

ROCHESTER BOARD OF EDUCATION

Special Meeting Minutes
Policy Committee of the Whole
August 6, 2019
Minutes

Board Members in Attendance: President White, Vice President Elliott, Commissioner Powell, Commissioner Davis, Commissioner Hallmark, Commissioner LeBron, and Commissioner Sheppard.

Board Members Excused: N/A

Commissioners Elect in Attendance: Ricardo Adams and Amy Maloy

Administration and Board Officers in Attendance: General Counsel, Karl Kristoff; Board Staff, Kallia Wade

President White convened the meeting at 5:34 p.m.

I. Speakers Addressing an Agenda Item: No speakers were present

II. Policy Committee of the Whole Meeting:

Motion to approve the agenda made by Commissioner LeBron, seconded by Commissioner Hallmark. Motion carries 5-0, with Commissioner Powell and Hallmark absent

President White surrendered the rest of the meeting to Commissioner Sheppard as Chair of the Board's Policy Development and Review Committee. Commissioner Sheppard convened the Committee of the Whole meeting to discuss the mission and vision of the Committee, the "Policies and Regulations Update Plan" chart, and to review Policies 2410, 2410R, 6745 and 6630.

Discussion of the Policy Committee Mission/ Vision

Committee Chair, Commissioner Sheppard started the conversation on mission and vision and what she sees the Committee doing in regards to policy. She went on to state where updates needed to be made to the Committee page on the District website, to indicate that the Committee had been reinstated. Additionally, she suggested verbiage changes for the Policy Committee purpose/ opening statement. She also noted the goal to get policy information out to the community.

Action: Board Staff, Kallia Wade to make updates to the policy page on the District's website

Discussion of the “Policies and Regulations Update Plan” Chart

Commissioner Sheppard shared the “Policies and Regulations Update Plan:” with the Committee and explained how it functions. General Counsel Kristoff provided further explanation, denoting which policies are cued up for review and adoption. Mr. Kristoff then suggested that the Committee decide how it wants to pursue revisions to policies given that things are behind because of the suspension of the Committee Structure. He advised that the Committee had the option of reviewing the policies in the order that they are listed on the Update Plan, or moving directly to a review of the Health and Safety Policy since it had been through Executive Cabinet and should be ready shortly for Committee discussion. Counsel Kristoff also noted however, that the Code of Conduct review would not be complete before the start of the new school year.

Commissioner Powell and Commissioner Hallmark arrived at 5:40pm

The Committee discussed whether to prioritize addressing the Code of Conduct. Commissioner Sheppard noted wanting to develop a Policy handbook to provide to parents and also having staff sign off on policies as an accountability measure.

Commissioner Lebron highlighted the Whistleblower Policy and suggested that it be slated for review in September, 2019 given its critical nature.

General Counsel Kristoff suggested reviewing the health and safety policy before the whistleblower policy (in September) because it has already been through executive cabinet and ready to be reviewed by the Policy Committee. He also advised against reviewing too many heavy policies at one time. Commissioner Sheppard noted that reviewing one at a time would be time consuming for the Committee and indicated a desire to focus on a couple each meeting.

The Whistle blower policy and the health and safety policy were added to the September 2019 meeting agenda.

In response to the review of the Health and Safety Policy, Vice President Elliott expressed concerns regarding providing birth control to students and parents not being notified. She went on to note that parents generally will only become aware when there are consequences or detrimental impacts to their child’s health. These concerns were noted in lieu of the District abiding by laws. VP Elliott indicated her intent to speak with the Superintendent and/or Deputy Superintendent regarding these matters. She also noted a desire to make the community aware of this practice. The Commissioners discussed this matter highlighting that the District may have to abide by federal laws based on who the service providers of the health centers in the schools.

Action: General Council Kristoff agreed to send a memo to the Commissioners noting the birth control practices used in the District, as well as supporting information on the laws regarding this matter.

The Committee agreed to place an introductory discussion of the Code of Conduct, the Health and Safety Policy, and the Whistleblower policy on the September Policy Committee agenda.

Policy Review and Discussion

Commissioner Sheppard opened the discussion to review specific policies based on the agenda.

Policy 6745: Authorization of Contracts

Commissioner Lebron addressed the Committee, indicating her reasons for wanting to review the Contracts Policy:

1. Contract amounts do not seem to be effectively tracked and monitored by the Board (concern does not apply to emergency contracts)
2. East contracts fall through the cracks as it relates to the policy because of shared providers
3. The Board needs to be mindful of the \$35,000 contract cap

The Committee engaged in conversation regarding the aforementioned points.

Action: Commissioner Lebron to provide Mr. Kristoff with a list of contracts of concern so that research can be conducted to address any policy enforcement issues

The Committee also discussed raising or lowering of the \$35K contract cap.

Action: Commissioner Sheppard to meet with Mr. Kristoff, Superintendent Dade and CFO Sewell to discuss the contract cap dollar value

Commissioner Lebron suggested separating the emergency repair contracts from other goods and service contracts. She also suggested addressing the East EPO concerns so that the EPO is also in line with the policy.

Policy 6630: Financial Reporting and Resolutions

Commissioner Sheppard suggested verbiage changes and edits for the policy given the change in Committee Structure. The Committee went on to discuss clarifying the language in Policy to reference the \$35K cap. General Council Kristoff noted the need to include the Superintendent in these discussions.

Commissioner Lebron left at 6:19pm

Policy 2410 and 2410R: Formulation, Adoption and Amendment of Policies (and related Superintendent's regulation)

General Council, Karl Kristoff addressed the Committee as it regarded Policy 2410 and 2410R. He advised that it is important for the Board to be familiar with the policy, especially the new members who may not be as aware of how policies are formulated. Mr. Kristoff then reviewed the guidelines of the policy.

The Committee engaged in discussion regarding the timeline for policy review. It was noted that there was some ambiguity with the 4-week process for introducing and voting on a policy. VP Elliott noted concern re overwhelming the Board.

Regarding 2410R, Commissioner Sheppard suggested adding that changes to regulations be presented to the Board before any action is taken or a regulation is executed. General

Council Kristoff to follow-up on this.

General Discussion

Commissioner Hallmark noted the topics for discussion at the next Governance Meeting would be the Board handbook and the past MCSBA and NYSSBA retreats.

President White noted the aim to reintegrate Parent Reps into the Board Committees and stated that the new District Clerk would be charged with working on this. President White also provided an update on discussions he's had with Chancellor Rosa as it regarded the DE response, the State's support for the Board governance structure, and whether there is potential for a new DE/ consultant. The Committee discussed making the public aware of what's happening with the DE response—it was suggested that the Communications Plan be utilized to address this request.

Action: General Council Kristoff to resend a copy of the updated Board Bylaws to the Commissioners

Commissioner Hallmark applauded the successful meeting and noted that it would be important for the new District Clerk to be on the same page as the Board. She suggested that the new clerk meet with each Board member individually, but then share this information with the other Commissioners.

Commissioner Powell advised the Committee of some of her findings regarding the history of the Board/City charter salary.

- III. Meeting adjourned** at 8:50 p.m. Motion to adjourn made by Commissioner Sheppard, seconded by Commissioner Hallmark. Motion carries 6-0 with Commissioner Lebron absent.