

Meeting Title: Policy Committee Meeting	Meeting Date: Sept. 21, 2017
Meeting Location: KOSD Board Room	Meeting Time: 6:30pm
Attendees: Annie Shaw, Matthew Cesario, Dr. Shannon Varley	
<p>Agenda:</p> <ol style="list-style-type: none"> 1. 807 – Opening Exercises/Flag Display 2. 302 – Employment of the Superintendent/Assistant Superintendent 3. 312 – Performance Assessment of the Superintendent 4. 853 – Employment Contract 5. 852 – Creating a Position 6. 854 – Assignment and Transfer 7. 855 – Abolishing a Position 8. 856 – Suspensions and Furloughs <p>Items in red were not discussed.</p>	

807 – Opening Exercises/Flag Display

- Policy was rewritten to apply to students, staff, and visitors. Currently had 2 existing policies on this subject. They will be combined as Policy 807. This will supersede policy 220.1.
- Ready for first reading.

302 – Employment of the Superintendent/Assistant Superintendent

- PSBA wrote policy to also cover employment of the Assistant Superintendent since the employment law on the 2 positions is very similar in the school code. Keystone Oaks has no Assistant Superintendent. Committee decided best to keep the language as PSBA suggests.
 - Want to indicate that the assistant superintendent position is not required and having this policy doesn't mean one must be appointed. Add sentence "However, it is at the Board's discretion to appoint an Assistant Superintendent."
- For recruitment and assessment of Superintendent candidates add "input of community members and/or staff" as one of the options to aid the District in this task.
- Add that the Superintendent would lead the search for an Assistant Superintendent.

- Under Pre-Employment Requirements, add language that all listed references will be contacted.
- Remove “buyout” language as what may be included in a contract. Discussed that it would be the policy of this Board to not include buyout provisions in any contract.
- Language outlining the maximum severance is from the school code but doesn’t obligate the Board to offer any severance upon termination.

312 – Performance Assessment of the Superintendent

- This is a new policy. The Superintendents Contract already has written performance evaluation tool.
- If there is an Assistant Superintendent, the Superintendent would evaluate the Assistant Superintendent rather than the Board. Need to adjust wording accordingly.
- Like Policy 302, PSBA wrote policy to also cover the Assistant Superintendent since the employment law on the 2 positions is very similar in the school code. Keystone Oaks has no Assistant Superintendent. Committee decided best to keep the language as PSBA suggests.
- A document needs to be written for posting on the website that will satisfy the requirements of the school code. Should include this document as an attachment to the policy.

853 – Employment Contract

- This policy will supersede policy 408.
- May want to split guidelines between non-certificated administrative employees, who generally have their own contract or are Act 93, and non-certificated support employees who are in collective bargaining units. Th contract terms are likely different.
- Possibly should add more language describing what shall be included in an employment contract.

852 – Creating a Position

- Under guidelines add as bullet point #1 “Educational needs of the students”.
- Change wording to “Effective management of current and future district programs.”