

# Policy Committee

## Minutes

May 1, 2018

6:00 PM, SAU Offices

<b>Members</b>	Rich Cahoon - Chair, Janine Lesser r, Kristen Reilly, Stephan Morrissey, Crista Salamy, Jerome Wilson, Kimberly Saunders, Ann Forrest, Kristen Reilly  Attendees: Rich Cahoon, Stephan Morrissey, Crista Salamy, Jerry Wilson, Janine Lesser, Kimberly Saunders, Ann Forrest, Linda Quintanilha.  Absent: Kristen Reilly
1.	Meeting call to order: The meeting was called to order at 6:03 PM.  ❖ Approval of April 17, 2018 Minutes Move to accept by Janine Lesser, seconded by Stephan Morrissey. All in favor. Minutes approved as written.  Kimberly Saunders reviewed the committee members.
2.	<b>Policies to the Board:</b>  <b>Second Read:</b>  ❖ ADD/EBB: School Safety – These identical policies are going for a 2 <sup>nd</sup> read. No comments received.  <b>First Read:</b>  ❖ EHAA/JICL: Internet Safety and Responsible Use – for Students – No comments received.  ❖ IKFA: Early Graduation: This is now a priority policy. This was a rescinded optional policy in past years. Kimberly Saunders is not recommending any changes. She feels that the principal should review the plans.
3.	<b>Current Policies for Review:</b>  ❖ EEAG: Use of Private Vehicles on School Business: Deferred from our last meeting. Kimberly Saunders noted that no one should be using their own car to transport students, best practice; however she feels we need to have a conversation as to when this is OK and what are the procedures.  Rich Cahoon received a question on what is the liability on this. He indicated that it is \$300,000. And not \$500,000. A driver should also be providing a certificate of insurance, but do we actually do this. Crista Salamy indicated that her child was sent on an errand.  Rich Cahoon wants to know if when a policy is changed is it universally distributed. How do we make that announcement? Ann suggested noting the updates in the PayDay memo. Ms. Saunders agreed this is a good idea. Staff also have been known to drop off students at their house if they do not have any other transportation.

Rich Cahoon would like to check on the liability figure, as it's not normal. Stephan Morrissey would like to add..."to be discouraged", Presently is says "forbids without permission".

Rich Cahoon wants to look at what we are prepared to enforce. He asked who is the designee.

Kimberly Saunders indicated the building principal but maybe it should be the Assistant Superintendent. Should the District own a minivan to transport students? This is not a bad idea and has come up before. We can make this part of the budget conversation, as we are already paying mileage.

Also, what about employees who, at some time have lost their license. They should not be driving students.

**Action: The Superintendent will check with Legal on these questions.**

- ❖ GBCD: Background Investigation and Criminal Record Check – coming back after a discussion at our 4/17/18 meeting. Added additional explanatory content to Designated Volunteer description.

**Action: Ready to send for a 1<sup>st</sup> read for our May 15<sup>th</sup> meeting.**

- ❖ IHAMA: Teaching about Alcohol, Drugs, and Tobacco --- Included the RSA that is noted in the NHSBA version of this policy. Our present policy is outdated. The new NHSBA version is a Priority policy. Should NHSBA be providing us with the actual requirements? Linda Quintanilha will contact NHSBA. The law says we will develop a policy that tells the Superintendent what to do. This is an unfunded mandate.

**Action: Follow up with Linda Quintanilha/NHSBA.**

The phrase "the superintendent shall is at the discretion of the school board.

- ❖ JKAA: Use of Restraint, Seclusion, and Physical Contact – Minor edits from last meeting. Bringing back for further discussion.

Linda Quintanilha wanted to speak to this policy. The one small change she wanted is to go back to the term extreme, rather than the term certain.

Kimberly Saunders wants to go back and review to make sure there is no circumstance that might apply. Stephan Morrissey is concerned that this policy is mandating we have seat belts. He is concerned about law suits. Rich Cahoon feels the focus is more on restraint.

Should we change the language from children to student? Would we try to restrain an 18-year old? He would like to see the distinction between children and 18-year olds. Legally, we cannot touch them when they are 18. Rich Cahoon would like to ask Legal to also draw a distinction between adult students and children.

**Action: Kimberly Saunders will talk to Legal. Will bring this back at our June meeting.**

- ❖ JLD: School Guidance and Counseling Program – the category for this policy has changed from Priority to Recommended. Additional content has also been introduced. This is no longer a priority policy. It also introduces conformance to national standards (nonfunded). We, as a state, has moved from guidance counselors to school counselors.

	<p>Is there confusion on these roles? This needs an internal review of our practices.  <b>Action: Linda Quintanilha will discuss this policy with NHSBA/Barrett. We will back burner this policy. Make guidance counselor to School Counselor.</b></p> <p><b>Action: Change the category from P to R without Board approval.</b></p> <ul style="list-style-type: none"> <li>❖ JLIF: Receipt and Use of Sex Offender Registry Information – this is an Optional policy that we do not have. The more policy we have puts a smaller box around how to go about our process. In certain situations, this could box us in as to how we handle the situation.  <b>Action: We will not move forward with this policy.</b></li> </ul> <p><b>A Policies: for Review</b></p> <ul style="list-style-type: none"> <li>❖ AFB/CB/CBI-R: School Superintendent/Evaluation of the Superintendent and Goal Setting – update required.</li> </ul> <p>Bring to next meeting for discussion, May 15.</p> <p>Meeting called.</p>
4.	<p><b>Pending Policies:</b> from NHSBA Spring 2017 Spring Policy Update:</p> <p>The following policies are not in this packet. We are awaiting feedback from different sources.</p> <ul style="list-style-type: none"> <li>❖ ILBAA: High School Graduation Competencies --- our 2008 policy was never assigned a Category. This is a Priority policy. Not discussed at last meeting. Refer both versions to Education Committee for future agenda item and copy to Gib West.</li> <li>❖ ILDA: Non-Educational Questionnaires, Surveys, and Research. Not discussed at last meeting. The language is questionable. Sending back to Legal/Administration for review.</li> <li>❖ JICI: Dangerous Weapons on School Property – Kimberly Saunders will report back on this policy.</li> <li>❖ IMBD: High School Credits for 7<sup>th</sup>/8<sup>th</sup> Grade Coursework --- we do not have this policy. Going to Education Committee for future agenda. This is a priority policy</li> <li>❖ JIHB: Searches of Student Automobiles on School Property – provided to CVHS administration for review. Also included is JIHB-R. (These are not in your packet)</li> </ul>
5.	<p><b>Strategic Plan Related Policies: Not in packet</b></p> <p>Below is our original list of Strategic Plan related policies from August 2016 with determination of committee ownership: Status Report?</p> <ul style="list-style-type: none"> <li>❖ Class size: IIB -- presented to Education Committee</li> <li>❖ Communications: BHC, GBD; Communications Committee</li> <li>❖ Assessment: IGA, IHBH, IK, ILBA, IMBC; presented to Education Committee</li> <li>❖ Community Partnerships: KCB; Communications</li> </ul>

	<p><b>Request from Student Services to review Strategic Plan Goal 2.5 policies:</b></p> <ul style="list-style-type: none"> <li>❖ KA – School, Community, and Home Relations, adopted Aug. 2012</li> <li>❖ KCB -- Community Involvement in Decision Making, adopted Oct. 2015</li> <li>❖ KDA – Public Information Program, adopted Nov. 2014</li> <li>❖ KDCA -- Student Involvement in Public Information Program, adopted Nov. 2014</li> <li>❖ KMA -- Relations With Parent Organizations, adopted Oct. 2015</li> </ul>
6.	<p>Motion to adjourn by made by Stephan Morrissey. Seconded by Jerry Wilson. Meeting adjourned at 6:54 PM.</p> <p>Next Meeting: June 5, 2018</p>

Respectfully submitted,

Carol Hills