

Policy Committee Quarterly Meeting
Board Planning Room
December 15, 2008 – 10:00

Committee: Sandra H. French; Ellen Flynn Giles; Patricia S. Gordon
Staff: Fran Albert, Policy Specialist; Mark Blom, General Counsel

Item	Subject	Discussion	Action/Status	Follow-up
I	Call to Order	10:15 A.M.	By consensus	
II	Approval of Agenda		By consensus	
III	Ethics - Regulations and Process	<ol style="list-style-type: none"> 1. Reviewed current state-required and Ethics Commission-approved HCPSS ethics regulations which apply to both the Board and HCPSS employees, as well as the 2/7/02 Board Report “Ethics Regulations-Revisions” and attachment “Advisory Opinion Review Process”. 2. Discussed the application of the regulations to all employees, and agreed that the Ethics information placement on the HCPSS website should be changed for increased awareness. 3. Advocated for a formal Board policy that would incorporate both the state requirements and the HCPSS Ethics Panel procedures. Expressed hope that the policy would also assist in identifying and addressing potential conflicts of duty as well as interest. Policy should require an annual status report to the Board on number and types of cases. Considered appropriateness of a waiver to Policy 2020’s 	By consensus on all items but Ms. French unsure of Policy 2020 waiver advisability.	<ol style="list-style-type: none"> 2. Ms. Giles will oversee the transferral of the HCPSS website reference to Ethics Panel and Regulations from Board of Education tab to “About Us”. 3. Mr. Blom will relay the Committee’s discussion and new policy preferences to the Superintendent. He supports conversion of current Ethics Regulations to formal Board Policy. Committee discussion of his recommendation to assign the review and drafting of proposed language to the current Ethics

Policy Committee Quarterly Meeting
Board Planning Room
December 15, 2008 – 10:00

Committee: Sandra H. French; Ellen Flynn Giles; Patricia S. Gordon
Staff: Fran Albert, Policy Specialist; Mark Blom, General Counsel

Item	Subject	Discussion	Action/Status	Follow-up
		<p style="text-align: center;">committee membership standard. Agreed that work could be added to the current calendar cycle.</p> <p>4. Praised the recent interview process for prospective Ethics Panel candidates and urged its continuance.</p> <p>5. Requested 2/7/02 Process be observed and that Ethics Panel Decisions be shared with the Board when issued.</p>		<p>Panel, with the assistance of the Policy Specialist and General Counsel, will be discussed with the Superintendent.</p> <p>5. Mr. Blom will now send Panel Decisions to the Board on a Confidential basis.</p>
IV	Pending Board Policies	<p>1. Royalties (7060): Mr. Blom explained the need for more policy preparation time due to a “charter wrinkle” in determining the dividing line between what products the Board owns and what employees own as private individuals.</p> <p>2. Third Party Billing (4060): Discussed incorporation of changes recommended during public Board discussion and recent Public Hearing testimony on the Board’s role and responsibility.</p> <p>3. Substitutes (7130): Discussed public Board</p>	By consensus	<p>1. Mr. Blom will clarify any copyright and public domain issues before the policy is brought to the Board.</p> <p>2. Staff will revise Policy 4060 language as needed.</p> <p>3. Staff will create an appropriate job description and revise Policy 7130 as</p>

Policy Committee Quarterly Meeting
Board Planning Room
December 15, 2008 – 10:00

Committee: Sandra H. French; Ellen Flynn Giles; Patricia S. Gordon
Staff: Fran Albert, Policy Specialist; Mark Blom, General Counsel

Item	Subject	Discussion	Action/Status	Follow-up
		<p style="text-align: center;">comment on appropriate scope of this policy and the development of a Substitute-specific Job Description and responsibilities.</p> <p>4. Transfer of Teachers (7090) & Administrators (7090): Discussed advisability of addressing voluntary and involuntary transfers in both policies.</p>		<p style="text-align: center;">necessary.</p> <p>4. Staff will review parallel construction for the two transfer policies (7080 & 7090).</p>
VI	General Discussion	Staff presented rationale for continuing the practice of applying consistent definitions across Board policy whenever possible, but adding policy language to provide context for policy-specific application of terminology and to limit misinterpretation by public and/or staff.	By consensus	Going forward, explanatory language will be added to begin the Definitions section with a statement to the effect that “within the context of this policy, the following definitions apply:”
VIII	Adjournment	12:20 p.m.	By consensus	