

**LEBANON BOARD OF EDUCATION  
POLICY SUBCOMMITTEE  
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER  
OCTOBER 11, 2011  
7:00 PM  
MINUTES**

**ATTENDANCE**

PRESENT: Donna Skaats, Chairman Brenda Bennett  
Melissa Hofmann

ABSENT Lori Jahoda

**ALSO PRESENT:** Superintendent of Schools Janet Tyler; Lyman High School Principal Stephen Salisbury; Sandra Tremblay; Keith Wentworth

**I. Call To Order**

Donna Skaats called the meeting to order at 7:00 PM at the Lebanon Middle School Media Center at 891 Exeter Road, Lebanon, CT.

**II. Review Policy #5131.911 - Bullying Prevention and Intervention**

No revisions or additions

**III. Review Policy #5141.21 - Administration of Student Medications in the Schools**

Dr. Hanna met with the three nurses and Dr. Kelly who responded to the nurse's concerns. A handout was given to the committee with a definition to add "qualified personnel" to the policy description. Discussion followed over the need for this addition and it was decided that it was not necessary.

**IV. Review Policy #3525 - Green Cleaning Products**

No revisions or additions. However, a clarification was requested to item #4 in the policy. Teacher's supply lists that are sent home to parents need to be revised to not include any kind of hand wipes or cleaning products that are not green products or approved by the policy.

Meeting adjourned at 7:16 PM

Respectfully Submitted,

Deborah L. Saucier  
Recording Secretary