



POLICY COMMITTEE MEETING

August 9, 2017

Present: Darlene Garrett, Byron Gladden, Linda Welborn, Wes Cashwell

Staff: Sharon Contreras, Nora Carr, Kim Hipp, Jill Wilson

Approval of Minutes

Minutes from the July 20, 2017 meeting were approved as written.

Constituent Services Policy – N. Carr

Nora Carr collected input from the Committee regarding a district constituent services policy.

Sharon Contreras asked Nora to draft a constituent services policy, to include flowcharts, for the Committee to review.

The Committee and Sharon agreed to reach out to the Council of Great City Schools (CGCS) about utilizing them to facilitate a Board member training.

NCSBA Policy Services Update – N. Carr

GCS staff is sending the NCSBA a flash drive containing current GCS policies for the custom policy manual conversion process.

The Committee agreed to have the NCSBA begin the conversion process by reviewing Section J – Students policies first. Note: As part of the custom manual conversion process, GCS policies and procedures will be issued new names that correspond with the NCSBA's naming convention. The current GCS "Section J – Students" policies will become "Students – 4000."

Next Steps

- Nora Carr will draft a GCS constituent service policy for Committee review.
- GCS staff will send the NCSBA a flash drive containing current GCS policies and procedures.
- Nora Carr will advise the NCSBA to begin the policy conversion process with Section J – Students policies.
- Sharon Contreras will identify potential dates and times for the CGCS to facilitate Board training.

Next meeting

The next Policy Committee meeting is scheduled for September 13, 2017.

Submitted by:

Nora K. Carr, Ed.D.

Chief of Staff, Guilford County Schools