

Meeting Title: Policy Committee Meeting	Meeting Date: February 17, 2014
Meeting Location: KOSD Board Room	Meeting Time: 6:30 pm
Attendees: Annie Shaw, Matthew Cesario, Donald Howard, Daniel Domalik, William Stropkaj	
<p>Agenda:</p> <ol style="list-style-type: none"> 1) Review changes to: <ol style="list-style-type: none"> a. Policy 007—Distribution b. Policy 011—Board Governance Standards/Code of Conduct c. Policy 903—Public Participation in Board Meetings d. Policy 002—Authority and Powers e. Policy 003—Functions f. Policy 004—Membership g. Policy 005 – Organization h. Policy 006 – Meetings 	

Next Scheduled Meeting: February 24, 2014 at 6:30pm in KOSD Board Room

Policy 007- Distribution

- Under Section 2, regarding how policies will be disseminated, it was discussed that policies are not disseminated in their entirety to parents/students, but links were always provided to the full policy. Policies directly related to students and staff are found in the respective handbooks.

Policy 011- Board Governance Standards/Code of Conduct

- No changes discussed on this policy.
- There was discussion that in the future the Board might want to draft their own version of this policy to better reflect our goals, but everyone was fine with keeping this policy as is for the time being.

Policy 903- Public Participation in Board Meetings

- If passed this policy will supersede Policy 009 and Policy 903.1. Everything contained in those policies will now be found in this updated policy. Anything community related should be in the 900 section of Board Policies.
- There was discussion on the advantages and disadvantages of placing time limits on public comments. Some members worry that if time limits were not in place, one or more persons may take up too much of the boards time and business couldn't be handled in a timely manner and effectively filibuster and block matters from coming to a vote. Other members felt that it was

better to err on the side of openness and that this would sort of be planning for something that might never occur at a Board meeting. If this became an issue in the future, the board could address it then. Placing limits may be seen as discouraging openness and people might not feel as comfortable to come to Board meetings and comment.

- There was discussion on the advantages and disadvantages of removing the requirement that public comment before a meeting must pertain to voting items on the agenda only. Discussion mirrored the previous points made regarding prolonging meeting times and erring on the side of openness. Additionally it was pointed out that people may not be able to devote an entire evening to wait around if they had a comment that was not related to a voting item and that would discourage public comment. If an item is brought up during public comment before the meeting starts, board members will have a chance to discuss it at that meeting.
- Dr. Stropkaj mentioned that North Allegheny had what was called a “protocol officer”. Basically, if anyone came to the meeting and had public comment it would be recorded in the minutes. The protocol officer would write back to the person who commented within a reasonable time frame (maybe 5-7 days) and reply to that persons concern on the board’s behalf. Answers might say something to the effect of “Thank you for your comments and we have relayed them to the ... committee for further discussion.” Members attending seemed to be in favor of this and board needs to decide who will be tasked with this position.

Policy 001-Name and Classification

- Add some stipulation that our mission will be done in a safe and secure manner.

Policy 002- Authority and Powers

- No discussion on this policy.

Policy 003- Functions

- Under Section 2 paragraph 4 there was some discussion about whether there were other people the board is currently in touch with that wouldn’t be covered under the way the policy is written now. Will defer this to Dr. Stropkaj for his recommendation.

Policy 004- Membership

- The paragraphs under section 4 vacancy, except for the first, were struck because they are not part of state law. Felt that should a vacancy occur, depending on the reason, the board should be able to decide their own plan about how they will advertise and fill the position and not be bound by policy since different circumstances might warrant different approaches. There was discussion that we should add something back to make it clear that the board should involve the respective community where the vacancy occurs and advertise it very well. In the past, it was

felt that the board sort of filled the position in secret and didn't get much input from the community. Something should be added stating that when a vacancy occurs, the board will advertise whatever process they decide to follow to fill the vacancy to ensure that the public knows the exact process the board intends to follow.

- Members felt that it was good for the board to evaluate itself through a self-evaluation, but the existing evaluation at the end of the policy just isn't written in a manner that members felt it was a helpful tool. Members expressed willingness for developing a new self-evaluation tool using a "balanced score card" approach similar to Mt. Lebanon's school board. Once the strategic plan is more developed, the board can set their own goals to meet and evaluate themselves on if and how those goals were met.

Policy 005- Organization

- Under Section 2 it was discussed to change Board Secretary to Solicitor. This is how the reorganization meeting was run in December 2013. There was concern about a potential situation where there is no board secretary at the time of the reorganization. Who will call the meeting to order. The solicitor will be going over all the policies.
- In the second paragraph of section 6 there was some additional wording to explain if a board member could be removed from a committee. Those in attendance seemed to come to a consensus that the President should have the right to readjust the committee's as they see fit and that majority vote of the board should not be a requirement. The only requirement should be that the readjustment must appear as an informational item in the board meeting agenda so that it is officially recorded in the minutes. This section will be edited to reflect this.
- Under the committee descriptions in section 6 it was discussed that more needed to be added regarding how a specific committee would "have a hand in" their part of the budget. Wording will be added to try and make this clearer. We discussed that the committee descriptions were just guidelines and served more as an informational item to the public about what committee they could come to if they had a specific concern. As long as the business relates to that committee, the committee has the right to discuss what they want.
- Under the Insurance and Safety committee, we wanted to know how the district safety coordinator was related to the safety committee.

Policy 006- Meetings

- Putting the use of Robert's Rules of Order formally in the policies was discussed at length. At the previous work session there was discussion about changing "governed" to "guided". We discussed that if you were only "guided" by something, you are still picking and choosing what rules to follow and this offers no specific direction to the board or gives any indication to the public about how the meeting will be conducted. Some members felt that Robert's Rules might

stifle open discussion of the board and limit peoples' speaking ability. It was explained that no one's speaking ability is taken away, but they must be called on first by the president and shouldn't talk over or interject without permission. Attendees still have questions for the solicitor regarding this topic and will attempt to get those questions answered by the solicitor. Dr. Stropkaj mentioned that our solicitor has dealt with these concerns before regarding this subject in his work with other school boards.

- Under section 12, executive session, there are some other exceptions. There are exceptions for open meetings regarding training, intellectual property protection and safety concerns. This needs to be somewhere in the policies. Will have Dr. Stropkaj and solicitor work on this to ensure that language is included.