

**BOE Policy Committee Minutes
December 20, 2012
SHS Library Media Classroom, 6:00 pm**

A meeting of the Board of Education Policy Committee was called to order at 6 p.m. Thursday, December 20, 2012 in the Library Media Center at Stonington High School.

Present were: Board members –Frank Todisco, Kevin Bornstein and Gail MacDonald

Also present: Dr. Van Riley, Superintendent; Mark Friese, Assistant Principal SHS; Tom Bousquet, Middle School Dean of Students

Discussion regarding RFP for Policy Manual Update:

- 1) District administration will update the current policy manual by September 1.
 - a. Use CABA suggested/sample policies (DVD updated every July)
 - b. Use current district policies
 - c. All administrators will be involved

- 2) An ongoing review process will begin this fall.
 - a. Special Board meeting 3-4 times per year
 - b. Three year review cycle
 - c. Non-urgent new/revised policies will be presented during this ongoing review process
 - d. Emergency or critical policies can be reviewed or presented at any time

- 3) Kevin Bornstein will develop a form for presenting new policies and for presenting changes to current policies.

- 4) Van Riley to develop a three year calendar with suggested policy sections for review (policy section may change based on need to review certain policies).
 - a. Recommended special Board meeting dates
 - i. October 3, 2013
 - ii. February 6, 2014
 - iii. May 1, 2014
 - b. Policy sections to be determined after the update in August

There being no further business, the meeting was adjourned at 7:10 p.m.

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