

Harvey School District 152 Policy Committee Meeting

Minutes Tuesday April 1, 2014

Central Office Boardroom

Agenda:

1. Call to Order
2. Continue Customization of HSD Policies
3. Review Travel Policy/Procedures for Board Members
4. Review dates for Special Board Meeting for Policy Adoption
5. Good of the Order

Present: Board Member Betty Johnson (Chairperson), Dr. Sophia Jones-Redmond (Facilitator), Sirlena Thomas, President Janet Rogers, and Nicole Wright

1. **Call to Order:** Meeting was called to order at 10:02am. The agenda was approved with no revisions.

2. Continue Customization of HSD Policies

- Reviewed Board Member Gloria Johnsons questions/concern (see attachment)
- 5:152 Dress Code - Recommended revision (see attachment)
- 5:330 Educational Support Personnel – remove the words “may require and replace with “will require” certificate from ... if absent more than 3 days absent”...
- 5:80 General Personnel – Remove paragraph .. “The District will deduct any fees that an employee receives for jury duty”...
- 5:90 General Personnel – remove “or cause a report to be made” in first paragraph

3. Review Travel Policy/Procedures for Board Members

2:125 Board Expenses:

Revise language to include the following under the Registration section:

When possible, registration fees will be paid by the District in advance. Board members who are unable to attend an event, for which they were registered, will be responsible for notifying the district so their registration can be cancelled. A written notice must be sent to the Board Secretary immediately when they need to cancel their registration. Members are expected to follow the cancellation policy of the event. Board members who do not cancel and notify the District shall be held liable for reimbursement of registration fees and any other fees paid by the District on their behalf. Board members will not be allowed to register for upcoming workshop/conferences unless remedied and/or rectified.

4. Review dates for Special Board Meeting for Policy Adoption:

Committee recommends April 16, 2014 at 5:15pm for full adoption of HSD policies

5. Good of the Order:

The next regularly scheduled meeting is Tuesday, May 6, 2014 at 10:00am.

Action Item(s):

1. No action item(s)