

JOHNSON CREEK SCHOOL DISTRICT
Policy Committee Meeting
Monday, January 7, 2013
District Office
5:30 pm

Chair Carol O'neil called the meeting to order.

Members Present: Kellie Loeb, Rick Kaltenberg, Carol O'Neil, and Superintendent Michael Garvey.

Also Present: Board member June McCaffery.

Dr. Garvey verified that the meeting was properly posted.

Motion by Kaltenberg/Loeb to approve the agenda as posted. Motion carried.

Policy 352 – Field Trips

The Committee reviewed Policy 352 concerning field trips.

Add Sections:

International Travel

An International trip will be considered for summer travel during odd numbered years (i.e. summer following 2015-16 school year).

18 months prior to the summer trip, staff will have the opportunity to propose and submit a field trip request. It is encouraged that the trip be cross curricular and tied to common core standards.

The trip will be open to all eligible high school students.

All international field trips will include in the fee, trip cancellation insurance.

The International trip will have a minimum number of students of 5.

Overnight/Out of State

For trips that are out of state and overnight, the following will apply in addition to the requirements of out of state and overnight trips:

1. By April 15th during the prior year, staff will create a calendar of trips for the following school year. The purpose for this calendar will be to ensure time for planning and fundraising as well as to avoid trip overlap.
2. Extensive travel will be considered on an every other year basis.

Policy 672 – Purchasing

The Committee reviewed Policy 672 concerning purchasing.

Add the following section:

Purchases with single items valued in excess of \$20,000 will require Board approval prior to issuing the purchase order.

An exception will be made for emergencies where safety, health, or financial disincentives will occur if the purchase must be made outside of the parameters. If an exception is warranted, the District Administrator will notify the Board.

The Committee will review the following policies at future meetings.

- Section 500 - Personnel Policies
- Policy 425 - Open Enrollment
- Athletic Code

Motion by Kaltenberg/Loeb to adjourn. Motion carried.

Submitted By:

Michael P. Garvey, Ph.D.
Superintendent