



## POLICY/COMMUNICATIONS COMMITTEE MEETING AGENDA

January 28, 2021  
Virtual Meeting - 4:00 p.m.

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Committee Members in attendance: Beth Fiore, Chair, Anthony Emmons, Eric Zwerling

Administrative Staff: Dr. Jonathan Hart, Superintendent of Schools  
Jason Bohm, SBA/Board Secretary

### Minutes

Dr. Hart gave a summary of the Policy Committee role and how alerts are sent to him via Strauss Esmay.

1. Policy Alert 221 (con't) Jason Bohm gave summaries of the following policies that were provided to us by Strauss Esmay. They are state mandated policies. The committee recommended the following items for first reading to the BOE.
  - a. **Policy 6440 - Cooperative Purchasing (attachment 1a)** This policy allows us to join another entity if they go out to bid.
  - b. **Policy 6470.01 - Electronic Funds Transfer and Claimant Certification (attachment 1b)** This policy puts check and balances in place for when we switch from wiring money to using electronic fund transfers.
  - c. **Regulation 6470.01 - Electronic Funds Transfer and Claimant Certification (attachment 1c)** This policy gives guidance to how oversight should be implemented when using electronic fund transfers.
  - d. **Policy and Regulation 7440 - School District Security (policy attachment 1d, regulation 1e)** This policy states that an annual audit checklist is performed by the district and submitted annually to the state. The regulation gives guidance as to who should prepare the audit checklist.
  - e. **Policy 7450 - Property Inventory (attachment 1f)** This policy changes the wording from our current policy to updated language.
  - f. **Policy 8561 - Procurement Procedures for School Nutrition Programs (attachment 1g)** This policy is bringing current state guidelines for vendors and bidding in line with federal policies.
2. Discussion: Policies and Regulations related to self-harm monitoring. These policies and regulations were proposed by Ed/Tech Committee. The committee recommended the following items for first reading to the BOE.
  - a. **Revised Policy and Regulation 2361 - Acceptable Use (policy attachment 2a, regulation attachment 2b)** This policy updates the acceptable use policy to include language that we have purchased and implemented software that is monitoring search fields and alerting staff of suicide warning signs.
  - b. **Revised Policy and Regulation 5350 - Student Suicide Prevention (policy attachment 2c, regulation attachment 2d)** This policy updates the suicide prevention policy to include language about warning signs of suicide/self harm, that the district is monitoring search engines for self harm/suicidal related topics, and identifies the process of responding to such alerts.

3. District Website - Dr. Hart briefly mentioned content updates on the district website.

4. School Calendar - Dr. Hart gave a brief summary of proposed changes to the school calendar.

5. Communication

The committee discussed topics for press releases for Readington News. In addition to the following, other ideas were updates on the nutrition program and a one year post Covid reflection.

Press Releases Tentative Topics:

- a. February (due January 15): Budget Time of Year (Ray Egbert)
- b. March (due February 15): Green Initiatives (Eric Zwerling and/or Betsy Freeman)
- c. April (due March 15): Possible: Spring Athletics/Sports (Dr. Moss and Coordinators)
- d. May (due April 15): Possible: Launch of New Website (Dr. Hart and Jim Belske)

The committee briefly discussed ways to better communicate with community members by allowing the community to sign up to receive genesis/community news, where appropriate. Tabled until next meeting.

6. Board Goals

- a. Goal 1: *To continue to improve communications and expand community engagement with all stakeholders with a focus on broadening our efforts beyond our locality to highlight and celebrate district accomplishments, emphasizing our sustainability/greening initiatives*
- b. Goal 3: *To continue to upgrade and refine safety and security measures to ensure student and staff safety*

7. Next Meeting: March 1 at 4pm