

Port Townsend School District Policy Review Committee Agenda

Time: October 1, 2013, 3:30 p.m.

Location: 1610 Blaine Street, Room S-13, Port Townsend, WA

I. Agenda Topics

1. Welcome and Introductions
2. Purpose of Committee
3. Methodology for reviewing District's policy manual
4. Establishing review priorities (by manual level)
5. Scheduling of future meetings
6. Conclusion/For the good of the order

II. Adjournment

Policy Review Committee Meeting

October 1, 2013

3:30-5:00 PM

In attendance:

David Engle

Jennifer James-Wilson

Liesl Slabaugh

George Randels

Agenda:

Welcome and introductions

Purpose of the committee

Methodology for reviewing District's policy manual

Establishing review priorities (by manual levels)

Scheduling of future meetings (see calendar)

Conclusion/For the good of the order

Minutes:

Reviewed charge to the committee

The committee discussed three possible approaches to the policy review work ahead of us:

- 1) Take an ongoing, complex project and review the supporting (or lack of supporting/enabling) policy involved. While working on a particular project, ex. City-PT Schools Library Collaborative, determine necessary policy revisions, development or procedures that need to be put in place to build project success.
- 2) Scan through the whole district policy manual and make high level revisions, amendments and additions as is suggested by the WSSDA model policy manual. Modernize and align our policy manual as required.

- 3) Take a particular, identified section of our policy manual and do a 'deep cleaning' revision of that section. Repeat as often as time permits with projected timeline for complete overhaul process spread over several years.

Committee members agreed to think about these approaches and then determine the approach they felt would be most beneficial to pursue. There was a brief conversation about expanding the membership of the committee to include several additional members. Jennifer and David were charged with inviting new members whom they felt would be most amenable to the work of this committee.

Adjourned 5 P.M.