



AGENDA

Policy Review Committee

Wednesday, November 20, 2024

Belle Chasse Central Office

557 F. Edward Hebert Blvd., Belle Chasse, LA 70037

5:30 P.M.

1. Call to order
2. Discussion and/ or action in regard to revision of [Policy DJD](#) Expense Reimbursement - [Dr. Shelley Ritz, Superintendent](#)
 - a. The revised policy has a specific procedure, form, timeline for submission, use of federal government General Service Administration (GSA) per diem, use of school board vehicles, and guidance for airfares.
 - b. Recommendation is to approve the revised policy as written.
3. Discussion and/ or action in regard to revision of [Policy CED](#) - Employment of Superintendent - [Dr. Shelley Ritz, Superintendent](#)
 - a. A Superintendent's contract shall include that the Superintendent be subject to a performance evaluation by the school board. (Act 193, effective August 1, 2024).
 - b. Recommendation that a Superintendent's contract state that the Superintendent is to be subject to a performance evaluation by the school board.
4. Discussion and/ or action in regard to [Policy GAMK](#) - **New policy** - Use of Pronouns and Given Names - [Dr. Shelley Ritz, Superintendent](#)
 - a. Statute forbids school boards from adopting a policy "that provides for an Discussion and appropriate action in regard to revision of policy inquiry of an employee's pronouns that is consistent with the employee's sex, or provides for an inquiry of an employee's name other than the employee's legal name. School boards are also forbidden from adopting a policy "that provides for an inquiry of a student's pronouns that is inconsistent with the student's sex." Employees shall not be required to address a student by a name other than the student's legal name or required to use a pronoun that is inconsistent with the student's sex. (Act 680, effective August 1, 2024)
 - b. Recommendation is to implement the policy as written and provided by Forethought.
5. Discussion and/ or action in regard to revision of [Policy IDBA](#) -Sex Education - [Dr. Shelley Ritz, Superintendent](#)
 - a. Teachers are prohibited from instructing or discussing topics of sexual orientation or gender identity in grades K-12. School employees are not to discuss his/her own sexual orientation or gender identity. (Act 681, effective August 1, 2024)
 - b. Recommendation is to add this to the current policy.

6. Discussion and/ or action in regard to revision of [Policy IDDF](#)- Education of Students with Exceptionalities-
 - a. Each school shall provide written information regarding legal procedures affecting the transfer of individual rights from parent to child when the child attains the age of majority. At the child’s first IEP meeting of the school year, the document shall be provided to a parent of each child who is 14, 15, 16, or 17 years old who participates in alternate assessment. (Act 689, effective August 1, 2024)
 - b. Recommendation is to approve policy as revised.
7. Discussion and/ or action in regard to revision of [Policy ABCB](#) - Qualifications for School Board Members - [Dr. Shelley Ritz, Superintendent](#)
 - a. Includes the requirement that School Board members possess a high school diploma, or its equivalent (Act 204, effective August 1, 2024)
 - b. Recommendation is to approve the revised policy.
8. Discussion and/ or action in regard to revision of [Policy BBBC](#) - School Board Member Continuing Education - [Dr. Shelley Ritz, Superintendent](#)
 - a. Includes special education to the list of training and instruction for School Board Members (Act 198, effective August 1, 2024)
 - b. Recommendation is to approve the policy as revised.
9. Discussion and/ or action in regard to revision of [Policy BCBB](#) - Notification of School Board Meetings - [Dr. Shelley Ritz, Superintendent](#)
 - a. The policy revision includes: 1.)The notification method was changed from “mailing notice” to “giving notice.” It requires that notice be given to any member of the public who requests it, in the same time and manner as it is given to members of the news media who requests it. 2.) The revised statute 42:19 also includes a new requirement that notice be provided to the Commissioner of Administration in a format and manner that allows the Commissioner to post the notice on the Commissioner’s website 24 hours prior to the scheduled time of the meeting (Act 617, effective August 1, 2024).
 - b. Recommendation is to approve the policy as revised.
10. Discussion and/ or action in regard to revision of [Policy GBA](#) - Contracts and Compensation - [Dr. Shelley Ritz, Superintendent](#)
 - a. Addresses additional compensation to be paid to employees for work not specifically covered in the employee’s job description (Act 311, effective May 28, 2024)
 - b. Recommendation is to approve the policy as revised.
11. Discussion and/ or action in regard to revision of [Policy GAK](#) - Personnel Records - [Monica Wertz, Director of Human Resources](#)
 - a. The statute now includes that home and personal wireless number, home address, and personal email address of employees are confidential. (effective June 4, 2024) The social security number and financial institution direct deposit were already included in this policy.

- b. Recommendation is that the policy now includes that home and personal wireless number, home address, and personal email address of employees are confidential.
- 12. Discussion and/ or action in regard to revision of [Policy GBC](#) - Recruitment - [Monica Wertz, Director of Human Resources](#)
 - a. Criminal history reviews must be conducted for prospective employees or any person employed to provide cafeteria, transportation, janitorial, maintenance, or student services. (Act 423 of 2017)
 - b. Recommendation is to include a Criminal history review to include prospective employees who also provide student services.
- 13. Discussion and/ or action in regard to revision of [Policy GBRIB](#) - Sick Leave - [Monica Wertz, Director of Human Resources](#)
 - a. Extends the amount of leave that school employees receive for a disability caused by physical contact with a student from ninety (90) days to one year. (Act 315, effective May 28, 2024)
 - b. Recommendation is to approve the policy as revised.
- 14. Discussion and/ or action in regard to revision of [Policy GBRIBB](#) - Sick Leave Bank - [Monica Wertz, Director of Human Resources](#)
 - a. In 2012, the legislature required each Board adopt a policy which implemented a sick leave bank to allow for donation of sick leave among employees. No particulars were included in the then statutory language. That legislation did not address donations made directly to employees, but instead was interpreted to establish banks for each separate classification of employees that leave could be donated to and pulled from, when an employee needed extra sick leave. Act 115 revised each guiding statute to include provisions that an employee could donate sick days directly to another employee in an amount not to exceed ½ of the donating employee's accumulated leave as calculated at the beginning of the school year (Act 115, effective August 1, 2024)
 - b. Recommendation is to approve the policy as revised.
- 15. Discussion and/ or action in regard to revision of [Policy JDA](#)- Corporal Punishment - [Ronald Bateman, COO](#)
 - a. Act 780 of August 1, 2024 added language to the revised statute 17:416.1 that strictly prohibits taping a student's mouth shut or otherwise restricting his or her airway in any manner is prohibited regardless of parental consent.
 - b. Recommendation is to approve the policy as revised.
- 16. Discussion and/ or action in regard to revision of [Policy JGC](#) - Student Health Services
 - a. The policy was revised to require each school nurse to participate in an in-service training program of at least one hour relative to sickle-cell disease using instructional materials provided by the La Sickle Cell Commission to the State Department of Education. (Act 375, Effective August 1, 2024).
 - b. Recommendation is to approve the revised policy.

17. Discussion and/ or action in regard to revision of [Policy JGC](#) - Student Health Services - [Rebecca Amos, Nurse Coordinator](#)
 - a. The policy revision includes: 1.) Requires a dyslexia screener selected by the LDOE be administered to each student in the second half of kindergarten or upon the request of a teacher or parent/guardian. 2.) Requires non-complex health procedures be prescribed by a physician in Louisiana or any other state of the United States –previously the physicians had to be from LA or adjacent states. (Act 161, effective May 23, 2024)
 - b. Recommendation is to approve the policy as revised.
18. Discussion and/ or action in regard to revision of [Policy JGCB](#) - Immunizations - [Rebecca Amos, Nurse Coordinator](#)
 - a. The policy revision includes: 1.) Teachers or administrators may not distinguish between students based on whether or not they have received vaccinations including but not limited to: determination of eligibility for athletics or extracurricular activities, allowing or denying participation in/outside the classroom, issuance of surveys relative to vaccination status, or organizing seating arrangements. 2.) Acts 460 and 674 also conveys that no student shall be required to receive a Covid-19 vaccine as a condition of enrollment or attendance (Acts 460 and 674, effective August 1, 2024).
 - b. Recommendation is to approve the policy as revised.
19. Discussion and/ or action in regard to revision of [Policy JGCD](#) - Administration of Medication - [Rebecca Amos, Nurse Coordinator](#)
 - a. This policy revision includes: 1.) The wording of medication order from a physician or dentist licensed to practice medicine in the state of LA or an adjacent state to any other state of the United States. 2.) Acts 161 and 378 requires a policy be adopted on use of naloxone or other opioid antagonists.
 - b. Recommendation is to approve the policy as written.
20. Discussion and/ or action in regard to revision of [Policy JGCFA](#) - Behavioral Health Services for Students - [Mary Ellen Hamner, Director of Special Education](#)
 - a. Revisions included: 1) providers must be providing medically necessary services, 2) providers who are licensed, certified or registered by the La Behavior Analyst Board who provide documentation of criminal background check and are in good standing with the Board to forgo additional background check, 3) allowing services to be provided at any part of the school day, including instructional time, and 4) adding definitions for independent third-party payor and medically necessary services (Act 745, effective June 19, 2024)
 - b. Recommendation to approve the policy as revised.
21. Discussion and/ or action in regard to revision of [Policy JBA](#), Compulsory School Attendance Ages. - [Jamie Blanchard, CAO](#)
 - a. Explanation: Compulsory attendance for Kindergarten (5 year olds) became mandatory with the 2022-2023 school year. Law was signed by Gov. JBEwards in 2021. PPSB policy is not updated in CAPS.

- b. Recommendation: To approve Policy JBA as revised.
22. Discussion and/ or action in regard to revision of [Policy IDCC](#), Kindergarten. - [Jamie Blanchard, CAO](#)
- a. Explanation: The revision updates language to include compulsory attendance for Kindergarten (age and date). The revision also adds needed preschool verbiage.
 - b. Recommendation: To approve Policy IDCC as revised.
23. Discussion and/ or action in regard to the approval of the Head Start School Readiness Goals. - [Patricia Haydel, Director of Early Childhood Education](#)
- a. Explanation: Annually we assess Head Start children using Teaching Strategies Gold. This assessment is given three times a year. Upon the completion of the first assessment, our education advisory committee determines the most needed objectives for our staff to focus. These become the annual goals of our program based on the children enrolled in the current year. Attached are our [goals](#) as well as the [data supporting the committee's choice](#).
 - b. Recommendation: To approve the [Head Start School Readiness Goals](#) as presented.

24. Information Items/ or Announcements

25. Adjournment