



Policy Committee

June 6, 2024 Meeting:

Attendance and Call To Order

Virtual via Google Meets

Chair: Kevin Hughes

Board Members: Keisha Pressley

Others: Maureen Capillo, Denise Kimball, Cinwain Garner, Gloria Jones

Meeting was called to order at 12:00pm.

Agenda

- HR/Policy RFP
- EHB Edits
- Restraint Policy
- Items for Next Meeting

Discussion Items:

HR/Policy RFP

- RFP has received no bids. Should Sterling look at formally separating the HR audit RFP from Policy audit RFP? Are there bidders discouraged by the two being together?
- We can wait until July before making that decision.
- Consider looking at alternative sources of review (e.g., HR consultants or law students) outside of the educational environment? If we look to alternative providers, we may need to scale-back expectations (e.g., the audit may look only at compliance with HR laws, or internal policy consistency but lack recommendations for best practices).

EHB Edits

- EHB has been updated to include changes approved by the Board this school year. No separate Committee or Board approval is required to add that language.



- For edits to EHB/PHB/SHB for upcoming school year, Maureen and Cinwain will present a redline by August meeting with goal of approval at August Board meeting.
- The committee requested presenting all edits as a redline of the full document so that the Board can review edits in context.

Restraint Policy

- Sterling has guidelines and processes for when and which staff members are allowed to use physical restraint, but Sterling has not adopted a formal policy at the Board level. Maureen and Gloria have reviewed both Vance County and Wake County policies and recommended that the School formally adopt a policy.
- WCPSS/Vance policies track state law.
- Sterling policy should distinguish between emergency use of restraint/force (reasonable to protect a student from harm) and restraint in the EC context.
- School process continues to be (1) classroom teacher calls for support (2) other students removed from situation and (3) trained staff work with student needing assistance.
- Kevin volunteered to prepare a first draft of a Sterling policy based on WCPSS—without compelling reason otherwise, school should track WCPSS.
- Draft Policy may be ready for Committee review and approval in July.

August Meeting Agenda Items

- Maureen and Gloria to present proposed Restraint Policy for Committee review

Closure and Next Steps:

- Next meeting scheduled for August 1 at 12:00

Meeting was adjourned at 1:00pm.