

HCSD Board Members:

Brian Lynch, Pres.; Pam Strollo, VP; Rose Apgar; Karen Boulas; Mark Brinthaup; Warren Conklin; James Jacobus; Doug Johnson; David Sadler; and Student Rep. Kate Reasons and Alternate Danielle Fuller-Sincock

Central Administrative Team:

Ralph Marino, Jr., Ed.D., Superintendent
Judy Christiansen, Human Resources, Dir.
Kim Williams, Student Servs. Director
Karen Bracy, Elem. Ed. Director
Lisa Kelly, Interim Secondary Ed. Director
Katy Buzzetti, School Business Admin.

**HORSEHEADS CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION POLICY COMMITTEE MEETING
FEBRUARY 10, 2015, AT 4:30 P.M., SUPERINTENDENT'S CONF. ROOM**

MINUTES

Pledge of Allegiance**1. CALL TO ORDER**

The meeting was called to order at 3:40 p.m.

2. ROLL CALL OF THOSE IN ATTENDANCE

The following members were in attendance: Doug Johnson (via telephone), Rose Apgar, Karen Boulas, David Sadler, Judy Christiansen, and Ralph Marino, Jr.

3. DISCUSSION ITEMS**3.1 Second Review of Proposed Policy 6900 (Disposal of District Property).**

This Policy has undergone significant changes since the first reading by the Board of Education. Therefore, the Committee will be reviewing it one more time before taking it back to the Board for another first reading.

3.2 FYI: Nov. 18 Legalgram from our attorneys (New Public Health Laws Change School District Obligations to Students Diagnosed with Asthma, Allergies, and Diabetes).

Judy will work with Kim Williams and the nurses to draft changes to Policy 5420 (Student Health Services) so as to comply with these new State Regulations.

3.3 Current Policy 6000 (Fiscal Management Goals) and NYSSBA's Proposed Policy 6600

The Committee reviewed the District's current Policy 6000 and the NYSSBA proposed policy, as well as Policy 6610 (Accounting System). Mrs. Christiansen will combine the current and proposed 6600 and will incorporate provisions of 6610 into a single policy for Committee review in March.

3.4 NYSSBA is suggesting that we delete Policy 6610 (Accounting System). They believe Policy 6000 and 6600 cover this information.

See notes from agenda item 3.3, above.

3.5 Proposed changes to Admin. Regulation 4531-R (Field Trips And Excursions). Regulations are usually handled by Admin. Council, however this regulation is being brought to the Policy Committee at the recommendation of the BOE Athletic & Extra-Curricular Committee. The proposed changes are being submitted by our School Attorney James Gregory.

The Policy committee tabled discussion on this Regulation to allow the Athletic and Extra-Curricular Committee to review the changes with the school's attorney in March.

3.6 Discussion of Board Exhibit 3230-E (Organizational Chart)

The Committee tabled this item until April, as decisions on the 2015-16 budget may impact the Organizational Chart.

3.7 Continued Review of 6000 Series:

3.7.1 6640 Inventories/Capitalization

3.7.2 6650 Internal Auditor

3.7.3 6655 Claims Auditor

3.7.4 6660 Independent Auditor

3.7.5 6670 Petty Cash/Petty Cash Accounts

All items shall be discussed at the March Policy Committee meeting.

4. GOOD OF THE ORDER

a. Policy 6500 – Bonded Employees and Officers

A question was raised at the January Board meeting regarding the listing of bonded employees within the District. Mrs. Christiansen reported that by law, only the Treasurer, Tax Collector and Claims Auditor need to be bonded. It was suggested that the final bullet of the current policy, "High School Central Treasurers...", be deleted and the following bullet be inserted: "Other employees as designated and in amounts designed by the Superintendent of Schools."

This Policy shall go to the full Board, as amended for a second and final reading.

b. Policy 5150 – School Admissions

A change in the law has necessitated changes in this Policy. As the new law has already gone into effect, the Committee recommends that this amended policy go to the Board for approval at the February Board meeting.

c. School Volunteers

Mrs. Christiansen distributed NYSSBA Sample Policy 4532 – School Volunteers – for review and discussion. Mrs. Christiansen will draft a policy that covers school volunteers, volunteer coaches and volunteers for the District's Extra- and Co-Curricular programs. The Committee will review the draft at the March Policy Committee meeting.

5. ADJOURNMENT

There being no other business before the Committee, the meeting was adjourned at 5:11 p.m.