WEST HAVEN BOARD OF EDUCATION  
May 21, 2018  
Policy Committee Meeting

A meeting of the Policy Committee took place on May 21, 2018 in the Board’s Meeting Room on the second floor of City Hall, 355 Main Street, West Haven, Connecticut. The meeting was called to order by Robert Guthrie, Chairman of the Policy Committee at 5:30 PM.

COMMITTEE MEMBERS IN ATTENDANCE:  
Robert Guthrie, Chairman  
Patrick Leigh  
Pat Libero

BOARD MEMBERS IN ATTENDANCE:  
Karen Pacelli  
Rosemary Russo

ADMINISTRATORS PRESENT: Neil Cavallaro, Superintendent of Schools

CITY OFFICIALS PRESENT: 

STUDENT REPRESENTATIVES PRESENT: 

Chairman Guthrie said there are a couple of other policies Neil is working on Sexual Health Education and Personnel Absences but these are still being looked at by CABE and lawyers so we will see that later. They are looking to update these policies.

We are looking at a policy to address crowdfunding and we presently do not have one on that specific item. We aren’t looking to change candy sales and things that are controlled at the building level or the principal level. The out of town trips would still come to the superintendent and then to the board. This is specifically about crowd funding and how people raise the name whether it is classroom based or club based using our name and how items will become the property of the district. The goal is to get this out now so all the present fundraisers know this.

Patrick asked if there is a reason all of this couldn’t fall under fundraiser policy. Bob said crowdfunding is more specific in how they go about it. Superintendent Cavallaro said it is the new wave of online fundraising so it is branching off into something a little bit different. Patrick said you don’t think it is a subset within fundraising or you think it is its
own entity. Neil thinks it can be and this is something we should get out as its own policy. Neil thinks it not only protects the BOE it also protects the group doing the fundraising or someone who thinks they are doing something on behalf of the group. It is good that we are able to monitor it. We are going to develop a form similar to field trips and if we think it meets a certain threshold we will bring it to the board. This is something we should monitor more closely than we have been. It is important we have a record of those kinds of activities. Patrick said so this is just pertaining to employees or board members of the BOE. Bob said it could be a booster club. Neil said the nice thing about this is that all of our booster clubs and most of our organizations within WHHS have their funds in the student activity account so once funds are taken they go into an account and they are held whether it is the Penalty Box Club, The Dugout Club or the Band Parents Association the money is kept track of within the high school and those are the bigger fundraisers. Patrick thinks there definitely has to be something in that policy that states an account or someway to track that funding because he can see this opening a door of I am going to start my own fundraiser in the name of and scam.....Superintendent Cavallaro said that is the purpose of the policy. Chairman Guthrie said that is what this is hopefully going to clean up going forward. Superintendent Cavallaro said we did see some districts have already started this and he has received several requests this year to do a Go Fund Me. Neil thinks this is long overdue. Patrick asked if anyone knows if there is a cost associated with Go Fund Me and how do they make money. Pat Libero said she thinks they take a percentage. Pat said Up All Night is doing this and she knows there is an administrative charge to use Go Fund Me. Neil said that would be the decision of the actual club and/or person who goes to the organization. Superintendent Cavallaro doesn’t think any one person should be in charge of money for anything. A further discussion took place.

Chairman Guthrie said the goal of the policy is to try to control this going forward and everyone will be aware of this when school starts. Karen Pacelli said the candy sales we don’t need to approve but will there be certain guidelines put in the policy of ones we would need to approve? Superintendent Cavallaro said we aren’t changing that we are only talking about the actual online policies right now. Karen said so this means any fundraising on line. Correct that is the purpose of this particular policy nothing else is changing. Patrick asked who writes the policy. Neil said we get several policies from CABE. Mandatory ones are passed by state law. Bob said we also get various policies from different towns to look at that are handled differently because of the size of their district. Basically everything in Shelton goes to the Superintendent because it is a smaller district in size for buildings, kids and staff. This didn’t really make sense for West Haven. Ours in much more in line with what CABE presented. Patrick said so we already have a policy written per se. Neil said he is sure there is a fundraising policy that we have. We generally contact CABE and they have a list of all the policies and they send us sample policies to work from and we would either present you with the samples or work through a draft and if there was nothing we could contact the attorney’s office if need be but most of the time there is something out there that we can use and tailor it to our needs. Patrick asked where that policy is held and how is it distributed so people understand it. Superintendent Cavallaro said on a policy like this he would send out a letter as soon as possible if the board chooses to pass it. All of our policies are on line because we
subscribe to the CABE Online Policy. Once the policy is passed we send a copy to CABE notifying them and it will go online. Awesome and then it's distributed to the people affected how? Superintendent Cavallaro will send a cover letter to all of the schools, the athletic director, the assistant principals at the high school who oversee the various clubs because we want to get this out to everyone prior to school letting out for the summer so when they meet during the summer to plan their yearly activities they are aware of this.

Karen said in regard to Go Fund Me they are starting to not charge for service. They are going to have service fee free for new personal crowdfunding campaigns. They used to take 5% of donations and payment processors take 2.9%, along with 30 cents per donation. Now they are saying that they just ask for a tip; so I may offer to give them $1.00 or you can also then provide a percentage if you want. That was a lot to charge. A further discussion took place.

Superintendent Cavallaro said to remember that any gift no matter how it comes about ultimately becomes the property of the Board of Education once the group hands the gift over to the school.

Chairman Guthrie asked for a motion for the approval of the Online Fundraising Campaign Crowdfunding Policy #3281.2
The motion was made by Patrick Leigh
Pat Libero seconded the motion
Discussion:
All board members were in favor
Motion approved
The meeting adjourned at 5:48 PM

Respectfully submitted,

Marylou Amendola
Board Secretary