



Regional School District No. 17

Board of Education

Policy Subcommittee

Meeting Minutes

A meeting of the Regional School District No. 17 Policy Subcommittee was held on November 4, 2024, at 6:30 p.m. in the HKHS Community Room.

Subcommittee Members Present: Hamish MacPhail, Jennifer Voegtli(remote), Lisa Connelly, Jennifer Favalora, Kathleen Zandi(remote)

Other Attendees: Assistant Superintendent Jennifer Miller

Call To Order

The meeting was called to order by Chair Hamish MacPhail at 6:31 pm.

Approval of Previous Meeting Minutes

Lisa Connelly **MOVED** and Kathy Zandi **SECONDED** a motion to approve the previous meeting minutes. The motion passed unanimously.

Presentation of Administrative Letters

Assistant Superintendent Miller presented the following administrative letters and updated procedures:

- Letter #5 Health and Safety Cleaning Inspection Procedures
- Letter #6 Head Lice Procedures
- Letter #7 Field Trips Health and Safety

Policies for Review:

Assistant Superintendent Miller presented the following policies and the committee recommended them to be brought to the full Board:

- 1101-Policy and Administrative Regulations Regarding Non-Discrimination (Community)
- 3110-Board Budget Procedures and Line Item Transfers
- 4112.5/4212.5-Employment and Student Teacher Background Checks
- 4118.12/4218.12-Policy Regarding Employees and Sections 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990
- 4152.6/4252.6-Family and Medical Leave
- 5113-Student Attendance, Truancy, and Chronic Absenteeism
- 5115 Admission to Public Schools at or Before Age Five

- 5141.21-Administration of Student Medications in the Schools

Items of Information:

- 1101 R -Administrative Regulations Regarding Discrimination Complaints (Community Members)
- 4118.12 R/4218.12 R-Administrative Regulations Regarding Employees and Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990
- 5115 R Admission to Public Schools at or Before Age Five
- 5113 R-Administrative Regulations Regarding Attendance, Truancy, Chronic Absenteeism

Upcoming Agenda Items

- Code of Ethics and Integrity Statement

Jennifer Miller provided input from Shipman regarding the next steps and how to integrate the Code of Conduct and Statement of Integrity.

Adjournment

The meeting was adjourned at 7:31 p.m.