

MINUTES – WAYLAND SCHOOL COMMITTEE POLICY SUBCOMMITTEE

October 29, 2015

A meeting of the School Committee's Policy Subcommittee was called to order at 2:05 pm by Jeanne Downs.

Present were:

Jeanne Downs

Barb Fletcher

Barb noted that the meeting was being taped by WayCam.

1. Public Comment

There was no public comment.

2. Review of Gift Policy (KCD)

Jeanne reported on her conversation with Mike Gilbert from MASC which included the definition of "cash" in the policy. The definition does not include checks. Several changes to the policy were discussed including the addition of wording to the verbiage surrounding plant site gifts. Jeanne will update the policy and send it to Barb for the Finance Subcommittee to review. The policy will also be brought to the School Committee for review.

3. Fundraising Policy (JJE)

Changes to the policy suggested by Paul Stein in connection with the term "money collection" were reviewed. Jeanne will update the policy and send it to Barb for the Finance Subcommittee to review. The policy will also be brought to the School Committee for review.

4. Relationship with Boosters (KJA)

The updated policy was reviewed including the broadening of the term "boosters" to include all support organizations. Barb will bring the policy to the Finance Subcommittee for review. The policy will also be brought to the School Committee for review.

5. Support Organization Regulations/Guidelines

The CAPA comments about the Support Organization Regulations were reviewed. Jeanne reported on her conversation with Mike Gilbert from MASC about replacing the term "regulations" with "guidelines". The threshold for capital improvements was also discussed. Barb will update the guidelines and bring them to the Finance Subcommittee for review. The guidelines will also be brought to the School Committee for review.

6. Authorized Signatures (DGA)

Jeanne reported on her discussions with both Mark Lanza and Mike Gilbert about expanding the current policy to include language that addresses the expenditure of funds and settlement of lawsuits. Special Education cases and how they fit into the policy were also discussed.

Jeanne will send the revised policy to both Mark and Mike for review and then bring it to the School Committee.

11. Future Agenda Items

Barb distributed minutes from the 10/23/15 meeting to be reviewed at a future meeting. The logistics for reviewing policies at the next School Committee meeting was also discussed.

12. Adjournment

Barb moved and Jeanne seconded to adjourn the meeting at 3:20 pm. The motion passed 2-0.

Respectfully submitted,

Jeanne Downs

Corresponding Documents

- 10/23/15 Draft Minutes
- Gift Policy (KCD)
- Fundraising Policy (JJE)
- Relationship with Boosters (KJA)
- Authorized Signatures (DGA)