It was agreed that this policy will require the input of the PCO and the Foundation.

The meeting adjourned at 8:05pm