

****APPROVED****
HARWOOD UNIFIED UNION SCHOOL DISTRICT
POLICY WORK GROUP COMMITTEE
Monday, FEBRUARY 20, 2017, 6:00 P.M.
Washington West Central Office

HUUSD Board members present: Gabe Gilman, Garrett MacCurtain, Sam Jackson, Caitlin Hollister, Jill Ellis

Administration present: Brigid Nease, Superintendent of Schools

Others present: None

1. Call to Order:

- The meeting was called to order at 6:16 pm at the Washington West Central Office

2. Additions/Deletions to Agenda

- No changes were necessary.

3. Approval of Minutes February 1, 2017

- MOTION: Gabriel Gilman mad a motion to approve the minutes of February 1, 2017. Caitlin Hollister seconded the motion. All voted in favor.

4. Public Comment

- There was no public comment or input.

5. Compare, review and approve recommendations Relative to "Dash-R" policies

- There was discussion and agreement on how the PWG will approach the review of the policies.
- It was agreed that Gabe Gilman will make the updates and maintain the policies as we review them.
- Gabe will maintain the reviewed and marked-up policies in a "Completed" folder.

- The following policies were reviewed, and unless noted otherwise, ready to be brought to the HUUSD Board for a first reading:
 - **C6-R: Notice of Non-Discrimination**
 - *Action Item:*
 - *Gabe will reach out to Emily Simmons of the VSBA and ask if gender identity should be added to this policy. He will bring her answer back to the next PWG meeting.*
 - **D2-R: Professional Development**
 - **D6-R: Substitute Teachers**
 - **D7-R: Volunteers and Work Study Students**
 - **D7-R-P: Volunteers and Work Study Students Procedures**

- **D8-R: Alcohol and Drug-Free Workplace**
- **D11-R: Drug & Alcohol Testing (Transportation Employees)**
 - *Please note:*
 - *PWG rejected Emily Simmons's edits. The consensus was that the original policy included specificity around employees who will be subjected to testing, why an employee will be tested, when an employee will be tested, etc., and that specificity should be continued.*
 - *Action Item:*
 - *Gabe will reach out to Emily Simmons and discuss our recommendation to reject her edits.*
- **D12-R: Harassment of Employees**
- **D13-R: Health Insurance Portability and Accountability Act Compliance**
- **E7-R: School Crisis Prevention & Response**
- **E7-R-P: Procedures for Bomb Threats**
- **E8-R: Tobacco Prohibition**
- **E8-R-P: Procedures for Tobacco Prohibition**
- **F1-R: Student Conduct and Discipline**
- **F1-R-P: Procedures for Student Conduct**
 - *Action Item:*
 - *Gabe will reach out to Emily Simmons regarding this procedure*
- **F5-R: Education Records**

6. **Adjourn**

- MOTION: Sam Jackson mad a motion to adjourn the meeting. Caitlin Hollister seconded the motion. All voted in favor.
- The meeting adjourned at 8:27 pm.

Respectfully submitted,

Jill Ellis, HUUSD Board Director