

**MINUTES**  
**POLICY AND COMMUNICATIONS COMMITTEE MEETING**  
**MONDAY – AUGUST 20, 2018**  
**McLAIN SCHOOL**  
**3:30PM**

Committee	Committee & Admin. Liaison	Committee or Visitors
<input checked="" type="checkbox"/> Tom Peaco, Chair	<input type="checkbox"/>	<input type="checkbox"/> Sue Snow
<input checked="" type="checkbox"/> Loren Andrews	<input type="checkbox"/>	<input checked="" type="checkbox"/> Geoff Parker
<input type="checkbox"/> Carol Bachofner	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Jason McLean	<input checked="" type="checkbox"/> John McDonald, Admin Liaison	<input type="checkbox"/>
<b>Time IN: 3:30pm</b>	<b>Time OUT: 4:45pm</b>	
Discussion		Results / Follow Up
1. Discussion: <ul style="list-style-type: none"> <li>▪ Sample Policy – IJOA – Field Trips</li> <li>▪ Form – Approval of trips and exchange programs</li> <li>▪ Policy JLCD – <i>Administration of Medication to Students</i></li> </ul>		<b>Held over (all items)</b>
2. Communications <ul style="list-style-type: none"> <li>▪ Geoff Parker – Audio/Visual Consultant</li> </ul>		<b>Geoff gave an update on the progress of the new video conference system.</b>
3. Adjourn		<b>4:45pm</b>