



**SYRACUSE CITY SCHOOL DISTRICT  
BOARD OF EDUCATION  
SYRACUSE, N.Y.  
Policy Committee Meeting  
Monday, February 11, 2008, 3:30 p.m., Board Room**

Chair Kim Rohadfox-Ceaser called the meeting to order at 3:30 p.m.

Present: Commissioners Kim Rohadfox-Ceaser, Dorothy Matthews, and Ned Deuel

Also present: Commissioner Laurie Menkin

**The Committee recommended the following Board action items come before the Board of Education on March 12, 2008:**

**Revise Policy/Regulation/add Exhibit – Policy #9645 – Wrongful Conduct/Disclosure (Whistle Blowing)** - Change in language, first paragraph *“The president of the Board of Education shall notify the entire Board and the District Clerk of the disclosure as soon as possible.” (second reading)*

**Revise Policy/Regulation/Exhibit #7150 – Public Use of School Facilities (Nottingham Field)** *(second reading)*  
Language change, add - *Nottingham* to Corcoran on Application. Spell out AED to read “Automatic External Defibrillator.”

**Revise Policy/Regulation/Exhibit #7150 – Public Use of School Facilities (Nottingham Pool)** *(second reading)*  
Recommended revisions - SCSD will take over use of pool by public and new fee schedule with exhibit. Work out details with Facilities to collect money and pay lifeguards.

**New Policy #1500 – Additional Revenue Streams** (parking lots, etc) *(first reading)* Commissioner Rohadfox-Ceaser asked that the regulations developed for requesting to use school facilities as related to the policy stipulate how the money will benefit students and that it be guided similar to 60/40 provision in place for Pepsi commission money. Commissioner Deuel asked that this form be the exhibit for the policy and regulations.

**Discussion Item:**

Mr. Rufo stated that school treasurers are scheduling their ECA training on of the following dates: February 26, 27 & 28, 2008. And that all treasurers have been informed that the training is not an option, attendance is mandatory and this is stated in the letter.

**Items Promoting District Goals**

**Regulation/Exhibit- Policy #6830-Expense Reimbursement.** Forms should be consistent bringing together all components of expense reimbursement.

- Procedures and reference exhibits
- Out of District Travel reimbursement is city line to city line.
- Exhibit 6830-R-E.2 - Remove reference to year
- Exhibit 6830-R-E.6 - Request for Excused Absence - AUTHORIZATION *Remove Superintendent’s Designee* CFO Rufo stated Directors should initial prior to Authorization from Deputy Superintendent.
- Chair Rohadfox-Ceaser requested Mr. Rufo make necessary changes and bring to Senior Staff and back to Policy Committee in April 2008.

**Regulation/Exhibit: Policy #6840 - Reimbursement for Student Travel for National or Regional Recognition**

- Chair Rohadfox-Ceaser indicated the Policy should read *students* and not *student/athletes*
- Investigating possibility of using a debit card to cover expenses for field trips. Set limits as to what card can be used for. Start with a pilot program - get regulations and procedures. Move from fact finding to implementation. **Will revisit at the April Policy Committee Meeting.**

**Regulation/Exhibit-Procedures for Closing Incident Reports – Move to April Policy Committee Meeting.**

Commissioner Rohadfox-Ceaser adjourned the meeting at 4:30 p.m.

The next meeting is scheduled for Monday, March 17, 2008.

Respectfully Submitted,

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Jaime Alicea  
Deputy Superintendent