Regional School Unit 5
Durham · Freeport · Pownal

"Empower and equip every learner with skills, curiosity, character, and purpose to thrive and live fulfilling lives in an ever changing world"

Tom Gray, Superintendent of Schools
Kelly Wentworth, Director of Finance & Human Resources
Mandy Lewis, Assistant Superintendent of Schools
Elisha Morris, Director of Instructional Support

TO: Colin Cheney, Kara Kaikini, Chris Savaiano

CC: Jill Hooper

FROM: Tom Gray, Superintendent

DATE: October 21, 2026

RE: Policy Meeting – November 5, 2026

The Policy Committee is scheduled to meet on Thursday, November 5, 2026 at 4:15 p.m. via Google Meet at the following link: https://meet.google.com/dkc-hazi-wqy
Or dial: (US) +1 929-266-2152 PIN: 109 349 631#

Agenda:

1. Law Change:

   KLGC - Relations With Law Enforcement Personnel: Limitations On Authority To Consent For Entry Or To Review Records In Schools (New)

2. Regular Review:

   BDE- Board of Directors Standing Committees
   EEAEF – Video Cameras on Transportation Vehicles
   JICC – Student Conduct on Buses
   JIH – Questioning and Searches of Students
   JIH - R - Questioning and Searches of Students Administrative Procedure

3. Board Request:
   N/A

RELATIONS WITH LAW ENFORCEMENT PERSONNEL: LIMITATIONS ON AUTHORITY TO CONSENT FOR ENTRY OR TO REVIEW RECORDS IN SCHOOLS

The intent of the policy is to ensure that RSU No. 5 schools and educational programs remain safe and accessible to all students and staff regardless of immigration status by limiting, to the fullest extent possible, consistent with state and federal law, voluntary consent for entry into nonpublic areas of the facility by law enforcement officers for immigration enforcement purposes, and limiting consent to disclosure of protected records held by the school to law enforcement officers for immigration enforcement purposes.

In the context of this policy, "voluntary consent" means that no school district employee, acting on their own initiative, may voluntarily consent or acquiesce to the request of a federal law enforcement officer to enter a nonpublic space within the school or allow access to, or inspection of, education records maintained by the school for the purpose of enforcing immigration laws. Access to nonpublic spaces or education records will only be provided when legally required at the direction or the Superintendent's designee after consultation with RSU No. 5's attorney, if appropriate.

The school principal/designated administrator will ensure that all staff persons who may interact with law enforcement officers are informed of this policy. All staff persons should have the name, title, and contact information of the administrator who has been designated to advise them in implementing this policy.

I. Definitions

A. **"Education record"** has the same meaning as in the federal Family Educational Rights and Privacy Act of 1974 (FERPA), 20 United States Code, Section 1232g(a)(4), and its implementing regulations.

B. **"Law enforcement officer"** means a person who by virtue of public employment is vested by law with a duty to maintain public order, to prosecute offenders, to make arrests for crimes, whether that duty extends to all crimes or is limited to specific crimes, or to perform probation functions, or who is an adult probation supervisor.

"Law enforcement officer" includes the following federal officers who are authorized to carry firearms in the performance of their duties as federal law enforcement employees or officers:

- **Special Agents:** A federal officer who is a special agent of the United States Secret Service of the Department of Homeland Security; and
- **Immigration, Customs, or Border Security:** A federal officer of an agency within the Department of Homeland Security that has administrative and enforcement jurisdiction over immigration, customs, or border security matters. This may include, for example, a federal officer within the United States Customs and Border Protection, United States Immigration and Customs Enforcement, or United States Citizenship and Immigration Services.

C. **"Nonpublic area"** means an area of a building or facility that the public is not free to enter or access and includes a restricted access area within a building or facility that is otherwise predominately open

to the public. "Nonpublic area" also includes all areas within a building or facility during any time that the building or facility is closed for operation.

II. Responding to Requests for Entry and Access to Records Maintained by the School

A. Entry Into Nonpublic Areas

A person acting on behalf of a public school may not voluntarily permit a law enforcement officer to enter a nonpublic area of the school for immigration enforcement purposes.

If a law enforcement officer presents at the school and seeks to gain entry to nonpublic areas, the staff person shall ask the law enforcement officer to identify their purpose for accessing nonpublic areas.

If the law enforcement officer indicates an immigration enforcement purpose, the staff person shall ask the law enforcement officer to produce a court-issued warrant or any other documents the officer contends authorize access to nonpublic areas of the school.

The staff person shall inform the officer of the requirement to consult with a designated administrator to review the warrant or other legal documents prior to permitting access to any nonpublic areas of the school.

The staff person shall direct the officer to wait in a designated area of the school (e.g., principal's office or conference room) while the principal/designated administrator reviews the documents.

The principal/designated administrator will notify the Superintendent of the presence of the federal law enforcement official(s) and reason for the request.

The principal/designated administrator will review the documents presented and consult with legal counsel, as necessary, before giving direction to the staff person as to how to respond.

If the law enforcement officer insists on accessing nonpublic areas without a court-ordered warrant or other valid order authorizing access under federal or state law, or before the principal/designated administrator has reviewed the documents presented and provided direction to staff, the officer should be informed that the school objects to the officer's entry into the nonpublic areas. The staff should immediately inform the principal/designated administrator but should not attempt to physically interfere with the officer or obstruct the officer's entry into the nonpublic areas. The designated administrator will contact the Superintendent, who will contact the district's legal counsel and/or the school district's designated law enforcement authority.

B. Access to Education Records

A person acting on behalf of a public school may not voluntarily permit a law enforcement officer to access education records for immigration enforcement purposes.

The principal/designated administrator school shall ensure that all staff persons who have access to education records are informed of this policy, and that those persons have the name, title, and contact information of an administrator who has been designated to advise them in implementing this policy.

If a law enforcement officer seeks access to education records, the staff person shall ask the law enforcement officer to identify their purpose for accessing education records.

If the law enforcement officer indicates an immigration enforcement purpose, the staff person shall ask the law enforcement officer to produce a court-issued warrant or any other documents the officer contends authorize access under federal or state law.

The staff person shall inform the officer of the need to consult with the principal/designated administrator to review the warrant or other legal documents prior to allowing access to any nonpublic areas of the school for review or inspection of records.

The designated administrator will review the documents presented and consult with legal counsel, as necessary, before giving direction to the staff person as to how to respond.

III. Mandatory Compliance Activities

If required by federal law to permit the inspection of educational records or to conduct interviews regarding the eligibility of noncitizens to work in the United States or to attend school in the United States:

1. The school shall designate a nonpublic area within the school institution where law enforcement officers may conduct these inspections and interviews; and
2. The school may permit law enforcement officers to access a specific location to verify eligibility for employment or school attendance if applicable federal law requires that law enforcement officers be provided access to that specific location within the school when conducting these inspections and interviews.

IV. Policy Review

In compliance with Maine law, 5 MRSA §200-O(2), the Board will review and amend this policy, as necessary, within three months of the date that the Attorney General publishes any amended model policies and guidance applicable to Maine's public schools.

Legal References: 5 MRSA § 200-O
20-A MRSA § 14
Maine Office of the Attorney General, *Model Policy and Guidance for Public Schools and Postsecondary Educational Institutions: Limiting Authority to Consent for Entry and Records Review* (September 28, 2026)

Cross Reference: KLG - Relations with Law Enforcement Authorities
KLG-R-Relations with Law Enforcement Authorities Administrative Procedure.

Adopted: ___

BOARD OF DIRECTORS STANDING COMMITTEES

The Board of Directors believes that standing committees can be useful to its decision-making process and in the transaction of Board business. The Board may establish such standing committees as it deems necessary to facilitate school unit governance and address ongoing school unit needs. A standing committee has only such authority as specified by the Board.

All standing committees shall be comprised of less than a majority of the Board of Directors

All standing committee meetings are open to the public except as provided by the Freedom of Access Law and the Municipal Public Employees Labor Relations Law.

Establishment and Functions of Standing Committees

The following provisions apply to the establishment and functions of standing committees:

A. All standing committees shall be established by vote of the Board of Directors. A motion to establish a standing committee shall state the purpose and responsibilities of the committee (the "charge") and set the number of members comprising the committee.

B. The Board of Directors will elect members to a standing committee from among the membership of the Board. For existing standing committees, appointments will be made at or as soon as practicable after the Board of Director's annual organizational meeting.

C. The Board of Directors Chair may also make appointments, after Board discussion, to standing committee vacancies on standing committees that occur prior to the Board's next organizational meeting.

D. The term of appointment to a standing committee shall be until the next organizational meeting.

E. Each standing committee will elect its own chair.

F. The Board of Directors Chair and Superintendent shall be ex officio members of all standing committees.

G. Any Board of Directors member may attend standing committee meetings, but only appointed members of the committee may vote.

H. Except as authorized by law or Board of Directors action, a standing committee may research issues and make recommendations for Board action, but may not act for the Board.

I. A standing committee may be abolished at any time by a vote of the Board of Directors.

J. The number of members on a standing committee and/or the responsibilities of a standing committee may be modified at any time by a vote of the Board of Directors.

Authorization/Appointment of Standing Committees

The Board of Directors shall have the following standing committees:

Curriculum and Program Development Committee
Facilities and Operations Committee
Finance Committee
Negotiations Committee
Policy Committee
Strategic Communications Committee
Stipend Review Committee

The Board of Directors may establish other standing committees it deems necessary in accordance with this policy.

Legal Reference: 1 M.R.S.A. § 401 et seq.

Adopted: October 28, 2009
Reviewed: February 16, 2011
Revised: January 22, 2014
Revised: January 24, 2018

Review only - No Changes

VIDEO CAMERAS ON TRANSPORTATION VEHICLES

The Board recognizes the school unit's continuing responsibility to maintain order on school transportation vehicles to ensure the safety of staff and students. After carefully balancing the need for discipline and safety with students' interests in privacy, the Board supports the use of video cameras on school transportation vehicles. In an effort to reduce student behavior violations, the cameras may be used to monitor student behavior during transport to and from school, extracurricular activities and field trips.

When the resulting videotapes are used as a basis for discipline, parents/guardians will be notified and given the opportunity to view the portion of the tape pertaining to the alleged violation. Students in violation of school discipline/conduct codes shall be dealt with in accordance with established Board policy, administrative procedures, and school practices.

Notice of use of video cameras for disciplinary purposes in school transportation vehicles will be provided all students, parents and staff in appropriate handbooks on an annual basis. Moreover, notice that video observation may take place will be posted in each transportation vehicle.

Any recording used in a disciplinary proceeding will be retained as part of a student's disciplinary record, being disposed of as other such documentation except when special circumstances warrant longer retention. In regard to such video recordings, the school system will comply with all applicable provisions of state and federal law concerning student records.

The Superintendent will be responsible for the development of administrative procedures regarding review of video recordings made on school transportation vehicles. Such regulations will provide a process for review when significant violations of the student discipline/conduct code occur. Procedures will also address the retention of video tapes, the security of video cameras and recordings, specifying the school official(s) to be responsible for purchase, installation, maintenance, and replacement of equipment, scheduling and placement of cameras on transportation vehicles, requests for viewing and any necessary follow-up.

Cross Reference: JRA - Student Records

Adopted: April 28, 2010
Reviewed: January 25, 2012
Reviewed: April 12, 2017

STUDENT CONDUCT ON SCHOOL BUSES

~~The law does not relieve parents/guardians of students from the responsibility of supervision before the child boards the bus in the morning and after the child leaves the bus at the end of the school day.~~

~~Once a child boards the bus and only at that time do they become the responsibility of the school system. Such responsibility ends when the child is delivered to an established bus stop at the close of the school day.~~

~~The bus is considered an extension of the classroom, as such the Board requires children to conduct themselves on the bus in a manner consistent with established standards for classroom behavior.~~

~~In cases when a child does not behave properly on a bus, such instances are to be brought to the attention of the building Principal by the bus driver. The building Principal will inform the parents/guardians immediately of the misconduct and request their cooperation in correcting the child's behavior.~~

~~Children who become a serious disciplinary problem on the school bus may have their riding privileges suspended by the Principal in consultation with the Director of Transportation. In such cases, the parents/guardians of the children involved become responsible for seeing that their children get to and from school safely. The Principal may put a plan in place with the parents/guardians to ensure the child's successful return to the bus.~~

The RSU No. 5 Board of Directors has adopted this policy to conserve the comfort, safety, and welfare of all students transported on school buses and other school vehicles.

The Board requires students to conduct themselves in a manner that is consistent with applicable Board policies, procedures, and school rules when riding a school bus or other school vehicle.

Legal Reference: 20-A MRSA Section 5401

Cross Reference: EEA - Student Transportation Services
JICC - R - Bus Discipline Administrative Procedure

Adopted: April 28, 2010
Reviewed: January 25, 2012
Reviewed: April 12, 2017
Revised: May 26, 2021

QUESTIONING AND SEARCHES OF STUDENTS

The RSU No. 5 Board of Directors seeks to maintain a safe and orderly environment in the schools. School administrators may question and/or search students in accordance with this policy and accompanying administrative procedure.

Students, their personal property, and their vehicles may be searched upon reasonable suspicion that they possess any items or substances which are prohibited by law, Board policies and/or school rules, or which interfere with the operations, discipline or general welfare of the school. The Superintendent may authorize a search without individualized suspicion in special circumstances after consultation, if practicable, with legal counsel.

~~When special circumstances exist, including but not limited to a suspected ongoing violation of the Board's drug/alcohol or weapons policies, or when a potential threat to safety is identified, school administrators may search groups of students or the entire student body without individualized suspicion.~~

In circumstances involving a credible threat of violence or other imminent safety concern, law enforcement personnel shall be summoned and permitted to conduct searches and interviews as they deem necessary and lawful, which may include canine searches.

Student use of all school storage facilities, including but not limited to lockers, desks, and parking lots, is a privilege granted by the school. All storage facilities are school property and remain under the control, custody, and supervision of the school. Only locks provided by RSU5 may be used to secure student lockers.

Students have no expectation of privacy in school storage facilities or for any items placed in such storage facilities. School administrators have the authority to inspect and search storage facilities and their contents on a random basis, with or without reasonable suspicion, and without notice or consent. ~~Canine patrols may be used.~~

If a search produces evidence that a student has violated or is violating the law, Board policies and/or school rules, such evidence may be seized and impounded by school administrators and appropriate disciplinary action may be taken. Evidence may be forwarded to law enforcement authorities as required by law or as deemed appropriate by school administrators.

A student who refuses to comply with a search directive may be subject to disciplinary action, including the disciplinary consequences for the suspected violation.

The Superintendent is authorized to develop and implement, with input from legal counsel, administrators, and/or other appropriate persons, any administrative procedure necessary to carry out this policy.

~~This policy and the accompanying procedure will be included in student/parent handbooks. Such administrative procedures shall be subject to Board approval.~~

School staff, students and parents shall be informed of this policy on an annual basis through handbooks and/or other means selected by school administrators.

Cross Reference:	JIH - R Questioning and Searches of Students Administrative Procedure JICH – Drug and Alcohol Use by Students JICIA – Weapons, Violence, and School Safety JK – Student Discipline KLG – Relations with Law Enforcement Authorities
Adopted:	March 24, 2010
Reviewed:	March 13, 2013
Revised:	November 20, 2013
Reviewed:	April 29, 2020

QUESTIONING AND SEARCHES OF STUDENTS
ADMINISTRATIVE PROCEDURE

The purpose of this administrative rule is to provide guidelines for the conduct of student questioning and searches by authorized school administrators. These are guidelines only and may be adjusted within reasonable and lawful limits on a case-by-case basis. School administrators have the discretion to request the assistance of law enforcement authorities as they deem necessary and in accordance with Board policy.

During a search, any illegal item(s) found that violates Board policies or school rules, or which in the reasonable judgment of school administrators represents a threat to the safety and welfare of the school population will be seized. Illegal item(s) shall be turned over to the law enforcement authorities. Other item(s) will be stored in a secure location until a determination is made regarding appropriate disposition.

School administrators are required to document all searches and items seized or impounded. The Superintendent and the parents of students involved will be provided with a copy of such reports.

Questioning by School Administrators

1. School administrators are under no obligation to notify a student's parents/guardians prior to questioning a student regarding alleged violations of Board policies, school rules, and/or federal/state laws.

2. School administrators will inform the student of the reasons for the questioning and provide an opportunity for the student to respond to any allegations. School administrators will make a reasonable effort to question the student in a location out of the sight and hearing of other students.

3. If a student fails to cooperate, lies, misleads, or threatens any person during questioning, they may be subject to additional disciplinary action.

Searches of Students, Personal Property in Student's Immediate Possession

1. School administrators are authorized to search students and/or personal property in student' immediate possession, when, in their judgment, there are reasonable grounds to suspect that a student has violated or is violating Board policies, school rules, federal/state laws, or is interfering with operations, discipline or general welfare of the school.

2. In circumstances involving a risk of harm to persons on school premises, the Superintendent may authorize a search of a group of students without individualized suspicion when permitted by law. The Superintendent should consult with legal counsel if practicable, and the search should be narrowly tailored to achieve its purpose.

2. All searches of students and/or their personal property, will be authorized and conducted by a school administrator in the presence of a witness, except where the circumstances render the presence of a witness impractical. A reasonable effort will be made to conduct searches out of sight and hearing of other students.

3. Searches should be reasonably related to the suspected violation and no more intrusive than necessary to discover the evidence for which the search was instigated. Searches may include pat downs and searches of the student's outer clothes (e.g., pockets, jacket, shoes, hat) and personal belongings (e.g., purse, backpack, gym bag, lunch bag and personal devices, including phones). The student may be given the opportunity to open any closed items and items that are not easily accessible to visual search. If the student refuses, the administrator will open and search the items. If the search produces a reasonable suspicion of the presence of evidence, a broader search may be justified. If a strip search appears to be necessary law enforcement authorities will be contacted.

4. Searches which disclose evidence that a student has violated Board policies or school rules will be addressed through school disciplinary procedures. Evidence of violation of federal/state laws may result in school disciplinary action and/or be forwarded to law enforcement authorities for possible investigation/prosecution.

Searches of Lockers, Desks, and Other School Storage Facilities

1. School administrators will consult with the Superintendent prior to conducting random searches. Students have no expectation of privacy in school storage facilities or for any items placed in such storage facilities. School administrators have the authority to inspect and search storage facilities and their contents on a random basis, with or without reasonable suspicion, and without notice or consent.

2. Searches of individual student lockers, desks, or other storage facilities and their contents based upon reasonable suspicion will be conducted in the presence of the student and a witness, if practical under the circumstances of the search. A reasonable effort will be made to conduct searches out of the sight and hearing of other students. The student may be given the opportunity to open any closed items or items that are not easily accessible to visual search. If the student refuses, the administrator will open and search the items.

3. Any searches that disclose evidence that a student has violated Board policies or school rules will be addressed through school disciplinary procedures. Evidence of violation of federal/state laws may result in school disciplinary action and/or be forwarded to law enforcement authorities for possible investigation/prosecution.

Patrolling of Parking Lots and Searching Vehicles

1. Students may drive vehicles to school and park in designated areas in accordance with school rules. School administrators retain the authority to patrol parking lots.

2. If school administrators have a reasonable suspicion that a vehicle which a student has parked at school contains evidence that the student has or is violating Board policies or school rules, or federal/state laws, and/or there is a substantial threat to the welfare and safety of the schools, a school administrator will search the vehicle in the presence of a witness, except where the circumstances make the presence of a witness impractical.

3. If practical, the student should be present during the search. A reasonable effort will be made to conduct searches out of the sight and hearing of other students. The student may be given the opportunity to open any closed items or items that are not easily accessible to visual search. If the student refuses, the administrator will open and search the items.

Canine Patrols

1. The Superintendent may authorize canine patrols to take place anywhere on school property if they deem it advisable to maintain school safety or if there is a reasonable suspicion that drugs, weapons, and/or other illegal substances or items will be found. Canine patrols may include school lockers and/or student vehicles in school parking lots.

2. The Superintendent must make requests for canine patrols in writing to the appropriate law enforcement authorities. Only certified dogs and handlers may be used.

3. Whenever possible, canine patrols will be scheduled to minimize disruption of the academic program and risk of contact with students.

4. Teachers will be notified prior to the initiation of a canine patrol to keep students in their classroom during the patrol. Any students in the parking lot, or anywhere outside of a classroom, prior to a canine patrol will be instructed to report to the school office or appropriate classroom.

5. Any locker and/or vehicle identified by the canine patrol will be noted by the school administrators accompanying the patrol.

6. Immediately following removal of the dogs, each area noted during the canine patrol will be searched. Each search will be conducted by a school administrator in the presence of a witness, except where the circumstances make the presence of a witness impractical.

7. If practical, the student should be present during a search of his/her locker or vehicle. A reasonable effort may be made to conduct the search out of the sight and hearing of other students. The student may be given the opportunity to open any closed items or items that are not easily accessible to visual search. If the student refuses, the administrator will open and search the items.

Cross Reference: JIH – Questioning and Searches of Students

KLG – Relations with Law Enforcement Authorities

Administrative Procedure Adopted: February 9, 2010
Board of Directors Adopted: March 13, 2013
Revised: November 20, 2013
Reviewed: April 29, 2020