

**HOLLIS BROOKLINE COOPERATIVE SCHOOL BOARD  
POLICY COMMITTEE MEETING MINUTES**

**April 4<sup>th</sup>, 2022**

A Hollis Brookline Cooperative School Board Policy Committee meeting was conducted on Monday, April 4<sup>th</sup>, 2022 at 8:30 a.m. at the Hollis Brookline High School.

Policy Committee Members Present: Beth Williams, Co-Op School Board  
Holly Deurloo Babcock, Co-Op School Board  
Elizabeth Brown, Co-Op School Board  
Gina Bergskaug, Asst. Superintendent of

Curriculum

Tim Girzone, HBHS Principal  
Patrick West, HBMS Principal

Policy Committee Members Absent: none

Also in Attendance: none

*The policy committee engaged in the following discussions:*

1. AC – Non-Discrimination
  - Had second read at Feb 2022 meeting.
  - Tom asked that order of information be reviewed. Committee reviewed but did not make changes.
  - Will go school board third and hopefully adopt.
  
2. ACE – Procedural Safeguards Non-Discrimination on the Basis of Handicap/Disability
  - Had first read at Feb 2022 meeting.
  - Reviewed school board meeting minutes
  - Liz suggested referring to procedure safeguards because outside influences like legal statues may change at any time.
  - Discussed labeling AC-E with formal title
  - Will go to board for 2<sup>nd</sup> read.
  
3. IGE – Parental Objections to Specific Course Material
  - Liz explained she’s reviewed legal references and current policy and believes they are aligned well.
  - Discussed there were is a difference in health based sexual education and general education material that may be perceived as sexual in nature.
  - Discussed adding reference to RSA or noting need for minimum of 2 weeks’ notice prior to material sharing.
  - Discussed focusing more efforts on making curriculum and curriculum materials more easily accessible to parents and guardians.
  - Will bring to school board for first reading.

4. GBCD –Background Investigation and Criminal History Records Check
  - Gina shared that she has integrated the new language from state guidance into our policy; ours hasn't been updated since 2008.
  - Discussed procedures regarding background checks, specifically to bus drivers.
  - Will hold in policy for further review.
  
5. JLCJA – Emergency Plan for Sports Related Injuries and Additional Protocols for Athletics Participation
  - Beth will clean up sample policy and review related policies.
  - Tim will share sample policy with athletics and school nurses
  - Beth will bring back to policy next month to ensure timeliness for August plan date.
  
6. EEAEA – Mandatory Drug and Alcohol Testing – School Bus Drivers and Contracted Carriers
  - Gina explained testing is straightforward with bus drivers given the contracted company, however, contracted company employees are more complicated as we employ van drivers.
  - Discussed we have a couple individuals that are employed only to drive but we also have school district educators and administrators that also drive on occasion. Committee discussed contacting legal for input. Gina will do this.
  
7. KHB – Advertising in the Schools
  - Current policy implies no advertising; receiving questions regarding things like turf field banners, yearbook ads, performing arts playbills... etc.
  - Holly will bring this back to policy next month.
  
9. Review of any other policy that may be brought forward
  - KEC- Committee noted this should be reviewed. Tim volunteered to do this. Will bring this to policy next month.

Future policies:

1. IB – Academic Freedom (on hold pending legal review)
  
2. NHSBA – JBAB – Transgender and Gender Non-conforming Students (on hold pending legal review)
  
3. In process with sub-committee:
  - a. JF – Enrollment Policy
  - b. IMBC – Alternative Credit Options
  - c. IMBH – Extended Learning Opportunities
  - d. IMBA – Online Internet Based Opportunities

Policy committee adjourned at 10:08 am.