

Harwood Union School Board **POLICY COMMITTEE**

Meeting: March 6, 2014; Main Office Conference Room

MINUTES

In Attendance: Dale Smeltzer, Deb Hunter, David Goodman, Lisa Atwood, Sheila Soule, Amy Rex

- 1) Dale Smeltzer called the meeting to order at 7:55 a.m.
- 2) The minutes for February 13, 2014 were unanimously approved by board members.
- 3) **Understanding Possible Future Policy Needs:**
 - a) **Draft process and timeline for GPA and Weighted Grading review – anticipating public input needs:** Lisa Atwood recommended that there be no changes for this year in terms of honors designation (valedictorian and salutatorian) and Green & Gold from this year's junior class.

A timeframe was worked out to get public comment and allow for a possible policy change to be made before the Student Handbook goes to print with this info in mid-June. The suggested timeframe for a board and school community discussion of “**A Change in Policy on Calculation of GPA**” is:

March 19, 2014 Full Board Meeting: Announce timeline and get go ahead from full board.

Publish in Harwood Weekly Update: Administrators will put in announcement about April board meeting presentation for board and public comment

March-early April Student Government meetings: Student leaders will clarify support among students

April 10, 2014 Policy Committee Meeting: Second discussion with Student Government representative Ethan Carr; concepts firmed up; plan responsibilities for the April full board meeting presentation (board, administration, student)

April 16, 2014 Full Board Meeting: On agenda with parents encouraged to attend and presentation from board, administrators and students

May 21, 2014 Full Board Meeting: On agenda as first reading of policy change; Board decides whether to formally warn policy change to be acted on at June meeting (public notified and invited)

June 18, 2014 Full Board Meeting: (If warned by board) Formally adopt policy change (public notified and invited)

- i) **Green and Gold** – David asked Essex, S Burl and U32 about how they select their Green and Gold student – Essex uses GPA and advances 2 names if there is a tie, S Burl goes with top GPA, U32 looks at all in the summa range and a committee picks the recipient. It was agreed that this issue needs further discussion by committee; this spring's selection process would stay the same.
- 4) **Local Policy Work**
 - a) **Compare local Harwood policy H7 “Conduct for Student Surveys” with WWSU Policy Packet #4 F27-R “Pupil Privacy Rights”** – There were questions about whether the local Harwood policy is really needed. This local H7 should be considered for replacement during the adoption of WWSU packet #4 policies. The need for this local Harwood policy H7 needs to be considered by the full board.
- 5) **Review Committee “functions and duties” for annual re-establishment at board reorganization (per local policy C10 on Board Standing Committees)** – Dale reviewed the need for this discussion. Amy suggested that there is need for more process clarity around the Action Plan review and suggested that this committee could provide the oversight as this plan is regularly reviewed, helping ensure continual engagement and awareness of the Action Plan and what it means.

It was agreed to recommend to the full board that this committee be established as: **Academic Planning and Policy Committee**, and that its functions and duties be: “to provide preliminary oversight of District Action Plan progress monitoring, review and updates; to give comments on behalf of the board to Washington West Executive Committee regarding drafts of supervisory union wide policies; and to review and make recommendations to the full board regarding local policy needs.

- 6) Agenda for next meeting – Action Plan refresher; Change in Policy on Calculation of GPA – continued work

The meeting was adjourned at 9:25 a.m.

Next Meeting (2nd Thursdays of the month):
April 10, 2014

Minutes recorded by Dale Smeltzer