

DOLORES SCHOOL DISTRICT RE-4A
BOARD OF EDUCATION
MINUTES FOR SEPTEMBER 6th, 2017
BOARD MEETING

Policy Meeting
Professional Development Room

September 6th, 2017
5:30 p.m.

- I. CALL TO ORDER - The Dolores School Board meeting was called to order at 5:38 p.m. on September 6th, 2017.
- II. ROLL CALL - Members present were: Rebecca Frasier, Dee Prock, Deanna Truelsen and Linnea Vass. Vangi McCoy was not in attendance. Scott Cooper, Superintendent, Jen Huffman, Secondary Principal, Gary Livick, Elementary Principal, Doreen Jones, Finance Manager, and Laurie Arnett, Superintendent Secretary were also in attendance.
- III. APPROVAL OF AGENDA
A motion was made by Deanna Truelsen and seconded by Rebecca Frasier to approve the agenda.
Votes: Frasier-aye; Prock-aye; Truelsen-aye; Vass-aye

IV. POLICIES

CODE	TOPIC	READING
ADF♦	School Wellness	review
ADF-R	School Wellness –regulation	review
EF	School Nutrition Program	review
EF-E-1♦†	School Meal Payments – exhibit	review
EF-E-2♦†	Civil Rights Complaint –School Nutrition	review
EFC	Free & Reduced-Price Food Services	review
EFEA♦	Nutritious Food Choices	review
EFEA-E	Healthy Beverages Standards...	review
IKF♦	Graduation Requirements	review
IKF-2♦	Graduation Requirements-exhibit	review
BCB♦	School Board Member Conflict of Interest	review
BEDF	Voting Method	review
BID/BIE	School Board Member Compensation	review
DAC♦†	Federal Fiscal Compliance	review
DJ/DJA	Purchasing Authority	review
DJB♦†	Federal Procurement	review
DJB-R♦†	Federal Procurement – regulation	review
DJE♦	Bidding Procedures	review
DKC♦	Expense Authorization / Reimbursement	review
EHB	Records Retention	review

CODE	TOPIC	READING
GBEA♦	Staff Ethics / Conflict of Interest	review
JRCB♦†	Privacy & Protection of Confidential Info.	review
JRCB-R♦†	Privacy & Protection... - regulation	review
ADD♦	Safe Schools	review
EBBB	Accident Reports	review
EBCE	School Closings and Cancellations	review
ECA/ECAB♦	Security/Access to Buildings	review
ECAF†	Use of Video and Audio Monitoring	review
ECAF-R†	Use of Video and Audio Monitoring-reg.	review
EEAEF	Video Cameras on Transp. Vehicles	review
EEAEF-R	Video Cameras on Transp. Vehicles reg.	review
GBEB♦	Staff Conduct & Responsibilities	review
GBEB-R†	Staff Conduct & Responsibilities – reg.	review
IC/ICA	School Year/School Calendar	review
JFBB-R♦	Inter District Choice / Open Enrollment	review
JICDD	Violent and Aggressive Behavior	review
JICF♦	Secret Societies / Gang Activity	review
JICH-R	Drug & Alcohol Involvement by Students	review
JICJ	Student Use of Cell Phones & Tech. Devices	review
JK♦	Student Discipline	review
JK-R♦	Student Discipline – regulation	review
JKA♦	Use of Physical Intervention & Restraint	review
JKA-R♦	Use of Physical Intervention - regulation	review
JKD/JKE-R♦	Suspension / Expulsion of Students	review
JQ	Student Fees, Fines, and Charges	review
♦ Required by law		
† New Policy		
April 2017 Special Policy Update		
February 2017 Special Policy Update		
June 2017 Special Policy Update		

Mrs. Arnett stated that she hoped the Board would be able to tackle the February and April Special Policy updates from CASB during this policy meeting. The June updates could be addressed at another meeting if the Board were unable to get to those tonight.

April 2017 Special Policy Update:

ADF – School Wellness; ADF-R – School Wellness, regulation – Dr. Cooper reminded the Board that the School Wellness policy was just recently revised by the WISCAT committee. However, CASB has done extensive revisions on the policy and released a new sample regulation. Because the new regulation follows the goals of CASB's sample, and the newly revised Dolores policy differs so greatly from the CASB revised policy, the Board felt it would be best if the MLT team would take the time needed to thoroughly review this policy and regulation. Mrs. Arnett will send the policy, regulation, and CASB narrative to the MLT Team Leader, and put the policy on hold until the MLT Team can address it.

EF – School Nutrition Program; EF-E-1- School Meal Payments, exhibit; EF-E-2 – Civil Rights Complaint Procedure for School Nutrition Program – CASB made only minor changes to policy EF, changing "Food Services" to Nutrition Program. Other updates to the policy include additions to the legal references, cross references, and notes. CASB developed exhibits EF-E1, School Meal Payments, and EF-E-2 Civil Rights Complaint Procedure for School Nutrition Program, in order to address how districts will deal with meal charges and complaints of discrimination relating to the nutrition program. CASB suggests filing these exhibits in the nutrition services manual rather than adopting them as policy, in order to have them available when CDE conducts its administrative review of the nutrition service program. The Board will adopt policy EF, and ask Mr. Soukup to file exhibits EF-E-1 and EF-E-2 in the nutrition service manual.

EFC – Free and Reduced-Price Food Services – Minor changes to this policy were suggested by CASB. A new state law which requires schools to notify families of the availability of reimburseable school meals, and provide them with information about applying for free or reduced meals, was added to the legal references. CASB also deleted an outdated portion of one of the notes. The Board will accept the CASB changes.

EFEA – Nutritious Food Choices; EFEA-E – Healthy Beverages Standards for Schools – Because of new state legislation on nutrition requirements, CASB made several revisions in order to update this policy to meet those requirements. The Board will accept the CASB changes to the policy, but will not adopt the exhibit on Healthy Beverages.

IKF – Graduation Requirements; IKF-2 – Graduation Requirements – exhibit – CASB updated the graduation policy by clarifying that all students must meet or exceed the district's academic standards. They removed a couple of sentences stating the students on an IEP may have modified academic standards. Because the CASB revised sample and the current district sample policy on graduation requirements differ so vastly, Mrs. Arnett contacted legal counsel to have them evaluate our policy and see if it fulfills the intent of the new CASB sample as it is written, regarding students on IEPs. Mr. Farrington analyzed the policy and stated that he would be in favor of the changes CASB has made. Mrs. Huffman discussed the fact that all students have to demonstrate competency in Career Readiness. She would like to add (to the last paragraph on page 6 of the current policy), clarification of what measures are used as evidence of meeting the state minimum competencies for IEP students – CDE Extended Evidence Outcomes and District Capstone. The Board will keep the current policy with the changes requested by Mrs. Huffman.

BCB – School Board Member Conflict of Interest – This policy had substantial revisions by CASB due to recent federal requirements under the Uniform Grant Guidance. School districts that receive federal awards must comply with several requirements, one of which is written standards of conduct for board members. CASB has added specific, more restrictive conflict of interest provisions to the policy. The Board will accept the CASB changes to this policy.

BEDF – Voting Method – CASB has removed a paragraph regarding conflict of interest in this policy because it is already addressed in the previously discussed policy, BCB – School Board Member Conflict of Interest. The Board will adopt the CASB version of this policy.

BID/BIE – School Board Member Compensation – This is another policy that CASB revised due to the new Uniform Grant Guidance requirements. In this case, CASB made minor revisions in order to comply with those requirements. The Board will adopt the CASB revisions.

DAC – Federal Fiscal Compliance – CASB has produced a new policy on federal fiscal compliance in order to meet UGG's requirements on sub-recipient monitoring, time and effort reporting, and recordkeeping. This new CASB policy is required by law, and the Board will adopt it.

DJ/DJA – Purchasing Authority – The revised sample policy from CASB is another policy affected by the new UGG requirements. CASB has made minor revisions with regard to restrictions on unbudgeted expenditures, and obtaining comparative pricing. The Board will adopt the CASB revisions.

DJB – Federal Procurement; DJB-R – Federal Procurement, regulation – CASB has created a new policy and regulation on federal procurement in order to help school districts comply with UGG's procurement standards. The new policy outlines the allowable methods of procurement when purchasing with federal funds – 1. Micro-purchases (less than \$3,500), 2. Small purchases (up to \$150,000), 3. Competitive proposals (over \$150,000), 4. Noncompetitive proposals (sole source), and 5. Sealed bids. Since this is a complex subject and these policies are required by law, the Board will adopt the new policy and regulation.

DJE – Bidding Procedures – The district's current policy and the CASB revised sample policy were almost identical except for a couple sentences regarding the procedure in opening bids. The Board will keep the current policy and add the additional verbiage on bids from the CASB sample in order to comply with the UGG requirements and the new federal procurement policy discussed above.

DKC – Expense Authorization / Reimbursement – Regarding mileage and travel reimbursement, it is the district's current practice to give staff traveling overnight a \$35 meal stipend. CASB's revised sample policy, which has been updated with the recent UGG rulings, requires districts that accept federal monies, to reimburse employees' travel expenses and require receipts and an expense form to accompany the receipts. The Board would like legal counsel to review this policy to see if we will need to reimburse staff after we receive receipts for

travel, or if we can continue to give meal stipends prior to travel. Mrs. Arnett will send this policy to our attorney to analyze, and put the policy on hold for now.

EHB – Records Retention – The body of CASB’s sample policy and the district’s current policy on Records Retention are identical. The only revisions CASB made were to add: 1. the new state law to the legal references that pertains to the retention requirements for federal fiscal records, and 2. a note at the end of the policy that addresses the legal requirements in retaining “passive surveillance records”. The Board will keep the current policy and add the legal reference and note from the CASB sample policy.

GBEA – Staff Ethics / Conflict of Interest – This policy, like policy BCB – School Board Member Conflict of Interest, were updated by CASB in order to meet the UGG written standards of conduct required concerning the selection, award, and administration of contracts supported by federal funds. The section regarding conflicts of interest added to this policy is identical to what CASB added to policy BCB. The Board will adopt the CASB revised sample policy language in order to meet the federal requirements.

JRCB – Privacy & Protection of Confidential Information ; JRCB-R – Privacy & Protection of Confidential Student Information –(Hearing and Complaint Procedures), regulation - After the passage of the Student Data Transparency and Security Act, CASB collaborated with CDE in order to create an umbrella policy that would provide clarification and guidance to districts on this subject. According to the Act, this policy must be reviewed annually and also made available to parents upon request. The policy defines student education records, PII (personally identifiable information), discusses access, collection, and sharing within the district, outsourcing to third parties, privacy and security standards, security breaches, data retention, staff training, audits, and other topics. The new regulation to the policy addresses the hearing and complaint procedures for contract breaches and parent complaints. Because of the complexity of this topic and the fact that the policy and regulation are required by law, the Board will adopt them both.

V. ADJOURNMENT was at 7:04 p.m.


Board President 10-12-17
Date


Board Secretary 10-12-17
Date