

MINUTES – WAYLAND SCHOOL COMMITTEE POLICY SUBCOMMITTEE

July 17, 2015

A meeting of the School Committee's Policy Subcommittee was called to order at 8:12 am by Barb Fletcher.

Present were:

Jeanne Downs

Barb Fletcher

1. Public Comment

There was no public comment.

2. Background

Barb gave new subcommittee member Jeanne background about the Policy subcommittee including information about the "health check" MASC conducted on Wayland's policy manual in the past.

3. Approval of Minutes

Barb noted that the 10/11/13 and 10/25/13 minutes were already approved but had not been posted. Barb will have them posted.

Barb moved to approve the 6/5/14 minutes as written. The motion was seconded by Jeanne. The subcommittee voted 2-0 to approve the minutes.

4. Review of KCD Policy

A discussion ensued about the KCD (gift) policy. Jeanne will work with the PTO and CAPA to document how their budgets are developed and monies spent. Barb will do the same with the Boosters and WPSF. The subcommittee will also look at using language from the MASC policy and the North Reading policy. The policy will be reviewed again at a future meeting.

5. Future Policies to Review

The subcommittee discussed policies to be reviewed at future meetings, including Budget Transfer Authority, Disposition of Surplus Equipment, and Fee Based Funds.

6. Adjournment

Barb moved to adjourn the meeting and Jeanne seconded the motion. The subcommittee voted unanimously (2-0) to adjourn the meeting at 8:48 am.

Respectfully submitted,

Jeanne Downs

Corresponding Documents:

- 6/5/14 draft minutes
- North Reading policy information
- Wayland KCD policy
- MASC KCD policy