

**Policy Committee Meeting**  
**Central Office – Library**  
**December 17, 2018**  
**MINUTES**

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**Present:** Ellen, DeCotiis, Alan Dube, Nathan Carlow, Arthur Payeur

**Also Present:** Paul Penna, Superintendent  
Rae Theriault, Recorder

Mr. Dube opened the meeting at 4:30 p.m.

**DFF-R – Student Activity Fund Administrative Procedure:** Mr. Brockman, Business Manager, and the Finance-Facilities Committee reviewed this procedure and made a change on page 5 by removing the last bullet on No. 2, Clearing Accounts. This is a procedure so no vote is necessary. Once the change has been made, it will be sent to the Board as an FYI.

**Puberty Happens Curriculum:** When this suggested curriculum was brought to the Board, there were many questions. It had been requested this item be placed on an agenda for discussion by the Policy Committee. Mr. Dube presented two policies, IMB and GBIA, that could be in conflict with this proposed curriculum. Concerns were:

- What does the Policy Committee want for a template so that curriculum is following all policies?
- The DOE would support the Puberty Happens Curriculum for 4<sup>th</sup> and 5<sup>th</sup> graders to cover the requirement in Policy JLFA.
- If the Curriculum Committee wants to propose curriculum, they need to review policies to make sure it does not conflict with District policies.
- The nurses need training on how to deliver this curriculum, and it is being offered soon.
- Is the curriculum really free, as the nurses will be out of the clinics?
- Please have the nurses and Curriculum Committee look for alternative curriculum that does not come from a political organization; the DOE website offers other curriculum such as [kidshealth.org](http://kidshealth.org).
- Why are we teaching a separate curriculum when we need curriculum for JLFA?
- Can we develop our own curriculum for teaching puberty?

**IHBA – Individualized Education Programs (IEPs):** The MSMA sample policy had one word change. The word “public” was added to the first paragraph.

**Moved by Mr. Payeur; seconded by Mr. Carlow:** To accept the changes as recommended.  
**VOTED: “Yes,” Unanimously**

This policy will go to the Board for first reading.

**IHBAA – Referral and General Education Intervention Policy:** When compared to the MSMA sample policy, there were no changes other than to add cross references and update the legal reference.

**Moved by Mr. Payeur; seconded by Ms. DeCotiis:** To accept the changes as recommended.  
**VOTED: “Yes,” Unanimously**

This policy will go for first reading.

**IHBAA-R – Referral Procedures and General Education Interventions:** After receiving the MSMA sample procedures, Ms. Theriault met with Jen Donlon, Special Education Director, to review the suggested changes. The District policy will be updated by removing any reference to co-directors since the District now has only one director. The sentence that is crossed-off is not needed because it was a step that must be followed per special education law. On page 2, the word “engagement” was changed to “receipt.” The cross-references were added and the legal reference was updated. This is a procedure so no vote was necessary. Once IHBAA goes for second reading, this procedure will go to the Board as an FYI.

**IHBAG – Programming in the Least Restrictive Environment:** This is not a required or recommended policy. When requesting a sample of this policy from MSMA, Ms. Theriault was informed that Eric Herlan of Drummond/Woodsum and Jill Adams, Executive Director of MADSEC, have recommended that it be deleted. Ms. Theriault met with Jen Donlon who agreed with that recommendation.

**Moved by Mr. Payeur; seconded by Mr. Carlow:** To recommend to the Board that this policy be removed from the District’s policy book.  
**VOTED: “Yes,” Unanimously**

**Moved by Ms. DeCotiis to adjourn at 5:15 p.m.; seconded by Mr. Payeur.**  
**VOTED: “Yes,” Unanimously**

Next Meeting: January 2, 2019