

LEBANON BOARD OF EDUCATION
LYMAN MEMORIAL HIGH SCHOOL LIBRARY
POLICY SUBCOMMITTEE MINUTES
APRIL 4, 2023 – 6:30 PM

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

- I. Call To Order – The chair called the meeting to order at 6:35 P.M.
- II. Policy #6172.6 – “Credit for Online Courses” – The Shipman and Goodwin policy was discussed. The superintendent suggested adopting that policy with the following changes:
 - Under header A. Pre-approval of Courses, remove “for courses that are not part of the Board’s remote learning model”.
 - Under Optional II. Remote Learning, remove “For the school years commencing July 1, 2022 and July 1, 2023, the Board authorizes remote learning to students in grades nine through twelve in accordance with the requirements set forth below.”Discussion followed. Danelle raised the concern for 8th grade students who might want to study a language course not offered by Lyman and questioned whether or not we should address that in this policy. This policy is tabled for more investigation.
- III. Policy #6141.1 - “Curricular Exemptions” – The Shipman and Goodwin policy has been updated to include firearms safety programs. **Recommendation by this subcommittee to adopt this policy and bring it to the full board for a first reading and number it #6010.**
- IV. Policy #6141 - “Curriculum Development and Lesson Plan Policy” – Superintendent Gonzalez presented a CAFE policy that had some language that administration liked. It was decided to merge some of our old policy dated 1/23/1996 with the CAFE information. That modified policy is attached at the end of these minutes. Since it was decided to not include the lesson plan policy information, the name would have to change as well to “Curriculum Development”. **Recommendation by this subcommittee adopt this merged policy and bring it to the full board for a first reading and number it #6011.**
- V. Policy #6161 - “Selection and Adoption of Learning Materials” – Superintendent Gonzalez presented a CAFE policy that had some language that administration also liked. It was decided to merge some of our old policy dated 4/28/2009 with the CAFE information. On the Lebanon policy the first paragraph would read...

“The Lebanon Board of Education provides learning materials that support and enrich the curriculum and further the achievement of the school system’s instructional goals. Learning materials shall be selected by certified staff with expertise in the area included in the materials. All learning materials should present balanced views concerning the international, national and local issues and problems of the past, present and future. Learning materials should:”

The first three bullet points from the Lebanon policy would remain followed by CABE items 3, 4 and 5 (renumbered as 4, 5 and 6). The rest of the Lebanon beginning with *item II. Primary Learning Materials* will remain the same and any appropriate legal reference will be taken from the CABE document.

Recommendation by this subcommittee adopt this merged policy and bring it to the full board for a first reading and number it #6012.

- VI. Policy #5123 & 5123.1 - "Promotion and Retention" – Superintendent Gonzalez presented a CABE policy with updated information to replace our policy dated 4/10/2012. After discussion, the following changes were recommended to the CABE policy:

- First paragraph, second to last sentence would read "Retention will be based on a collaboration with the family and the combined professional judgment of the school principal, teachers, guidance counselors and/or support personnel."
- Remove the next five italicized paragraphs.
- Last paragraph prior to "*Alternative language to consider*": remove the words "and except in very unusual circumstances, no later than March 15."
- End the newly minted policy at that point (from Alternative down) keeping the appropriate legal references.

Recommendation by this subcommittee adopt this merged policy and bring it to the full board for a first reading and number it #5035.

- VII. Policy #5111.1 – "High School Enrollment" – Covered under other policies.

Recommend by this subcommittee to repeal this policy.

- VIII. Policy #5112 - "Student Admission Requirements" - Covered under other policies.

Recommend by this subcommittee to repeal this policy.

- IX. Non-Residential Admission Policy - Covered under other policies so no need to discuss further.

- X. The meeting was adjourned by the chair at 7:09 P.M.

Respectfully submitted,
Maureen D. McCall, chair

Curriculum Development

The Lebanon Board of Education has approved a curriculum development process for all instructional areas. The development process shall be guided by:

1. Needs assessments and information concerning the education of district students;
2. Range of student abilities, aptitudes and interests;
3. Aspirations of school district residents for students;
4. Mobility of district populations;
5. Avoidance of discrimination;
6. Reduction of duplication of effort and repetitive curricula among various school levels and coordination of courses of study and syllabi;
7. Provisions of negotiated agreements.

Curriculum Innovation

All curricular developments must, in the final analysis, provide the strongest possible achievement of the system's goals. Where significant changes in texts or materials are required, a careful accounting of proposed changes must be presented for board of education approval prior to any implementation. New courses shall be analyzed with respect to the student population targeted, the objectives, the method of assessment and the cost.

Curriculum Adoption

No course of study shall be eliminated or new course added without approval of the board of education, nor shall any major alteration or reduction of a course of study be made without such approval. Each addition, deletion or major revision of a course of study shall be forwarded for board decision with an analysis of the effect on the student population.