

BFCCPS Governance Committee Minutes
January 12, 2010
BFCCPS Library

In attendance: Anna dos Santos, Joe Perna, Tim Tracy

Meeting began at 7:05pm

Poh-Lin Yeoh has withdrawn from the committee due to a scheduling conflict.

The minutes from the December 15, 2010, Governance Committee meeting were reviewed and approved with 2 small corrections.

The following policies were reviewed in detail:

- **Policy 0028** – Employee Grievance Process – Lori was unable to attend the meeting, but sent in the updated version of this policy. Changes were acceptable. The only grievances that will be allowed to go to the Board of Trustees will be those with the HOS. In order to bring the policy into compliance with formatting conventions, the following sections should be added: Scope, Responsibility, and Definitions. Then current sections 1.2 and 2.1 should be moved to the Policy/Procedures section.
- **Policy 0027** – Expectations for Parents, Guardians, and Volunteers. Tim presented modified version which included the addition of the Purpose, Scope, Responsibility, and Definitions sections. The original items were grouped into 3 related groups: 1) modeling the mission 2) communicating with teachers and 3) adhering to school policies and procedures. Tim will add another item about addressing issues or concerns about curriculum or school activities directly with the school administration.
- **By-Laws** – no updates yet available.
- **Policy 0025** – Fiscal Policies and Procedures Guide – Anna is in the process of scheduling a meeting with the AHOS and the bookkeeper to review the policies and procedures in detail.
- **Policy 0001** – Board Rules – no updates yet available.

The next meeting will be on February 23, 2010.

Meeting adjourned at 8:15 pm.