

# Educational Policy Committee

## Minutes

August 3, 2021

7:00 - 8:00pm

Members: Gwen Doak, Wayne Kinney, Carol Coles, Debbie Smith

Other Board Members Present: None

Staff: Chris Elkington, Laura Columbia, Katie Duchesne, Melissa Williams, Monique Poulin

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1. Call meeting to order at 7:07 pm
2. Elect Committee Chair
  - a. Wayne Kinney expressed interest in the chair, nominated by Gwen Doak. Wayne Kinney was elected by consensus.
3. Review [approved minutes](#) from the last meeting
  - a. No questions or discussion regarding the minutes.
4. Grant Approval Process
  - a. Grants (not ESEA or Sped) should follow a process
    - i. Either based on long-range planning/ strategic plan or Special case scenario
    - ii. Should be approved by Superintendent following review by direct supervisor
    - iii. Come to this committee for review
    - iv. Thoughts?
      1. Concern was raised by board members regarding not having a process for grants and recommending that the Superintendent develop procedures for an approval process.
      2. A discussion was heard regarding how a long-range plan would be helpful, as well as the Superintendent creating draft administrative procedures for the process. This item would be added to an administrative handbook (planning stage), for the future. As well as updating procedures in staff and student handbooks.
  - b. Logging Equipment Purchase Grant for FTC - Elkington/Williams
    - i. Action
      1. [Grant Award](#)
      2. [Grant Selections](#)
      3. [Equipment Quote](#)

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- ii. The plan was summarized; how this program would work with community organizations such as the Parks and Recreation Department in Wilton, and the importance of exposing students to these pieces of equipment in real-life situations.
5. Policy Reviews: Discussion on the policy that regards board committees, and information that could or should be added to the policy. Recommended to move to the next meeting, and review the MSMA's policy on standing committees.
  - a. When do we involve other committees?
  - b. How do we decide to get feedback?
  - c. Thoughts?
6. Discussion Items:
  - a. Draft [Affirmative Action Plan](#) - K. Duchesne
    - i. All associated policies have been reviewed and updated. The Affirmative Action Plan was updated after consultation with Drummond and Woodsum, Katie Duchesne, and the Superintendent. It will be distributed in staff handbooks.
    - ii. Committee gave consensus to send to the school board for first reading. Committee commended Katie D. for the work she has done through this process.
  - b. [Visitors KI](#) - Elkington
    - i. A question was heard regarding opening schools, how should we proceed with visitors (school day visitors) and volunteers. A discussion was heard regarding the difference between volunteers versus visitors. This will be reviewed and discussed with our back-to-school plan.
  - c. [Board Self Evaluation](#) - Elkington
    - i. This is a recommended policy that we currently do not have, but it is recommended to have. This will be added to the next agenda for review.
  - d. [Volunteer Policy](#) - Elkington
    - i. RSU 9 currently does not have this policy, but it is strongly recommended that we have it. This will be added to the next agenda for review.
  - e. [Remote Participation/Live Streaming](#) - Elkington
    - i. [LD 32 - PL Chapter 290](#)
      1. A recent law, that is previously mentioned. As discussed at the previous school board mtg. the committee reviewed the potential policy, but based on the superintendent's recommendation will not look to enact this policy at this time.

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- f. MSMA Sample Policy [GCI](#): Professional Staff Development Opportunities - Columbia
  - i. The committee recommends policy moves to first reading.
- g. Discussion of [IJA! Live Work](#) (CTE Only) - M. Williams
  - i. The policy had not been updated recently, and it was reviewed and edited to strengthen the language. It is not currently in policy but required for FTC. This will be reviewed after Melissa Williams reviews the policy with the FTC Board.
- 7. A member is needed to move to the Operations Committee, due to a need for an additional member to even out the numbers.
  - a. Wayne Kinney will send an email to the group requesting that one member volunteer to go to the Operation's Committee.
- 8. Future Agenda Items
  - a. 2021-2022 Policy Review Plan from Superintendent - Chris Elkington
    - i. Cross-reference quick review
  - b. [Board Self Evaluation](#) - Elkington
    - i. This is a recommended policy that we currently do not have, but it is recommended to have. This will be added to the next agenda for review.
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