

The Compass School

April 4, 2016

Meeting of The Compass School Policy Committee Minutes

Meeting Location: The Compass School, 537 Old North Road, Kingston, RI 02881

Date and Time of Meeting: April 4, 2016 3:30 pm

Members Present: Heidi Vazquez, Dina Mandeville

Others Present: Brandee Lapisky

Members Absent: Colleen Russell, Mary-Ann Gormly, Heidi Vazquez, Diane Barzaghi

Committee Chair: Heidi Vazquez

1. Heidi Vazquez calls the meeting to order at 3:30.

2. Roll Call

3. Discuss to submit Grading Policy to The Compass School Council for approval

Committee reviewed the last round of comments on the grading policy from committee members, parents, and staff. This is ready for council approval.

4. Discuss to submit Council Advisor Roles to The Compass School Council for endorsement

Discussed and revised Council Advisor Roles. This will be placed on May's agenda due to the number of items coming to council in April.

5. Review Revisions/Discuss on Leave Policy Revisions

Committee reviewed changes for employees working less than 90 days and Dina presented a FMLA packet to be included in next year's handbook for staff. If ready, this will go to council in May.

6. Review Revisions/Discuss on Fiscal Management Policy Revisions

Based upon the audit, there were a few recommendations for more clearly written internal procedures separation of duties. This has been added to the Fiscal Management Policy.

7. Discuss plan to update job descriptions and interview rubrics

Brandee will draft each of these for hiring committees to review starting in May. Policy will review them in May as well.

8. New Business

9. Adjourned at 4:20.

The public is welcome to any meeting of the School Council or its subcommittees. If communication assistance (readers/interpreters/captions) or any other accommodations are needed to ensure equal participation, please contact Julie Wynsen at (401) 788-8322 at least two (2) business days prior to the meeting.

Any changes in the agenda will be posted on The Compass School's website and place of business, and will be electronically filed with the secretary of state at least forty eight (48) hours in advance of the meeting.