

Educational Policy Committee

Agenda Minutes Draft

October 3, 2023

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, Kyle Fletcher, Amanda Caruso, Will Jones, Alexander Creznic

Other Board Members Present: Dee Robinson, Carol Coles

Staff: Monique Poulin, Christian Elkington

Other Staff Present: Joel Smith, Doug Hodum

1. Call Meeting to Order - Chair Doak
 - a. Meeting was called to order at 7:00pm
2. Review Committee [Minutes](#) - Chair Doak
 - a. Questions?
 - i. None
3. Updates: - Poulin
 - a. Oct 6th Staff Workshop Day [Plan](#)
 - i. Review
 1. Assistant Super. Poulin asked the group to open the link and then reviewed the multiple sessions and topics during the day. (Please see link for more of the specifics)
 2. It has been a multi-faceted effort in working with every group of staff starting the day with breakfast and fellowship with each group. Lots of feedback was given by staff to make sure that options were made available so as to make this as meaningful as possible.
 3. Two main school sites are being used for grades PreK-5 and grades 6-12 professional staff, plus other groupings for support staff (drivers/custodians, classroom support staff, other specialized subject area groups (Art, Special Ed. etc.)
 - ii. Questions?
 - b. BARR Training
 - i. Review
 1. **Building Assets Reducing Risks**

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2. We have followed-up with how training is going. Reviewed the 8 foundational traits (based on engagement)
 - a. Strength-based focus
 - b. CCHS, CBS, AHS, MBMS have all had their training.
 - c. Cushing and Mallett will be trained in Oct.
 3. Follows and supports the initiatives of our strategic plan
 4. Training and coaching continues to be seen as well-done.
- ii. Questions
- c. Special Mtg. Oct 17, 7:00 pm
- i. Review of [ACAAA Transgender and Gender Expansive Students](#)
 1. Plan
 - a. These are guidelines, more like procedures, not a policy.
 - b. The first meeting will be for the committee to process information with regards to the law, Maine Civil Rights Act, Maine Human Rights Commission. We will also hear from our school counselors who work directly with our students and families. After the presentations, the committee could begin discussions.
 - c. The committee would take the feedback to then decide next steps such as approve the policy to go to the full Board, or for another committee meeting.
 2. What do you need?
 - a. Lots of discussion.
 - b. Should we allow for public comment at the committee level? When the policy comes before the board instead of a policy meeting that would make sense. The public can of course come and listen but the committee needs the time to review.
 - c. What is the difference between guidelines and policies? Where should this land?
 - i. Guidelines and procedures guide administrators in their day-to-day work. If not in the policy book they can be adjusted as needed with improvements.
 - ii. Where do procedures land if they are not in the policy book? They would be in an administrative handbook.
 - d. Superintendent Elkington will check to see if the guidelines received a vote in 2017.

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- e. Questions that may require clarification prior to the meeting:
 - i. Creating a plan-who is responsible?
 - 1. Our practice is that school counselors oversee this.
 - 2. What is the timeline for each student's plan to be written?
 - ii. What about bathrooms and locker rooms?
 - iii. When do you tell or not tell a parent that their child wants to change how they are referred to?
- f. We could:
 - i. Take no action and this doc would live as guidelines
 - ii. Move forward with a policy-this is recommended by MSMA and Drummond Woodsum.
- 3. Special meeting
 - a. 45 minutes for presentations
 - b. 30–45 minutes for discussion of language as presented
 - c. Decide at the end of the meeting whether the committee is ready to bring to full board.
 - d. If not, meet again.
 - e. If ready to move forward, bring to board for first reading where community members will be able to have public comments.
- 4. Policy Work - Elkington
 - a. Policy Folders
 - i. Review (or no meaningful changes)
 - 1. [ADC Tobacco Use & Possession](#)
 - a. Questions?
 - 2. [IHBAL \(OR AC-R\) Grievance Procedure for Persons with Disabilities](#)
 - a. Questions?
 - 3. [JICH Drug and Alcohol Use by Students](#)
 - a. Questions?
 - 4. [JLFA Child Sexual Abuse Prevention and Response](#)
 - a. Questions
 - 5. [KBF Parent Involvement in Title 1](#)
 - a. Questions?

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- i. There was a question about inviting families to the annual meeting.
 - 1. Which we do each spring but attendance is minimal.
 - ii. All were reviewed with no questions. These will be updated in the policy manual.
- iii. Basic Updates and Changes
 - 1. [IJJ-E Request for Consideration of Instructional Materials](#)
 - a. Review - Form updated
 - b. Questions?
 - i. Is there a related timeframe?
 - 1. The policy states 10 days.
 - c. This will be noted as “reviewed” and added to the policy manual.
 - 2. [IMBB Exemption from Required Instruction](#)
 - a. Review - Added Board Appeal
 - b. Questions?
 - i. There was a question about frequency of exemption requests. This happens in the classroom and most teachers work with the request and so it does not escalate to the principal level and rarely to the superintendent.
 - c. This will be noted as “reviewed” and added to the policy manual.
 - 3. [JKAA Use of Physical Restraint and Seclusion](#)
 - a. Review - Law adjustments
 - b. Questions
 - c. This will go to the board for one reading due to legal expectations changing.
 - 4. [JKAA - R Procedures on Physical Restraint and Seclusion](#)
 - a. Review - Law adjustments
 - b. Questions
 - c. This will go to the board for one reading due to legal expectations changing.
- iv. Major Updates
 - 1. [DFF Student Activity Funds](#)
 - i. Review - Replace
 - ii. Questions?

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1. Does this apply to PTO/PTF fundraising? It does not apply.
 - iii. Next Steps?
 1. This will go to the board for two readings.
 2. [IKE Student Retention](#)
 - a. [Present policy](#)
 - i. There was a discussion with administrators with regards to changes to the policy with much helpful input. We have many options for students with regards to intervention and remediation.
 - b. Review - This replaces the current policy.
 - c. Questions?
 - d. Next Steps?
 - i. This policy will go to the board for two readings.
 - v. Brand New
 1. RSU 9 does not have this and are suggested to have
 - a. [JJE Student Fundraising](#)
 - i. Review
 - ii. Questions?
 1. Should we further limit door to door fundraising? There was much discussion on this topic but we landed at keeping the language as suggested.
 - iii. Next Steps?
 1. This policy will go to the board for two readings.
5. Next Mtg. Nov. 7, 2023
6. Adjourned at 8:14 without objection
7. Future Agenda Items -
 - Volunteer Hour expectations for school boards
 - Building Use Discussion
 - Has had many changes over the last ten years

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- Do you want staff to be like nonprofits around custodial cleanup and costs?
- [KF:](#) Community Use of School Facilities
- [KF-R1:](#) Community Use of School Facilities - Regulations
- Phonics, Mystery Science, & Math Book implementation/transition
- Curriculum Rotation Plan
- Elementary World Language
- Grant Updates:
 - Transitions & Goals
 - Community Schools
 - ESEA
 - ESSER
 - Special Ed.
 - BARR
 - Other?