

Board Policy Committee Meeting  
June 12, 2013  
Millburn Elementary School  
9:00AM

Agenda

- I. Establish a process for review
  - a. Section by section?
  - b. All attorney reviewed?
  - c. Use PRESS as our initial resource?
  
- II. Establish a timeline for review
  - a. Completed in 1 year?
  
- III. Establish an ongoing process for review
  - a. Yearly? Bi-Yearly? 5 Years?
  - b. Complete?

Minutes:

People present: Diane Campbell, Jane Gattone, Jason Lind

- I. Establish a process for review
  - a. We decided that reviewing policy would best be done by following the Board Rolling calendar. We decided that reviewing the policy would carry more meaning, and be more relevant if we were reviewing policy that pertained to Board activity. We also discussed the idea that keeping the policy relevant to the action would help continue our culture of governing by policy.
  - b. The committee will suggest attorney review for policy that is relatively new, or that has a potentially significant impact on the District.
  - c. PRESS will be the baseline policy that we will use for most cases.
- II. This will be an ongoing process. We will track the policies that have been reviewed over the course of the year. Policies that are not reviewed during the natural cycle of Board topics.

Review Process

- 1. Jason will outline a general calendar related to Board topics.
- 2. Committee will review the policies to determine if there is a need for updating specific policies.
- 3. Committee will submit to the BOE any policies that need further review or updating.
- 4. Board will review and adopt policies.
- 5. BOE members will be asked to serve on the committee for one year during their 4-year term.