

**Personnel-Policy-Transportation  
Sub-committee Meeting**

**Minutes**

November 25, 2019

5:30 PM

In attendance: Dr. Scarpetti, Kim Browe, Ken Ziman, Susan Riccio, Betty Hadlock, Dr. Russo

1. Call to Order at 5:08
2. Public Participation -- none
3. Discussion – Policy 5125 Student Records: Confidentiality  
Made a change from natural to biological parent under definition of parent; omit microfilm and microfiche – dated in student records; and one other small modification.
4. Discussion – Policy 1331 Smoke Free Environment  
Need to look at policy involving alcohol before removing the first paragraph which states alcoholic beverages.
5. Update: Wellness Policy Implementation  
At a recent PTO/A meeting -- issues came up which included ordering items from vendors but then receiving a different product when there is after school/evening event, other food may be provided.
6. Update: CABE Conference – 22 pieces of legislation passed that impact over 37 policies.
7. Discussion 21<sup>st</sup> Century Policy Next Steps – if/when 21<sup>st</sup> Century becomes its own entity, we are exploring steps to take to make that happen organizationally.
8. Discussion: Personnel/Substitutes – a Tech Specialist and a Registered Behavior Technician (RBT) have been hired -- may need additional 3 RBTs due to the needs of students;  
Currently 2 interns are at each school – the cost differs depending on what college/university they come from; considering hiring 2 to 3 permanent subs to stay within the current budget; pay for subs will have to increase in future due to minimum wage increase. Our fill rate is 57% currently. We continue to explore ways to increase the fill rate.
9. Mental Health Grant -- will look into hiring a child associate for interventions with students which will be covered by this grant.

The Primary Mental Health Project is a national evidence-based program that helps children in Pre-K through third grade adjust to school, gain confidence, social skills, and focus on learning. Through a supervised Child Associate, the project addresses children's school adjustment difficulties and increases their chances for success through play based activities.

Adjourn at 6:08pm