

GUILFORD BOARD OF EDUCATION
POLICY SUBCOMMITTEE
Tuesday, September 29, 2009
Guilford Lakes Elementary School

Board members present: Bill Bloss, Linda Sanacora, Barbara Dudley
Administrator present: Anne Keene

Barbara Dudley called the subcommittee meeting to order at 6:00 p.m.

Approve 2009-2010 meeting schedule – All policy subcommittee meetings will begin at 6:00 p.m., prior to the regular Board of Education workshop sessions. The tentative dates for the policy subcommittee during the 2009-10 school year will be November 23, February 22, April 26, and June 28. Dates and locations will be confirmed pending approval of the 2010 Board of Education calendar.

5514 – Administering Medication to Students – Pursuant to PA 09-155, add licensed athletic trainers employed by the district to the list of individuals who are permitted to administer medication to students under the general supervision of a school nurse. The subcommittee also recommended adding “storage” to a student’s self medication plan. The revised policy will be presented at the October 13 Board of Education meeting. Dr. Keene verified that the plan for managing students with life-threatening food allergies was posted on the district website under “Health News.”

5414 – Suicide Prevention and Intervention -- The subcommittee discussed a draft of proposed changes to the policy and regulation presented by Carol Ott, Health Services Coordinator, and Betty Mannes, nurse at Guilford High School. The subcommittee wanted further clarification on Board responsibilities in this area. Mr. Bloss suggested that the subcommittee review CABA policies and policies recommended by the JED Foundation. Dr. Keene will compile a packet of information and forward to subcommittee members. The revisions and sample policies will be discussed at the November meeting.

TBD – The subcommittee reviewed the Sexual Offenders on School Property policy. Dr. Keene will revise the draft language from the LEARN model and receive input from the District Leadership team prior to the next policy meeting.

Communicating policy – Barbara Dudley discussed the district policy annual notification manual published this summer. All parents were notified in writing about the electronic version; printed copies were available on request. Dr. Keene reported that the search engine for the policy manual is available online. People can search individual words or policy numbers.

Staff and Volunteer Handbook to support policy #5005 – Dr. Keene distributed updated handbooks “Creating Physically, Emotionally, and Intellectually Safe Schools.” Linda Sanacora recommended that some of the language be simplified for volunteers.

New Business – The following policies need to be reviewed at the next meeting: #5434 Health Records (HIPAA); #5222 Student Records (FERPA), and #5431 Animals in Schools.

E. Anne Keene, Assistant Superintendent