

**Massena Central School Board of Education  
Policy Committee Meeting Minutes—January 24, 2019**

**Attending:** Paul Haggett, Amber Baines, Robert LeBlanc and Superintendent Pat Brady

**Policy Review—3000 Series – Community Relations (Reviewed from last meeting)**

**Policy 3130 – Senior Citizens**

- Updated policy at December meeting adds language covering a 50% property tax exemption for senior citizens 65 or older whose annual household income is \$12,000 or less. This is current practice. Committee sought more information in order to decide if the District should increase level of exemption.
- We are still pending data from Massena Town Assessor to know how many households are taking advantage of this tax reduction. The assessor did state that 1,329 households have enhanced STAR (over 65 and less than \$86k income).
- Reviewed our practice against other local school districts and Massena is offering a mid-range exemption. Also looked at the exemption levels provided by local towns and villages.

**Policy Review—5000 Series – Community Relations (Requested by Operations Director)**

- We looked at the opportunity to donate a piece of equipment to another municipality (Town of Massena) in exchange for services.
- Current policy does not provide options other than selling obsolete equipment.
- Proposed language will allow the School Business Manager to dispose of unneeded equipment in more different ways.
- We can reassign within the district, centralize the storage, discard, sell, exchange or donate for equivalent value.
- If Board approves policy, we will recommend donating an old mower to Town of Massena at March BOE meeting.

**Policy Review—3000 Series – Community Relations – new business**

**Policy 3211 - Public Expression at Meetings**

- Policy never revised since adopted in January 1997.
- Added language to make sure community members follow civil manners.
- Language to organize Board Members' communication at meeting also added. Reinforces that BOE should avoid back and forth with public during comment period.
- Personal or individual matters are not welcome at the public meeting.
- We are removing the fixed scheduled dates as they are no longer relevant.

**Policy 3230 - Public Complaints**

- Introduced in 1997.

- Complaints will follow proper chain of command; Building Principal, Superintendent, BOE.
- Complaints about the BOE will be written to Superintendent who will bring to the BOE.

**Policy 3231 - Complaints and Grievances by Employees**

- Simple update to name the “Civil Rights Compliance Officer” and add to the list of discrimination “...or other legally protected category”.
- Rescinding the existing regulation 3231R as single complaint process established in regulation 3121R.

**Policy 3232 - Complaints and Grievances by Students**

- Updated language to show that the BOE encourages students to bring issues through a proper process.
- Added the Civil Right Compliance Officer again and the list of protected categories.
- Rescinding the existing regulation 3232R as single complaint process established in 3121R.

**Policy 3240 - Student Participation**

- Introduced in 1997
- Removed the discrimination portion of this policy since it was a repetition.
- Students are recognized as an important vehicle of communication with parents and community.

**Policy 3250 - Parent-School Organizations**

- Adding Booster Club to the list of recognized organizations.
- Like all support organizations, they will not discriminate and will keep financial records.
- To bring awareness to those, we will add clubs to the annual BOE Reorganizational meeting for review and authorization.
- No change to the regulation.

**Policy 3261 - Solicitation of Students**

- Adopted in January 2007, changed title to include gifts.
- Adding language discouraging students from presenting expensive gifts to staff but encouraging them to show appreciation.
- No change to the regulation.

**Policy 3262 - Advertising**

- From updated Erie 1 Cleveland Hill.
- Restrict personnel from advertising for outside organizations.
- Superintendent will approve exceptions that promote education or the students’ best interest.

- The Principal will approve any material to be distributed to students that contain advertisements.
- Regulation revised to take out language which required forming a committee to make recommendations for appropriate use and distribution of commercial products.

**Policy 3263 - Solicitation of Personnel**

- Adopted in January 2007
- Added language that Superintendent needs to provide permission for any business to solicit school employees.

**Next BOE Policy Committee meeting:** February 28, 2019 at 6:30 pm in Mr. Brady's office.