

1 Southwest Vermont Regional Technical School District (SVRTSD)

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3 **Policy Committee Meeting Minutes, Monday, December 17, 2018**

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5 RGB members present Leon Johnson, Chair; Art Haytko; John McDonald; Rickey Harrington at
6 5PM; Ed Letourneau at 5:10PM; Fran Kinney at 5:20PM. CDC represented by Michael Lawler,
7 Superintendent/Director and John Lamson, Pre-Law Instructor

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9 Recorder: Sandra Redding, Administrative Assistant to the Superintendent

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11 Chair Leon Johnson opened the meeting at 4:35PM by welcoming all and asking for public
12 comments. There were none. He inquired if there were any needed changes to the agenda. None
13 were needed, so he proceeded to addressing the minutes of the previous meeting seeking a
14 motion to approve. Motion was made and seconded to approve. Johnson noted that the
15 previous meeting minutes included in this December packet could/should be added to the record.
16 All were in favor.

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18 Discussion ensued on Policy **C1000, Policy on Policies**. The process for policy
19 development/revision was reviewed as there are several new people involved in this committee.
20 The group desires to make all policies uniform in process and wording. Several methods to
21 streamline this process were discussed. Also, the committee development/process for warning,
22 revision to a warning and adoption of policies was dissected to help clarify the most efficient
23 method to achieve the best understanding of each specific policy. Many thoughtful ideas were
24 brought forth by committee members. Some wording changes were discussed. The committee
25 was in agreement to allow Supt. Lawler to make any suggestions for the committee to review at
26 the next meeting. Also, we will endeavor to have prepared text for the committee to consider as
27 policy revision continues.

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29 **Creation/Revision of Policies:**

- 30 • Potential Policy is discussed and created in committee
- 31 • Sent to full board/public to be warned, then, adopted
- 32 • Revisions should be outlined in **bold** print and **CAPITALIZED**
- 33 • Additions **bold underline**
- 34 • Any new language-**bold and underline**
- 35 • Deletes should be ~~struck thru~~

36 **Policy Warning and Adoption:**

- 37 • Warn to full board and public for comment(s)
- 38 • If any comments, return to committee for discussion
- 39 • No comments, include at next full board meeting for adoption

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41 The committee agreed to meet before the next full board meeting to continue working thru the
42 agenda. Meeting adjourned at 5:25PM to attend the RGB Appreciation Dinner prepare by the
43 CDC Culinary Program, then continue to the scheduled full board meeting.