MIDDLETOWN BOARD OF EDUCATION
POLICY COMMITTEE
Minutes
Tuesday, September 19, 2017
IT ANNEX, 310 Hunting Hill Avenue, Middletown, CT
8:00 A.M.

Board of Education Policy Committee Members Present:
Sheila Daniels, Chair & Christopher Drake

Also Present:
Dr. Patricia Charles, Superintendent
Lynda MacPherson, Manager of Finance
Meg Susi, Policy Community Member
Christopher Sugar, Policy Community Member
Jennifer Cannata, Principal Snow School
Elisha De Jesus, Director of Athletics
Colleen Weiner, Principal Middletown High School
Kathleen Bengtson, Administrative Assistant Member

The following policies were reviewed:

#3453 – School Activity Funds – POLICY – CABE had sent Kathy a packet containing numerous versions of this policy. Christopher Drake wanted to know what we were trying to accomplish with the review of this policy. Lynda MacPherson stated she and Dr. Charles had discussed this and wanted to tighten up how our district handles money used for Student Activity Funds, which is collected and deposited in the schools’ checking accounts. These accounts are not in our financial system and need to be regulated more closely.

After reviewing the packet, the committee decided to use the latest policy from CABE which states:

School Activity Funds

The basic purpose of education is to prepare each generation of children for life’s experiences. An important segment of the educational program is extracurricular activities. These programs represent experiences which should be available to all students.

The various extracurricular programs which have been established by the Board of Education should ensure that young people have an opportunity to participate in these experiences.

The raising and expending of activity money by student bodies should have but one purpose — to promote the general welfare, education and morale of the students and to finance the normal legitimate extracurricular activities of the student body organization. The management of student activity funds shall be in accordance with sound business practices, including sound budgetary and accounting procedures and thorough audits.
The Policy #3453 was reviewed and the Committee recommended it be brought forward to the next BOE meeting for its first reading.

#3453 – School Activity Funds – REGULATION Lynda presented a proposed regulation to go with this policy. She also showed a sample plastic bank money bag and described the procedure of its use, especially for big events

Jennifer Cannata stated she had read the proposed regulation and for the elementary schools feels there are too many steps involved.

In reviewing the policy, Colleen Weiner requested section #I. B. be clarified as to who is responsible for funds. After considerable discussion the Committee decided to insert: Principal, or his/her designee.

After a full discussion, Lynda stated she would review the regulation further and email the members a new draft.

Christopher Drake wants it clear that a regulation should only be given to the Board for informational purposes only. It is the duty of the Administration to create the regulations.

#6145.8 – Activity Fund Management Policy DELETE POLICY – With the above policy #3453 being brought forward to Board for adoption, the Committee decided we did not need this policy which was last adopted back in October 10, 2006.

The Policy was reviewed and the Committee recommended it be brought forward to the next BOE meeting for DELETION and its first reading.

#6146 – Graduation Requirements – POLICY – The current graduation requirement policy was adopted on March 8, 2016. There have been legislative changes which pertain to the amount of credits required for graduation. The state has changed the amount of 25 credits necessary to graduate to begin with the class of 2023 instead of 2021. The policy will be changed to reflect this.

Colleen spoke to this policy explaining what credits were required and the differences the state is considering.

The Policy was reviewed and the Committee recommended it be brought forward to the next BOE meeting as a Revised Policy for its first and final reading.

#5114 – Suspension – POLICY – This policy has new legislative changes which should be incorporated in our policy.

The committee requested this policy be brought forward as a revised policy for its first and final reading.

The next Policy Committee meeting is scheduled for October 17, 2017.

/kfb