

REGIONAL SCHOOL UNIT 19

TO: RSU 19 Board of Directors
FR: Mark Guzzi / Mike Hammer
DT: March 20, 2024
RE: **Policy Committee Meeting Agenda**



DAY: **Tuesday**
DATE: **March 26, 2024**
TIME: 6:30 PM
PLACE: **Superintendent's Office**

AGENDA

I. Public Comment

II. New Policy

III. Policy Review

- A. JFCK (To JICJ) Student Use of Cellular Telephones and Other Electronic Devices
- JFCK-R (To JICJ-R) Rules for Student Use of Cellular Telephones and Other Electronic Devices
- B. JICIA Weapons, Violence and School Safety
- C. GCOA Supervision and Evaluation of Professional Staff

IV. Other

V. Adjournment

A.D.A. Notice: If you have a special need that must be met to allow you to fully participate in this meeting, please contact the Office of the Superintendent at least two (2) days prior to this meeting.

**STUDENT USE OF CELLULAR TELEPHONES AND
OTHER ELECTRONIC DEVICES**

The Board recognizes that many students possess cellular telephones and other electronic devices. These devices may not be used in any manner that disrupts the educational process, is illegal, or violates Board policies and/or school rules. RSU 19 is not responsible for damage, loss or theft of such devices that students bring with them to school or school activities or use on school transportation. The Superintendent is authorized to develop any school rules necessary to implement this policy.

Cross Reference: JIH Questioning and Searches of Students
JICJ-R Rules for Student Use of Privately Owned Electronic Devices
JICIA Weapons, Violence, Bullying and School Safety

1st Reading: 12/21/10
Adopted: 01/24/11

RULES FOR STUDENT USE OF PRIVATELY OWNED ELECTRONIC DEVICES

1. Students are prohibited from using privately-owned electronic devices, including but not limited to cell phones, "smart phones", ~~tablets~~, I-Pods, MP3 players, handheld computers/PDAs, and electronic games, during classes and school activities including study halls, field trips and co-curricular/extra-curricular activities **except when the teacher or building principal authorizes use for a specific educational, health or safety purpose.**
 - a. During classes and school activities, all such devices must be turned off and put away (in a locker, backpack, etc.).
 - ~~b. The only exception to this rule is when a teacher specifically authorizes students to use such a personal electronic device for a specific purpose.~~
 - c. **b.** If this rule is violated, the teacher will immediately confiscate the device for the remainder of the school day, and discipline may be imposed as provided below.

2. The use of cameras, **including camera phones**, ~~or the camera/video/sound recording functions in any type of electronic device~~ is strictly prohibited in locker rooms, ~~restrooms~~ **bathrooms** and ~~classrooms~~ **other locations where privacy is generally expected.**
 - a. In **all** other **school** locations, students are required to obtain permission before photographing, taking videos or recording any individual. Students are also required to obtain prior permission before posting any photos, videos, or sound recordings of individuals taken at school or during school activities on social media or elsewhere.

3. Any use of privately-owned electronic devices that violates any Board policy/procedure or school rule is strictly prohibited. **This includes but is not limited to harassment, cheating and violations of the student code of conduct.** In addition, accessing, viewing, posting, forwarding, downloading or displaying any materials that are defamatory, abusive, obscene, vulgar, sexually explicit, sexually suggestive, threatening, discriminatory, harassing and/or illegal is prohibited.

4. Students may use electronic devices between class periods and during lunch periods. Care must be taken to use such devices in a manner that does not interrupt the activities of others.

5. Students may use privately-owned electronic devices while traveling to and from school activities to the extent allowed by bus drivers or employees chaperoning trips.
6. Student cellular telephones and other electronic devices may be subject to search if there is reasonable suspicion that a student is violating Board policies/procedures and/or school rules or engaging in other misconduct and that the device may contain relevant evidence. School Administrators may confiscate such devices for as long as necessary to complete their investigation. A student who refused to comply with a search directive may be subject to disciplinary action, including the disciplinary consequences for the suspected violation.
7. Students violating these rules will be subject to discipline, which may include:
 - a. Confiscation of the device until the end of the school day;
 - b. A conference with the student's parent/guardian;
 - c. Exclusion of privately-owned electronic devices from school for an extended period of time; and
 - d. Sanctions ranging from detention to expulsion from school depending upon the nature and circumstances of the offense and the student's prior disciplinary record.
8. Evidence of illegal activities involving electronic devices will be referred to appropriate law enforcement authorities and a building administrator may give a device to law enforcement authorities upon request.

STUDENT USE OF CELL PHONES AND OTHER ELECTRONIC DEVICES

The Board recognizes that many students possess cell phones and other electronic devices. These devices may not be used in any manner that disrupts the instructional process or violates Board policies or school rules.

RSU 19 shall not be responsible for the loss, theft or damage to cell phones or other electronic devices that students bring with them to school or school activities or use on school transportation.

The following provisions apply to student use of cell phones and other electronic devices:

- A. Students are prohibited from using privately-owned electronic devices including but not limited to cell phones, “smart phones,” I-Pods, MP3 players, handheld computers/PDAs, and electronic games at school or during school activities except when the teacher or building principal authorizes use for a specific educational, health or safety purpose.
- B. The use of cameras, including camera phones, is strictly prohibited in locker rooms, bathrooms, and other places where privacy is generally expected. In all other school locations, permission must be granted before photographing another person.
- C. School administrators may designate appropriate times and places during which I-Pods and other listening devices may be used (e.g., during lunch periods, study halls, or on school buses traveling to school activities).
- D. The use of a cell phone or other electronic device in any manner that violates Board policy or school rules is prohibited. This includes but is not limited to harassment, cheating and violations of the student code of conduct. If a Board policy or school rule is violated, the teacher or school administrator may confiscate the device for the remainder of the school day. Student cell phones and other electronic devices may be subject to search if there is reasonable suspicion of a violation.
- E. Students who violate Board policy or school rules will be subject to disciplinary consequences which may include:
 - 1. Confiscation of the device until the end of the school day;

1st Reading:
Adopted:

2. A conference with the student's parent/guardian;
3. Exclusion of the device from school for an extended period of time;
4. Penalties up to suspension or expulsion from school, depending upon the nature and circumstances of the violation and the student's prior disciplinary record; and
5. Referral to law enforcement.

The Superintendent/designee may develop additional rules to implement this policy. The policy and rules will be communicated to students and parents through the student handbook and/or the student code of conduct.

Cross Reference: JIC–Student Code of Conduct
JIH–Questioning and Searches of Students

1st Reading:
Adopted:

WEAPONS, VIOLENCE AND SCHOOL SAFETY

The School Board believes that students and staff are entitled to learn and work in a school environment free of violence, threats and disruptive behavior. Students are expected to conduct themselves with respect for others and in accordance with Board policies, school rules, reasonable unwritten behavior expectations, and applicable state and federal laws.

School staff ~~is~~ **are** required to immediately report incidents of prohibited conduct by students to the building administrator/designee for investigation and appropriate action.

I. PROHIBITED CONDUCT

Students, staff and all other persons are prohibited from engaging in the following conduct on school property, while in attendance at school or at any school-sponsored activity, or at any time or place that such conduct directly interferes with the operations, discipline or general welfare of the school:

- A. Possession and/or use of articles commonly used **as weapons** or designed to inflict bodily harm and/or to threaten, intimidate, coerce or harass another person. ~~Possession and or use of articles are allowed when used in an approved instructional activity~~ **except as otherwise permitted by this policy.** Examples of such articles include but are not limited to firearms, BB guns, pellet guns, any other kind of gun, ammunition, explosives, crossbows, brass knuckles, switchblades, knives, chains, clubs, Kung Fu stars and nunchucks;
- B.** Discharge of a firearm within 500 feet of school property.
- BC.** Use of any object, although not necessarily designed to be a weapon, to inflict bodily harm and/or to threaten, intimidate, coerce or harass another person. Examples of such articles include but are not limited to bats, belts, picks, pencils, compasses, objects capable of ignition (e.g., matches, lighters), files, tools of any sort, and replicas of weapons (including toys);
- ED.** Violent or threatening behavior including but not limited to fighting, assault and/or battery, taking hostages, threats to commit violence against persons or property (e.g., verbal or written death threats, threats of bodily harm, bomb threats), **stalking or blocking access to school property or facilities;**
- DE.** Verbal or written statements (including those made ~~on or through an~~ **using computers or other** electronic **communications** devices or technologies) which threaten, intimidate, or harass others, **or which tend to incite violence and/or disrupt the school program; blackmail, extortion, or demands for money or**

property;

- EF. Willful and malicious damage to school or personal property;
- FG. Stealing or attempting to steal school or personal property;
- GH. Lewd, indecent or obscene acts or expressions of any kind;
- HI. Violations of the school unit's drug/alcohol and tobacco policies;
- IJ. Violations of state or federal laws; and
- JK. Any other conduct that may be harmful to persons or property.

II. EXCEPTIONS TO PROHIBITIONS ON POSSESSION AND DISCHARGE OF FIREARMS ON SCHOOL PROPERTY

- A. The prohibition on the possession and discharge of firearms on school property does not apply to law enforcement officials.

The Board authorizes the following additional exceptions to the possession and discharge of firearms on school property:

- B. An authorized person who possesses an unloaded firearm for use in a supervised educational program approved and authorized by the Board, for which appropriate safeguards have been adopted by the Board.
- C. An authorized person who possesses other weapons for use in specific instructional programs that have been approved and authorized by the Board and for which appropriate safeguards have been adopted by the Board.
- D. "Hunters' Breakfast" exception: A person who possesses an unloaded firearm that is stored inside a locked vehicle in a closed container, a zipped case or a locked firearms rack while the person is attending a "hunter's breakfast" or similar event that: 1) is held during an open firearm season established by Maine law for any species of wild bird or wild animal; 2) takes place outside of regular school hours; and 3) is authorized in accordance with the Board's policy on use of school facilities.
- E. The prohibition on possession and discharge of a firearm does not apply to a person possessing a firearm at a school-operated gun range or a person discharging a firearm as part of a school-sponsored program at a school-operated gun range if the gun range and program are authorized by the Board.

1st Reading: 04/18/17

Adopted: 06/20/17

III. ~~RESPONSE TO POLICY VIOLATIONS~~/DISCIPLINARY ACTION

Principals may ~~suspend and/or recommend expulsion of students~~ engage students in restorative intervention and/or discipline students who violate this policy based upon the facts of each case and in accordance with applicable state and federal laws. Conduct which violates this policy is deliberately disobedient and deliberately disorderly within the meaning of 20-A MRSA § 1001(9) and will be grounds for expulsion, as permitted by law, if found necessary for the peace and usefulness of the school. Such conduct may also be grounds for expulsion under other provisions of 20-A MRSA § 1001 (9 and 9-A) that specifically prohibit the use and possession of weapons, infractions of violence, and possession, furnishing, and trafficking of scheduled drugs.

Students who are found to have brought a firearm (as defined by federal law) to school or to have possessed a firearm at school shall be expelled for a period of not less than one year, unless this requirement is modified by the Superintendent on a case-by-case basis.

All firearm violations shall be referred to law enforcement authorities as required by law. Other violations of this policy shall be referred to law enforcement authorities at the discretion of the Superintendent.

Students with disabilities shall be disciplined in accordance with applicable federal and state laws/regulations and Board Policy JKF Disciplinary Removal of Students with Disabilities.

~~III. USE OF FIREARMS AND OTHER WEAPONS IN INSTRUCTIONAL ACTIVITIES~~

~~Nothing in this policy shall prevent the school system from offering instructional activities related to firearms or other objects that are generally considered weapons (e.g., bows and arrows) or from allowing a firearm or other object generally considered a weapon to be brought to school for instructional activities (e.g., archery, hunter safety) approved by the school system so long as appropriate safeguards have been adopted to ensure student and staff safety. No weapons may be used in instructional activities or brought to school for instructional activities unless the Superintendent/designee has given specific permission in advance.~~

~~IV. NOTIFICATION TEAM/CONFIDENTIALITY~~

~~Maine law authorizes law enforcement officers and criminal justice agencies to share with a superintendent or principal information pertaining to a juvenile when the information is credible and indicates an imminent danger to the safety of students or~~

1st Reading: 04/18/17

Adopted: 06/20/17

~~school personnel on school grounds or at a school function. Maine law requires the District Attorney to notify the superintendent when a juvenile is charged with use or threatened use of force or is adjudicated as having committed one or more juvenile crimes that involve the use or threatened use of force.~~

~~Within ten days, or immediately if necessary for school safety, the Superintendent shall convene a notification team. The notification team must include the administrator/designee of the school building where the student attends, at least one classroom teacher to whom the student is assigned, a guidance counselor, and the student's parent/guardian. The notification team shall determine on this basis of need which school employees are entitled to receive information concerning allegations or adjudications of use or threatened use of force. Information received by the Superintendent/designee and disclosed to the notification team and/or disclosed to school employees is confidential and may not become part of the student's educational record.~~

~~The Superintendent shall ensure that confidentiality training is provided to all school employees who have access to this information.~~

IV. PSYCHOLOGICAL EVALUATION/RISK ASSESSMENT

The Superintendent is authorized to request a psychological evaluation of a student who violates this policy when, in his/her opinion, such an evaluation will assist in assessing the risk the student poses to school safety if the student were to remain in school or return to school after a suspension or expulsion.

All such evaluations shall be performed at the school unit's expense. If the parents/guardians and/or student refuse to permit a requested psychological evaluation, the Superintendent and the Board may draw any reasonable inferences from the student's behavior concerning the risk the student poses to school safety for the purposes of determining appropriate action.]

Legal Reference: 5 MRSA § 4681 et seq.
15 M.R.S.A. §§ 3301-A; 3308(7)(E); 3009
17-A MRSA §§ 2(9); 2(12-A)
20 USCA § 7151 (Gun-Free Schools Zones Act of 1990)
20-A MRSA §§ 1001(9); 1001(9-A); 1055(1 1); 6552

Cross-Reference: ACAA - Harassment and Sexual Harassment of Students

ADC – Electronic Cigarettes, Vaporizing Devices, Tobacco and Nicotine Use and Possession

EBCA - Crisis Response Comprehensive Health and Safety Emergency and Management Plan

1st Reading: 04/18/17

Adopted: 06/20/17

JIC – Student Code of Conduct

JICH - Drug and Alcohol Use by Students

JK - Student Discipline

JKD - Suspension of Students

JKE - Expulsion of Students

JKF – Disciplinary Removal of Students with Disabilities

JIH - Questioning and Searches of Students

KLG - Relations **with Campus Security Monitor and** Law
Enforcement Authorities

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Adopted: 06/20/17; Revised:

- F. Willful and malicious damage to school or personal property;
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Adopted: 06/20/17; Revised:

STAFF EVALUATION AND SUPERVISION POLICY
SUPERVISION AND EVALUATION OF PROFESSIONAL STAFF

~~In RSU 19, staff evaluation and supervision are based upon a strong foundation of support. All monitoring and observation of teacher professional performance are done openly and with the full knowledge of the teacher. All observations and evaluation of RSU 19 teachers will be carried out in accordance with the terms of Article IV--Teacher Evaluation, as outlined in the comprehensive contract between the Board of Directors and the Teachers Association.~~

~~As noted in this policy, the purposes of Teacher Evaluation in RSU 19 shall be to~~

- ~~1. improve the performance of individual staff members.~~
- ~~2. serve as a basis for teacher-supervisor conferences as it relates to the total program.~~
- ~~3. recognize effective teaching practices.~~
- ~~4. serve as a basis for contract renewal.~~

A well-planned and systematic program of supervision and evaluation of performance tied to educational outcomes is vital to the ongoing improvement of the instructional program. It is the Board's responsibility to ensure that sufficient administrative time and energy are expended to supervise (observe and assist) and evaluate (measure and assess) teachers. The evaluation program shall address all aspects of teaching performance and recognize that the fulfillment of student needs is of primary importance.

The Superintendent shall be responsible for overseeing the development, implementation and periodic review of a comprehensive program of supervision and evaluation, which shall be adopted by the Board. The program shall provide minimum standards for the number and frequency of formal performance reviews, with the understanding that probationary teachers require closer support and more frequent performance reviews. Probationary teachers shall in any event be evaluated at least once in each year of their probationary employment.

- A. Criteria used for evaluation shall be in written form and made permanently available to the teacher;
- B. Evaluations shall be made by an immediate supervisor/administrator, or by other person(s) designated by the Superintendent;

- C. Results of the evaluations shall be put in writing and shall be discussed with the teacher;
- D. The teacher being evaluated shall have the right to attach a memorandum to the written evaluation; and
- E. Results of all evaluations shall be kept in confidential personnel files maintained at the Superintendent's office.

~~The RSU 19 Board of Directors believes in the concept that a strong support system should be in place to assist teachers who, through the evaluation process, are found to have a skills deficiency in some area of professional performance. The support system will include supervisory assistance. It could also include peer coaching, staff development experiences, and course work. Effort will be made to help a teacher with a skills deficiency to remediate that skill.~~

In accordance with Maine's Educator Effectiveness law (20-A MRSA § 13701-13706), RSU 19 has developed and implemented a performance evaluation and growth system, consistent with the requirements of the law and applicable Department of Education rules.

The performance evaluation and growth system must be approved by the Board.

In keeping with the Board's goal of employing the best qualified staff to provide quality education for all students, all teachers are expected to participate fully in the evaluation process, self-appraisal and continuous improvement of professional skills.

While supervision and evaluation policies and procedures are not negotiable in collective bargaining, the Superintendent is to seek appropriate involvement of staff in the development and periodic review of the supervision and evaluation program.

Legal Reference: 20-A MRSA §§ 1055, 13201; 13701-13706, 13802
Ch. 125 §§ 4.02(E)(3), 8.08 (ME Dept. of Ed. Rule)