

**Board of Directors
Workshop Notes
Math & Science Academy
8430 Woodbury Crossing, Woodbury, MN 55125
Monday, October 19, 2015**

TOPIC: MSA Policy Review

Policy 417 Chemical Use and Abuse

- This policy was reviewed previously but never adopted. This is a mandatory policy but the following changes were made so that it was applicable to MSA:
 - Changed “Building Director” to “Director”
 - Section IV A(6) omitted because it is meant for a larger district
 - Section IV B(4) references “...BOD policies related to search and seizure.” BOD policies are not updated yet and when updated, this will be addressed.
- We discussed whether MSA’s drug prevention program initiatives should be altered or increased. It was agreed that drug prevention messages ideally should be exposed to students not only in Health class in 7th and 9th grades. Ideas of adding or increasing drug prevention aspects of current 7th grade and/or 9th grade Health curricula were shared, including the idea of having 9th graders prepare some kind of outreach event(s) for the high school as part of their curriculum. Other ideas included outreach events for the whole school, eg. annual or bi-annual all-school assemblies. Molly and John will investigate further.

Policy 418 Drug-Free Workplace/Drug-Free School

- Section V C: This appears to be covered in the current Staff Handbook, but we have not used a separate form for staff to sign and acknowledge receipt of this written policy. Such an acknowledgement has been created and should be used.
- Deb will include a section at the end of the policy about MSA’s dissemination of the policy.

Policy 503 Student Attendance

- There was some brief discussion of the many complexities of this policy, and it was decided that we would table the discussion to the November BOD workshop so that we have more time to fully discuss it.

Policy 516 Student Medication

- Section III J(7): We discussed whether students should be able to hold onto their own nonprescription medications and self-administer at school or whether they should be required to receive such meds from the school nurse or office staff. Both opinions were expressed, with some people making distinctions between middle and high school students. Several members expressed extreme reluctance to have self-possession or self-administration by students because of safety concerns, eg. allergies, accidental overdoses, sharing among students, etc. Molly reported that the MSA nurse advised against student self-administration. Majority opinion held that MSA would NOT allow this because safety issues outweighed issues of inconvenience of students having to go to the office for these meds.
- Section III L: MSA currently does not have epinephrine auto-injectors (“epi-pens”) that are not currently prescribed to particular students. Some MSA staff have been trained to administer if there is a need.

- Addendum to the policy: We will add “tree nuts” wherever the phrase “peanut allergies” exists so that ALL nuts are covered. There was discussion about that the nut-free zones in the lunchrooms may not be enforced currently and also that the nut-free classrooms rule is also not enforced regularly.
- The vending machines in both building are not always nut-free (and they’re not always “healthy” items). Noelle will follow-up with John on this issue.

Policy 532 Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds

- MSA does have staff crisis team members, but their training needs to be updated.

Policy 709 Student Transportation Safety Policy

- Section I: It was agreed to change the “Purpose” to simply reflect that MSA follows the student transportation policy and rules of South Washington County Schools District 833.
- Section IV B(3): There was discussion about having MSA families communicate any safety concerns regarding busses to the MSA administration in addition to District 833. Some maintained that MSA administration would want to know if there were any safety concerns so that the Director can follow-up if necessary with District 833, eg. in the case of impaired bus drivers, unsafe driving, etc. which threatened student safety. It was also maintained that as part of MSA’s policies against bullying and hazing, the Director would want to know if these things are happening on busses (which is often the case in cases of bullying). Some argued that it can be assumed that MSA administration will hear about such instances if they are occurring anyway. It was also argued that MSA does not have any control over what District 833 chooses to do about safety concerns with buses, which is why any safety concerns must be dealt with directly with District 833. Majority opinion held that MSA would NOT add “and to MSA” to the section about parents’ responsibilities communicating any safety concerns.

Policy 530 Immunization Requirements

- The school nurse discovered that MSA is missing a standardized letter to families about student immunizations.
- MSA needs a more standardized policy that is uniformly enforced regarding student immunizations. Our current procedures need to be more streamlined and effective.
- This is not a mandatory policy.