

POLICY COMMITTEE MINUTES

Meeting: August 7, 2017

Next Meeting: Tuesday, September 12, 2017 – 4:30 PM – Holbrook Conference Room

Members Present: Daniel Allen
Samantha Berube
Gavin Robinson

Also Present: Susan Smith, Supt.
Rusty Gagnon, RSU 63 Board Chair

The meeting began at 4:05 PM.

- I. Election of Chair:** Samantha Berube nominated Daniel Allen to be the Chair of the Policy Committee with a 2nd by Gavin Robinson. **Vote: 3 yes, 0 opposed**
- II. Policies:** The following policies were reviewed and edited. The Budget and Finance Committee had previously reviewed all of these.

Financial Management

- DJ-Purchasing
- DJ-R- Federal Procurement Manual-Administrative
- DJA-Purchasing Authority
- DJH-Purchasing and Contracting-Procurement Staff Code of Conduct
- DI-Fiscal Accounting & Reporting Budget & Finance Committee
- DIE-Budget & Finance Committee

Support Services

- EFC-Food Services Program
- EFCA-RSU 63 Free & Reduced-Price Meal Program
- EFC R-1-Administrative Procedures Relating to RSU 63's Free & Reduced-Priced Meal Program

- III. Policy List and Priorities:** A spreadsheet of our current policies was reviewed. It was determined that next month the Policy Committee will review a new policy for Medical Marijuana in Schools, Policy DIF – Investments, and nine policies that are past-due for annual review.
- VIII. Next Meeting Dates:** It was decided the Policy Committee will hold their meetings at 4:30 on the first Tuesday of the month. Due to a scheduling conflict the September meeting will be held on Tuesday, September 12th. Future meeting dates include October 3rd, November 7th, December 5th, January 2nd, February 6th, March 6th, April 3rd and if needed on May 1st and June 5th.

The meeting adjourned at approximately 5:25 PM.