

**CCSU Policy Sub-Committee Meeting**  
**September 30, 2008**  
**6:00 p.m.-8:00 p.m.**  
**Unapproved minutes**

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**Present:**

Linda Waite Simpson  
Jennifer Townsend  
Paul O'Brian  
Nathan Lavallee  
G Miller  
Brenda Dawson-Crocket

**Absent:**

Erin Maguire  
Jack Behlendorf

**Minutes of September 9, 2008:**

Minutes were approved without changes.

**Section B:**

The entire section B was brought before the Supervisory Union meeting on September 22, 2008. No changes or edits from that meeting. B1-B7 were up for second reading but no changes were made. Accordingly, the first half of section B (1-7) was approved. B8-B20 were passed at their first reading. No substantial changes except for B13 needing to have the title be accurately reflected as **B13 – CCSU Board Member Orientation and Continuing Education.**

**New Policies:**

**Advertising:**

The policy went through first reading without changes.

**Animal Dissection**

This policy was reviewed and approved at first reading in September. Policy code is now IFJA. It is currently in use as an approved procedure and awaiting adoption at second reading as a policy as required by law.

Discussion of other policy concerns:

Discussion of Policy JEB Entrance Age. It was decided to eliminate reference to the conditional language in the policy referring to previous enrollment in a state approved kindergarten program. The situation is best left for the procedure to the policy.

All of Section B is either ready for SU action at second reading or set as policy as a result of the September 22, 2008 SU board meeting. The committee accomplished its goal of

having section B completed and/or prepared for first reading at the September 22, 2008 SU.

**Section C:**

Policy CA Administration Goals, Policy CB School Superintendent and Policy CF School Building Administration: Assigned to Jennifer who may look to consolidate the similar policies into two distinct ones which identify the primary responsibilities of the (a) building administrators and (b) the superintendent. A general administration policy is too broad. The policies may also be redundant of state Title 16. CA has a confusing mix of superintendent and principal duties within it.

Policy CBG (Evaluation): Assigned to G. Miller who will examine the policy's applicability to the superintendent evaluation structure & Leaders at Work.

Policy CFD School Action Planning and Reporting to the Public: Assigned to Linda who will discuss the timeliness of a revision with Linda Keating and Judy DeNova. The policy is two years old.

Policy CHA (Development of Procedures and Regulations), Policy CH (Policy Implementation) and Policy CHB (Board Review of Regulations & Procedures) was assigned to Brenda to review for consolidation. Also CHB may be un-necessary as B12 Board Review of Procedure was just brought to the SU for first reading. Brenda will also examine B17 to determine whether Policy CHD Policy Administration in the Absence of Policy is now necessary.

Policy CL (Temporary Admin Arrangements): Assigned to Linda who will take it to the SU Executive Board for thoughts on whether a succession plan should be in policy. Temporary piece should be removed as it is a responsibility and natural delegation of duty.

CK Program Consultants. Assigned to Paul for discussion of the origin of policy and the definition of groups it may be applicable to. It may be a possible candidate for elimination if not necessary.

**Next Steps and Agenda Items for Next Meeting**

Next meeting on October 21, 2008 at 6-8 p.m. At the next meeting, the committee will be reviewing Section C in its entirety, and looking to committee members to report on their individual assignments. Committee members should be familiar with the policies of section C for the next meeting, and may wish to begin reviewing Section D.

**Agenda:**

- Section C finalization & review of new drafts/consolidations

**Adjourn:** 8:05 p.m.