

# Bridgehampton Union Free School District

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Robert Hauser  
Superintendent

Melisa Stiles  
School Business Administrator

## Meeting Agenda

Date:	Wednesday, January 9, 2019	Time:	4:30PM
Location:	District Office	Facilitator:	Robert Hauser
Committee:	<b>Policy Review Committee:</b> Robert Hauser, Ronald White, Lillian Tyree-Johnson, Kathleen McClelland, Tammy A. Cavanaugh, Michael Miller		
Attendees:			

## Minutes

Upon review of the following, with Counsel's Recommendations, policies will be added to future board agendas for approval.

**Policy and Regulation 8414.5 – Alcohol and Drug Testing of Drivers** – Both NYSSBA's sample Policy 8414.5 and Regulation 8414.5 are legally sufficient and recommended. The policy and regulation added language regarding changes to New York State Law's alcohol and drug testing of driver requirements.

**Policy #5300 – Code of Conduct** – The NYSSBA sample Policy #5300, Code of Conduct, is legally sufficient and recommended. However, I offer the following comments and recommendations (all page numbers refer to the page in the NYSSBA sample policy):

- First, I would like to make the District aware that language regarding “restorative justice” principles are included in **highlighted** text throughout the Sample policy; it is the District's decision whether to include such language, in line with my recommendations below, if the District implements restorative justice practices.
- In addition to the highlighted text regarding “restorative justice,” there is also text regarding “trauma-informed approaches” throughout the Sample policy. The District should only include the language pertaining to “trauma-informed approaches” if the District does in fact utilize “trauma-informed approaches.”
- Page 19, the NYSSBA Sample adds the following sentence: “Exclusion from the school environment and suspension will only be used when necessary to protect the safety of students and staff or when all other measures have been exhausted.” I recommend the District not add this sentence and/or remove it from the policy.
- Page 19, the NYSSBA Sample adds the underlined language to the following sentence (immediately preceding “Section A”): “Students may be subject to disciplinary action, up to and including, in extreme or repeated occurrences, suspension from school, when they:...” I recommend the District not add the underlined language and/or remove it from the policy.
- Page 28, the NYSSBA Sample adds the following paragraph (problematic language in *italics*): “Teachers *will first use* interventions aimed at teaching appropriate and responsible behaviors so students can learn and demonstrate safe and respectful academic, social and emotional behavior. Examples of these include using affective statements, using affective questions, establishing relationship with students, giving positive directives that state expectations, and giving positive and specific feedback etc.” I recommend “will first use” be changed to “will strive to use” so that the first sentence of the added paragraph reads: “Teachers will **strive to use** interventions aimed at teaching appropriate and responsible behaviors so students can learn and demonstrate safe and respectful academic, social and emotional behavior.”
- Page 30, the NYSSBA Sample adds the following paragraph (immediately following Subsection 6 –

Suspension from School): “Suspensions will be limited to students who pose an immediate or ongoing threat to oneself or others or are repeatedly substantially disruptive or for whom restorative practices have not been effective.” I recommend the District not add this paragraph and/or remove it from the policy.

- Page 30, the NYSSBA Sample amends the following paragraph – as shown in underline (second paragraph in Subsection 6 – Suspension from School): “Suspension from school is a severe consequence, which may be imposed only upon students who are severely insubordinate, disorderly, violent, or severely disruptive, or whose conduct otherwise endangers the safety, morals, health or welfare of others.” I recommend the District not add the word “severely” in either instance, and/or remove both uses from the policy.
- Page 30, the NYSSBA Sample adds the following paragraph – as shown in underline (third paragraph in Subsection 6 – Suspension from School): “Suspensions will be used to the minimum degree necessary to promote improve student behavior and maximize student attendance.” I recommend the District not add this paragraph and/or remove it from the policy.
- Pages 33 and 34, in both Subsections 2 and 3, I want to make the District aware that the NYSSBA Sample has changed the minimum period of suspension in both Subsections 2 and 3 from five days to one day. The District would still be able to suspend for longer than one day, however, this change would make it so that by policy the minimum period of suspension is one day and not five. It is the District’s decision whether to shorten the minimum required suspension for students violating Subsections 2 and 3 from five days to one day.
- Page 56, the NYSSBA Sample amends the following sentence – as shown in underline: “The Board will sponsor an in-service education program for all district staff members to ensure the effective implementation of the code of conduct and other trainings to contribute to its success as needed.” I recommend the District not add the underlined language and/or remove it from the policy

**Policy #5405 – Student Wellness** – The Wellness Committee met and would like to offer some revisions to the Student Wellness Policy for your consideration. Mike Miller to review with the committee at the meeting. An exception for only one reading at a Board of Education meeting is requested for this policy.

**Policy # 3230-E – Organizational Chart** – With new hires, the Organizational Chart has been updated based on Administration recommendations. An exception for only one reading at a Board of Education meeting is requested for this policy.

	<b>Action Item</b>	<b>Responsible</b>	<b>Due Date</b>	<b>Status</b>
1.	Upon review add to the January 23, 2019 BOE Agenda for first and only reading: #3230-E Organizational Chart.	Tammy Cavanaugh	1/23/2019	
2.	Upon review, add to the January 23, 2019 BOE Agenda for first reading: Policy and Regulation 8414.5 – Alcohol and Drug Testing of Drivers; Policy 5405 Student Wellness.	Tammy Cavanaugh	1/23/2019	
3.	Upon counsel’s advice, recommended revisions/edits to Policy # 5300 - Code of Conduct will be presented at Public Hearing prior to May 22, 2019 Board of Education meeting.	Tammy Cavanaugh	5/22/2019	

Date of Next Meeting: February 6, 2019

Completed by: Tammy A. Cavanaugh

Date: Wednesday, January 9, 2019