

**Plum Borough School District
Policy Committee Meeting Minutes**

Mr. Rich Zucco, Chairperson

Mr. Kevin Dowdell

Mr. Tom McGough

DATE: November 5, 2012

TIME: Immediately Following Education Committee

LOCATION: Board Room at PHS

Called to Order: 9:17

Board Members Present:

Mr. Tommarello, Mr. Colella, Mrs. White, Mr. McMasters, Mr. Zucco, Mr. Drake, Mr. Dowdell.

Citizens' Comments on Agenda Items: Citizen commented on the Nepotism Policy

Citizens' Comments on Non-Agenda Items: NONE

1) **Agenda Action Items:**

2) **Agenda Discussion Items:**

- a. Policy 915, School Affiliated Organizations, new policy discussion
 - i. Booster Club Listing and Contacts, Attached
 - ii. Action: Administration will draft a policy that requires financial disclosure but does not require a 501 (C) (3) filing.**
- b. Policy 304, Nepotism, new policy discussion
 - i. Action: Administration will draft a concise policy that includes language regarding supervisory responsibilities (direct reporting).**
- c. Policy 123.2 Sudden Cardiac Arrest, new policy discussion
 - i. Action: Move forward to regular voting meeting.**
- d. Policy 916, Volunteers, Review
 - i. Committee reviewed the chaperone language for overnight field trips.**

3) **Agenda Information Items:**

- a. Policies to review for December with the Finance Committee:
 - i. 606 Tax Collection, last revised 1984
 - ii. 607 Tuition Income, last revised 1984
 - iii. 613 Cooperative Purchasing, last revised 1984
 - iv. 614 Payroll Authorization, last revised 1984
 - v. 615 Payroll Deductions, last revised 1984
 - vi. 616 Payment of Claims, last revised 1984
 - vii. 610 Purchases Subject to Bid, last revised 2010
 - viii. 611 Purchases Budgeted, last revised 2010
 - ix. Action: These policies will be reviewed with the Finance Committee**

Next Meeting:

DATE: December 4, 2012

TIME: Immediately following the Education Committee

Adjourned: 9:55