

## **POLICY COMMITTEE MINUTES**

**Meeting: November 5, 2019**

Members Present: Heather Charity, Holly Whitmore, Christina Harmon McLeod

Also Present: Superintendent Susan Smith

1. **Call to Order:** Christina Harmon McLeod began the meeting at 6:01pm.
2. **JB – Equal Educational Opportunities:** We have this language in several other policies and JB is not a required policy. The recommendation is to rescind JB.
3. **JEA – Student Attendance, Absences, and Truancy:** This policy is required. Language was added from Policy JHBB and the title was changed to include Home Instruction. The recommended language has been updated to reflect the recent changes in Maine law. The Policy Committee made some additional clarifications. Once these changes are made, this policy will be ready for full Board review at the November Board meeting.
4. **JEA-R – Student Attendance, Absences, and Truancy – Administrative Procedures:** The recommended language has been updated to reflect the recent changes in Maine law. This to be ready to go to the full Board in November.
5. **JHBB -Attendance, Punctuality, Home Instruction and Excused Absences:** This policy is not required. Some language from JHBB has now been incorporated into JEA. The recommendation is to rescind JHBB.
6. **GBGAA – Exposure Control Plan:** Annual review of this policy is required. The policy has been revised recently. The current version needs to be reviewed by the Transportation and Facilities Director and the Business Manager. It can then go to the full Board (in January or February).
7. **Policies to Review Next:**
  - For January Board Meeting
  - The following policies around harassment prevention and procedures will be reviewed with the goal of bringing them forward to the full Board in January. The law regarding reporting to the Department of Education has become less stringent and our policies need to reflect that change.
    - ACAA – Harassment and Sexual Harassment of Students
    - ACAA-R - Harassment and Sexual Harassment of Students – Complaint Procedures
    - ACAB-R - Employee Discrimination and Harassment - Complaint Procedures
    - GBEBB – Staff Conduct with Students

### For February Board Meeting

(Note: This section of the minutes is from the October Policy Committee Minutes.)

The following policies around tobacco will be reviewed with the goal of bringing them forward to the full Board in February. The law regarding tobacco and vaping products on school grounds have changed and our policies need to reflect those changes.

ADC – Tobacco Use and Exposure  
ADC-R – Tobacco Use and Possession, Administrative Procedures  
GBED – Tobacco and E-Cigarette Use on School Premises

EBABA - Chemical Hygiene Plan will be reviewed by the Policy Committee so it can go to the full Board in February. This policy must be reviewed annually (by March 2020).

**8. Next Meetings:**

Tuesday, January 7, 2020 at 5:30pm in the Holbrook Conference Room

Tuesday, February 4, 2020 at 5:30pm in the Holbrook Conference Room

**9. Other:** No other discussion

The meeting adjourned at approximately 6:58pm.