

Meeting Title: Policy Committee Meeting	Meeting Date: Jan. 23, 2017
Meeting Location: KOSD Board Room	Meeting Time: 7:00pm
Attendees: Annie Shaw, Matthew Cesario, Dr. Shannon Varley	
<p>Agenda:</p> <ol style="list-style-type: none"> 1. 100 – Comprehensive Planning 2. 101 – Mission Statement 3. 102 – Academic Standards 4. 106 – Guides for Planned Instruction 5. 107 – Adoption of Planned Instruction 6. 107.1 – Course of Study Enrollment 7. 107.2 – Course Syllabi 8. 111 – Lesson Plans 9. 115 – Career and Technical Education 10. Removal of Policy 120 (Human Development Program) <p>Items in red were not discussed.</p>	

100 – Comprehensive Planning

- This is a new policy.
- Take out section about Pre-K. District doesn't have pre-K.
- Change quarterly reports to the Board to periodic reports. Board generally receives important updates almost weekly.
- Signage in certain areas doesn't reflect our current strategic plan mission and vision statements. Make sure to update signage throughout the district so that it is consistent with the current strategic plan.
- Ready for first reading with changes discussed.

101 – Mission Statements

- Updated to reflect the Districts current strategic plan. Changed name of policy from “Philosophy of Education” to “Mission and Statement/Shared Values”.
- Signage in certain areas doesn’t reflect our current strategic plan mission and vision statements. Make sure to update signage throughout the district so that it is consistent with the current strategic plan.
- Ready for first reading.

102 – Academic Standards

- Changed name of policy from “Education/Management Goals” to “Academic Standards”.
- Updated wording per the academic standards set by the state.
- Ready for first reading.

106 – Guides for Planned Instruction

- New policy. Updated by Dr. Varley to reflect current practices.
- The “guide for planned instruction” is not a course syllabus. It is an explanation of how a course will be taught prepared for the Administration.
- Change approval for deviation of content from Principal to the Director of Curriculum.
- Superintendent or design shall direct the preparation of guides. They are not responsible for generating them.
- Strike wording “in a selective manner” regarding staff usage of the guide of planned instruction.
- Electronic copies of guides will be kept by the Director of Curriculum. Don’t need to keep paper copies on file.
- Ready for first reading with changes discussed.

107 – Adoption of Planned Instruction

- This is the old policy 106. New number will be 107 to be consistent with PSBA policy numbering. Renamed “Adoption of Planned Instruction”.
- If Board members or any other member of the public would like copies, the course of studies is on the website.
- Ready for first reading.

107.1 – Program of Studies

- This is the old policy 106.1. New number will be 107.1 Renamed “Program of Studies”.
- This applies to grades 6-12. Update wording where necessary.
- Discussed removing specific deadlines for Board approval but ultimately chose to keep the current wording.

111 – Lesson Plans

- Changed “objectives” to “goals”.
- Add some wording to indicate that lesson plans should be “living, breathing, documents” that can be modified due to student needs.
- Copies of lesson plans will be made available electronically to administrators. Don’t need hard copies.

115 – Career and Technical Education

- Changed name from “Vocational Education” to “Career and Technical Education”.
- Biggest updates to this policy are just the child abuse reporting requirements. Some language was removed from policy since we do not personally operate our own school.
- Under “Enrollment” guidelines, change Superintendent to Counselor. The counselors recommend students.
- Reword enrollment language to reflect current practices.