

Policy Committee Meeting Notes

October 7, 2025

Call to Order: 10:00 a.m.

1st Reading:

4000 Policy Packet	OK
4111 Creating a Position	OK
4112 Board - Staff Communication	OK
4120 Employment of Support Staff	OK
4120.01 Job Descriptions	OK
4120.04 Employment of Substitutes	OK
4120.10 Job Sharing	OK
4121 Criminal History record check and employee self-reporting requirements	OK
4122 Nondiscrimination and equal employment opportunity	OK
4122.01 Drug- free workplace	OK
4122.02 Nondiscrimination based on genetic information of the employee	OK
4124 Notice of reasonable assurance of employment	OK
4130 Assignment and transfer	OK
4131 Reduction in staff	OK
4132 Vacancies	OK
4139 Staff discipline	OK
4140 Termination and resignation	OK
4160 Physical Examination	OK
4161 Unrequested Leaves of Absence/Fitness for duty	OK
4210 Support staff ethics	OK
4211 Whistleblower protection	OK
4213 Student supervision and welfare	OK
4214 Staff gifts	OK
4215 Use of tobacco and nicotine by support staff	OK
4220 Evaluation of support staff	OK
4230 Ethics and conflict of interest	OK
4231 Outside activities of support staff	OK
4281 Personal property of staff members	OK
4310 Employee expression in noninstructional settings	OK
4340 Grievance procedure	OK
4362 Employee anti-harassment	OK
4362.01 Threatening behavior towards staff members	OK
4410.01 Compensation for part-time staff	OK
4419 Group health plans	OK
4419.02 Privacy protections of fully insured group health plans and related benefits	OK
4419.03 Patient protection and affordable care act	OK

4425 Benefits	OK
4430 Leaves of absence	OK
4430.01 Family & Medical Leave of Absence	OK
4431 Employee leaves	OK
4440 Job-related expenses	OK
4531 Unauthorized work stoppage	OK
6000 Policy Packet	OK
6108 Authorization to make electronic fund transfers	OK
6110 Grant Funds	OK
6111 Internal Controls	OK
6112 Cash Management of grants	OK
6114 Cost Principles- Spending Federal Funds	OK
6116 Time and effort reporting	OK
6144 Investment Income	OK
6146 Post - Issuance Tax-Exempt Bond Compliance	OK
6147 Debt Management	OK
6150 Tuition Income	OK
6151 Returned Outstanding - Stale Checks	OK
6152 Student fees, Fines, and Charges	OK
6152.01 Waiver of School Fees or Fines	OK
6210 Fiscal Planning	OK
6220 Budget Preparation	OK
6230 Budget Hearing	OK
6231 Budget Implementation	OK
6235 Fund Balance	OK
6236 Community Services Fund (Fund 80)	OK
6320 Purchasing	OK
6325 Procurement - Federal Grants-Funding	OK
6330 Leasing School Property	OK
6424 Purchasing (Credit) Cards	OK
6440 Cooperative Purchasing	OK
6450 Local Purchasing	OK
6470 Payments of Invoices	OK
6510 Payroll Authorization	OK
6520 Payroll Deductions	OK
6605 Crowdfunding	OK
6611 District - Supported Sponsored Student Activity Accounts	OK
6620 Petty Cash	OK
6630 Cash Handling and Deposits	OK
6670 Trust and Agency Funds	OK
6680 Recognition	OK
6700 Fair Labor Standards Act (FLSA)	OK
6800 System of Accounting	OK
6830 Audit	OK

Motion to accept policies with recommended changes (Balsis/Haynes) Motion carried.

Adjourn

Motion to adjourn (Balsis/Haynes) Motion carried

The meeting adjourned at 11:41 a.m.

The next policy meeting is **Friday, November 7, 2025. at 1 p.m.**