

LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY
POLICY SUBCOMMITTEE MINUTES
JANUARY 17, 2023 – 3:30 PM

PRESENT: Maureen McCall, committee chair, Danelle Person, Sarah Haynes, Brian Green and Superintendent Andrew Gonzalez

- I. Call To Order – The chair called the meeting to order at 3:32 P.M.
- II. Policy #1140 – “Distribution of Materials To and By Students” – Superintendent Gonzalez had consulted with Shipman & Goodwin for current language. Decision by the Policy Committee **to recommend for first reading** the Shipman & Goodwin document after changing the second bullet under FLYERS to read “The materials must be from a not for profit, 501(C)3 organization. It shall be renumbered **#1013 and renamed “Distribution of Materials.”**
- III. “Use of Commercially Produced Video Recordings DVDs” – Discussed the sample policies provided by CAFE. Decision **to recommend for first reading**, sample policy 6177(a), 6177(b) and include the Parent Notification form with the following adjustments: Wording of Videotapes/DVDs changed **to Electronic Media** and by adding Item **10. “Electronic Media must be approved by the building principal.”** It shall be numbered **#6006**.
- IV. “Emergency Action Plan for Interscholastic and Intramural Athletic Events” – This document outlines the plan that is needed for athletic events. We have a well thought-out document from our Athletic Director. Legislation requires us to have a plan, not a policy.
- V. “Exertional Heat Illness Awareness for Intramural and Interscholastic Athletics” – Legislation only requires that a heat illness education program be developed.
- VI. “Code of Conduct for Federal Procurements” – The decision was made to **recommend for first reading** this new mandatory policy from Shipman & Goodwin and number it **#3008**.
- VII. “Policy to Improve Completion Rates of the Free Application for Federal Student Aid (FAFSA)” – The decision was made to **recommend for first reading** this new mandatory policy from Shipman & Goodwin with the following change in the administrative regulations: **first bullet shall read “Identify challenges, successes and next steps in improving the completion rates of the FAFSA among students in grade twelve.”** It shall be numbered **#5027**.
- VIII. Policy #5145.7 – “Identification of Handicapped Students” – Superintendent Gonzalez has identified a CAFE policy that might cover this. He will have the Director of Pupil Services, Dawn Delia review it for her input and will bring to a later policy meeting for discussion. **Tabled** for now.

- IX. Policy #5142 – “Student Insurance” – Superintendent Gonzalez will check with the building principals to see what is currently being done and will also check with CABE. **Tabled** until a later policy committee meeting.
- X. Policy #5145.12 – “Search and Seizure” – Superintendent Gonzalez obtained an updated version from CABE but he and the committee have not had time to review it. This will be brought to the next policy meeting. **Table** for now.
- XI. Policy #5141.22 – “Students with Chronic Infectious Diseases” – There was much discussion on this topic. The topic may be covered under other guidelines. Superintendent Gonzalez will check with Shipman & Goodwin. There is speculation that this is covered under the nursing standards of procedures. **Tabled** for now.
- XII. Policy #5124 – “Reporting Systems” – Since this would be covered under the next policy discussed, recommendation from the policy committee to **delete** it.
- XIII. Policy #5123 & #5123.1 – “Promotion and Retention” - Superintendent Gonzalez obtained an updated version from CABE but he and the committee have not had time to review it. This will be brought to the next policy meeting. **Table** for now.
- XIV. Policy #5122 – “Summer School” – Only Special Ed makes use of summer school. There is also virtual high school. The recommendation from the policy committee to **delete** it.
- XV. Next items will include those which were tabled, more Student policies and any items pertinent to recent legislation. Also #9323 – “Construction and Posting of Agenda” which should include language relating to the Governance Committee.
- XVI. The meeting was adjourned by the chair at 4:41 P.M.

Respectfully submitted,
Maureen D. McCall, chair