Board of Education Policy Committee Members Present:
Sheila Daniels, Chair, and Ava Hart

Also Present:
Dr. Patricia Charles, Superintendent

The following policies & bylaws were discussed:

The Policy subcommittee met on 3/29/14 and recommend the following changes:

4000 – Concept and Roles in Personnel  Not required. Omit.

4111 – Recruitment and Selection
Page 4111(b). Revise #5, Finalists may be invited to teacher a sample lesson or complete a performance task at the appropriate grade level.
Page 4111(b). #6, add: Associate Superintendent “or designee” makes reference and credential checks…
Add: References should be checked with prior employers listed on the application, even if not listed in the “references” section of the employment application.
Page 4111(c). Item c, add: References should be checked with prior employers listed on the application, even if not listed in the “references” section of the employment application.
Page 4111(c)  Item d, The Superintendent shall recommend a slate of no more than three finalists….

4111.2 - The team discussed the Affirmative Action Plan to accompany 4111.1. It was assumed that this was the purpose of 411.2. If so, the committee suggested that this should be a regulation. The superintendent will check with the Manager of Human Resources about the plan. Additionally, the superintendent will inquire if we do Item #2, racial and ethnic employment programs. The CREC Minority Recruitment Fair was discussed. Check before omitting #5. Additionally we will check if notices of vacancies are sent to 1. College placement offices  2. Minority affairs offices  or  3. Minority organizations.

Review changes to 4111.2 Appendix A with Manager of Human Resources for accuracy, additions, or deletions.

4112 – Appointment and Conditions of Employment is already included in 4111. Omit.

4112.51 Reference Checks– Reference check is included in 4111. Omit.

4112.51 Reference Check Regs to move to 4111. (Manager of Human Resourses to develop form/consistent questions when checking references for certified staff.) Add: Reference check information will be submitted to the personnel office prior to hire.
4112.8 Nepotism  Omit Item #1 since it pertains to Board members. This is already included in Board of Education Bylaw 9270.


4117.3 Personnel Reduction – Already provided in teacher contract. Omit.

4118.3 Duties of Personnel – Omit unnecessary.

4126 Consultants – Omit Unnecessary.

4133/4233 – Travel Reimbursement – provided in contracts and City ordinance. Omit.

The next Policy Committee meetings will be scheduled for Tuesday, April 22, 2014, at 8:00 A.M. in the Board Room of the Dr. Alfred B. Tychsen Administration Building.