**Policy Committee**

**AGENDA**

**August 9, 2016**

6:00 PM – SAU #1 Offices

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| **Members** | Rich Cahoon, Janine Lesser, Thomas Kelley, Kristen Reilly, Stephan Morrissey, Kimberly Saunders  Stephan, Tom, Rich, Janine, Myron, Ann, Marian, Kimberly, Rachel |  |
| I. | a. Approval of July 12, 2016 Minutes  Approval of June 7, 2016 Minutes Motion to accept as written. Stephan1st, tom seconded, Janine abstained. Approved as read. |  |
| 2. | **Policies to the Board:**  The following policies going to the Board tonight for a 1st read.  EEAA – Video and Audio Surveillance on School Property – need to strike the word Audio from this policy (all instances) . Tom asked if the system has the ability to watermark the recording. This would prevent altering. We need to check with the vendor. Check language last paragraph before 2nd read. Ferpa – are these considered educational records????  Is the gym a classroom. We can put this on a timer. Should we document this in the policy or in the procedure? Tom is ok with this being clearly stated in the procedure. Cathy asked how this related  To teacher evaluations. OK to move forward tonight.  EEAB – Video and Audio Recording for Instructional and Professional Development Purposes: Tom has a question on the last paragraph. He asked about part of the RSA (legal hearing anytime we want to record) being missing from this policy. Kimberly indicated that this policy goes up as a public hearing. The revisions to the RSA indicated that this was not the intent. It becomes too burdensome. Last year we held a hearing to adopt the policy. The hearing notifies the community of what we plan to do, we would then send permissions to the families. Teachers would be a case-by-case basis.  Do we move forward, ask legal, or include additional restrictions.  Patrick asked if this would be mobil or a stationary thing. It is not in our PD or evaluation plan to record teachers. Who sees these video recordings? How can we ensure they are not altered? These are not used for evaluations. We would record for 1, educational purposes, or 2, for PD reasons (with the teachers’ approval). There is nothing in this policy that we have used to evaluation a teacher. Patrick’s is concerned where the videos would go, who would have control of them, would they be safe. If we were recording for PD, we would condense it and then delete it after its viewing.  Rachel asked about the teacher and student having access to the recording. They would be an educational reason and covered under FERPA. Kimberly indicated we could create an R for this policy which covered in more detail responsibilities of ownership. Rachel asked for examples of who might have access in student recordings: school psychologists, doctors, speech, etc.  Rich asked if anyone had specific language they wanted to add/edit? If not, he would like to move it forward for a first read. Is Kimberly contacting Legal about the hearing piece. No?  Rachel asked about the pathways 3 procedure. It’s in the narrative of the evaluation program.  Do we have cameras in our library? Motion to move for 1st read, seconded Janine all in favor, Tom opposed.  JIH – Student Searches and Their Property: Strike two authorized persons and remove #7. Will move forward for a first read. |  |
| 3. | **Old Business:**   1. JBAA: Sexual Harassment – Students: Change Teacher to District employee on page one (see edits). Patrick asked how often staff is trained, and what about Café Services and other contracted employees (they are trained by their company). Primex could facilitate a training. This is an HR function. Will bring back to next meeting   Stopped here at 6:52 PM  Moved to nonpublic: Stephan noted RSA 91.A3: Student Records: at 6:52 PM  Kimberly listed dates of sealed minutes she is bringing forward: All moved to unseal. Motion by Stephan, seconded by Rich/Tom.  Legal settlement: July 3, 1979: one time settlement, there is a name. Move to unseal.  Settle about defective tire. There is no nondisclosure discussion. Unseal.  Move to come out at 6:59. Tom second to adjourn. Meeting adjourned at 7:00 PM   1. IKG: Awards and Scholarships 2. JEDB: Student Release Precautions – this policy is dated 1991. Committee agreed to   rewrite this policy.   1. JLIE: Student Automobile Use 2. Strategic Plan related policies – the following policies are the first to be identified to   be directly affected by the Strategic Plan:   * 1. Class size: IIB   2. Security: ECA   3. Communications: BHC, GBD   4. Assessment: IGA, IHBH, IK, ILBA, IMBC   5. Graduation Requirements: IKF   6. Community Partnerships: KCB |  |
| 6. | **Nonpublic:** if needed. |  |
| 7. | Next Meeting: August 23 @ 6:00 PM |  |