



Friday, January 22, at 7:30 am at U-32

Present: Allen Gilbert, Mark Berry, Mike Stridsberg, Tim Flynn and Nancy Thomas

- Discussed F7 – *Drugs and Alcohol* policy. Allen will edit and bring back to committee for next meeting
- Discussed E8 – *Tobacco* policy – Will renumber to F7b or F8. Tim will edit and bring back to committee for next meeting
- Discussed F7a – *Co-Curricular Drugs and Alcohol* policy. Tim will edit and bring back to committee for next meeting

Next meeting January 29, 2010

- Review of all three policies above
- Review of policy F17 (F26) on *Illness & Communicable Diseases*

Friday, January 15, at 7:30 am at U-32

Present: Allen Gilbert, Mark Berry, Tim Flynn and Nancy Thomas

- Discussed *Tobacco* policy and the inclusion of tobacco violations as part of the *Drug and Alcohol* policy. Changes were suggested and will be brought back to next week's meeting for review
- Discussed *Co-curricular Drug and Alcohol* policy. Changes were suggested and will be brought back to next week's meeting for review.

Next meeting January 22, 2010

- *Tobacco* policy changes, *Drug and Alcohol* policy changes, *Co-Curricular Drug and Alcohol* policy changes.
- Discuss *Communicable Diseases* policy

Friday, December 18, 2009, at 7:30 am at U-32

Present: Allen Gilbert, Mark Berry, Tim Flynn,

- Discussed honor roll policy. We talked about the discrepancy we have between the program of studies and the proposed policy. Tim Flynn will check with Lisa LaPlante and email the committee some ideas for how to fix this discrepancy.
- Discussed field trip policy and made some editing changes that Tim Flynn will make

Next meeting January 8, 15, 2010

- Review field trip procedures
- Review Tobacco policy

Friday, December 4, 2009, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Mike Stridsberg and Tim Flynn

- Discussed and made changes to the Honor Roll Policy G9c. Will go to the board for first reading on 12/16/09. Tim will get changes to Lesley Fitch.
- Discussed tobacco policy. Mark Berry will draft some changes for review at next meeting.
- Tim Flynn will research law on possession of tobacco by minors.
- Discussed field trip procedures and made changes that Tim Flynn will edit and bring to next meeting.

Next meeting December 18, 2009

- Review tobacco policy
- Review field trip procedures

Friday, November 13, 2009, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Mike Stridsberg and Tim Flynn

- Discussed *Acceptable Use of Internet* policy G11 and made several editing changes. Tim will prepare this policy, along with the user agreement, for a third reading.
- Discussed *Foreign Exchange Students* policy F30. We looked at *Student Exchanges* policy F29 in conjunction with this policy and Allen Gilbert will bring some of our ideas about these policies to the next board meeting when F30 will be discussed as a first reading.

Next meeting November 20, 2009

- Field trip procedures



Friday, October 30, 2009, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Mike Stridsberg and Tim Flynn

- Discussed *Field Trip* policy and procedures. Tim Flynn will continue to work on developing procedures and bring them to the meeting on November 13th.
- Discussed *Foreign Exchange Students* policy. We made edits to the policy. Tim Flynn will send to Lesley Fitch to put in board packet for November 18th meeting.

Next meeting November 13, 2009

- Tim Flynn will work with Kristie Ferguson to develop a draft of the procedures for field trips
- Discussion of *Acceptable use of Electronic Resources and the Internet* policy G11 and user agreement

Agenda for November 20, 2009

- *Tobacco* policy – Review of all the policies that mention tobacco
-

Friday, October 16, 2009, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Nancy Thomas and Tim Flynn

- Discussed *Field Trip* policy and procedures.
- Discussed *Foreign Exchange Students* policy.

Next meeting October 30, 2009

- Tim Flynn will include Sally DeCicco regarding the DC Trip and if there are circumstances where our procedures are hard to adhere to. What about volunteers?
 - *Field Trip* procedures
 - *Foreign Exchange Policy*
-

Friday, October 9, 2009, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Nancy Thomas and Tim Flynn

- Discussed *Bullying Prevention Policy*. Allen will send to Lesley Fitch and she will prepare it for first reading at the next board meeting on October 21, 2009.
- Discussed *Field Trip* policies. Nancy Thomas will redraft based on feedback from committee. Tim will create a list of all procedures we are using into one document.
- *Fundraising Policy* – Board agreed to have a discussion of this policy at the meeting scheduled on November 4, 2009.
- Tim Flynn will check with Lisa LaPlante about appropriate dates in regards to *Foreign Exchange Policy*.

Next meeting October 16, 2009

- Review *Field Trip Policy*
 - Review *Foreign Exchange Policy*
-

Friday, October 2, 2009, at 7:30 am at U-32

Present: Allen Gilbert, Nancy Thomas and Tim Flynn

- Discussed instructional materials policies G4, G5 and G6 – Allen Gilbert will send to Curriculum Committee for review. Curriculum Committee should also weigh in on handling complaints. Currently we have two versions of the complaint procedure. Policy Committee will work on finishing the policy/procedures based on recommendations.
- *Fundraising & Sales to Students on School Property Policy* E12 – Allen Gilbert will talk to the Board regarding the policy in light of requests to re-look at it. Tim Flynn will speak with Keith Gerritt about this policy.
- Tim Flynn will collect all procedures related to instructional materials (r-rated video, etc.) and get them to Allen Gilbert.
- *Student Exchanges Policy* F29 – Allen will look through notes to look for guidance about bullets in section B. Tim Flynn will check with Lisa LaPlante about timelines.

Next meeting October 9, 2009

- Review *Student Exchanges Policy* F29 based on information from Allen Gilbert and Tim Flynn
 - *Field Trip Policy* G3
-

Friday, September 25, 2009, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Nancy Thomas and Tim Flynn

- *Discipline for Handicapped Students Policy* F1a – Put on board agenda to be rescinded.
- *Materials Selection Policy* G4 – Discussed and Allen Gilbert will re-draft.



POLICY COMMITTEE MINUTES

PAGE 3

Next meeting October 2, 2009

- Allen Gilbert will try to find what we have for Bullying policy to discuss.
- *Materials Selection Policy G4* – Allen Gilbert will re-write and bring to meeting.
- Tim Flynn will gather *Materials Selection*, *Textbooks*, and *Controversial Issues* policies as well as related procedures (r-rated films.)
- Tim Flynn will ask about U-32 student transportation permission slip for season.

Friday, September 18, 2009, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Mike Stridsberg, Nancy Thomas and Tim Flynn

- *Acceptable Use of Electronic Resources and the Internet Policy G11* – Mike Stridsberg will review the policy and “agreement.”
- *Field Trip Policy G3*, *Student Transportation: Field Trips and Co-Curricular Policy G3a*, and *Field Trip Health Policy G3b* – Tim Flynn has consolidated a draft and will send to committee members.
- *Materials Selection Policy G4* – Came from Curriculum Committee for review and revision.
- *Tobacco Policy E8* – Mark Berry will add a paragraph regarding tobacco use to the *Drug & Alcohol Policy* for a next draft.
- *Memorial Policy H11* – Discussed next steps in regard to the establishment of a common memorial.
- *Discipline for Handicapped Students Policy F1a* – Should be rescinded.
- Check on status of bullying.
- *Reporting Child Abuse & Neglect Policy F8* – Bring to board for discussion.

Next meeting September 25, 2009

Friday, June 19, 2009, at 7:30 am at U-32

Present: Allen Gilbert, Mike Stridsberg and Tim Flynn

Also Present: Paula Crossett RN, School Nurse

- Discussed G3, G3a and G3b – *Field Trip policies* – Tim Flynn will combine these policies and send draft to policy committee to review
- Discussed edits to G11 and D1 – Tim Flynn will work w/Lesley Fitch on edits and both policies will go to the board on August 12th, 2009.

Next meeting August 21, 2009

Friday, May 29, 2009, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Nancy Thomas and Tim Flynn

- Discussed G11 and sent it to the board for first reading at June 17th meeting. User procedure agreement will accompany policy

Next meeting June 19, 2009

- E8 Tobacco policy
- Instructional Materials
- G3 Field Trip policy

Friday, May 15, 2009, at 7:30 am at U-32

Present: Allen Gilbert, Mike Stridsberg and Tim Flynn

- Discussion of policy G11 and computer user agreement form

Next meeting May 22, 2009

- Finish policy G11 and computer user form
- G1 discussion
- D1 work study discussion

Friday, May 8, 2009, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Mike Stridsberg and Tim Flynn

- Allen Gilbert will send Lesley Fitch the *Administration Evaluation Policy* to be included for first reading at the next board meeting



POLICY COMMITTEE MINUTES

PAGE 4

- Discussed *Curriculum Development & Coordination Policy G1* - We need to look at our old G1 and the new G1 and reconcile these two policies. Allen Gilbert will work on this and bring a draft to the next meeting.
- Discussed *Acceptable Use of Electronic Resources and the Internet Policy G11* – Mike will look at the user agreement to see how it aligns with the proposed changes to the policy. Do we need a user policy for staff as well?

Next Meeting May 15, 2009

- Discussion of *Acceptable Use of Electronic Resources and the Internet Policy G11*
- Discussion of *Curriculum Development & Coordination Policy G1*
- Discussion of *Personnel Recruitment, Selection, Appointment and Background Check Policy D1* and *Volunteers and Work-Study Students Policy D7*

Friday, May 1, 2009, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Mike Stridsberg, Tim Flynn and Nancy Thomas

- Discussed *Acceptable Use of Electronic Resources and the Internet Policy G11*. We will continue this discussion at the next meeting on 5/8/09
- Discussed *Personnel Recruitment, Selection, Appointment and Background Check Policy D1*. Nancy will check to see if schools have the authority to do a check for those hired before 1999. Is it free? In the revised policy we have given the authority to the superintendent.

Next Meeting May 8, 2009

- Discussion of *Acceptable Use of Electronic Resources and the Internet Policy G11* and *Materials Selection Policy G4*
- Discussion of *Volunteers and Work-Study Students Policy D7*
- Discussion of *Personnel Recruitment, Selection, Appointment and Background Check Policy D1*

Friday, April 24, 2009, at 7:30 am at U-32

Present: Allen Gilbert, Mark Berry and Tim Flynn

- Discussed and revised *Drugs & Alcohol Policy F7*. Allen will make edits and get copies to board for discussion at next board meeting. The policy committee needs to get some direction from the full board before policy will be brought for first reading.

Next Meeting May 1:

- Review and discuss *Material Selection Policy G4* and *Acceptable use of Electronic Resources and the Internet Policy G1*

Friday, April 17, 2009, at 7:30 am at U-32

Present: Allen Gilbert, Mark Berry, Mike Stridsberg and Tim Flynn

- Discussion and changes to *Home School Credit and Placement Policy*. Tim will make edits and send to Lesley to put in board packet for first reading.
- Discussion of *Drugs & Alcohol Policy*. Allen will make changes and bring back to policy committee next week for review

Next Meeting April 24:

- *Drugs & Alcohol Policy* review
- Discussion of *Material Selection Policy G4* and *Acceptable use of Electronic Resources and the Internet Policy G11*
- Discussion of *Personnel Recruitment, Selection, Appointment and Background Check Policy D1* pending requested information

Friday, April 10, 2009, at 7:30 am at U-32

Present: Allen Gilbert, Mark Berry, Tim Flynn and Nancy Thomas

- Revised the proposed policy on *Home School Credit and Placement*.
- Reviewed proposed changes to *Personnel Recruitment, Selection, Appointment and Background Check Policy D1* as required by legislative changes this year.
- Reviewed *Drugs & Alcohol Policy F7* proposed changes.

Next Meeting April 17:

- *Home School Credit*
- *Policy F1* and *F7* reviews



Friday, April 3, 2009, at 7:30 am at U-32

Present: Allen Gilbert, Mike Stridsberg, Tim Flynn and Nancy Thomas

Also Present: Lisa LaPlante, Guidance Director

- Discussed proposed policy on Home School Credit with Lisa LaPlante. Tim Flynn will bring back revised draft next week.
- Reviewed feedback from Bernie Lambek on *Drugs & Alcohol Policy F7* and began changes to be reviewed next meeting.
- Nancy Thomas to talk with Keith Gerritt about Administrative Evaluation procedures, next step.

Next Meeting April 10:

- *Home Study Credit* - revised draft
- *Drugs and Alcohol Policy* – review changes

Friday, March 27, 2009, at 7:30 am at U-32

Present: Allen Gilbert, Mike Stridsberg, Tim Flynn and Nancy Thomas

- Reviewed and drafted further changes to *Drugs & Alcohol Policy F7*. Tim Flynn will review proposed changes with U-32 administration and bring back next week.
- Home Study – Tim Flynn will bring draft policy on credits for Home Study next week.
- Next time: begin review of Brook Bennett law and U-32 *Background Check* and *Volunteer/Work Study* policies.
- Discussed Fundraising. Tim Flynn will bring this to Department Heads for input and suggestions.

Next Meeting April 3:

- *Drugs and Alcohol Policy* - feedback
- *Home Study Credit* - policy draft
- *Background Check* and *Volunteers & Work Study Students* – review policies

Friday, March 20, 2009, at 7:30 am at U-32

Present: Allen Gilbert, Mark Berry, Mike Stridsberg, Tim Flynn and Nancy Thomas

- Home Study – Tim Flynn will draft wording and run it by the Department of Education. Bring back in two weeks.
- *Honor Roll Policy G9c* – Tim Flynn reviewed with Department Heads. Each department will discuss. Policy to go next to the Curriculum Committee.
- *Memorial Policy* – Went through a first reading at Wednesday night’s board meeting. Moved forward without changes, but procedures need to be put together to distinguish between a memorial and a gift.
- *Drugs & Alcohol Policy F7* – discussed possible changes. Allen Gilbert will draft wording and bring back next week.

Next Meeting March 27:

- *Drugs and Alcohol Policy* changes
- *Volunteers & Work Study Students Policy D7* – Begin review of new requirements

April 3:

- Home Study

Friday, March 13, 2009, at 7:30 am at U-32

Present: Allen Gilbert, Mark Berry, Mike Stridsberg, Tim Flynn and Nancy Thomas

- Discussed *Honor Roll Policy G9c*. Administrative Team will work with department heads on recommendations which will be brought next to the Curriculum Committee and then take it to the Board. Also look at removing the 3rd paragraph regarding nomination for outstanding achievement in an individual course.
- Home study - credit issue. Tim Flynn followed up with getting information from the Department of Education (DOE). They maintain a list of teachers who will assess the learning of a student through portfolio review or testing. It is usually done for elementary and middle levels for full year. Process could be applied to high school courses.

Next Meeting March 20:

- Home Study
- *Drugs and Alcohol Policy* changes

Friday, March 6, 2009, at 7:30 am at U-32

Present: Allen Gilbert, Mike Stridsberg, Tim Flynn and Nancy Thomas



Also Present: Lisa LaPlante, Guidance Director

- Discussion on accreditation of home study students. Lisa LaPlante and Tim Flynn did some research from the Department of Education (DOE), several local schools, and the guidance consortium in Chittenden County. Possible methods to award credit we discussed: licensed teacher who assesses the work and gives us approval for the home study; accredited correspondence or on-line course; standardized tests.
- Tim Flynn will do some additional research on how the DOE implements the process when a parent uses a licensed teacher for these purposes, including costs.
- On school board agenda for 3/18/09 – waiver for music department in regards to *Fund Raising Policy*.
- On school board agenda for 3/18/09 – first reading of *Memorial Policy*. Allen Gilbert will send a copy of this policy to Cheryl Rus.

Next Meeting March 13:

- Follow up on home study credit
- *Honor Roll Policy*
- *Drugs and Alcohol Policy* discussion

Friday, February 20, 2009, at 7:30 am at U-32

Present: Allen Gilbert, Mark Berry, Mike Stridsberg and Tim Flynn

Also Present: Ben Daut, Student Representative

- Discussion of *Fund Raising Policy* – Tom Cate discussed with the committee some concerns about the fund raising policy. His concern is the pooling of money required as part of the policy
- Tom Cate will ask the board to grant a waiver to this policy to allow individual fund raising for the trip the music department is taking to NYC in the spring. He will write a request and the policy committee has asked that this item be put on the March 4, 2009 school board agenda.

Next Meeting March 6:

- Credit for home schooling

Friday, February 13, 2009, at 7:30 am at U-32

Present: Allen Gilbert, Mark Berry, Mike Stridsberg, Tim Flynn and Nancy Thomas

Also Present: Cheryl Rus and Ben Daut, Student Representative

Memorial Policy

- The committee has been reviewing this for ten months.
- Lack of policy has contributed to decisions made in various manners.
- Based on Mike Stridsberg’s drafting of three policies, a common memorial policy is the approach the committee has been focusing on. Amongst the options most discussed were a memorial tree with identical leaves; a memorial garden with inscribed pavers; and a patchwork quilt concept with a common format and individuality. The patchwork quilt idea is the idea the committee is moving forward with. Grandfather clause was discussed to be two years and impromptu memorials at the discretion of the administration.
- Allen Gilbert and Mike Stridsberg will work on drafting a policy for first reading on March 18.

Next Meeting February 20:

- *Fundraising Policy*
- Home Study credit

Friday, February 6, 2009, at 7:30 am at U-32

Present: Allen Gilbert, Mike Stridsberg, Tim Flynn and Nancy Thomas

- Confirmed conversation regarding *Memorial Policy* on February 13th.
- Allen Gilbert will report to the Board on discussion we had regarding home stays for foreign students.
- Tim Flynn will ask Tom Cate to put his concerns regarding the *Fundraising Policy* in writing for February 13th. This will be discussed at the February 20th policy committee meeting.
- Tim Flynn will ask Lisa LaPlante to draft some procedures regarding granting credit for students who are entering U-32 from a home study program.

Next Meeting February 13:

Memorial Policy

February 20:



Fundraising Policy

Friday, January 30, 2009, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Tim Flynn and Nancy Thomas

Also Present: Stephanie Taylor, HS Assistant Principal and Ben Daut, Student Representative

- Discussed home study graduation credit. Tim Flynn will ask Lisa LaPlante to draft procedures / policies that she feels will work.
- *Attendance Policy F25* and *Honor Roll Policy G9c* are going to the full board for first readings next week.

Next Meeting February 6:

Credit for non-school courses. Lisa LaPlante to develop draft.

February 13:

Memorial Policy

Friday, January 23, 2009, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Mike Stridsberg, Tim Flynn and Nancy Thomas

Also Present: Stephanie Taylor, HS Assistant Principal and Ben Daut, Student Representative

- Discussed *Attendance Policy F25*. Current policy references absences per trimester. Change “trimester” to “semester” and bring to board for first reading.
- Discussed *Honor Roll Policy G9c*. Amend wording to reflect F5 student directory information and bring to board for first reading.

Next Meeting January 30:

Lisa LaPlante to forward questions regarding possible credit for students who have been home schooled

February 13:

Work on *Memorial Policy*

Friday, January 16, 2009, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Mike Stridsberg, Tim Flynn and Nancy Thomas

- Discussed rescission of *Achievement Testing Policy F22*. It is out of date and superseded by state and federal law.
- Curriculum Committee to review and propose changes to *Materials Selection Policy G4*, *Textbooks Policy G5*, *Controversial Issues Policy G6* and *Acceptable Use of Electronic Resources and the Internet Policy G11* and bring them back to Policy Committee.
- Discussed next steps with *Memorial Policy* based on last week’s conversation. Mike and Allen to put together next draft. Discuss at February 6th meeting.

Next Meeting January 23:

Review *Attendance Policy F25* and *Honor Roll Policy G9c* at the request of the Curriculum Committee

Friday, January 9, 2009, at 7:30 am at U-32

Present: Allen Gilbert, Mike Stridsberg, Tim Flynn and Nancy Thomas

Also Present: Cheryl Rus

- Discussed feedback from community members and administrators. Community members favored student idea of memorial remembrance garden and grandfather the existing memorials. Administrators favored an indoor memorial with simple individual acknowledgement that is equitable. Other concerns regard the fact that an outside memorial garden would be inaccessible during colder months and difficult to supervise. There is a growing consensus that there should be a common inside memorial on a wall with design to be developed. Discussed patchwork/quilt design. Table until all three committee members can finalize proposal for full board. Need to also resolve time frame for temporary memorials.
- Discussed procedure regarding “Letter to parents regarding use of an R-rated video” which requires consent. Procedure may not have been applied consistently. All teachers need to be made aware of procedure.
- Discussed *Substitute Teachers Policy D6* changes as required by regulation change. Forward to board for 1st reading.

Friday, December 19, 2008, at 7:30 am at U-32

Present: Allen Gilbert, Mike Stridsberg, Tim Flynn and Nancy Thomas

Also Present: Ben Daut

- Tom Cate coming January 16th with position paper on *Fundraising*.
- *Student Medication Policy F6* – Paula Crossett, RN provided the committee with an additional statement to add to the over-the-counter medications section.

Next meeting: January 9, 2009

Memorial Policy

Substitute Policy

Friday, December 5, 2008, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Mike Stridsberg, and Tim Flynn

Also Present: Ben Daut and Kathy Stacy

- *Student Medication Policy F6* – Discussion on policy – wording changes made. Policy will be edited and brought back to committee for review on December 12th.
- *Memorial Policy draft* – Ben Daut reported on memorial discussion with the HS Student Council. Memorial garden with bricks: could Jean Vissering design a space like this for us? Tim Flynn will discuss these ideas with the Administrative Leadership Team. *Memorial Policy* will next be discussed at the January 9th meeting of this committee.

Next meeting: December 12, 2008

Student Medication Policy

Fundraising Policy

Math letter

Friday, November 21, 2008, at 7:30 am at U-32

Present: Allen Gilbert, Mike Stridsberg, Nancy Thomas, and Tim Flynn

- Reviewed *Student Medication Policy F6* – Allen Gilbert to review prior to sending to the school board.
- Reviewed changes in *Substitute Teachers Policy D6*. Nancy to send to Policy Committee.
- Discussed issue of Math Department requiring some students to come to math sessions after school. Tim will get information from AL Team and report back.
- Review changes to *Illness and Communicable Diseases Policy F17*. Move this policy to the next school board meeting.

Next meeting: December 5, 2008

Review *Memorial Policy* ideas

Friday, November 14, 2008, at 7:30 am at U-32

Present: Allen Gilbert, Nancy Thomas, and Ben Daut

- *Student Medication Policy F6* – reviewed policy next steps.
- Nancy shared changes in *Substitute Teachers Policy D6*
- Ben Daut shared that he had discussion of the *Memorial Policy* with the HS Student Council.

Student Council – Consensus was reached that there should be a standard/common remembrance such as a plaque on a wall. Students also liked the idea of a memorial garden with cobblestone acknowledgement of individuals. Many still wanted families to be able to do a bench or other individual memorial, in addition.

Discussion continued of “Remembrance” garden concept which could also include honoring other members / supporters of the U-32 community such as retired principal or others who have not died.

Issues of maintenance and supervision would need to be addressed.

Next meeting: November 21, 2008



Review *Memorial Policy* ideas
Substitute Teachers Policy revisions
Student Medication Policy revision
Illness and Communicable Diseases Policy

Friday, October 31, 2008, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, and Tim Flynn

Guest: Paula Crosssett, RN and U-32 School Nurse

- *Student Medication Policy F6* – Discussed and decided that we would leave the procedures as part of the policy. Committee will review the old and the new. Tim Flynn will have Michelle Ksepka combine the new procedures with the old policy for review in two weeks.
- *Illness and Communicable Diseases Policy F26* – Committee is ready to proceed with this policy but will wait a week. Allen Gilbert will examine both policies and the committee will discuss his review before finalizing policy for first reading.
- Committee is looking for information regarding administrator evaluation procedures. The committee is hoping to review procedure by the end of this year.

Next meeting: November 14, 2008

Friday, October 10, 2008, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Mike Stridsberg, Tim Flynn, and Nancy Thomas

- Discussed issues related to *Memorial Policy*.
- A proposed *Administrator Evaluations Policy* is ready to go to the board when Robbe Brook and Keith Gerritt have reviewed procedure.
- Discussed F17. Committee will invite a school nurse to discuss issues of live lice vs. nits.
- Discussed F6 and whether or not to include the procedures in the policy itself.

October 17 – meeting will be held if the school nurse is available to discuss health policies.

No meeting on October 24.

Friday, October 3, 2008, at 7:30 am at U-32

Present: Allen Gilbert, Mike Stridsberg, Tim Flynn, and Nancy Thomas

Also Present: Ben Daut, Cheryl Rus, and Kathy Stacy

- Discussed proposed *Memorial Policy* that would allow for short-term temporary tributes and then each student or staff member who died while a part of the U-32 learning community would have an individualized memorial leaf of a common memorial

Concerns were expressed about limiting community members' ability to establish individual memorials.

Discussed whether or not memorial tournaments and scholarships would be a part of the policy and how those should be handled.

Ben Daut will get more feedback from students and come back to the Policy Committee.

Agenda for 10/10/08

- Draft Administrator Evaluation Policy
- Review Medication Policies
- Review WCSU Summary of Policies

No meeting on October 17.

Friday, September 26, 2008, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Tim Flynn, Nancy Thomas, and Keith Gerritt



Also Present: Tom Kelly, Washington County State's Attorney

- The committee discussed off-campus behavior including cyber-bullying with State's Attorney Tom Kelly. Tom Kelly said that if a case was filed, they would be filed in family court for juveniles under 16 years of age, and in district court for those 16 and over. There was also discussion of the use of Community Justice and the possibility of using that as a model at U-32.

Agenda for 10/3/08

- Memorial Policy

Friday, September 19, 2008, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Tim Flynn, and Nancy Thomas

- Discussed and drafted *Animal Dissection Policy G13*. This policy is written as a result of new state law. Will be submitted to the Board for first review at the next board meeting. Tim will share with the science department.
- Initial review of *Memorial Policy* and outline of future discussions to determine policy for first reading. The committee will invite Cheryl Rus, Darcy Caccicio, Robyn Hall, and send them a copy of the draft policy. This will be discussed at the policy committee meeting on October 3, 2008.

Agenda for 9/26/08

- Tom Kelly rescheduled from September 12 re: out of school misconduct

Agenda for 10/10/08

- Student Medication
- Illness and Communicable Diseases
- Administrator Evaluation

Friday, September 12, 2008, at 7:30 am at U-32

Present: Allen Gilbert, Mike Stridsberg, and Nancy Thomas

- Discussed *Animal Dissection Policy G13*. Newly required by law. Send to U-32 Board for first reading.
- Discussed *Medication Policy F6* and *Illness, Communicable Diseases, and Pediculosis Policy F17*. Bring back for further discussion.

Agenda for 9/19/08

- Tom Kelly, State's Attorney, to come to U-32 Policy Committee on September 26 to discuss out of school misconduct such as cyberbullying.

Friday, September 5, 2008, at 7:30 am at U-32

Present: Allen Gilbert, Tim Flynn, and Nancy Thomas

- Evaluation of Administrators – Robbe Brook will write a memo to the U-32 Board with her recommendation how to proceed with this process.
- Discussed Allen's rewritten draft of "Out of School Misconduct" section of the Comprehensive Discipline Plan. The committee decided that the rewording will be discussed with the other members of the policy committee and, if approved, we anticipate will be part of the policy committee report at the next school board meeting.

Agenda for 9/12/08

- Tom Kelly, State's Attorney, presentation on legal response to out of school misconduct.

Friday, August 29, 2008, at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Mike Stridsberg, Tim Flynn, and Nancy Thomas

- First reading at next board meeting for rescission of special education policies G10 and G10b-G10i. These policies are superseded by law and are not necessary at this point.



POLICY COMMITTEE MINUTES

PAGE 11

- Michelle Ksepka will provide the committee an updated list of the policy stats at U-32 and throughout the district similar to the one the committee received at the beginning of last year.
- Allen will review the comprehensive discipline plan in regards to out of school conduct and consequences and make some recommendations so the administration can go ahead with the implementation of the plan. Allen is part of a statewide committee looking into the out of school conduct and consequences issue and he suggests that we wait until the committee report is produced until we take action on this matter.
- We plan to work on the following policies over the next few months:
 - Evaluation of administrators
 - Memorial policy (Mike is doing some initial work on this policy. We need to make sure that interested members of the public are specifically invited when we discuss this policy)
 - A policy on corporate sponsorship (Mark is willing to do some research on this)
 - Animal dissection (new mandated policy)
 - Administering medications at school (new mandated policy)
- WCSU policy committee is working on fiscal management and general financial accountability as well as evaluation of teachers

Agenda for 9/5/08

- Possible conversation with Tom Kelly, State's Attorney, about criminal statutes relating to out of school behavior that effects the school
- Review of Allen's suggestions regarding the comprehensive discipline plan
- Review of VSBA policy on animal dissection
- Review of VSBA policy on administering medication at school

Friday, June 13, 2008 at 7:30 am at U-32

Present: Allen Gilbert, Mike Stridsberg, Tim Flynn, and Nancy Thomas

- Reviewed *Personnel, Recruitment, Selection, Appointment and Criminal Records Check* policy D1. Forward to full board for first reading on June 17.
- Discussed next steps for Comprehensive Discipline Plan and Bullying Policy
- Mike to draft remembrance concepts
- Discussed next topics: Add Field Trips
- Next meeting topics – June 20 & 27:
 - Out of school misconduct
 - Review of Policy Book to establish lists to rescind and update

Friday, May 16, 2008 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Tim Flynn, and Nancy Thomas

- Reviewed changes to *Personnel, Recruitment, Selection, Appointment and Criminal Records Check* policy D1. Background checks discussion is scheduled for the full board meeting on May 21st.
- Invite Tom Kelly for June 13th committee meeting to discuss off-campus behavior. Alternate dates 20th or 27th.
- No meetings on May 23rd, May 30th, or June 6th. Will meet on June 13th, 20th, and 27th. No meetings over the summer. Resume committee meetings on August 22nd.
- Next meeting topics:
 - Comprehensive Discipline Plan
 - Memorial Policy

Friday, May 9, 2008 at 7:30 am at U-32

Present: Allen Gilbert, Mike Stridsberg, Nancy Thomas, Tim Flynn, and Ben Daut

- Discussion of Child Abuse & Neglect Registry. Policy Committee would like to put this item on for discussion during the policy report/update at the next full board meeting on May 21st. The policy committee is considering requiring an annual check with the registry for all employees and volunteers who are alone with students. Representative of the Policy Committee will have a conversation with union representatives before the discussion at the next board meeting.
 - Discussed off-campus behavior.
-

Friday, May 2, 2008 at 7:30 am at U-32

Present: Allen Gilbert, Mike Stridsberg, and Tim Flynn

- Discussed concept e-mail that Mark Berry wrote regarding the specific memorial for JD Picard, and memorials in general. Allen Gilbert will make changes the committee recommends and will send to all board members. Cheryl Rus will send a picture of the proposed artwork for the bench to Allen to forward as well. All of this will be discussed at the full board meeting on May 7th.
 - Discussed issues/questions to be resolved if our current hiring policy includes a child abuse/neglect registry check. Nancy Thomas will follow up with counsel and Allen Gilbert will bring this up for discussion at the full board meeting on May 7th.
 - Discussed Allen Gilbert's re-write of off-campus conduct. Allen will make minor changes and send to Keith Gerritt for a preview before the discussion at the full board meeting on May 7th.
-

Friday, April 25, 2008 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Mike Stridsberg, and Nancy Thomas

- Reviewed proposed changes to Personnel Recruitment, Selection, Appointment and Criminal Records Check policy – D1 – to include “background check”. Administration to explore what it would take to access the DCF Child Abuse & Neglect Registry.
- Discussed off-campus behavior issues in regard to Comprehensive Discipline Plan.

Next Meeting: May 2, 2008

- Proposed language to be brought regarding memorials on campus
 - Proposed language regarding off-campus behavior
 - Information regarding Child Abuse Registry
-

Friday, April 18, 2008 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Mike Stridsberg, Ginny Burley, and Nancy Thomas

- Discussion regarding history of memorials for students and staff.
- Discussed Comprehensive Discipline Plan in regard to off-campus misconduct.
- Discussed D-12 Harassment of Employees. Send to full board with the addition of “gender identity” as required by law.

Next Meeting: April 25, 2008

- Memorials
 - Comprehensive Discipline Plan
-

Friday, April 11, 2008 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Mike Stridsberg, and Tim Flynn

- The meeting focused on the Comprehensive Discipline Plan. There was discussion about the specific section of the plan dealing with off-campus misconduct. The committee would like to invite the public to talk about this issue at the May 7th school board meeting. Keith Gerritt has scheduled some time at the meeting to discuss this and the committee



would like to make the public aware that they are invited to this conversation. In addition, the committee would like to get a memo from counsel regarding the school's responsibility and liability for off-campus misconduct.

Friday, April 4, 2008 at 7:30 am at U-32

Present: Allen Gilbert, Mike Stridsberg (via phone), Nancy Thomas, and Tim Flynn

- Reviewed Vehicular Idling policy – H12. Send to full board for first reading.
 - Added “gender identity” to protected classes in Prevention of Harassment of Students policy – F20, and Harassment of Employees policy – D12.
 - Discussed Comprehensive Discipline Plan. Bring back for review regarding off-campus behavior – continue discussion on April 11.
 - Started discussion on Personnel Recruitment, Selection, Appointment and Criminal Records Check policy – D1. Continue on April 11.
-

Friday, March 28, 2008 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Nancy Thomas, and Tim Flynn

- Agreed to add “including tobacco” to section I Educational Program. Bring to board.
 - Discussed proposed Vehicular Idling policy H12. Bring to board with revisions discussed today.
 - Discussed need to add “gender identity” to list of protected classes. D12 and F20
 - Next meeting:
 - Personnel Recruitment
 - Comprehensive Discipline
 - Gender Identity
-

Friday, March 21, 2008 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Mike Stridsberg, Nancy Thomas, and Tim Flynn

- Discussed amendments to Student Conduct & Discipline policy F1. To go back to U-32 board for a second reading.
 - Revised proposed Co-Curricular Drug, Alcohol, & Tobacco policy F7a. To go to U-32 board for a first reading.
-

Friday, March 7, 2008 at 7:30 am at U-32

Present: Allen Gilbert and Nancy Thomas

- Reviewed Student Conduct & Discipline policy F1 – revisions are now ready to go to the full board for a first reading.
 - Did final revisions on proposed Co-Curricular Drug, Alcohol, & Tobacco policy F7a. Bring back to committee for review next week.
-

Friday, February 22, 2008 at 7:30 am at U-32

Present: Allen Gilbert, Nancy Thomas, Amy Molina, and Tim Flynn

- Continued work on proposed Co-Curricular Drug, Alcohol, & Tobacco policy F7a.
 - Discussed possible changes to Student Conduct & Discipline policy F1.
-

Friday, February 15, 2008 at 7:30 am at U-32

Present: Allen Gilbert, Tom Williams, Nancy Thomas, Amy Molina, and Tim Flynn

- Continued work on proposed Co-Curricular Drug, Alcohol, & Tobacco policy F7a.
-

Friday, February 8, 2008 at 7:30 am at U-32

Present: Allen Gilbert, Tom Williams, Nancy Thomas and Amy Molina



POLICY COMMITTEE MINUTES

PAGE 14

- Proposed Co-Curricular Drug & Alcohol Use policy F7a was discussed with Amy Molina, Athletics & Recreation Director.
 - Next meeting: Finish draft of F7a
-

Friday, February 1, 2008 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Tom Williams, and Nancy Thomas

- Discussed proposed policy F7a – Co-Curricular Drug & Alcohol
 - Discussed background checks.
-

Friday, January 4, 2008 at 7:30 am at U-32

Present: Allen Gilbert, Tom Williams, Tim Flynn, and Nancy Thomas

- Discussed possible policies regarding discipline in co-curricular. Obtain info from VPA on state level rules; what would need to be in policy for athletic accreditation; put language from athletic handbook re substance abuse for students participating in athletics into policy form.

Next agenda – January 18, 2008

Review other policies for issues relevant to co-curricular discipline

Friday, December 21, 2007 at 7:30 am at U-32

Present: Allen Gilbert, Tim Flynn, Nancy Thomas, and Amy Molina

- Discussed Athletic Training Rules regarding substance use by student athletes. Handbook includes statement that “Individual coaches have the choice to enforce more stringent consequences to ensure a safe and substance free environment for their student athletes.”
 - Discussion of the difference between policy and rules or procedures and potential difficulties regarding due process.
 - Policy Committee to consider policy re: co-curricular discipline

Next agenda:

Friday, December 14, 2007 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Tim Flynn, and Nancy Thomas

- Reviewed second reading feedback on *Search and Seizure* policy from December 12 board meeting.

Next agenda:

Review of modification of *Search and Seizure* policy

Review Athletics Handbook with Amy Molina

Friday, November 9, 2007 at 7:30 am at U-32

Present: Allen Gilbert, Tom Williams, and Tim Flynn

- Approved first reading of *Search and Seizure* policy to go for second reading. If board members have questions, see a member of the committee
- Allen Gilbert suggested that we look at the bullying section of the Comprehensive Discipline Plan as a starting place.

Next agenda:

Field Trip Policy

Athletics – Drug and Alcohol

Friday, November 2, 2007 at 7:30 am at U-32

Present: Allen Gilbert, Tim Flynn, Nancy Thomas, and Tom McKone

- Reviewed Athletic Participation rules. Bring back to next week’s meeting.



Next agenda (Nov 9):

Athletic Participation rules.

Friday, October 26, 2007 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Tom Williams, Tim Flynn, and Nancy Thomas

- Discussed G3 *Field Trip* policy
 - Top issues of concern
 - Equitable access / costs
 - Supervision
 - Student time out of school
 - Teacher time out of school
 - Background checks of non-employee chaperones
 - How to balance benefits with impact?
 - Allen Gilbert will work on a checklist of considerations
- *Search & Seizure*
 - Allen Gilbert talked with legal counsel
 - Bring back with changes for “first reading”

Next agenda (Nov 2):

Review *Search and Seizure*

Continue *Field Trips* discussion

Friday, October 12, 2007 at 7:30 am at U-32

Present: Allen Gilbert, Tom Williams, Tim Flynn, and Nancy Thomas

- Reviewed feedback on F3 *Search and Seizure* from Bernie Lambek. Allen will call Bernie for some clarifications.
- Reviewed and made small modifications to *Bullying Prevention* policy. Hold until Comprehensive Discipline Plan is completed, then bring both to the Board.

Next agenda (Oct 26):

Review *Search and Seizure*

Discuss *G3 Field Trips*.

Friday, October 5, 2007 at 7:30 am at U-32

Present:

- Reviewed F3 *Search and Seizure* and modified to address such events as a bomb scare. Policy to be reviewed by Scott Cameron before going to the U-32 board.
- Rewrote proposed brief *Bullying Prevention* policy. To be reviewed upon completion of Comprehensive Discipline Plan by administrative team.

Next agenda:

Review *Search and Seizure* if Scott Cameron has been able to review this.

Review redrafted *Bullying Prevention*.

Begin review of *G3 Field Trips*.

Friday, September 28, 2007 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Tim Flynn, and Nancy Thomas

- Discussed bullying and the relation to the comprehensive discipline plan. We need to finish the discipline plan before we can decide what a policy on bullying will look like however it may be very to the point and refer to the discipline plan. We also talked about the cyber bullying, cell phone use as part of the comprehensive discipline plan.



POLICY COMMITTEE MINUTES

PAGE 16

- Discussed the issue of *blogs*. Tim Flynn and Jeff Arey will work together to come up with a proposal in this area for us to consider later in the fall.

Next agenda:

Review the following policies to make the changes necessary to add gender identity to these polices and make them similar in language.

Field Trip policy beginning discussion

Friday, June 1, 2007 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Tom Williams, Tim Flynn, and Nancy Thomas.

- Reviewed *Student Conduct & Discipline* – F1 proposed changes.
 - Reviewed *Drugs & Alcohol* – F7 proposed changes.
 - Reviewed proposed *Removal From School for Students With Disabilities* – F33
 - Next year policies to be started: Bullying; Field Trips
-

Friday, April 13, 2007 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Tom Williams, Tim Flynn, and Tom McKone.

- Discussed *Student Conduct and Discipline* – F1. Will continue to work on this at next meeting on March 23.
-

Friday, April 6, 2007 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Tom Williams, Tim Flynn, Nancy Thomas, and Tom McKone.

- *Student Discipline* policy. Tom McKone will make edits and bring revised version to meeting on April 27.

Next Meeting
Hazing policy – how is bullying addressed
Student Conduct & Discipline policy

Friday, March 23, 2007 at 7:30 am at U-32

Present:

-
-

Friday, March 9, 2007 at 7:30 am at U-32

Present: Allen Gilbert, Tom Williams, Tim Flynn, Nancy Thomas, and Tom McKone.

- Discussed *Student Conduct and Discipline* – F1. Will continue to work on this at next meeting on March 23.
-

Friday, February 23, 2007 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Tom Williams, Tim Flynn, and Nancy Thomas.

- Revised *Due Process* – E10. Change title to “Petition to School Board” and eliminate sections on “Suspension and Dismissal of School Employees” which is now covered by policy D10, and “Student Discipline” which is now covered by policy F1. Policy E10 forwarded to U-32 board for first reading.
- Worked on revision of *Student Conduct and Discipline* – F1.

Next Meeting



POLICY COMMITTEE MINUTES

PAGE 17

Bring final draft of *Search and Seizure* and *Drugs and Alcohol* policies
Review *Student Conduct and Discipline* policy changes
Review policy status and procedure with Lesley Fitch

Friday, February 16, 2007 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Tim Flynn, and Nancy Thomas. Also present: Lesley Fitch

- Reviewed status of *Nutrition and Fitness* – Tim will get legal citations and the policy will be put on the U-32 board agenda for a 4th reading and final adoption.
- *Limited English Proficiency* – Changed terminology from “Limited English Proficiency” to “English Language Learners”. Nancy will review for legal citations then the policy will be put on the U-32 board agenda for a third reading and final adoption.
- *Integration of Home Study Students* – This policy was reviewed and will be put on the U-32 board agenda for a third reading and final adoption.
- The Policy Committee found that the *newer Discipline Policy F10 covers the Due Process Policy E10*. Nancy will review. Committee to decide to propose rescission or adopt new policy on “right of petition”.
- Reviewed system for tracking committee review and revision of policies with Lesley Fitch.

Next Meeting

Review policy status and procedure with Lesley Fitch
Bring final proposed *Search and Seizure* and *Drugs and Alcohol* policies

Friday, February 9, 2007 at 7:30 am at U-32

Present: Allen Gilbert, Tom Williams, Tim Flynn, and Nancy Thomas

- Discussed *Nutrition and Fitness*, *Limited English Proficiency*, and *Integration of Home Study Students* policies and agreed to review in light of comments from U-32 board.
- Reviewed language on *Drug & Alcohol policy*.
- Discussed Off-Campus Misconduct issue in Comprehensive Discipline Plan

Next Meeting

Review three policies above with board comments
Bring Model Discipline Plan to discuss whether or not to draft a “Bullying” policy
Possible next policy to review and process

Friday, February 2, 2007 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Tom Williams, Tim Flynn, and Nancy Thomas

- Reviewed *Search & Seizure Policy F3* with input from counsel and made revisions. Revisions to be brought to WCSU Policy Committee for review on February 15 and the policy will be shared with the U-32 Administrative Team.

Next Meeting

Comprehensive Discipline Plan
Interrogation or Searches of Students by Law Enforcement or Non School Personnel Policy
Eliminate *Achievement Testing Policy*

Friday, January 26, 2007 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Tom Williams, Tim Flynn, and Nancy Thomas

- Reviewed *Search & Seizure Policy F3* and made further changes and developed a list of questions to be forwarded to counsel. The committee will review this policy again on February 2.

Next Meeting

Search & Seizure Policy
Interrogation or Searches of Students by Law Enforcement or Non School Personnel Policy
Comprehensive Discipline Plan
Eliminate *Achievement Testing Policy*



Friday, January 19, 2007 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Tom Williams, and Tim Flynn

- Reviewed *Alcohol and Drug Policy* F7 – Mark will work on wording for the next meeting on January 26.
- Tim will draft a statement on recommended elimination of the *Achievement Testing Policy* F22 to bring to the meeting on January 26.
- Reviewed *Interrogation or Searches of Students by Law Enforcement or Non School Personnel Policy* F4 and made changes. The committee will review this policy again on January 26.
- Reviewed *Search & Seizure Policy* F3 and made changes. The committee will review this policy again on January 26.

Next Meeting

Interrogation or Searches of Students by Law Enforcement or Non School Personnel Policy
Search & Seizure Policy
Comprehensive Discipline Plan
Eliminate *Achievement Testing Policy*

Friday, January 12, 2007 at 7:30 am at U-32

Present: Allen Gilbert, Tim Flynn, and Nancy Thomas

- Discussed *Drugs and Alcohol Policy* F7 and made minor revisions. The WCSU Policy Committee will review this policy at its next meeting on February 15.

Next Meeting

Search & Seizure Policy
Interrogation or Searches of Students by Law Enforcement or Non School Personnel Policy
Comprehensive Discipline Plan

Friday, January 5, 2007 at 7:30 am at U-32

Present: Mark Berry, Allen Gilbert, Tim Flynn, Nancy Thomas

- Reviewed *Achievement Testing Policy* F22 – Should it be rescinded or another policy developed. To be reviewed by U-32 Admin Team.
- Should we have a policy in regard to process for student/parent complaints regarding curriculum and grading. Bring issue to U-32 Admin Team.
- Reviewed draft *Local Action Plan Policy* G8 following 1st reading. Added “the plan” and send back to U-32 Board for 2nd reading.
- Reviewed *Interrogation or Searches of Student...* Policy F4 – Revised and bring back to U-32 Policy Committee on Jan 12.
- Reviewed *Search & Seizure Policy* F3 – Bring to Jan 10 WCSU Policy Committee, then to U-32 Policy Committee.
- Reviewed *Nutrition and Wellness Policy* F28 – Made small change recommended. Send to U-32 Board for 3rd reading and adoption.

Next Meeting

Drugs and Alcohol Policy
Comprehensive Discipline Plan