

RE: Northbridge School Committee: Policy Sub-Committee
DATE: September 15, 2009
TIME: 6:30 PM
LOCATION: Administration Building

MINUTES

Members Present: Selena Livingston, Julie Gawlak, Rich DeLuca, Susan Brouwer
Others Present: Superintendent Gorky, Pat Correira - MASC
Call to Order: Rich DeLuca called the meeting to order at 6:40 P.M.

Approval of Minutes: Julie Gawlak made a motion to approve the meeting minutes of July 13. Selena Livingston seconded the motion

Discussion: Pat Correria started the meeting discussing the review and revision process. We will meet every 6-8 weeks with her to discuss each policy section. As part of the review, we will need to identify what is policy and what is procedure. The contract is for at least 12 sessions and will allow for 1 revision per section from MASC. Susan Gorky indicated that she will be reviewing all of the procedures independently and in conjunction with this review.

It is advised that that old policies are removed and replaced with new ones as they are reviewed. Pat Correria does not recommend that the Nursing policies be added to the manual. These should be procedures and separated from the policy manual. Pat Correria stated that all MGL and Federal regulations are regularly reviewed and can be enhanced but not minimized through policy.

Section A was completed with additions as follows:
Include specific personnel names added where required.
Sexual Harassment Policy to be expanded by Sue Gorky.
NPS Mission Statement Revision to be added.
Discrimination Policy to be added/enhanced.

Action Items: None

Adjournment: Rich DeLuca called the meeting closed at 8:45 P.M. All voted in the affirmative.

Respectfully submitted,

Rich DeLuca
Chairman, Policy Sub-Committee