

**LEBANON BOARD OF EDUCATION
POLICY SUBCOMMITTEE
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
SEPTEMBER 13, 2011
6:30 PM
MINUTES**

ATTENDANCE

PRESENT: Darcy Battye, Acting Chairman Lori Jahoda
 Brenda Bennett

ABSENT Donna Skaats, Chairman

ALSO PRESENT: Superintendent of Schools Janet Tyler; Lyman High School Principal Stephen Salisbury; Lebanon Elementary School Interim Principal Bonnie Hanna, Lyman School Nurse Sandra Belisle; Lebanon Middle School Nurse Holly Parker; Lebanon Elementary School Nurse Joanne Sczurek; Melissa Hofmann

I. CALL TO ORDER

Darcy Battye called the meeting to order at 6:30 PM at the Lebanon Middle School Media Center at 891 Exeter Road, Lebanon, CT.

II. Policy #5131.911 Bullying Prevention and Intervention

Policy was given to committee members for their review. Administrators were asked about bullying situations in their individual schools. Cyber bullying (i.e. Facebook) is the biggest issue that seems to be reported to the Principals. District needs to appoint a Safe School Climate Coordinator with the individual Principals being the specialist. The Safe School Climate Coordinator will be used for the entire district and is a stipend position. Committees will be established in each school. All staff are mandated reporters. All policies and committees must be in place by January 1, 2012. Climate Coordinator must be in place by July 1, 2012. Safe School Climate plan must be made available in the student handbooks and online. Superintendent Tyler will be looking at existing staff in the district for possible candidates. Board of Education will be presented with the policy at tonight's meeting for the first read.

III. Policy #5141.21 Administration of Student Medication in the Schools

The policy from Shipman and Goodwin has been reviewed by the nurses. The policy needs to be revised to reflect Lebanon's process, as well as be reviewed by Dr. Kelly. The nurses attended a workshop in the Spring and learned of new regulations that are more generalized than what are listed in the policy. Discussion followed regarding policy language, medication distribution on field trips or extra-curricular field trips, definition of requirements for coach vs. teacher. Clarification needs to be made in regards to overnight field trips. Currently, the nurse attends overnight field trips based upon medical needs. The nurses from all three schools, along with the Board of Education and medical advisor for the district will continue to work on this policy and present the Board with their revisions and a regulation sheet at the October board meeting.

Meeting adjourned at 7:02 PM

Respectfully Submitted,
Deborah L. Saucier
Recording Secretary