

POLICY COMMITTEE MINUTES

Meeting: January 2, 2018

Members Present: Samantha Berube and Gavin Robinson

Also Present: Susan Smith, Superintendent

- I. **Call to Order:** The meeting began at 4:30 PM. Samantha Berube chaired.
- II. **Policies from November:** The following policies were reviewed, discussed, and edited based on feedback provided during the First Read at the November meeting of the RSU #63 Board of Directors.
 - a. JKF-R - Disciplinary Removal of Students with Disabilities Administrative Procedure
 - b. KDB – Public Right to Know
- III. **Policies for January:** The following policies were reviewed, discussed, and edited in preparation for full Board review and discussion at the January 22, 2018 Board meeting.
 - a. ADC – Tobacco Use and Possession
 - b. ADC-R - Tobacco Use and Possession Administrative Procedure

These two Tobacco Use policies were revised quite a bit from our original policies in order to incorporate language from the Maine Center for Disease Control and Maine Prevention Services

 - c. DKC – Reimbursement of Business-Related Expenses
 - d. EEAECE – Student and Rider Conduct on School Vehicles
 - e. KF – Community Use of School Facilities and RSU #63 Equipment

The committee will recommend the full Board rescind Policy GBED – Tobacco and E-Cigarette Use on School Premises. This policy is not required and is covered through Policy ADC and ADC-R.
- IV. **Recommendation of Policies for Next Policy Committee Meeting:** It was recommended the following policies be on the agenda for the next Policy Committee Meeting:

GBGAA – Exposure Control Plan (annual review required, last approved on 2/27/17)
CB-R - Superintendent of Schools Job Description
GCBI – Annual Evaluation of the Superintendent
GBO – Family Care Leave

Superintendent Smith will research and provide samples of superintendent job descriptions and evaluations to the Policy Committee prior to the February meeting. It is anticipated that it will take more than one meeting to update these policies. Supt. Smith will also ask Maine School Management Association for sample policies related to the Maine and Federal Family Medical Leave Acts.
- V. **Next Meeting: Tuesday, February 6, 2018 – 4:30 PM – Holbrook Conference Room**

The meeting adjourned at 5:50 PM.

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