

Procedures Subcommittee of the Belmont School Committee
Minutes of February 1, 2011

The meeting began at 9:10 a.m. Members present were Kathy Miller, Elizabeth Gibson and Deborah Emello.

The minutes of January 20, 2011 and January 25, 2011 were approved.

Reviewed revised Student Procedures Table. Inconsistencies in registration information and documents need to be addressed. State law and regulations regarding Student Records are very lengthy and comprehensive. Need to discuss procedures with administrators/principals to determine what should be included in the manual. Current policies regarding Attendance and Transfer need to be revised.

Discussion regarding how much of the Health and Wellness information needs to be included in the procedures manual verse referencing the manual maintained by Rosemary Peterson

The meeting adjourned at 11:00. The next meeting will be at 9:00 on February 10, 2011, in the School Administration Building.

Respectfully submitted,



Deborah Emello
Secretary

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