

## Policy Committee Meeting Notes March 1, 2017

### 2nd Reading

- DFEA – Free Admissions OK
- DGA – Authorized Signatures OK
- IGDF – Fund Raising Activities  
Revise policy and format to include crowdfunding  
Cross reference: KH  
IGDF-R-E – add “crowdfunding” to form
- RVA-IGCA – High School Summer School OK  
Recommend to adopt
- RVA-IGHA – Physical Education Exemptions  
Recommend to adopt
- RVA-JHG – Child Abuse/Neglect Reporting  
Recommend to adopt  
Page 2, last bullet, delete “the” from 2<sup>nd</sup> & 3<sup>rd</sup> line

### 1st Reading

- DGD – Procurement Card Program  
Change from numbers to bullets throughout  
Page 2, 1<sup>st</sup> bullet, principals & supervisors will recommend  
2<sup>nd</sup> bullet, district administrator will determine who is considered  
Add 6<sup>th</sup> bullet, paragraph from page 4 – cardholder spending limits  
Page 4, Merchant Restrictions, 1<sup>st</sup> line, delete “also”  
Page 5, Cardholder Record Keeping, 1<sup>st</sup> bullet, delete “either over the counter or by telephone”, delete 2<sup>nd</sup> & 3<sup>rd</sup> bullets  
Review & Reconciliation, 6<sup>th</sup> line, delete “using the p-card record”  
Page 6, Returns, Credits, 2<sup>nd</sup> paragraph, 1<sup>st</sup> line, change “is” to “are”  
Page 7, Random Audits, add periods to the end of each bullet  
Consequences, add periods to the end of each bullet and 2<sup>nd</sup> bullet, replace “termination” with “discharge”  
Page 9, #6, update phone and delete “by fax notice.....”

- DH – Bonded Employees and Officers OK

- EFA – School Wellness  
DPI recently audited our school wellness policy. They have recommended changes, updates and comments.  
Policy to be reviewed every three years (triennially)  
Policy Committee has updated and revised. Forward to the Health Advisory Council for review and then bring back to policy for 2<sup>nd</sup> reading at a later date.

## **Discussion/Consideration/Review**

KH – Sponsorships, Partnerships and Gifts/Bequests

Policy was reviewed to determine if crowdfunding should be added. Crowdfunding was added to IGDF. Cross reference: IGDF

Support Staff Handbook – 7.3 Vacation Time

Additional clarification needed for vacation pay out upon termination for reasons other than discharge. No change to current practice.

Specific District Staff Handbook – 7.3 Vacation Time

Additional clarification needed for vacation pay out upon termination for reasons other than discharge. No change to current practice.

Professional Staff Handbook - 6.10 Retirement Benefits & Recognition

Continue to consider adding an exception for staff resigning with 20 years of service that haven't met the age of 55, will be eligible for this one-time benefit.

Support Staff Handbook - 6.10 Retirement Benefits & Recognition

Continue to consider adding an exception for staff resigning with 20 years of service that haven't met the age of 55, will be eligible for this one-time benefit.

Specific District Staff Handbook - 6.10 Retirement Benefits & Recognition

Continue to consider adding an exception for staff resigning with 20 years of service that haven't met the age of 55, will be eligible for this one-time benefit.

The next policy meeting will be held on Wednesday, April 5, 2017.