

**Policy Committee Meeting
Central Office – Library
February 5, 2018
MINUTES**

Present: Alan Dube, Nathan Carlow, Mark Nadeau, Jim Moses, Rae Theriault

Absent/Excused: Robert Deakin

Mr. Dube called the meeting to order at 4:30 p.m. Mrs. Theriault asked if another meeting was going to be held in February, perhaps before the special meeting to be scheduled for the ratification of the Saco Valley Teachers Contract. There is no need for an additional meeting unless there is a timing issue with another policy.

EBA – Chemical Hazards: Gene Everett, Facilities Department, was asked to review this policy and advise Mrs. Theriault if changes needed to be made. MSMA has made no changes to its sample policy since the last revision of the District’s policy in January of 2012. Mr. Everett did not recommend any changes. Additionally, no changes were recommended by the Policy Committee. This policy will be marked as reviewed.

EBCA – Comprehensive Emergency Management Plan: MSMA has made no changes to its sample policy since the adoption of this policy on March 5, 2012. Central Office held an Emergency Management Team meeting last week. Mrs. Theriault asked Mrs. Smith to review the policy to ensure alignment with the current District plan. In the third paragraph, a date of October 1st is given as a deadline. This date is not included in the law or MSMA sample policy; it was added by MSAD 6 when adopted. The Department of Education requests this information earlier than October 1st. Mrs. Smith suggested that if the Policy Committee wanted to keep a date in the policy it might be stated as “*prior to the start of the school year.*” Moved by Mr. Moses; seconded by Mr. Nadeau to accept the recommended changes. **VOTED: Yes, Unanimously**

This policy will be submitted for first reading.

ECB – Integrated Pest Management in School Facilities and on School Grounds: Again, Gene Everett was asked to review this policy and advise Mrs. Theriault if changes needed to be made. MSMA has made no changes to its sample policy since the last revision of the District’s policy on March 19, 2012. Mr. Everett did not recommend any changes. Additionally, no changes were recommended by the Policy Committee. However, the Committee wanted to know how students, staff and parents are notified when pesticides are used (3rd paragraph, page 4). Mrs. Theriault will speak to Mr. Sheehan, Assistant Facilities Manager, to see how parents are notified. This policy will be brought back to the committee once that information is received.

EEA – Drug and Alcohol Testing of School Bus Drivers: Dottie Muchmore, Transportation Manager, was asked to review this policy and advise Mrs. Theriault if

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changes needed to be made. MSMA has made no changes to its sample policy since the District last revised its policy in May of 2012. Ms. Muchmore did not recommend any changes. Additionally, no changes were recommended by the Policy Committee. This policy will be marked as reviewed.

EEAEAA-R – Drug and Alcohol Testing of School Bus Drivers Administrative

Procedure: Ms. Muchmore stated that two changes needed to be made as the governing law has changed.

1. On page 1 under Subsection III – Controlled Substances: add the words “*semi-synthetic opioids.*”.
2. On page 4, Subsection C 2, the number of drivers tested for controlled substances was dropped to “*25 percent.*”

The committee would like to know what the cost would be if we kept the random testing at 50% instead of the 25%. Would it affect our ability to hire bus drivers? What do other districts do? Mrs. Theriault will ask Mrs. Muchmore to attend the next meeting to further review our procedures.

EEAEAA-E1 – MSAD 6 Drug and Alcohol Testing for Bus Driver

Acknowledgement: This form was reviewed by Ms. Muchmore; she recommended no changes. It will be marked as reviewed. Forms do not need to be sent to the Board.

Moved by Mr. Nadeau; seconded by Mr. Moses, to adjourn at 5:10 p.m.

Voted: *Yes, All in favor*

Next Meeting: March 5, 2018