

Founders Academy

Notes from the Policy Committee Meeting

2/4/21

Present: Kyle Fox, Patty Humphrey, Kim Lavallee, Sue Lawton, Scott Perron

Kim Lavallee reviewed the DAF –Policy Administration of Federal Grants—this morning.

It mainly concerns using federal funds properly and making awards for work fairly, which would include at least two bids.

She recommended that we accept DAF as written, with minor corrections such as inserting the words Dean of school or board designee to replace director, etc.

Accepting this policy would require that we develop three Founders' policies in order to implement it properly.

1. **EHB:** Maintenance of procurement records. We could follow Manchester in this. This policy would include an inventory system that would be updated every year.

2. **DJE:** This policy concerns sealed bids.

3. **DID:** Checking inventory such as pilfered items every year.

Cassie and Kim will meet to write these policies. There will be another policy meeting on 2/11 to review these three policies and possibly to accept them after one reading on an expedited basis. This will help our audit.

Cassie then brought up RSA 193, which will require a head and brain injury policy.

Since we haven't received the number one policy from the State, we will wait on that to develop our own policy that will probably mirror the State's policy.

Motion to adjourn made by: Kim Lavallee, second by: Sue Lawton

Roll Call: Kyle Fox- yes, Patty Humphrey- yes, Kim Lavallee-yes, Sue Lawton-yes, Scott Perron- yes

Minutes submitted by:

Patty Humphrey

