

Addison Northwest School District

Policy Subcommittee Meeting

Thursday, September 8, 2016

Vergennes Elementary School

Minutes

In attendance: Tom Borchert, George Lawrence, and John Stroup

The meeting was called to order at 6:15pm by Chair Stroup.

No public communication.

The ANWSD Policy Subcommittee agreed to learn more and discuss at the next meeting about whether a Subcommittee must use Robert’s Rules as General Procedures.

The Subcommittee reviewed and agreed that the following table represents the ANWSD Policy Committee work plan for the year.

	Section Title	ANWSU Policy Section	VSBA Policy Section
September, 2016	NON-INSTRUCTIONAL OPERATIONS	Section E	Section F
October, 2016	BOARD OPERATIONS	Sections A, B, C	Section A
November, 2016	PERSONNEL	Section D	Section B
January, 2017	STUDENTS	Section F	Section C
February, 2017	INSTRUCTION	Section G	Section D
March, 2017	SCHOOL-COMMUNITY RELATIONS	Section H	Section E

The ANWSD Policy Subcommittee agreed to learn more and discuss at the next meeting the parameters for membership on the subcommittee.

The ANWSD Policy Subcommittee agreed to prioritize and review VSBA Model Policy Manual “required” policies first, then “recommended” policies, then “for consideration” policies. The Superintendent suggested reading and reviewing ANSWU Section E policies E1, E2, E3, E13, and E14 first, then E9 and E12 which she suggested needed revision. We agreed to follow this agenda.

The ANWSD Policy Subcommittee agreed to learn more and discuss at the next meeting the criteria by which the subcommittee and the Board as a whole should review a specific policy especially considering ANSWU Policy A2 which reads,

“Comment and information will be sought in the following areas:

1. The specific need for the policy.

2. The fiscal consequences of the proposed policy.
3. The effect of proposed policy on administrators, students, teaching staff and the community.
4. Samples of similar policies of other Boards.
5. Applicable provisions of state and federal law.
6. The anticipated costs and benefits of implementing, enforcing and evaluating the proposed policy.”

However, all members agreed that the major task of the subcommittee is to create a working ANWSD Policy Manual by reconciling the current ANWSU Board Policy Manual (<http://www.anwsu.org/departments/superintendent/board-policies>) and the VSBA Model Policy Manual (<http://www.vtvsba.org/model-policy-manual>).

The ANWSD Policy Subcommittee agreed to learn more and discuss at the next meeting “what is appropriate public notice and opportunity for public comment as outlined in state law” (ANWSU Policy Manual A2) and what process we should expect for how the board will receive our recommendations, deliberate on our recommendations, and approve/reject the subcommittee’s recommendations.

To create ANWSD Policy Manual Section F titled “Non-instructional operations,” the ANWSD Policy Subcommittee recommends that the Board approve of Policies F1, F2, F3, F8, F12, F13, and F14 as amended (attached).

The ANWSD Policy Subcommittee agreed that more information should be gathered for the review of ANWSU Policies E9, E10, and E11 as well as VSBA “policies to consider” F31, F32, and F34. (N.B. – the VSBA model policy shows a discrepancy – is F34 “Complaints about Personnel” or is it “Energy Management”).

The ANWSD Policy Subcommittee set their next meeting for Thursday, October 6th at 6:15pm at a location to be determined.

Meeting adjourned at 8:15pm.

Respectfully submitted,

John Stroup

Clerk, Pro Tempore