

PUBLIC PARTICIPATION POLICY

Committee meetings are conducted for the purpose of carrying on the official business of the school system. Meetings of the Committee are open to the public. Although Committee meetings are not public forums, the Committee will provide appropriate opportunities for citizens and employees to express opinions and concerns related to the matters under consideration by the Committee within the guidelines set forth in Committee policy BEDH, "Public Participation at Committee Meetings." Please be aware of the following ground rules from our policy:

- ✓ There will be an item on the agenda for public comments. Public participation may be permitted just prior to Committee discussion of agenda items requiring Committee action.
- ✓ During the time set aside for public participation, the Chair will be responsible for recognizing all speakers, who must identify themselves as they begin talking.
- ✓ The Chair may limit the time allotted for comments on a particular topic as well as the time each individual may speak.
- ✓ In the event of a sizeable audience, the Chair may require persons interested in speaking to sign up so they may be called on in a fair and efficient manner.
- ✓ All speakers are to address the Chair and direct questions or comments to particular Committee members or the Superintendent only with the approval of the Chair. Requests for information or concerns that require further research may be referred to the Superintendent to be addressed at a later time.
- ✓ Speakers are not permitted to share gossip, make defamatory comments, or use abusive or vulgar language.
- ✓ In order to make efficient use of meeting time, the Committee asks speakers to avoid duplication or repetition of comments. The Committee requests that groups or organizations be represented by designated spokespersons.
- ✓ No complaints or allegations will be allowed in public concerning any person employed by the school system or against particular students. These matters will not be considered in a public meeting but will be referred through established policies and procedures.
- ✓ The Chair has the authority to stop any presentation that violates these guidelines or the privacy rights of others.
- ✓ Persons who disrupt the meeting may be asked to leave, and the Chair may request law enforcement assistance as necessary to restore order.

PUBLIC CONCERNS AND COMPLAINTS

Parents, students or other citizens with complaints or concerns regarding any aspect of the Hermon School Department or an employee thereof shall be encouraged to seek a resolution at the lowest possible level. The only exceptions are complaints that concern School Committee actions or operations. Such complaints should be addressed by the Committee Chair.

If the complaint cannot be resolved at the lowest level, the person initiating the complaint may appeal the decision to the next level.

If the complaint cannot be resolved at any lower level, it may be appealed to the Superintendent. If the complaint remains unresolved at the Superintendent's level, the person making the complaint may request that the matter be placed on the agenda of the next regular School Committee meeting.

At all levels of the complaint process, school employees are required to inform the person making the complaint of his/her right to appeal the decision to the next level.

This policy shall not be utilized by employees for matters or grievances relating to any term or condition of their employment. Such matters shall be addressed through established channels for grievances.

THANK YOU FOR YOUR COOPERATION

WELCOME

TO OUR SCHOOL COMMITTEE MEETING

Hermon School Department

Hermon, Maine



(<https://www.hsd.hermon.net/>)

31 Billings Road
Hermon, Maine 04401
Phone: (207) 848-4000

WELCOME!

On behalf of the Hermon School Committee, I wish to welcome you to our meeting. We appreciate visitors from the public and trust your attendance will be beneficial to both of us. We feel it is very important for interested persons to know about the workings of our school system and for us to be aware of what is important to the community. You are invited to participate in the meeting in accordance with the policies and rules established by this committee.

COMMITTEE MEMBERS

Scott Hatch	2022	Jesse Keith	2024
Deborah Langille	2022	Stephanie Oiler	2024
Kristen Shorey	2023	Debbie CoWallis, RSU 87	

ADMINISTRATION

Superintendent of Schools	Jim Chasse
Business Manager	Jamie Rennebu

NONDISCRIMINATION POLICY

In accordance with applicable Federal and/or State laws and regulations, it is the policy of Hermon School Department to prohibit discrimination against and harassment of employees, candidates for employment, students and others with rights to admission or access to school programs, activities or premises on the basis of race, color, sex, sexual orientation, religion, ancestry or national origin, age, disability, or genetic information. For the purpose of this policy, “sexual orientation” means a person’s actual or perceived heterosexuality, bisexuality, homosexuality, or gender identity or expression.

Hermon School Department’s Affirmative Action Plan is on file at the Central Office. The Affirmative Action Officer is Cindy Badger (207) 848-4072.

SCHOOL COMMITTEE COMPLAINT POLICY

Parents, students, or other citizens with complaints or concerns regarding any aspect of the school system or a school employee shall be encouraged to seek a resolution at the lowest possible level. If the complaint cannot be resolved at the lowest level, the person initiating the complaint may appeal to the next level. If the complaint cannot be resolved at any lower level, it may be appealed to the Superintendent. If the complaint remains unresolved at the Superintendent’s level, the person making the complaint may request that the matter be placed on the agenda of the next regular School Committee meeting. The Superintendent, in consultation with the Committee Chair, shall determine whether the complaint should be placed on the agenda.

SCHOOL COMMITTEE DUTIES AND RESPONSIBILITIES

Maine law charges school committees with the responsibility to adopt policies that govern the school; provide for the management of the school property; and operate a school or provide for students to participate in PreK - grade 12 elsewhere as authorized by statute.

The committee concerns itself primarily with broad questions of policy rather than with administrative details. This is done essentially by selecting a superintendent and providing him/her with authority and direction. It is not the duty of the committee to operate the schools but to see that they are well operated. The application of policies is an administrative task to be performed by the superintendent and his/her staff, who shall be held responsible for the effective administration and supervision of the entire school system.

Members of the committee have authority only when acting as a committee officially and legally in session, meaning when a quorum of members is present. The committee shall not be bound in any way by an action or statement of an individual member except when such statement or action has been authorized by an official vote of the committee.

SUPERINTENDENT DUTIES AND RESPONSIBILITIES

The position of Superintendent of Schools is created and required by state law to provide each school committee and district with educational leadership. Authority by statute is given to the superintendent to carry out the responsibilities assigned to him/her in relation to the roles assigned to school committees.

COMMITTEE MEETING

The Hermon School Committee generally meets at 6:30 p.m. on the first Monday of each month in the High School Library. The agenda is posted at least *four* days in advance of each meeting on Hermon School Department’s website and is also available at the Central Office, and in each school.

STANDARD COMMITTEE AGENDA

- 1) Call to Order and Pledge of Allegiance
- 2) Adjustments to the Agenda
- 3) Consideration of Minutes
- 4) Proclamations/Presentations
- 5) Personnel
- 6) Old Business
- 7) New Business
- 8) Superintendent’s Report
- 9) Approval of Warrant(s)
- 10) Adjournment

EXECUTIVE SESSION

In accordance with Maine’s Freedom of Access (“Right-to-Know”) law, Committee meetings are held in public. The Committee may go into executive session, upon vote of 3/5 of the members present and voting, for consideration of certain matters specified in law (e.g., personnel, student suspension/expulsion, contracts to be negotiated, collective bargaining, consultations with an attorney concerning legal rights, pending litigation, and settlement offers). No final action may be taken in executive sessions.