



**BELCHERTOWN SCHOOL DISTRICT
PERSONNEL & POLICY SUBCOMMITTEE MEETING
June 21, 2016**

- PLACE:** Swift River Elementary School
- TIME:** 6:00 p.m.
- SUBCOMMITTEE:** Ms. Myndi Bogdanovich, Thomas Laughner
- ADMINISTRATION:** Karol G. Coffin, Superintendent of Schools, Mr. Brian Cameron, Assistant Superintendent and Director of Student Support Services
- VISITORS:** Phyllis Ducomb, Nurse Leader; Jennifer Whitehead, Tika Brown

Minutes

- I. Call Subcommittee Meeting to order
Superintendent Coffin called the meeting to order at 6:00 pm.
- II Acceptance of Minutes
 - A. May 24, 2016
Motion: Dr. Laughner moved to accept the May 24, 2016 as presented.
Second: Ms. Bogdanovich
Vote: 2,0,0
- III. Public comment regarding items on the agenda
Tika Brown, SOAR representative, spoke to the committee about the current zero tolerance drug policy. She suggested a diversion program could be more beneficial. With a diagnosis on why a student is using drugs. Dr. Laughner questioned the program; is there a set length of time for the program, is there probation while on the program. Ms. Brown noted she did not have specific guidelines but would be willing to participate in

the preparation on them. Ms. Brown asked if the district has an alternative to suspension? Superintendent Coffin noted the high school has an alternative room for in-school suspension. Ms. Ducomb noted that the courts are working on a diversion program instead of incarceration.

IV. Items for action/discussion

A. Reorganize-determine Chair

Motion: Dr. Laughner nominated Ms. Bogdanovich as the Chair of the subcommittee.

Second: Ms. Bogdanovich

Vote: 2,0,0

B. Superintendent's Standards Report

Superintendent Coffin requested an extension to the July meeting.

The subcommittee agreed to the extension.

V. Unfinished business

Ms. Bogdanovich noted policies BDFA-E3 through BK, governance policies, questions;

- BGB - clarify last line - Superintendent Coffin will check with MASC
- BGE – clarify second paragraph last sentence – policy in effect?
- BHE – last paragraph – electronic correspondence – electronic messaging outside of meetings.
- BJ - # 3 – make sure there is a designee.

VI. New business

A. Policy JICHA: Drug Policy

Superintendent Coffin let the subcommittee know there was a new legal alert sent from MASC with regard to the recently enacted opioid bill. Districts are now required to have an opioid policy. The subcommittee was supplied with a copy of the East Longmeadow and Ludlow policies to look over. MASC does not currently have an example. The policy will need to be in place for the next school year. Superintendent Coffin suggested looking at one policy that would cover all 6 sections of the drug policies. Ms. Ducomb and Superintendent Coffin noted the state us supposed to come out with guidelines in July for the policy. There are multiple sections that refer to the drug policy. The policy and procedure will be in the school handbooks. Dr. Laughner noted a diversion program for students could go into the procedure section. Ms. Bogdanovich noted the diversion

program could be created and reviewed annually. Dr. Laughner noted there will need to be a balance between taking care of those students that need the diversion program and also make sure that we have a safe environment for all students. The subcommittee suggests Superintendent Coffin and Ms. Ducomb develop the policy wording with the state recommendations.

Ms. Ducomb also noted the medication policy needs to be updated for student records.

B. Policy JRA: Student Records

Superintendent Coffin presented the subcommittee with the update regarding the public records law changes starting in January of 2017. This amendment requires the appointment of a records access officer. Superintendent Coffin also supplied the subcommittee with a copy of the Framingham, Ludlow, and East Longmeadow student records policy. Superintendent Coffin questioned if this could be coordinated with the town.

The subcommittee discussed what would be considered public record and what is under the student record policy. The policy would need to line up with the new law.

C. Policy JEBA: PreK Peer Eligibility Policy

Motion: Dr. Laughner moved Policy JEBA to the full committee as amendend.

Second: Ms. Bogdanovich

Vote: 2,0,0

Superintendent Coffin noted language in #3 of the policy states "Children who turn three-years-old after September 1st may still be considered for participation in the program on a space available basis." Mr. Cameron noted in some years there are too few peer students. The subcommittee suggested removing the last sentence. The subcommittee suggested changing the last sentence in the first paragraph to read "In an attempt to be fair, consistent, and in the interest of majority of students, the Belchertown School Committee establishes the following entrance criteria and screening for the preschool peer students."

D. Policy JFABD: Homeless Students

Superintendent Coffin and Mr. Cameron noted the homeless laws are very complicated. Superintendent Coffin updated the subcommittee that those in foster care will no longer be considered homeless.

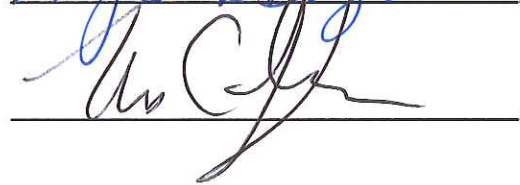
- VII. Subcommittee correspondence
- A. Agenda, June 21, 2016
 - B. Minutes, May 24, 2016
 - C. Legal Alert-Opioids
 - D. Policy JICHA: Drug Policy
 - E. Policy JRA: Student Records
 - F. Policy JEBA: PreK Peer Eligibility Policy
 - G. Policy JFABD: Homeless Students
- VIII. Adjourn
- Motion: Dr. Laughner moved to adjourn at 6:45 pm.
Second: Ms. Bogdanovich
Vote: 2,0,0

Respectfully submitted by,

Ramona Griffin
Non-Confidential Recording Secretary to the School Committee

School Committee members' signatures:

 Myndi Bogdanovich, Chair

 Thomas Laughner, Member

Belchertown students, both individually and collaboratively, will be innovative thinkers, problem solvers and unique, creative contributors to their community and the world

The Belchertown Personnel & Policy Subcommittee conducts its business in open session pursuant to Chapter 30A, Section 21 of the Massachusetts General Laws. The public is welcome to comment only on items on the agenda for this meeting as noted above. If you wish to address the School Committee regarding an item not on the agenda for this meeting, please contact the Superintendent of Schools, at 413.323.0423 or via email at superintendent@belchertown.org to determine the best way to address your concerns.