

HBCSB Policy Committee Minutes  
Monday, March 13, 2023

Attendees: Tim Grizone, Patrick West, Krista Whalen, Holly Deurloo Babcock

1. EHB: Data Records Retention:

The current HBC policy is not extensive enough according to the recent DOE report. DOE suggested using Interlakes policy...ours is not specific enough. PC compared Interlakes to NHSBA sample and decided to work off Interlakes Policy...but need more direction on electronic record retention. More work to be done on this section. Will wait for feedback from the SAU (Asst Super and Business office). Also, EHB-R needs to be reviewed by the business office at the SAU. Not moving to Board at this point. Holly to email Asst Super. Regarding focusing on Interlakes.

2. GADA: Employment References and Verification.

Again DOE feedback was that our policy is not extensive/specific enough and would prefer us to use the NHSBA sample policy. The PC determined to add lines 1&2 from the Sample policy to our current policy. **GADA going forward for first read**...Krista to revise.

3. JF: Enrollment

**Bring forward with amendment from Enrollment sub-committee (made up building leadership, school counseling and SAU admin) for first read.**

4. IMBD: High School Credit for 7<sup>th</sup>/8<sup>th</sup> grade Coursework

This policy is priority...but we don't have it. Tim presented possible language...PC gave feedback. Tim to revise and present to the **board for first read**.

5. EBBC/JLCE:

Amendment brought forward by school nurses...Holly to reach out to Andy regarding insurance concerns and possibly Lauren for presentation prior to going to the board. Tim to reach out to Lauren for presentation to the PC in the next month or two depending on scheduling.

6. JLCB: Immunization of Students

Patrick to reach out to Beth...and update language according to the minutes. **Bring forward for 3<sup>rd</sup> reading.**

7. JLCF: Wellness

Beth to review and update the form. Will not move for this month

8. IIB: Class Size

Reviewed again and decided to bring forward when Principal brings forward the May Enrollment numbers.

EEAA, EBB, EB, ECAD: to be reviewed next month. Krista to work on EBB and EB ...compare ours to NHSBA.

Minutes respectfully submitted by Holly Deurloo Babcock