

## Policy Committee Meeting Minutes

Wednesday, December 14, 2016 @ 3:30 PM

Attendees: Maria Barth, Kenny Rotner, Denise Day, James Morse, Todd Allen, Sue Caswell, Josh Olstad, Mike McCann, Corey Parker, Wendy DiFruscio

Visitors: High school Student Senate members: Troy LaPolice, Caroline Wilson, Skyler Bagdon, Mia Loureiro

Called to order at 3:30 by Maria Barth.

Jim began by explaining representatives from the high school student senate wished to share their draft electronic device policy. Jim turned the meeting over to the student senate.

Troy began by explaining that they looked at the current policy that is in their student handbook and moved forward from there. Caroline explained that each teacher has a different way of handling cell phone usage in the classrooms.

Maria asked the student senate to think of a different term other than policy to describe their draft as it can be very confusing as the District has a policy manual that would be the umbrella for all current procedures.

Jim suggested that they refer to it as a procedure moving forward.

Kenny asked if they were seeing problem areas at the high school. Is the usage different at the middle school level? Denise stated that teachers leave phones on desks are they using them inappropriately or for work. Jim asked if a student does not have a phone, what happens?

Student senate stated that for the most part the students are responsible, some teachers have a clear procedure for cell phones in the classroom and some do not. Transparency needs to be established throughout. If a student does not have a cell phone a District supplied iPad is used. Skyler shared that he downloaded an app for his calculus class. Caroline referred to Mia who is a freshman this year as to the cell phone usage at the middle school. Mia explained that there is not much of a difference in cell phone usage for 7<sup>th</sup> & 8<sup>th</sup> graders compared to high school.

Jim asked Assistant Principal Mike McCann how often he deals with a cell phone misuse with students? Mike explained that it is very minimal and very individualized.

Athletic Director, Corey Parker explained that during athletic events, phones are put away. If it noticed that phones are a distraction during events, it is addressed immediately.

Jim asked IT Director Josh Olstad how electronic devices are incorporated into the network? Josh explained that the network was redesigned and set up so that it is easier to allow access to the network then deny access. It was designed with the capacity to connect electronic devices at each location. He also explained that we have students who need to be able to connect for health reasons. The existing District policy is very similar to the student senate draft and it is the "R" document (procedure) that is very restricting and will need a complete rewrite.

Jim, Josh, and high school principal, Suzanne Filippone will need to take all of this information and try and combine and rewrite the existing policy and procedure.

Jim spoke briefly on a correspondence received by middle school parents who had a very different perspective of the electronic device usage at the middle school during lunch. Separate visits by Jim and Todd resulted in a joint view that there was not a great amount of electronic device usage during this time. He encouraged the policy members to visit the middle school.

Jim and the policy committee thanked the student senate for their input and informed them that a copy of the revised policy and procedure will be sent to them. The students left at 3:55 pm.

Policy KD – School District Social Media Websites – Josh explained that this is a draft starting point for a very multifaceted policy and procedure that will have long reaching effect for the District. He explained that the attorney is still reviewing this draft, and will break out what is the actual policy and what is the procedure, but he wanted to get something in front of the committee to look at. Josh explained that anyone can set up a social media site, but if the site is for the District we would need to provide guidance and maintain control of the site. This could be used as a communicate channel, but don't want to get into liking sites and sharing video's.

Jim stated that this is a very complex issue and a lengthy discussion ensued. Tabled for attorney review.

Policy KF - Use of School Buildings and Facilities – Business Administrator, Sue Caswell explained that she worked with Jim Rozycki, Facilities Director and Corey Parker, Athletic Director to review not only the policy, but the procedure and fee schedule as well. Sue explained that there was no change to the existing policy, but School Board approval is needed for changes to the fee schedule. Sue explained the changes being made to the procedure that take the responsibility from the superintendent and give it to the principal and facilities office. Removal of the word “picketing” from number 7 and Rewriting of number 11 to clarify the prohibited activity and removal of the last sentence. A new number will be created to add Concessions need to be preapproved. Explanation was given for the additional verbiage added pertaining to the Fee Usage to incorporate the new high school athletic turf field and track in the fee schedule.

Discussion as to exempt status for certain groups affiliated with ORCSD and how to clarify this exemption. Separate Memorandum of Understanding could be established. Corey to speak with these groups and report back the plan at another meeting.

Sue returned to the fee schedule to answer questions on how the amount was established and if these amounts are comparable, especially to UNH.

Lengthy discussion continued. This policy/procedure/fee schedule will be placed on hold for rewording, corrected content, format changes throughout the procedure to make it easier to read and a review by legal counsel for accuracy.

Policy JLCE – Emergency Care and First Aid – This policy was returned to the committee as the District nurses drafted a policy pertaining to Naloxone (Narcan). Assistant Superintendent, Todd Allen explained that he and the District nurses went to a training last spring surrounding Narcan and its use and should schools be stocking it? Research was done as to what other school districts are doing and if there was a separate policy surrounding it. A north country school added verbiage to their existing JLCE policy to cover the use of Narcan.

Jim and Todd spoke on this issue earlier, and Jim did some additional research with the Police for all three towns in the District. He explained that none of District police departments carry Narcan as the response time from EMT’s is extremely fast. He also noted that he will follow whatever lead the School Board wants to go, but feels that this is another area that should not fall under the school district to adopt. He stated that there are many factors that will need to be addressed, especially training of staff, not just the nurses and that we will have staff that will not want to be responsible for administering this.

Denise asked about the cost for a dose. Todd explained that now it is like a prescription for the State of NH and there is no cost, but that could change. The shelf life is about 1 year per dose.

Kenny felt that this is a health issue and that if we can protect someone, why not be trendsetters.

Different scenarios were played out and discussed. Additional research needs to be completed and this topic to be brought back to the policy committee.

Meeting ended at 5:10 PM – Next meeting January 11, 2017.

Respectfully submitted,  
Wendy L. DiFruscio