

Educational Policy Committee

Agenda Minutes

June 4, 2024

7:00 - 8:15 pm

The Forum, Mt. Blue Campus

COMMUNITY | CULTURE | CURRICULUM

Working together to provide high-quality educational opportunities for all.

Members: Gwen Doak, Will Jones, Amanda Caruso, Debbie Smith

Members absent: Kyle Fletcher

Other Board Members Present:

Staff: Monique Poulin, Christian Elkington

Other Staff Present: Kevin Bremner

1. Call Meeting to Order - Chair Doak

- a. Called to order at 6:59

2. Previous Committee Minutes- [4/2/24](#) - Chair Doak

- a. Any questions?
 - i. None

3. Literacy & Math Leads have been chosen - Poulin

- a. Jennifer Ladd-Literacy Coordinator
- b. Morgan Badeau-Math Coordinator
- c. We look forward to their insight and leadership starting this summer.

4. Presentations

~~a. Next steps with Lit Audit - Poulin & Ladd~~

~~i. Recommendations from Audit~~

~~1. Next steps~~

~~2. Focus areas~~

ii. **Rescheduled to the full board meeting on 6/25**

b. [AI Training & Planning Update](#) - Bremner

i. Review

1. The Ad Hoc Committee was created a few months ago with a global purpose.
2. The goals have been more fine tuned over time. We are deciding next steps for the district with regards to guidelines for effective and safe staff and student use.
 - a. What are policies and procedures in place now that we will access in reference to AI? (One example is cheating/plagiarism.)

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- b. Drummond Woodsum shared some excellent guidelines as a starting point.
 - c. We are discussing the sorts of professional development that we should be offering in order to support teachers using AI in the classroom with students.
 - d. It was decided that we would focus on a single platform for teacher use. Magic School gave us a demo. It is educationally based and offers a data privacy agreement. The student's access portion is totally controlled by the teacher. The teacher brings specific tools into the Magic School "classroom". Part of Magic School is to prompt teacher thinking about how to best introduce and apply AI and when to not use it. (As an aside, we belong to a co-op that helps us secure data privacy agreements in many areas.)
 - e. Martha Thibodeau was working for the Maine Learning Technology Initiative and will return part time. She has experience with AI from that perspective.
 - f. We will offer AI PD at our Summer Tech Institute.
 - g. The hope is to assist teachers with efficiency in their work.
 - h. We have taken a measured approach that continues to move forward.
 - i. Students have been using AI for over a year to write papers, and we are aware that we need to brainstorm pathways to have them use it responsibly. We also need to think through options for students to demonstrate their learning in multiple ways.
 - j. All teachers will be required to become familiar with what AI is, whether they choose to use it or not. We hope to create a training that is engaging for the start of the year.
 - k. We need to be preparing our students for AI when they leave our schools. PD will be about preparing our teachers to prepare our students.
 - l. Can we find a partner to help us with this?
 - m. The skills students need to be able to use it are skills that they need us to teach.
3. Board members are encouraged to try generative AI to get a sense of what it entails.
- ii. Questions?
- 1. What is the sense of the AI group? Most are excited about the opportunity but there is also some apprehension.
 - 2. Do you have representation at the elementary level? There is representation from all grade spans.
 - 3. Can the board do a demo?

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4. Are some sites going to be blocked if we go with Magic School?
Unsure at this time. In the future, we will be using the tool and may not even know that you are using AI.
5. Will Magic School's GAI (Generative AI) be as powerful? It will be different in that it will pull from a different large language model due to the educational nature of the platform.

5. PreK Implementation Updates - Elkington

- a. Planning work
 - i. Training
 1. We will implement PreK for ME. This is based on Boston Public School's work from a few years ago. Headstart uses it as well. Our hope is for a shared academic and play experience. Some folks have registered for PreK for ME training.
 - ii. Furniture & Equipment
 1. This has been ordered by Nicole Ibarguen and funded by our grant.
 - iii. Hiring
 1. Making good strides.
 - iv. Lead is?
 1. Keith will be shepherding this as the building admin lead.
- b. Implementation schedule adjustment
 - i. We have time built into the budget to assist teachers and to implement new curriculum. However, we will need more time during this school year, and therefore we will start with four days a week and not five. The thought is to have Wednesday as their planning day. At the semester break, we will decide on whether or not we will go half days for the fifth day.
 - ii. We will need to revisit lunch and planning time going forward.
- c. Maximum number of students per class is 16 with two staff.
- d. A letter will go out to parents regarding the rollout. Parents are registering students, but there is some confusion. The goal of the letter will be to offer clarification.

6. Policy Work - Elkington

- a. Three Cheers for our work this year!
 - i. Over 70 policy documents
- b. [23-24 Monthly Index - policies assigned by month.docx](#)
- c. Policy Folders
 - i. Review (or no meaningful changes)
 1. [GBGB](#) Workforce Bullying
 2. Questions/Discussion
 - a. Grammar/spelling corrections were suggested and accepted.
 - ii. Minor Revisions
 1. [GCFB](#) Recruiting and Hiring of Administrative Staff

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2. [GCFB-R](#) Recruiting and Hiring of Administrative Staff -
Administrative Procedure
3. Questions?
- iii. Vote To approve all the 3 above policies
 1. All in support of going to the board as reviewed (GBGB) or minor changes (one reading for GCFB and GCFB-R)
- iv. Total Replacement
 1. [GCF](#) Professional Staff Hiring
 2. Questions?
 3. Move forward?
 - a. Yes, move forward with two readings.
- v. Brand New
 1. [JCDA - R](#) Request to Administer Form
 2. Questions?
 - a. Need to check the regular med form
 3. Move forward?
 - a. Yes, move forward with two readings.

7. **Next Mtg.** August 6, 2024

8. **Adjourned at 8:00**

9. **Future Agenda Items -**

- Presentations:
24-25
 - Mystery Science
- Volunteer Hour expectations for school boards
- Grant Updates:
 - Transitions & Goals
 - Community Schools
 - ESEA
 - ESSER
 - Special Ed.
 - BARR
 - Other?