

Policy Committee

Minutes

April 19, 2016

6:00 PM – SAU Conference Room 1

Members	Rich Cahoon, Janine Lesser, Thomas Kelley, Kristen Reilly, Stephan Morrissey, Kimberly Saunders Attendees: Marian Alese, Kimberly Saunders, River Marmorstein, Kristen Reilly, Janine Lesser, Rich Cahoon, Myron Steere, Kim Kamieniecki, Stephan Morrissey Absent: Tom Kelly Meeting called to order at 6:00 PM.	
I.	<p>a. Approval of April 5, 2016 Minutes: Janine Lesser moved to approve the minutes as written, Kristen Reilly seconded, motion passed.</p> <p>b. Policy Committee - a brief history & description of responsibilities – Rich presented a brief history of the policy committee.</p> <p>We take a big policy and make it small, to fit ConVal. The language is legally binding and that is why the review process is important. We don't overrule state law. Policies are not guidelines or suggestions. When a policy issue arises, our legal counsel first asks "What's your policy say?" Our responses might include: We have a policy that says in place of a policy, we leave it to school administration. This happens most often. Worst answer is "We have a policy but do not follow it."</p> <p>This committee has rescinded many of the older policies. The process to generate a policy: it is referred to us, we take it to Board for a 1st and 2nd read. Administration generates the "R" – Procedure, but not always. The Board does not usually get involved in the creation of the procedure. We can receive them in one of several ways: The Board, SAU Administration, this committee (to accommodate a law change, for example), policies that do not fall under any other subcommittee for example "Governance" policies. Policy kingpins include Kimberly, Marian, Carol, Legal Counsel, and NHSBA. There are three types of policies, Priority, Recommended, and Optional. Kimberly gave an example of a recommended policy. Rich tries to think about the enforcement of the policy - can it be accomplished in a reasonable way. He also watches out for ambiguity, bad grammar, and the context of the policy. Janine stressed that we should follow our own policies. Review of nonpublic minutes is a new job for the Policy Committee. We will begin reviewing them on a rolling basis. This should not be as awkward as it sounds. Rich and Kimberly suggested that we add a section to the agenda. Should we be doing this in nonpublic setting? We determine the subject matter and work with those that obviously do not require "resealing". Myron would like to see the brunt of that work happen during committee time.</p> <p>This committee will begin providing reports at the Board meetings. A sentence of what's coming to the Board, and what we are trying to address with the policy.</p>	
	<p><u>Policies to the Board</u></p> <p>The following policies are on tonight's School Board agenda.</p> <p>Second Read:</p>	

	<ol style="list-style-type: none"> 1. JJA: Student Activities & Organizations – no comments. 2. JJIB: Interscholastic Athletics – what about intermural sports (Marian) like MS football. Kimberly doesn't think that is intermural. This is referring to things like flag football. Should we better define intermural sports, or delete the reference? Will strike the sentence. Still OK for a 2nd read tonight. 3. JLA: Student Insurance Program – no comments. 4. KMB: Relations with Booster Organizations – No comments. 5. IJOA: K-12 Field Trip Policy – no comments. <p>First Read:</p> <ol style="list-style-type: none"> 1. GBAA: Sexual Harassment – Employees/Staff 2. JLIE: Student Automobile Use --- Marian asked about students selecting independent study; what is our feeling about students driving other students to classes off campus? Do we want to condone this, when there is transportation available? Or without? River indicated that the high school does not allow it. Can we enforce this? They sign out when they leave the building, or should be doing so. We normally provide the transportation for students. Students get themselves to their internships. If we have an open campus, we can't be responsible for them, even though the law says we are. Do we need an Open Campus policy? ACTION: Carol will look in NHSBA for related policy. 	
	<p>Old Business: (Carol's laptop crashed at this point and took about 10 minutes to come back up while the discussion continued.)</p> <ol style="list-style-type: none"> 1. GBI: Electioneering Policy (NHSBA model language) update/status report 2. KFA: Personal Conduct and Civility (see hardcopy notes) 3. JBAA: Sexual Harassment Students – yellow highlight represents NHSBA content; green highlight represents legal review. Rich asked about school counselors vs. district employees? Action: Kimberly will check with Kathy Peale. 4. Building Fee Schedule: FYI --- this is still a pending issue with Budget & Property 	
II.	<p>Other:</p> <ol style="list-style-type: none"> 1. Strategic Plan related policies – the following policies are the first to be identified to be directly affected by the Strategic Plan. These will be coming to policy eventually. <ol style="list-style-type: none"> a. Class size b. Security c. Communications d. Assessment e. Graduation Requirements 2. Substance Abuse Task Force – they have sent us what they are working on; not a final document. Some of this looks like both policy and procedure. They will bring something to us soon, but they are presently looking for feedback from us. Rich would prefer to see shorter policies rather than long involved policy. <p>Review these policies for future discussion.</p>	
III.	<p>Future Agenda Items:</p> <ol style="list-style-type: none"> 1. Policy on Parents Observing Teachers – are we going to do anything with this. Kimberly is waiting to hear whether or not to proceed. We do not get these requests often. Might this fall under Strategic Plan? 	

IV.	<p>Pending Policies:</p> <ol style="list-style-type: none"> 1. ECA: Building and Grounds Security – this went to Admin Council on 4/14/16; they will bring back for further discussion in May (this is specific to the procedure). 2. IKG: Awards and Scholarships 3. JEDB: Student Release Precautions – this policy is dated 1991. Committee agreed to rewrite this policy. 4. JIH: Searches of Students, Student’s Property, Lockers and Other School Owned Property. 5. JK: Employment of Students – this policy is dated 1991. There is no corresponding NHSBA version. 6. KF: Community Use Of Schools – Usage fee for school is still being discussed by B & P. 	
IV.	<p>Next Meeting: May 3, 2016</p> <ul style="list-style-type: none"> • We will be adding a “Nonpublic is required” section at bottom of agenda. Possibly looking at recent sealed minutes, such as contract to begin with. 	

Motion to adjourn by Stephan Morrissey, seconded by Janine Lesser.

Meeting called at 6:55 PM.

Respectfully submitted,

Carol Arnold