

# Policy Committee

## Minutes

May 16, 2017

6:00 PM at Great Brook Middle School, Antrim

<b>Members</b>	Rich Cahoon - Chair, Janine Lesser, Thomas Kelly, Kristen Reilly, Stephan Morrissey, Kimberly Saunders, Marian Alese  Attendees: Lise Lemieux, Linda Compton, Steve Bartsch, Emily Daniels, Stephan Morrissey, Janine Lesser, Rich Cahoon, Kristen Reilly, Myron Steere, Kimberly Saunders, Ann Forrest, Tom Kelly 6:09,	
1.	Meeting call to order: Rich Called the meeting to order at 6:00 PM  1) Approval of May 2 <sup>nd</sup> Minutes: Stephan moved to accept the May 2 <sup>nd</sup> Minutes, Janine seconded. Unanimous.	
2.	<b>To School Board:</b>  <b>First Read:</b>  1) KB: Title I Family Involvement in Education: Stephan moved to a first read tonight. Seconded. Unanimous.	
	<b>Current Business:</b>  ➤ JLCC: Head Lice - the Nurses supplied a draft their new head lice policy, as well at parental literature and procedural information.  Lise discussed the enclosed procedure as well as their 'Home Checklist'. Janine asked about the policy of not keeping a child out of school, but under criteria for returning to school, "proper treatment" is indicated. Do we require evidence? Lise indicated that we do not.  Do we need to indicate (to parent) that the student needs to Seek proper treatment? What constitutes "proper treatment"? The information is in the brochure. Janine would like to see a sentence that says "the materials will be distributed". What materials...literature, or shampoos. We used to distribute the kits. Kids come with all levels of infestation. We do not always send a student home. We need to state that a recheck must occur.  Lice spread from close contact. What is close contact? It usually means at home, sharing bedding, brushes, etc. Linda stressed that during the school year, parents should be checking their kids' hair. Lice can live for 24 to 48 hours. Lice want heat and a blood meal. They pass from head-to-head contact. Lise feels this is a home issue, not a school issue. Stephan asked how widespread is lice? Kristen asked about including a weekly reminder in our school newsletters.  Rich feels that parents should be notified when a classroom infestation is discovered. Kristen asked if there are implications about telling parents when an infestation occurs. Rich asked if we have data. Lise indicated she can get that information from CareDox. Can CareDox send out reminder alerts? Lise indicated this Lice information also is included in the Students' Handbook. What about including the reminder in the report cards. We can define what an infestation is...dripping lice? Checking the classroom sets up a false sense of	

security. A 3-times a year reminder to check for lice. Should the brochure be changed to reflect the bagging of bedding?

**Action:** Rich would like to see data on how many students have been sent home. We will notify parents three times a year for reminder that they should routinely be checking for lice. Change *may* to *will* on page 2 of policy. Can we include that the parent will bring the student to the nurse for a check (head check or information check)? Lise indicated this does not happen very often. Lise will send information to Rich and Carol.

- JLCD & JLCD-R: Administering Medication to Students – Lise Lemieux and Linda Compton will speak to both JLCD and JLCD-R, which they have reworked. I have also included both a clean and redlined version from legal.

The Group was not sure where to begin, considering we have to different policies. Attorney Eggert wants to protect the District.

We started with the Legal advice, the redlined version. The Nurses were asked how they feel about the attorney's version.

Health Office Delegatee (HOD): defined in our policy. The Nurses separated the policy by sections, as requested.

Nurses received the Legal version of the policy on Thursday and have not had a chance to review the Attorney's version. Rich suggested that the nurses return on June 20<sup>th</sup> to discuss JLCD further.

- JICHB: Substance Abuse – Steve Bartsch & Emily Daniels spoke to this revision:

Steve discussed that page 1 is the actual policy and page 2 is an FYI for students so that they will know what "Reasonable Suspension" means. If a student is 18 and still lives with a parent, it is OK for Administration to contact the parent. Kimberly will check emancipation for students once they turn 18. Kristen asked if 'items' means legal items. Carol will check policy JIH for correct name. Kristen asked who is responsible for establishing school procedures. The principals will. Steve would like to see this further worked at Admin Council Retreat.

Skipping "Reasonable Suspicion" for future discussion. Get marked up copy. Student Athletes get more days out; why the difference? There are mixed feelings on this topic. Emily mentioned that the AD was instrumental in setting up meaningful intervention.

Kristen asked about first offense. Steve indicated he usually does a 3-day suspension, unless the student is unresponsive to support. Myron asked if there is an appeal process. Yes, in-house to the building principal.

\*\*\*\*Can we put this in place, as these steps are happening now? We need to have a larger discussion on suspensions in general. Kimberly will look at marked up suspension piece for our June 6 meeting.

CVHS goes to print next week.

**Action:** Kimberly will check emancipation for students once they turn 18. Carol will check JIH reference to legal items.

**Meeting called at 7:01 PM – motion to adjourn by Stephan seconded by Kristen. Unanimous.**

	<p>The following policies deferred to June meeting:</p> <ul style="list-style-type: none"> <li>➤ GBEP: Acceptable Use Policy – Staff</li> <li>➤ GBEP-F: Agreement for Authorized Use of District-Owned Equipment – Staff</li> <li>➤ JRA: Student Records (Attorney’s rewrite, entitle JO) ; continued from last meeting</li> <li>➤ KD: School District Social Media Websites:</li> </ul>	
4.	<p><b>Pending Discussions:</b></p> <ul style="list-style-type: none"> <li>➤ EHB: Record Retention (Right to Know Policy, with attached Amendment 91A:3-5) – Kimberly has sent this to legal for review.</li> </ul> <p>NHSBA Updated Policies – pending</p> <ol style="list-style-type: none"> <li>a. ACE: Procedural Safeguards: Nondiscrimination on the Basis of Handicap/Disability (both versions)</li> <li>b. GBCD: Background Investigation and Criminal Record Check</li> <li>c. IHBA: Programs for Students with Disabilities – a lot of this language is very legal and specific. Do we want to send this to legal? Marian indicated there is a lot that no longer applies. Rich asked if Swift may have more changes? Kimberly will discuss with Legal (see above)</li> </ol> <p>Below is our original list of Strategic Plan related policies from August 2016 with determination of committee ownership: Status Report?</p> <ol style="list-style-type: none"> <li>a. Class size: IIB -- presented to Education Committee</li> <li>d. Communications: BHC, GBD; Communications Committee</li> <li>e. Assessment: IGA, IHBH, IK, ILBA, IMBC; presented to Education Committee</li> <li>f. Graduation Requirements: IKF; Education Committee (no changes as of yet)</li> <li>g. Community Partnerships: KCB; Communications</li> </ol>	
4.	<b>Non-Public: RSA 91-A:3,II</b>	
5.	Next Meeting: June 6, 2017	