

# Policy Committee

## Minutes

August 22, 2017

6:00 PM, SAU Offices

<b>Members</b>	Rich Cahoon - Chair, Janine Lesser, Kristen Reilly, Stephan Morrissey, Kimberly Saunders, Marian Alese, Ann Forrest  Attendees: Rich Cahoon, Janine Lesser, Kimberly Saunders, Ann Forrest, Myron Steere Absent: Kristen Reilly, Stephan Morrissey Guest: Libby Reinhardt from the League of Women Voters	
1.	Meeting call to order: at 6:02 motion  1) Approval of June 6, 2017 Minutes – motion to accept minutes as written made by Janine Lesser, seconded by Rich Cahoon. Unanimous.	
2.	<b>Current Business:</b> <ul style="list-style-type: none"><li>➤ GBEP: Acceptable Use Policy – Staff --- Kimberly Saunders explained that this policy contains edits by both Legal and ConVal Technology. She also mentioned that there will be a companion policy of Acceptable Use for Students. Ms. Saunders will send this out before September 19. She indicated we are not in violation. ACTION: GBEP will go for a first read on September 6<sup>th</sup>.</li><li>➤ GBEP-F: Agreement for Authorized Use of District-Owned Equipment – Staff (revised). This does not need Board approval. This is the form that all new hires will complete as part of the hiring process. Will all employees be required to complete this new form?</li><li>➤ JRA: Student Records (Attorney’s rewrite, entitle JO); based on Kimberly Saunders’s conversations with Legal. Rich Cahoon had a question regarding the definition of School Official. He indicated that the statute is not as specific as what appears in this policy. He is OK with the definition if Legal is OK with it. Ms. Reinhardt asked about laws contacting the US Draft. ACTION: JRA will be sent for a first read on September 6<sup>th</sup>.</li><li>➤ KD: School District Social Media Websites Ms. Saunders explained that we are trying to expand our media presence. According to the statute, we cannot have targeted advertising, such as Facebook, which cannot be turned off. (Myron Steere had asked if we would have a ConVal Facebook page.) Myron asked where we are on the webmaster search. Kimberly Saunders indicated we have found someone at a fraction of the cost of what we expected to pay. ACTION: This policy will be sent for a first read on Sept 6.</li></ul> <p>Side bar discussion: We will now be charging for parking stickers at the high school.</p> <ul style="list-style-type: none"><li>➤ We discussed that there will be no Policy meeting on September 6. Carol was asked to speak with the Nurses to push out their policy update presentation to second meeting in October. The Committee requests to preview their edits prior to the October meeting.</li></ul>	

- Reasonable Suspension Handout: What are we going to do with this handout? This should make clear to students/parents/guardians what to expect if there is reasonable suspicion in a criminal act or school violation. This document will be distributed to Administrators and will eventually be printed in the Student Handbook.

Rich Cahoon asked if the student will understand what a valid refusal is.

In discussing 18-year old students, they could be told they are going to be searched and they could said no and then leave the building and we could not stop them. If they leave and we know for a fact that they are at fault, we can refuse to admit them until they comply to our requests.

Myron Steere asked about medical marijuana? As with any prescription, this would be dispensed by the school Nurse and not carried with the student.

In discussing the 18-year old student’s request not to share information, there is a difference between overwriting the release of information and whether the documented request exists. If the request not to share information with the parents exists, we must comply with the adult student’s request.

**ACTION:** Kimberly Saunders will review these comments/edits with Legal and bring back to this committee.

FYI: Index of NHSBA Policy Update: Spring 2017 – to be discussed/reviewed at a future meeting.

Ms. Saunders discussed how we are going to be reviewing policies, while also looking at the R-procedures for the policies. She indicated she is going to go through the policies by category and review for age, consistency, and legality; specifically looking to ensure we are in compliance with our policies.

There is concerned that there are policies that are required to appear in the student handbooks but may have only a brief reference rather than the printed policy.

LMs. Reinhardt asked about staff training for our policies, where applicable.

Rich Cahoon asked are we ensuring that our policies are reflected in practice. Janine lesser indicated this is everyone’s struggle (beyond ConVal). Ms. Saunders suggested once we get through a category, we send them out for District review. Who needs to know; how is it implemented?

Rich Cahoon suggested that we not review the categories alphabetically. Possibly start with both A & J. Use J (student-related policies and all related policies) as our test (to work out the kinks and build a model). He would like to do J first.

It was suggested that we could hire an associate of Dean Eggert’s to review our edits, rather than Dean himself.

We will review the Spring Updates first and then move to the categories of A & J for review.

Move to adjourned at 6:51, motioned by Janine Lesser and seconded by Rich Cahoon.

Meeting adjourned.

3.

**Pending Discussions:**

- JLCC: Head Lice - the Nurses will return for the late October Policy meeting.

	<p>➤ JLCD &amp; JLCD-R: Administering Medication to Students – late October.</p> <p>NHSBA 2017 Spring Update Policies – we will discuss these at our September 19<sup>th</sup> meeting</p> <p>Below is our original list of Strategic Plan related policies from August 2016 with determination of committee ownership: Status Report?</p> <ul style="list-style-type: none"> <li>○ Class size: IIB -- presented to Education Committee</li> <li>○ Communications: BHC, GBD; Communications Committee</li> <li>○ Assessment: IGA, IHBH, IK, ILBA, IMBC; presented to Education Committee</li> <li>○ Graduation Requirements: IKF; Education Committee (no changes as of yet)</li> <li>○ Community Partnerships: KCB; Communications</li> </ul>	
4.	<b>Non-Public: RSA 91-A:3,II</b>	
5.	Next Meeting: September 19, 2017	