

**Policy Committee Meeting  
Central Office – Library  
August 20, 2018  
MINUTES**

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**Present:** Ellen DeCotiis, Robert Deakin, Alan Dube  
**Absent:** Arthur Payeur/Excused  
**Also Present:** Paul Penna, Mick Roy  
**Recorder:** Rae Theriault

Mr. Dube opened the meeting at 4:38 p.m.

**BDE – Board Standing Committees:** At the August 6, 2018, Board meeting, a request was made to clarify if the Board Chair could vote at Board Standing Committees. Legal counsel had advised that the Board Chair was an ex officio member of all committees and that it was legal for the Board Chair to vote when there was a tie vote at a Board Standing Committee meeting. The Board Chair cannot count as part of the quorum. The policy was changed under Subsection F by adding: *with the exception of when a quorum has been established and a tie-vote occurs among committee members. In this case, the Board Chair (if present at the meeting) may cast a vote to establish majority.* Subsection G was changed by adding *(and the Board Chair in the exception noted above).* Moved by Mr. Deakin; seconded by Ms. DeCotiis to change the policy with the suggested revisions. **Voted:** Yes, Unanimously

This policy will be sent for first reading.

**BDE-R – Board Standing Committees Administrative Procedure:** The administrative procedure was changed to coincide with the change in the policy under Section F *the Board Chair (if present at the meeting) may cast a vote if a quorum is present and the vote is needed to establish a majority in the case of a tie.* No vote was needed since this is an administrative procedure. It will be sent to the Board as an FYI when Policy BDE goes for second reading.

**GCQCB – Exit Interviews:** A change was made in the policy to match the actual process followed at Central Office. Exit Interview slips will be collected by the Human Resource Manager and provided to the Negotiations Committee for review in October. Discussion followed asking if the Superintendent would be aware of the comments made. He responded by saying that he did see exit interview slips and would determine if action or change was necessary in a particular school. If necessary, he would contact the appropriate principal. If there was a pattern indicating a systemic issue, he would discuss it with his administrators and/or Board.

Moved by Mr. Deakin; seconded by Ms. DeCotiis to change the policy with the suggested revisions. **Voted:** Yes, Unanimously

This policy will go for first reading.

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**GCQCB-R – Exit Interviews Administrative Procedure:** The procedure was updated to coincide with the changes made in the policy. The process to schedule an exit interview meeting was explained in greater detail. Administrative procedures do not need to be voted on or go for readings. It will be presented to the Board as an FYI when the policy goes for second reading.

**GCQCB-E – Exit Interviews Questionnaire:** The form was changed to reflect the changes made in the policy. The Human Resource Manager replaced the reference to Superintendent's Office. Superintendent Penna will speak with Jen Barshdorf, H. R. Manager, about preparing a document to share with the Board. Forms do not get voted on or go to the Board for readings. It will be presented to the Board as an FYI when the policy goes for second reading.

**JJIA – Bonny Eagle High School Athletic Policy and JJIA-A Bonny Eagle Middle School Athletic Policy:** Eric Curtis, Athletic Director, at Bonny Eagle High School asked Mr. Roy for clarification on the insurance waiver form (JJIA-E3). Mr. Roy and Ms. Theriault had a conference call with legal counsel regarding the requirement for student athletes to carry insurance in order to participate in sports. Legal counsel advised MSAD 6 against this requirement. If the District does not allow a student to play a sport because they do not have insurance, then the District might be accused of discrimination. A booster club cannot pay for insurance for a student unless all booster clubs do so. Otherwise, this would constitute a Title IX violation. However, legal counsel did advise to have the students complete the Waiver of Student Accident Insurance form – JJIA-E3. He believed that this form could provide some protection to the District if a lawsuit was initiated due to a student athletic injury.

The Committee had a lengthy discussion about the insurance requirement and whether or not it should be dropped. The Committee wanted more information regarding the cost of the student accident insurance that is offered by the District.

- Are there different costs depending upon the sport?
- Can the District pay for those students who cannot afford the insurance?
- If the insurance was paid for by the District, would the District then be responsible for co-pays and balances?
- How many students in the past few years were not allowed to participate in sports because of the insurance requirement?

The Committee was not in favor of altering the policy at this time. The above information will be brought to the committee for further review of this policy.

**KBF – Title I District Level Parent Involvement Guidelines:** This policy is on the required list from MSMA; however, Krista Poulin, Curriculum Coordinator, has spoken to Jackie Gadbout, her contact for the Title grants. Ms. Gadbout advised Ms. Poulin that MSAD 6 does not need a policy. However, if the District decides to adopt a policy, it should follow what the District is currently doing. Ms. Poulin looked over the sample policy and made the appropriate changes to ensure it follows the District's current procedures. The Committee felt having a

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policy in place, helps other administrators know what the current procedures are when the administrator of that program is not available. Moved by Mr. Deakin; seconded by Ms. DeCotiis to move this new draft policy to first reading. **VOTED:** Yes, Unanimously

Moved by Mr. Deakin; seconded by Ms. DeCotiis to adjourn at 5:30 p.m. **VOTED:** Yes, Unanimously

Next Meeting: *TUESDAY*, September 4 @ 4:30