

**LEBANON BOARD OF EDUCATION  
POLICY SUBCOMMITTEE  
SPECIAL MEETING  
LEBANON COMMUNITY CENTER  
June 25, 2019 – 6:00 P.M.**

**Present:** Dawn Whitcher, Matthew Smith and Maureen McCall

**I. Call to Order**

M. McCall called the meeting to order at 6:02 p.m.

**II. General Policy Discussion**

Decision – numbering will be in the single digits (as in 1,2,3...). Since the committee felt that after the entire manual is updated, any additional policies will be inserted with the . (period) system as necessary.

The Shipman & Goodwin list is in alphabetical order and we will continue that as much as possible with new policies added to the bottom of each section. We found that some are identical but that we would like to make sure that all policies reflect the 2019 review date so where there is no difference between our current policy and Shipman and Goodwin's, we will adopt the Shipman and Goodwin (Policy Regarding Green Cleaning 3525 and Use of School Facilities 1330) policies.

**III. Recommendation for 1000 Series**

The 1000 Series policies were addressed individually with the following discussions/issues/recommendations:

- Automatic External Defibrillators – question – the language states “in certain school buildings”. Are they in ALL of the school buildings or only in certain ones? Desiring that state and town emergency personnel know where our AEDs are located, the decision was made to recommend adoption of the Shipman and Goodwin policy with the following change:
  - III. Responsibility for Operation, Maintenance and Record-Keeping – Use the Shipman and Goodwin language with the inclusion of our line 3. j) *registering the AEDs in accordance with state law.*
- Deadly Weapons or Firearms – Question – where does the SRO fit in? Would that be included under Peace Officer? - adopt Shipman and Goodwin language
- Policy Regarding Green Cleaning - adopt Shipman and Goodwin language
- Non-Discrimination (Community) – adopt Shipman and Goodwin language
- Pesticide Application on School Property – adopt Shipman and Goodwin language
- Pool Policy – is there a recommendation from Shipman and Goodwin for students who swim in pools at other facilities?
- Security and Safety Plan – Our number is 6114.7 – the committee would like for the new safety committee to look at this policy and give their recommendation
- Sexual Offenders on School Property – adopt Shipman and Goodwin language
- Smoking – There are two examples in Shipman and Goodwin – committee recommendation to adopt the Shipman and Goodwin policy in bold.
- Use of School Facilities – adopt Shipman and Goodwin language
- Visitors – adopt Shipman and Goodwin language
- The following policies not in Shipman and Goodwin will be deferred to the Communications Subcommittee

- Community Relations and Communications – 1000
- Communications with the Public – Web Pages – 1100.2
- Distribution of Materials to and by Students – 1140
- The following policies not in Shipman and Goodwin will be discussed at a future meeting when the committee has time to look at other schools' policies
  - Procedure for Handling Citizen Complaints – 1312
  - Complaints About Instructional Materials – 1312.1
- Educational Foundations (1260) will be discussed when the General (0000) series is addressed. The Strategic Plan is expected to be included there.
- Parent-Teacher Communication will be addressed with the Instruction (6000) series.

Outstanding questions/issues for Administration and Shipman & Goodwin:

- Are AEDs in all buildings?
- Any issue with keeping our 3. j) in the AED section?
- Where does the SRO fit in?
- Recommendation on Pool Policy?

A meeting will be called for the 9<sup>th</sup> to wrap up the first reading for the board meeting. At the committee's next meeting, series 2000 and 3000 will be addressed as well as the 1000 not yet completed.

Numbering will be as follows:

- 1000 Automatic External Defibrillators
- 1001 Deadly Weapons or Firearms
- 1002 Green Cleaning Programs
- 1003 Non-Discrimination (Community)
- 1004 Pesticide Application on School Property
- 1005 Sexual Offenders on School Property
- 1006 Smoking
- 1007 Use of School Facilities
- 1008 Visitors
- 1009 Volunteers

#### **IV. Adjournment**

The meeting was adjourned at 7:40 p.m.

Respectfully submitted,  
Maureen D. McCall, Chair