

RSU #63 Policy Committee Minutes

Date: February 9, 2026

Time: 4:00pm

Location: Holbrook School

Committee Members Present: Amy Hart, Rachel Downs, Brittany Wood

Others Present: Sheila Caldwell

1. Call to order – 4:02pm
2. The committee nominated and elected Amy Hart as the Chair of the Policy Committee
3. The committee voted to accept the minutes from the Nov 4th Policy meeting.
4. Policies for 1st Review
 - a. **BGB – Policy Adoption:** Rescind this policy completely.
 - b. **BG / BG-R – School Board Policy / Policy Adoption Procedure:** Adopt both these policies as written by MSMA with the inclusion of Section IV, A-C from the RSU #63 BG Policy.
 - c. **GCFB - Recruiting and Hiring of Administrative Staff (Required):** Add the MSMA wording back into the RSU #63 policy.
 - d. **GCFB-R - Recruiting and Hiring of Administrative Staff, Administrative Procedure (Required):** Remove wording not in accordance to the MSMA policy.
 - e. **JJIBA - Hiring and Evaluation of Coaches:** Change the word “shall” to “may” in all incidences.
 - f. **JL – Student Wellness:** Tabled for next meeting.
5. MSMA Tier 2 Audit:

Discussion on recommending Board to vote to schedule an MSMA Tier 2 audit on all district policies. Brittany expressed interest in some parts of the next level, which would increase the cost. Amy thinks it's a good idea, but wondered if it is a priority. The superintendent voiced concern about the legality of having policies that may not be in line with MSMA's legally vetted policies, and the committee agreed to keep it open for consideration.

6. Policies for Future Meetings –

a. **JL** – Student Wellness

b. **Transportation: Review with consideration to remove non-required policies on transportation and revise all others to align with MSMA’s sample policy.**

i. **EEAEAA** - Drug and Alcohol Testing of School Drivers and Covered Employees (Required)

ii. **EEAEAA-R** - Drug and Alcohol Testing of School Drivers and Covered Employees- Administrative Procedures (Required)

iii. **EAA** – Student Transportation

iv. **EEAAA** - School Vehicle Operating Procedures

v. **EEAEA** - School Vehicle Driver Qualifications

vi. **EEAEC** - Student and Rider Conduct on School Vehicles

vii. **EEAEE** - School Vehicle Evaluation Procedures

viii. **EEAEEA** - Accident and Vehicle Failure Procedures- Vehicle drivers

ix. **EEAF** - Use of School Busses for RSU 63 & Non-RSU 63 Functions Outside Regular Transport of Students to/from School

7. Other

a. **MSMA Audit of Policies** – Cost & Timeline

b. **Pending Policy on Website** – How to use effectively

8. Next meeting – March 2nd, 2026 at 4pm, Holbrook School

9. Adjourn – 5:04pm

Approved by Committee 03/02/2026

Accepted by Board 04/27/2026