

Executive Council Minutes
Open Session
March 29, 2010

Officers present: President Marc Houle, High School Vice President Peter Califano, Middle School Vice President Greg Strachan, Elementary Vice President Stephanie Martin, SPED Vice President Jan Van Horne, Secretary Naomi Lukaszewski, Treasurer Kelly Logan, 6-12 Director Candy Smiley, K-5 Director Karen Wusthoff

Treasurer Kelly Logan was delayed due to an appointment

Reps: None

Meeting called to order: 4:00 p.m.

Handouts: DRAFT Conflict of Interest Policy
DRAFT Conflict of Interest Disclosure
DRAFT Gift Policy and Disclosure Form

I. Minutes

- A. March 22 Executive Council Open Session: unanimously approved with amendments
- B. March 22 Executive Council Confidential Session: unanimously approved with amendments

II. Policy Drafts Review

- A. Due to its status as a Non-Profit Organization, the auditor has requested PFT draft and adopt policies for the following issues.
 - 1. Conflict of Interest
 - 2. Disclosure of conflict of interest and gifts
 - a. "Whistleblower"
 - 3. Acceptance of gifts
- B. High School, Middle School and Elementary Vice Presidents drafted policies
 - 1. *The Executive Council reviewed and edited the policies drafts.*
 - a. *Final drafts will be typed by PFT Administrative Assistant*
- C. Each officer will sign a copy of the finalized policies at end of year.
 - 1. Must be signed annually as acknowledgement of awareness of policies.

Open Session closed. Confidential Session opened: 4:25 p.m.

IBPS Update and Debriefing

Confidential Session closed. Open Session resumed: 6:00 p.m.

Meeting adjourned in Confidential Session

Next meeting: April 12, 2010

April 5-9 Spring Break

Submitted by Naomi Lukaszewski, PFT Secretary