

# **MINUTES OF THE WBOE POLICY COMMITTEE**

## **Superintendent's Conference Room**

**October 3, 2023**

**WebEx** <https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=m4332f47a33d28beb083c49003c5fc06c>

**Meeting Number (access code):** 2482 904 8797    **Meeting Password:** nB3RPgPa34Z

**CALL TO ORDER:** Dr. Madonick called the meeting to order at 4:32 PM.

**IN ATTENDANCE:** Dr. Maria Madonick, Chair (in person), Lynn Piascyk (in person), Brooke Hopkins (remote), Erin Williamson (in person), Board of Education Members; Vonda Tencza, Superintendent; Teresa Ramia, WEA Liaison; Suzanne Sugarmann, CSEA (5:10 PM); and Marsha DeGennaro, Clerk of the Board.

**PUBLIC COMMENT:** None

The Committee reviewed the following policies:

- 1212 – Volunteers / Student Interns (Draft)
- 9132.4 – Finance Committee (returned from September 12 WBOE Finance Committee Meeting)
- 3542.41 – Food Service Personnel Professional Standards
- 4113.12 – Minimum Duty Free Lunch Periods for Teachers and Other Certified Staff
- 6161.3 – Comparability of Services
- 5141.72 – Emergency Action Plan-Student Sports

Policies 1212, 3542.41, 4113.12, 6161.3 and 5141.72 were new policies and reflect CABE suggested language.

Questions were raised regarding requiring the requirements of fingerprinting and the DCF reference check in Policy 1212. There was general consensus that fingerprinting should not be a requirement. It was noted a welcome letter, outlining the specific steps, will be created in the future and included as part of the packet. The Committee agreed this policy would be submitted to the full Board for adoption at the October 16, 2023 meeting.

Policy 9132.4 – It was noted this Policy had previously been reviewed by this Committee in June, July, August and September and the Board referred this policy to the Finance Committee for further review in collaboration with a review of similar policies from BOWA and surrounding towns. It was expressed that this policy should include more specific procedures and areas for review as well as a regulation that articulates the who, what, where and when of the overall budget process. Since there is no time pressure in adopting this policy, take the time to develop the regulations and pass both the policy and regulations as one packet. It was noted that the current draft of the revised policy defines and clarifies the responsibilities of the Finance Committee. How the Committee accomplishes those responsibilities is something the Finance Committee can adjust from year-to-year with input from the full Board and administration. No additional changes were made and the policy, as currently revised, will be submitted to the Board for adoption at the October 16, 2023 meeting.

Ms. Hopkins left the meeting (5:32 PM)

The Committee reviewed Policies 3542.41, 4113.12, 6161.3 and 5141.72. No changes were made. It was agreed that Policies 3542.41, 4113.12 would be submitted to Board for 30-day review at the October 16 meeting. It was agreed that Policies 6161.3 and 5141.72 were currently not necessary and would be tabled.

It was noted that all policies reviewed during this year would be incorporated into a google drive for easier access.

**PUBLIC COMMENT:** None

Meeting Adjourned: 5:57 PM