

Policy Committee Meeting
Central Office - Library
October 7, 2019
MINUTES

Present: Nathan Carlow, Erika Creutz, Ellen DeCotiis, Robert Deakin

Absent: Elizabeth Forestiere

Also Present: Lori Napolitano, Assistant Superintendent
Paul Penna, Superintendent of Schools
Rae Theriault, Recorder

Ms. DeCotiis opened the meeting at 4:37 p.m.

JLCD-E4 – Life Threatening Allergy Protocol: The Committee reviewed this newly proposed form at its last meeting. The nurses again reviewed it. The protocol was broken down into 2 parts – Anaphylaxis Reaction Response and Anaphylaxis Procedure. Under response, administering the injection was moved to the first item and calling 911 to the second item. No other items were changed. The nurses also agreed to hand out the “Recognize and Respond to Anaphylaxis” sheet to the staff. JLCD-E4 is a procedure; therefore, it does not need to be voted on by this Committee or the Board. It will be presented to the Board as an FYI.

Proposal for a New Policy: *Electronic Participation in Board and Committee Meetings.* This draft policy was proposed by Mr. Hustus and given to the Policy Committee for consideration.

Moved by Mr. Carlow to open discussion on this item; seconded by Ms. DeCotiis. **VOTED: “Yes,” Unanimously**

Ms. Theriault said there was no MSMA sample policy and that Charlotte Bates recommended against adoption of a “remote participation” policy. Mr. Penna stated that at the August 19th Board Workshop Ms. Eileen King also recommended against allowing remote participation. There is concern that the person participating remotely could have others present in the room that are off camera influencing their votes/decisions. Mr. Carlow stated that USM’s Board allows remote participation, but they have a much larger geographical area that impedes attendance by their members. Moved by Mr. Carlow to table the policy until legal counsel has had time to review it; seconded by Ms. DeCotiis. **VOTED: “Yes,” Unanimously**

JJIF – Management of Concussions and Other Head Injuries: Mr. Deakin asked for this policy to be reviewed; he suggested it be done annually. A few additions were made to the policy after comparing it to the MSMA sample policy. It was then sent to the nurses, the high school and middle school athletic directors, who shared it with the athletic trainer. They did not recommend any further changes to the policy, procedure (JJIF-R) or forms (JJIF-E1 or JJIF-E2).

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Moved by Mr. Carlow; seconded by Mr. Deakin to recommend the Board accept the changes to this policy as proposed. VOTED: “Yes,” Unanimously

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

JJIF-R – Guidelines for Athletes to Return to Play After an Injury for Bonny Eagle High School and Bonny Eagle Middle School Administrative Procedure: This procedure was reviewed. No changes were recommended. It will be presented to the Board as an FYI when its corresponding policy (JJIF) goes for second reading.

JJIF-E1 – MSAD 6 Concussion Information Sheet: This form was reviewed. Ms. DeCotiis suggested a couple of changes under the Signs Observed by Teammates, Parents or Coaches Section. She suggested that two bullets be added: (•) Processing speed may be slower and (•) Problems with empathy and peer relationships may be noted for the first time.

Moved by Mr. Carlow; seconded by Ms. DeCotiis to adopt the changes suggested by Ms. DeCotiis. VOTED: “Yes,” Unanimously

Since this is a form, it does not need to be voted on by the Board. It will be presented to the Board as an FYI when its corresponding policy (JJIF) goes for second reading.

JJIF-E2 – Return to Learn Guidelines: These guidelines were not reviewed at the last Policy Committee meeting. Many of the concerns shared during that meeting are addressed in this document. It was reviewed and no changes were recommended. Ms. DeCotiis raised concern because a student said those protocols were not adhered to when she had a concussion. Once the nurse has been informed of a head injury; she will notify the staff. If the student has moved to the next stage of the protocol and symptoms recur, the student must let the nurse know so that she can inform the staff to make the appropriate adjustments. Ms. Napolitano will remind the administrators that these protocols must be followed when the nurse informs staff about a student who has sustained a head injury. This procedure will be presented to the Board as an FYI when Policy JJIF goes for second reading.

Mr. Deakin moved to adjourn at 5:25 p.m.; seconded by Mr. Carlow. VOTED: “Yes,” Unanimously

Next Meeting: October 21, 2019