

Policy Committee Meeting Minutes

Thursday, June 9, 2022 @ 3:30 PM

Attendees: Denise Day, Matt Bacon, Jim Morse, Suzanne Filippone, Wendy DiFruscio, Absent: Dan Klein.

Visitors: Andy Lathrop

Denise opened the meeting and Jim turned the meeting over to Andy Lathrop so that he could review a policy that is required by state law.

Policy JLCJA – Emergency Plan for Sports Related Injuries and Additional Protocols for Athletics Participation.

Andy Lathrop began by informing the committee that an Emergency Plan (procedure) has already been developed by himself, Catherine Plourde, Kim Wolph and Mike Feld and is in effect right now. The state is now requiring a policy be adopted by individual districts.

Jim questioned who would be in charge of overseeing that this plan is in effect for sports outside of the school day. Andy explained that the trainer on site is the most medically qualified person. Jim questioned if the medical history of the athletics is readily accessible. Andy explained that a binder with all medical history is on site at each game. Jim questioned if there is required training for all coaches. Andy explained that it is part of the Emergency Action Plan.

Andy explained that the training also is required to be venue specific. Jim expresses concern that the middle school was not involved in the development of the Emergency Action Plan and requested that Andy contact Bill Sullivan, Cheryl Woods, and Mike Hope as well as the middle school coaches for full review of this plan. Jim suggested that Andy meet with the middle school staff first for review and then schedule coaches.

Jim inquired if there is a sign off for review of this plan. Andy confirmed that all coaches review and sign off on this every fall.

Denise asked if this was required to be posted somewhere. Andy will have this posted in his office and will also have Bill Sullivan post it in his office at the middle school. Andy did state that he was concerned that personal phone numbers are included in the plan and did not want to have that information accessible for everyone, but by posting in his office will minimize that possibility. He did go on to state that the coaches also will have a copy of the emergency plan with them at all games.

Matt suggested that the policy be streamlined to state that the District has this policy and that the Emergency plan be cross reference as the procedure.

A brief discussion ensued surrounding the requirements for this policy. It was determined that the policy needs to remain as presented by state law.

Matt suggested that a change in the tense of certain language be adjusted, and this is ready for a first read at the June 15<sup>th</sup> Board meeting.

There were no additional question surrounding this policy and Andy thanked the committee and left the meeting at 3:55 PM.

Denise continued the meeting with the proposed calendar of dates for the Policy Committee to meet during the 2022-23 school year with the first meeting being Thursday, September 8<sup>th</sup>.

Denise also suggested that some of the “B” Board policies and subsequent procedures need to be reviewed for consistence of language. She suggested that the following policies and procedures be on the September 8<sup>th</sup> Policy Agenda. BBAA – School Board Member Authority, BBAB – Roles and Duties of the School Board Chairperson, BDB & R – Board Officers & Duties of the Chairperson.

Jim suggested that the NHSBA versions of all of the above listed policies and procedures be provided as back up for this meeting

There were no additional questions. Meeting ended at 4:05 PM – Next meeting is scheduled for Thursday, September 8<sup>th</sup>.

Respectfully submitted,  
Wendy L. DiFruscio, Executive Assistant  
to the Superintendent