

Policy Committee Meeting
District Central Office Library
July 15, 2019
MINUTES

Present: Nathan Carlow, Robert Deakin (4:15), Ellen DeCotiis, Erika Creutz, Elizabeth Forestiere (Student Rep), and Mia Kovacs (Student Rep)

Also Present: Paul Penna, Superintendent of Schools
Lori Napolitano, Principal – BEHS
Clay Gleason, Principal – Hollis and George E. Jack Schools
Patty Poirier, Administrative Assistant - Recorder

Mr. Carlow called the meeting to order at 4:04 p.m. He declared a quorum with 4 members present.

Introductions were held for new members to meet all in attendance.

Election of Chair: Ms. DeCotiis was nominated to serve as Chair for the 2019 – 2020 school year by Mr. Deakin; Mr. Carlow nominated himself. No other nominations were placed. A vote was taken with Ms. DeCotiis receiving two votes and Mr. Carlow received one vote; Ms. Creutz abstained.

Election of Vice Chair: Ms. Creutz nominated herself to serve as Vice Chair. No other nominations were placed. The Committee voted unanimously to appoint Ms. Creutz as Vice Chair.

Summer Meetings: The Committee will meet on August 19, 2019.

Handbook Changes:

BEHS – Lori Napolitano talked about the updated changes for the BEHS Handbook.

Page 3 Update the Calendar

Page 5 Remove AP4 All references (State has discontinued program.)

Page 7 Update Grading Section. Many changes to reflect new plan to include a letter grade conversion, make passing 2.7, and factor work completion standard into the course grade. An explanation how course grades will be calculated will be included.

Page 8 Update Honor Roll rules, removing (HOW) Habits of Work from the requirements.

Page 13 Attendance: The attendance policy will remain the same, “Currently under review” will be added. Information about students who are truant will be updated. For example, a letter isn’t automatically sent home. There are different first steps.

Page 14 Parking: Removing part about fees and tags. An online registration form will replace the current procedures.

Page 15 Dances will end no later than 10:30 p.m.

Page 16 Technology should contact families right away when there is laptop damage. They shouldn't wait until the students are seniors.

Page 14 Removing statement: "Do not see a physician without an accident form." The accident form is completed by staff and is an internal document. We can't require students to do this.

Page 20 Update what happens if a student misses a detention. We tend to reassign the detention first.

Page 21 Removed "threat to life" as a reason that a student must see the Board for an expulsion hearing.

Page 22 Dress Code: Removing language about "spaghetti straps" and "halter tops" to make the dress code less gender specific. Adding language banning confederate flags and swastikas.

Page 24 Skipping Class: An automatic warning will be given to the student the first time they skip a class. Detentions will be automatically given to students the second time.

Page 25 The school song will be moved to the beginning of the document.

BEMS - The following changes were submitted by Ben Harris for the BEMS Handbook.

Article 2 – Code of Conduct, page 4

*at any time or place, **including social media**, that such conduct directly interferes with the operations, discipline or general welfare of the school.

Administration, page 6

Bonny Eagle Middle School is managed by **two** administrators, Mr. Harris, Building Principal, and Mr. Oyster, ~~and Mr. Vacchiano~~, Assistant Principals. They can be reached by calling 727-9227.

After School, Page 6

*Bring note to office, ~~sign the after school register~~, and get a bus pass from the secretary

An activity bus leaves school ~~at~~ **around 4:05 4:15** P.M. on Monday through Thursday. Students must take this bus or leave with their parents before the bus departs. Please note, these bus routes do not always drop students off at their usual stops. Students may have to walk from central drop off points.

Attendance, page 7

When your child needs to be absent, please call our attendance office at 727-9216 before 9:00 A.M.. If you do not, you will need to send a written excuse with your child when he or she returns to school. This note must be given to the office. At that time the attendance will be updated from unexcused to an excused absence as determined by Maine Law. ~~Please allow twentyfour hour notice for request of missed work.~~ **Students should e-mail or communicate with their teacher for missed work during the absence.**

Behavior, page 8

Every student is entitled to attend school free from bullying, harassment, threats, or fear. Students who bully or harass others will be referred to a building or district level harassment officer for consultation and appropriate consequences will be rendered. **Anyone who is bullied should report using the online reporting tool found on the school's webpage or by reporting to a trusted adult.**

Consequences for Level IV offenses are the most severe. After an administrator determines that a student has committed any of these offenses, that individual will be asked to pay restitution (when applicable), suspended up to 10 days, and referred to the Buxton Police if a state law is **believed or has been** broken. Please note: Under federal law and M.S.A.D. #6 Board Policy any student who possesses a gun or distributes drugs or alcohol to other students shall be referred to the Board of Directors for an expulsion hearing. Also a second offense involving any student who possesses or uses alcohol, drugs, or drug paraphernalia, or is under the influence of alcohol or drugs at school or during any school-sponsored activity will be referred to the Board of Directors for an expulsion hearing. Finally, any student who engages in a second serious fight or chronically exhibits other behaviors which could reasonably be considered detrimental to the peace and usefulness of BEMS will be referred to the Board of Directors for expulsion. Under federal law any student who possesses a firearm or causes injury or accompanies use of a weapon with a threat to cause injury will be referred to the Board of Directors for an expulsion hearing.

Behavior, page 9

Examples of Level III violations include, but are not limited to, first offenses to the following infractions: chronic computer violations; leaving school grounds; chronic or more serious examples of inappropriate touching; bullying; fighting; threats to life; theft; serious vandalism; possession of lighters or matches, possession of tobacco in any form; **possession of vaping materials including chargers and juul pods**; possession of drug paraphernalia; possession, use, or being under the influence of alcohol; possession, use, or being under the influence of drugs (including prescription and nonprescription drugs

please see: Medications); possession of fireworks or incendiary devices; possession of weapons or any instrument used as a weapon; possession of stink bombs; hoedowns; serious disrespect or insubordination to any school official; posting a false alarm; and finally any serious or repeated pattern of religious, racial, ethnic, or sexual harassment at school or during school sponsored activities.

Consequences for Level III offenses are serious and include, but are not limited to, office detentions, conferences with parents, loss of privileges, restitution, in school suspension, or out of school suspension. Please Note: For health and safety reasons at Bonny Eagle Middle School, a one to ten day suspension is required for students who make a threat to life; participate in a fight; possess tobacco, **vape**, drugs, alcohol, fireworks, devices that could be used to terrorize, or weapons at school or during school sponsored activities. When the administrator handling the offense believes that state law has been violated, the Buxton Police will be advised. Parents will be notified when such reports are made and have the right to be present when their child is being questioned by the police.

Bus Passes, page 11

Bus passes are only issued for late busses. Bus passes will not be issued to students to go to another location other than their own. Students staying after school must have a signed late bus pass in order to ride the activity bus.

Counseling, page 13

~~A school counselor is assigned to each grade and the counselor loops with the students through middle school.~~

BEMS has two counselors. One for students with the last name that begin with A-L and one for students with the last name that begins with M-Z. These two counselors, and a full-time social worker are available to assist with any in school or out of school problems that a student wishes to discuss.

~~Counselors also provide Tier 1 Guidance classes as part of the Allied Arts rotation. These classes focus on academic, personal/social, and career development competencies.~~

Electronic Devices, Headsets, Radios, Laser Lights, page 14

Although we encourage students to not bring certain items to school, upon entering the building cell phones, music players, ear buds, radios, headsets, portable gaming consoles, cameras, etc. must be stored in ~~backpacks~~ or lockers. They may not be used in school without the express permission of a classroom teacher. **The school is not able to guarantee the security of these items.**

Email and Internet, page 15

School issued laptops contain filtering software and are often monitored at school.

Grade Reporting System

Trimester end dates are as follows: ~~11/30, 3/12, 6/26~~ **11/26, 3/12, 6/26**

Intramural activities, page 21

Intramural activities may include:

Art Club	Health Club	Knitting Club
Science Club	Social Studies Club	Writer's Club
Civil Rights Team	Ski Club	Intramural Tennis
Garden Club	Book Club	Intramural Basketball
Craft Club	Learning Lab	Dance Club
Gaming Club	Chess Club	Global Information Systems
Archery	Scrapbook Club	STEM
Improv Club	Lego Robotics	

Parent and Community Council, page 23

The Parent Community Council meets periodically throughout the year. Meetings are held at 6:30 p.m. at the middle school. ~~Meeting times will be posted on the Infinite Campus Parent Portal.~~

Parent Conferences, page 23

Parent conferences are held in the fall ~~and early winter~~ of each year. **In late winter/spring the school will host a student showcase.** Scheduling conferences are done online and notices to parents/guardians are made through our Synergy Messenger system. Parent conferences are usually held between 4:00 - 7:00 p.m.

Program of Study, page 24

Grade 6

Language Arts

Science

Social Studies

Mathematics

Art

Health

Foreign Language

Physical Education

Band or Chorus (optional)

Industrial Technology/~~STEM~~

~~Guidance~~

Outdoor Education

Grade 7

Language Arts

Science

Social Studies

Mathematics

Industrial Technology/~~STEM~~

Foreign Language (optional)

Health

Art

Physical Education

Band and Chorus (optional)

~~Guidance~~

~~Outdoor Education~~

Grade 8

Language Arts

Science

Social Studies

Mathematics

Art

Industrial Technology/~~STEM~~

Foreign Language

Health

Physical Education

Band or Chorus (optional)

~~Outdoor Education~~

Volunteers

Volunteers are welcomed and appreciated at BEMS. All volunteers need to complete the volunteer registration form found on our district webpage. This form needs to be completed annually. Completed forms can be dropped off in the main office.

Elementary – Clay Gleason talked about the updated changes for the Elementary Handbook.

Handbooks will be personalized for each school

- Late Start Dates p. 11

Added dates for the current school year.

- Volunteer language added p. 21

“Volunteer eligibility must be renewed annually” to clarify the expectation that the process is now renewed each school year.

- Pre K added

Added Pre K to grade span references throughout handbook as it applies; Reporting system p. 21, District Writing Contest p. 23

- Remove reference to hats in dress code section p. 18

Previously dress code language included a prohibition on wearing hats. Since Elem Admin have agreed this is not a large issue and it is not being enforced, and since the high school does not prohibit hats, we removed references to wearing hats from the 19/20 handbook. Admin can still address distracting or inappropriate headwear through existing language.

Moved by Ms. DeCotiis; seconded by Mr. Deakin: To accept the changes as presented.

VOTED: “Yes,” Unanimously

IJNDB – Student Computer and Internet Use and Internet Safety: This policy was compared to the MSMA sample policy. There were a few slight differences. Language was added to the fourth paragraph on page 1 as follows: ... *the dangers of engaging in “hacking”*

and other unlawful online activities, and issues surrounding “sexting.” On page 2, a new paragraph was added: *The Superintendent or his/her designee will be responsible for integrating age-appropriate Internet safety training and “digital citizenship” into the curriculum and for documentation of Internet safety training.* Legal references were also updated.

Moved by Mr. Deakin; seconded by Ms. DeCotiis : To accept the changes as presented.

VOTED: “Yes,” Unanimously

This policy will be presented to the Board for first reading.

IJNDB-R – Student Computer and Internet Use and Internet Safety Administrative

Procedure: This administrative procedure was reviewed along with the policy. No changes were made. It will be provided to the Board as an FYI when the policy itself (IJNDB) goes for second reading.

Moved by Ms. Creutz; seconded by Ms. DeCotiis

To adjourn at 5:17 p.m.

VOTED: “Yes,” Unanimously

Next Meeting: August 19, 2019, at 4:30 p.m.