

# Policy Committee

## MINUTES

July 12, 2016

6:00 PM – SAU #1 Offices

<b>Members</b>	Rich Cahoon, Janine Lesser, Thomas Kelley, Kristen Reilly, Stephan Morrissey, Kimberly Saunders  Attendees: Rich Cahoon, Tom Kelly, Stephan Morrissey, Marian Alese, Kimberly Saunders, Myron Steere, Kristen Reilly, Ann Allwarden	
1.	a. Approval of June 7, 2016 Minutes - The motion to approve the minutes made by Stephan Morrissey, seconded by Tom Kelly. All approved, Myron abstained.	
2.	<b>Policies to the Board:</b>  There are no policies going to the Board tonight.	
3.	<b>Old Business:</b>  1. JIH (for JICHB: Alcohol and Substance Abuse) – bringing policy JIH (a pending policy) to look at the wordage for “Reasonable Suspension”. Kimberly asked the committee to make a decision on canine use. She indicated she would not authorize this use. Stephan does not see the need; Rich would like it removed. If it is a significant threat, the police will take over the situation. Remove #7 from the policy. Kristen asked if high school students are allowed to carry prescription and nonprescription medications. No, they would have to go to the nurse...she also asked if teachers are considered an authorized personnel. Kimberly indicated no.  <b>ACTION: Move to a 1<sup>st</sup> Read at August Board meeting.</b>	
4.	<b>New Business:</b>  1. EEAA – Video and Audio Surveillance on School Property – will this affect our new security measures, retaining on film. Tom has concerns with the audio portion of this policy. There exists an expectation of privacy and this (audio recording) is a possible RSA violation. Presently we use audio on the busses only. We will strike audio reference. Tom indicated his district has 26 cameras and they save for up to 8 weeks. We have to find out what our new system is capable of. Kimberly/Marian will investigate our new system’s capabilities.  <b>ACTION: Kimberly will edit and we will send for a 1<sup>st</sup> read in August.</b>  2. EEAB – Video and Audio Recording for Instructional and Professional Development Purposes  In this recording instance staff are always aware that they are being recorded. It is used for modeling, not to evaluate a staff member for performance reasons.  Tom asked what qualifies as a classroom. What about our gym? Do we record during the day, and leave them on after hours? Or do we record only after hours? We hope we can time the recorders to shut off during class hours. We might have to distinguish the gym use, depending on the time of day. What is the difference of the quasi-public areas? We would need to get permission from “everyone”. Tom is concerned with what the law says.	

	<p>Kimberly will see about the timer capabilities. Depending on the answer, we might have to bring this back for further discussion.</p> <p><b>ACTION: Kimberly will check on the recording time options.</b></p> <p>3. ECA: Buildings and Grounds Security -- Marian spoke to this procedure. This document does not have to go to the Board for these changes. This is about getting the all the building keys back. Presently, we have so many keys dispersed throughout the District. We need to see if this will work. Also, this will prevent people who have older photo ID's from entering the buildings without permission.</p> <p>Rich asked how many master keys we will have. Unsure at this time...Marian indicated this will be a BIG change for some, especially at the high school. The buildings will be zoned to limit access after hours. Kimberly indicated there will be growing pains.</p> <p>We plan to begin implementation in the fall, at the start of school for some buildings. It is easier to manage in the smaller buildings. Some doors will still have key access, but use is very limited.</p> <p>Myron asked to send to the Board via email, as an FYI.</p> <p>4. Criminal Record Check: IJOC – Volunteers for review -- law change regarding criminal record checks.</p> <p>The Superintendent is now, by law, the only person in the District who can view the Criminal Record Check. We cannot designate this responsibility. This may prolong the process. This does not mean we'll go back and review past records. This is effective now.</p>	
5.	<p><b>Pending Policies:</b></p> <ol style="list-style-type: none"> <li>1. IKG: Awards and Scholarships</li> <li>2. JEDB: Student Release Precautions – this policy is dated 1991. Committee agreed to rewrite this policy.</li> <li>3. JLIE: Student Automobile Use</li> <li>4. Strategic Plan related policies – the following policies are the first to be identified to be directly affected by the Strategic Plan: <ol style="list-style-type: none"> <li>a. Class size</li> <li>b. Security</li> <li>c. Communications</li> <li>d. Assessment</li> <li>e. Graduation Requirements</li> <li>f. Community Partnerships</li> </ol> </li> <li>5.</li> </ol>	
6.	<b>Nonpublic:</b> if needed.	
7.	Motion to adjourn by Stephan Morrissey, seconded by Kristen Reilly. Meeting adjourned at 6:48 PM.	
7.	Next Meeting: August 9, 2016	