

Policy Committee

MINUTES

September 6, 2016

6:00 PM – SAU #1 Offices

Members	Rich Cahoon - Chair, Janine Lesser, Thomas Kelly, Kristen Reilly, Stephan Morrissey, Kimberly Saunders, Marian Alese Attendees: Rich Cahoon, Stephan Morrissey, Janine Lesser, Kimberly Saunders, Marian Alese	
	Meeting called to order at: 6:01PM	
1.	a. Approval of August 23, 2016 Minutes; Stephan moved to accept the minutes as written, Janine Seconded; one abstention.	
2.	2nd Read Policies: The following policy going to the Board tonight for a 2 nd read, following a Public Hearing on this policy. Policy EEAB – Video and Audio Recording for Instructional and Professional Development Purposes - We do not debate policy in a public hearing. Rather, we would decide to move forward or bring back to the Policy Committee.	
3.	1st Read Policies: The following policy will be presented as a 1 st read at tonight's Board meeting. 1. JBAA: Sexual Harassment – Students: Janine asked about the process for reporting chain of command. Does not cover if the accused is the building principal. It should be in the Complaints policy.	
4.	New Business: 1. Graduation Regalia: Rich explained the call letters CVAA but should probably be a J policy. The law has now been activated. Carol with check on legal reference. Rich drafted this policy. The group discussed. Minor edits were suggested. Carol will contact NHSBA for call letters. We will send for a first read on 9/20/16. 2. Strategic Plan Goal 1 Policies: a. IF: Instructional Approach b. IFA: Instructional Needs of Students with Different Talents – what does “different talents” really mean? Kimberly provided examples. The term “talents” is part of the legal reference. Maybe we need to add additional text. Kimberly will check to see what other districts are doing. Policy IF also uses the term “talents”. ACTION: Kimberly will check with other districts to find what they are doing before we send to the Ed Committee (as well as IF). IFA is a priority policy. c. IGA: Curriculum Development – This is a standard policy as we have a process already. This should not require any changes.	

	<p>d. IHBA: Programs for Students with Disabilities – this is all legal. Marian asked if we could drop everything except the 1st paragraph. Kimberly will send this to Legal with this questions. Also, can we split the rest of the content to a Procedure?</p>	
5.	<p>Old Business:</p> <p>For September 20th meeting:</p> <ol style="list-style-type: none"> 1. IKG: Awards and Scholarships – Marian mentioned that we have organizations and individuals who want to give students scholarships but have no vehicle to do so. Presently is goes into student activities accounts. This is not a good way to do this. Legal recommends that we identify a process for handling these money transactions. We don't want to see people not give scholarships because we have no avenue to move things forward. The assignment of scholarships can be vague. We have to create the language that allows us to be the custodians of the funds, and still identify that the organization is responsible for the decision of who receives the monies. Policy would identify how the monies are accepted. Marian may have samples from our legal counsel. 2. JEDB: Student Release Precautions – this policy is dated 1991. Committee agreed to rewrite this policy. Kimberly will add "Open Campus" content. Rich feels this should be discussed at the Board level during Budget sessions. 3. JLIE: Student Automobile Use – Rich feels parking fees could help pay for the parking lot repair. Are we presently issuing stickers? If not, we have to go back and look at all policies related to student "ownership" and responsibilities. We have to know which car belongs to which student. Action: Bring back to next meeting with Open Campus and sticker content. Fall Mountain considers students 18 years of age as a dependent and cannot be dismissed without parental consent. 	
6.	<p>Non-Public: RSA 91-A:3,II (if required) Moved to nonpublic, motion made by Steve Morrissey, seconded by Janine Lesser and Rich Cahoon.</p> <p>The Committee moved to nonpublic at 6:45 PM.</p> <p>Ms. Saunders reviewed policies that she recommends remained sealed. All members agreed to keep minutes sealed.</p> <p>Unsure Minutes: After review, it was decided to open all discussed minutes. Available to release: The group agreed to unseal all related minutes.</p> <p>The Committee moved out of Non-Public at 6:53 PM Motion to adjourn made by Stephan Morrissey at 6:53 PM seconded by Rich Cahoon.</p>	
7.	<p>Next Meeting: September 20th @ 6:00 PM</p>	


MINUTES OF THE CONTOOCOOK VALLEY SCHOOL BOARD
EXECUTIVE SESSION
Tuesday, April 5, 1988

The Contoocook Valley School Board met in executive session on the above date for the purposes of discussing personnel matters, contract negotiations, and special education placement.

During the executive session Motion was made by S. Winkler and duly seconded to approve a committee of three to work on a letter to teachers but remove an agreement to sign off just on the meeting of the teachers.

Motion passed.

Respectfully submitted,

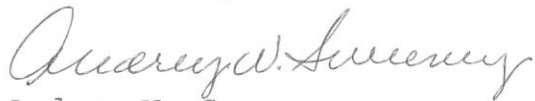


Joanne Johnson
Secretary

Minutes of the Contoocook Valley School Board
Executive Session
March 18, 1986

In Executive Session, the agreement with the administrators was discussed. Also, Dr. Reidy asked that the minutes show that on the Renomination of Staff list, Jesse Welch be shown as probationary continuing contract.

Respectfully submitted,

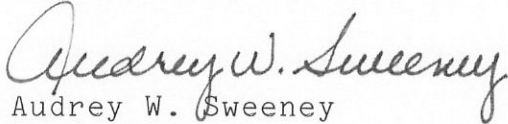
A handwritten signature in cursive script, reading "Audrey W. Sweeney".

Audrey W. Sweeney
Secretary

Minutes of the Contoocook Valley School Board
September 24, 1985
Executive Session

In Executive Session, the possibility was discussed of hiring
a student's mother as his aide.

Respectfully submitted,



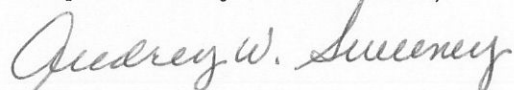
Audrey W. Sweeney
Secretary

Contoocook Valley School Board
Executive Session
April 2, 1985

In Executive Session, Moderator of the School District Harvey Chandler reported on individuals he had heard from or who had been recommended to him to serve on the Blue Ribbon Committee to study the budget. He asked for suggestions from the Board members.

Also discussed was the removal of the name of Irene Lover from the renomination list.

Respectfully submitted,

A handwritten signature in cursive script that reads "Audrey W. Sweeney".

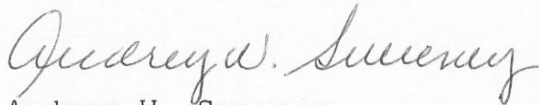
Audrey W. Sweeney
Secretary

Minutes of the Contoocook Valley School Board
Executive Session
March 19, 1985

In Executive Session, board members discussed certain individuals on the staff renomination list (Glover, Britton) and their respective status. Mrs. Henault expressed her concern regarding Lynn Knoll.

A recent drug incident at PMS also was discussed.

Respectfully submitted,

A handwritten signature in cursive script, reading "Audrey W. Sweeney".

Audrey W. Sweeney
Secretary

Minutes of the Contoocook Valley School Board
Executive Session
February 5, 1985

In executive session, Mrs. Kosnick distributed to the Board members a copy of the administrators' salary package; she reported that an agreement had been met and recommended Board approval of the package.

Respectfully submitted,

Audrey W. Sweeney

Audrey W. Sweeney
Secretary

Release

Office of The Superintendent of Schools Peterborough, New Hampshire

COMMENTS TO THE CONVAL BOARD REGARDING ADMINISTRATIVE SALARY PACKAGE

1. Budgeted figure is \$68,156
 80,434 = 10% of administrators total package
 71,677 to salary increases
 8,757 to benefits (currently in 85/86 budget)
2. Administrative rating system established for 84/85 evaluative cycle will be overseen by Superintendent's office and reviewed with principals before establishing salaries. Superintendent's office will report to Board on this matter.
3. A new plan to develop language for an administrative merit proposal will be developed for the 85/86 evaluative cycle.
4. Package allows us to evaluate and define administrative jobs relative to responsibility and salary ranges (also provides an opportunity to address low and high administrative salaries).
5. Salary comparisons - proj. (85-86)

	ELEMENTARY	MIDDLE	HIGH SCHOOL
Milford	(33,930) 32,010	(39,158) 36,942	(37,100) 35,000
Keene	(33,280) 32,000	(36,920) 35,500	(39,520) 38,000
Newport (Kearsarge)	(35,835) 32,577	(38,167) 34,697	(37,253) 33,866
Hanover 7%	33,000 K-5 (35,310)	42,800 (45,796)	6-12 Middle & High

2/5/85

Office of The Superintendent of Schools
Peterborough, New Hampshire

1985-1986

CONVAL ADMINISTRATORS' ORGANIZATION

SALARY REQUEST

1. Ten (10%) percent of current administrators' economic package. Within this ten percent is the cost of additional premiums/costs due to health, L.T.D., retirement, dental, social security, and life insurance.
2. Propose to discuss economic package at present time, and reconvene at a later date within this school year to discuss "language" and develop a merit proposal which would begin the 1985-86 budgetary and evaluative cycle. Current performance rating within "salary point system" of 25% will be applied in 1984-85 evaluative cycle for the establishment of 1985-86 administrative salaries. In addition, discussions would begin in relation to administrative job levels, responsibilities and salary ranges to be concluded for the 85-86 evaluative cycle.

2/4/85

Office of The Superintendent of Schools Peterborough, New Hampshire

METHOD OF DISPERSAL

40% of raise--allocated by percentage of current salary

60% of raise--Administrative Salary Point System

ADMINISTRATIVE SALARY POINT SYSTEM

EXPERIENCE 25% of potential accumulated points

DEGREE ACQUISITION 25% of potential accumulated points

LEVEL OF ADMINISTRATION 25% of potential accumulated points

PERFORMANCE RATING 25% of potential accumulated points

EXAMPLE:

A. 1.5 pts./yr. teaching - 1.75 pts./yr. adm.--not to exceed 15

B. Ph. D. 27
CAGS 25
Masters 23
Bachelors 21

C. Principal 27 pts.
Asst. Prin. 25 pts.
12 month dept. head/11 month asst. prin. 23 pts.
Dept. head/Teaching Principal 21 pts.

D. Superior Rating 20 pts.
Satisfactory Rating 10 pts.
Unsatisfactory Rating 0 pts.
Probationary Rating Not elig. for a raise.

1/23/85

Office of The Superintendent of Schools Peterborough, New Hampshire

ITEMS PRESENTLY UNDER AGREEMENT

1. Long term disability based on current administrative salary.
2. Since administrators are excluded from the sick pool, administrators are covered at per diem until the disability insurance becomes effective.
3. Recertification fees paid at a rate of up to \$40 per administrator.
4. Retirement Buy Back Plan

Upon the occasion of normal retirement or retirement by reasons of disability, the School District shall pay the administrator of the bargaining unit that portion of his/her accrued and unused sick and personal days in accordance with the following schedule.

Years of employment:

- 10-19 - 25% of the most recent per diem salary rate for a period not to exceed 90 days.
- 20-24 - 50% of the most recent per diem salary rate for a period not to exceed 90 days.
- 25-29 - 75% of the most recent per diem salary rate for a period not to exceed 90 days.
- 30 - 100% of the most recent per diem salary rate for a period not to exceed 90 days.

The normal retirement of an administrator occurs when such administrator qualifies for benefits under the State of New Hampshire Teachers Retirement System.

Retirement by reason of disability occurs when the administrator is unable to engage in any substantial gainful activity by reason of any medically determinable physical or mental impairment which can be expected to result in death or to be of long continued and indefinite duration. The Superintendent of Schools shall determine those administrators who qualify for benefits on account of retirement for reasons of disability.

Notification of intent to retire shall be made in writing to the Superintendent of Schools on or before December 31 in the year preceding retirement.

5. Administrators will receive 90 days upon job entry for personal illness and for personal reasons which are by nature a necessity or an emergency.

6. The Board shall provide a health benefit plan for administrators. The schedule of benefits will be substantially comparable to the medical and hospital benefits presently offered by Blue Cross/Blue Shield plan JY including one million dollars (\$1,000,000) major medical coverage, provided, however, that in no event shall the District's obligation exceed the following:

1985-86
\$185.00 per month family
\$150.00 per month 2 person
\$103.00 per month 1 person

for each administrator for 1985-86.

7. Administrators may use the services of the Conval Community Education at no cost, assuming that the activity is running and that paying personages are not excluded from the activity due to administrative personnel.
8. The Conval Board has the right to withhold and/or adjust salary raises of administrators who receive unsatisfactory evaluations and are placed on probation. Such cases will be brought to the salary and personnel committee of the board by either the superintendent or assistant superintendent.
9. We are anticipating that one (1) administrator will receive a Master's Degree by July 1, 1985. This person would receive \$750.
10. Propose to discuss economic package at present time, and reconvene at a later date within this school year to discuss language.

12/23/84

January 20, 1984

This information is based on the \$71,657 figure that represents 12% of economic package minus actual increases in delineated fringes. I wish to remind the board that these are best guesses based on predictable but changing data. They will, however, give you a ballpark idea of a low, middle and high administrator.

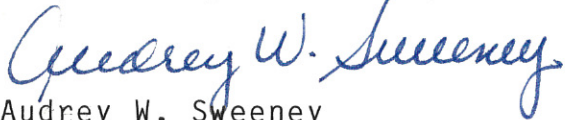
	15-15-20-50	25-25-25-25
High	$\$1397 + \$1823 = \$3220$	$\$1397 + \$1818 = \$3215$
Middle	$\$1035 + \$1709 = \$2744$	$\$1035 + \$1665 = \$2700$
Low	$\$815 + \$1628 = \$2443$	$\$815 + \$1677 = \$2492$

Minutes of the Contoocook Valley School Board
August 21, 1985
Executive Session

In Executive Session, Mr. Bramblett informed the Board of a possible resignation of a high school teacher (Steven Downey) and recommended that it be approved, even at this late date.

Also, Mrs. Kosnick discussed with the Board the goals of the negotiating team as well as the approach to be taken and the major issues to be resolved.

Respectfully submitted,



Audrey W. Sweeney
Secretary

CONTOOCCOOK VALLEY SCHOOL BOARD

Tuesday, June 5, 1990

Executive Session

Pursuant to RSA 91A-3, IIC the Board met in Executive Session to discuss personnel.

Respectfully submitted,

Katherine C. Matheson

Katherine C. Matheson
Secretary

CONTOOCCOOK VALLEY SCHOOL BOARD

Tuesday, May 15, 1990

Executive Session

Pursuant to RSA 91A-3, IIC the Board met in Executive Session to discuss personnel.

Respectfully submitted,

Katherine C. Matheson

Katherine C. Matheson
Secretary

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, May 1, 1990

Executive Sessions

Pursuant to RSA 91A-3, IIC, the Board met in Executive Sessions to discuss matters of personnel.

Respectfully submitted,

Katherine C. Matheson

Katherine C. Matheson
Secretary

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, April 17, 1990

Executive Session

Pursuant to RSA 91A-3, IIC, the Board met in Executive Session to discuss personnel.

Respectfully submitted,

Katherine C. Matheson

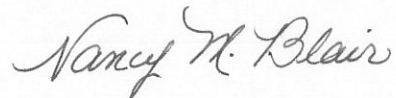
Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCCOOK VALLEY SCHOOL BOARD

Executive Session
Tuesday, March 6, 1990

During the Executive Session as provided by RSA 91A-3, IIC,
issues related to the Superintendent's evaluation were
discussed.

Respectfully submitted,

A handwritten signature in cursive script that reads "Nancy M. Blair".

Nancy M. Blair
Acting Secretary

MEETING OF THE CONTOOCOOK VALLEY SCHOOL BOARD

Executive Session
Tuesday, March 6, 1990

During the Executive Session as provided by RSA 91A-3, IIC,
issues related to a request for sabbatical leave were
discussed.

Respectfully submitted,

Nancy M. Blair

Nancy M. Blair
Acting Secretary

MEETING OF THE CONTOOCCOOK VALLEY SCHOOL BOARD

Executive Sessions
February 6, 1990

As provided in RSA 91A-3, IIC, personnel issues were discussed.

Respectfully submitted,

Katherine C. Matheson

Katherine C. Matheson
Secretary

CONTOOCOOK VALLEY SCHOOL BOARD MEETING

Executive Session
Tuesday, January 23, 1990

As provided in RSA 91A-3, IIC, staffing was discussed.

Respectfully submitted,

Katherine C. Matheson

Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCOOK VALLEY SCHOOL BOARD

Executive Sessions
January 9, 1990

As provided in RSA 91A-3, IIC, personnel issues and contracts were discussed.

Respectfully submitted,

Katherine C. Matheson

Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCOOK VALLEY SCHOOL BOARD

Executive Session
December 19, 1989

As provided in RSA 91A-3, IIC, staffing was discussed.

Respectfully submitted,

Katherine C. Matheson

Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCCOOK VALLEY SCHOOL BOARD

Executive Session
December 5, 1989

As provided in RSA 91A-3, IIC, the issues of contracts and personnel were discussed.

Respectfully submitted,

Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCOOK VALLEY SCHOOL BOARD

Executive Session
November 21, 1989

As provided in RSA 91A-3, IIC, contracts were discussed.

Respectfully submitted,

A handwritten signature in cursive script that reads "Katherine C. Matheson".

Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCOOK VALLEY SCHOOL BOARD

Executive Session
October 3, 1989

As provided in RSA 91A-3, IIC, land acquisitions were discussed.

Respectfully submitted,

Katherine C. Matheson

Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCCOOK VALLEY SCHOOL BOARD

Executive Session
September 19, 1989

As provided in RSA 91A-3, IIC, contracts were discussed.

Respectfully submitted,

Katherine C. Matheson

Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCCOOK VALLEY SCHOOL BOARD

Executive Session
September 5, 1989

As provided in RSA 91A-3, IIC, a personnel issue was discussed.

Respectfully submitted,

Katherine C. Matheson

Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCOOK VALLEY SCHOOL BOARD

Executive Session
Tuesday, August 29, 1989

As provided in RSA 91A-3, IIC, the issue of home study was discussed.

Respectfully submitted,

Katherine C. Matheson

Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCOOK VALLEY SCHOOL BOARD

Executive Session

August 8, 1989

As provided in RSA 91A-3, IIC, the issues of home study and facilitators were discussed.

Respectfully submitted,

Katherine C. Matheson

Katherine C. Matheson
Secretary

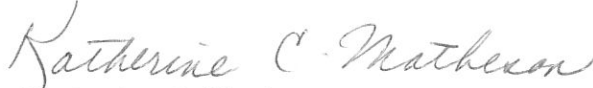
MEETING OF THE CONTOOCOOK VALLEY SCHOOL BOARD

Executive Sessions

Tuesday, July 25, 1989

As provided in RSA 91A-3, IIC, the issues of personnel nominations, home study, and personnel were discussed.

Respectfully submitted,

A handwritten signature in cursive script that reads "Katherine C. Matheson".

Katherine C. Matheson
Secretary

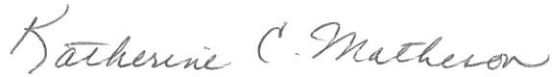
MEETING OF THE CONTOOCOOK VALLEY SCHOOL BOARD

Executive Session

Tuesday, June 6, 1989

As provided in RSA 91A-3, IIC, issues of insurance were discussed.

Respectfully submitted,

A handwritten signature in cursive script that reads "Katherine C. Matheson".

Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCOOK VALLEY SCHOOL BOARD

Executive Session

Tuesday, May 23, 1989

As provided in RSA 91A-3, IIC, the issue of selecting a construction management firm was discussed.

Respectfully submitted,

Katherine C. Matheson

Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCCOOK VALLEY SCHOOL BOARD

Executive Session

Tuesday, May 9, 1989

As provided in RSA 91A-3, 11C, issues of personnel were discussed.

Respectfully submitted,

Katherine C. Matheson

Katherine C. Matheson
Secretary

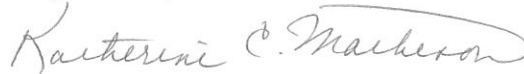
MEETING OF THE CONTOOCCOOK VALLEY SCHOOL BOARD

Executive Session

Tuesday, April 18, 1989

As provided in RSA 91A-3, IIC, issues of personnel were discussed.

Respectfully submitted,

A handwritten signature in cursive script, reading "Katherine C. Matheson". The signature is written in dark ink and is positioned above the printed name.

Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCOOK VALLEY SCHOOL BOARD

**Executive Sessions
Tuesday, March 28, 1989**

As provided in RSA 91A-3, IIC, issues of personnel were discussed in the first Executive Session, and during the second Executive Session, staff nominations were discussed.

Respectfully submitted,

Katherine C. Matheson

Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCOOK VALLEY SCHOOL BOARD

**Executive Session
Tuesday, March 7, 1989**

During the Executive Session as provided in RSA 91A-3, IIC, issues related to a student and a staff member were discussed.

Respectfully submitted,

Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCOOK VALLEY SCHOOL BOARD

**Executive Session
Tuesday, February 28, 1989**

During the Executive Session as provided in RSA 91A-3, IIC, personnel issues related to the Administrators' Agreement were discussed.

Respectfully submitted,



Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCCOOK VALLEY SCHOOL BOARD

**Executive Session
Tuesday, February 7, 1989**

During the Executive Session as provided in RSA 91A-3, IIC, issues related to personnel were discussed.

Respectfully submitted,

Katherine C. Matheson

Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCOOK VALLEY SCHOOL BOARD

**Executive Session
Tuesday, January 3, 1989**

During the Executive Session as provided in RSA 91A-3, IIC, issues related to SAU staffing were discussed.

Respectfully submitted,



Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCCOOK VALLEY SCHOOL BOARD

Executive Session

December 20, 1988

During the Executive Session as provided in RSA 91A-3, IIC, the issues of health insurance and personnel were discussed.

Respectfully submitted,

Katherine C. Matheson

Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCOOK VALLEY SCHOOL BOARD

Executive Session

December 6, 1988

During the executive session as provided in RSA 91A-3, IIC, personnel issues were discussed.

Respectfully submitted,

Katherine C. Matheson
Secretary

Meeting of the Contoocook Valley School Board

Executive Session

November 15, 1988

During the executive session as provided in RSA 91A-3, IIC, personnel issues were discussed.

John Foley moved, and Maureen DeKoning seconded, a motion to reconsider the vote. The nays carried by one vote. Motion defeated.

Respectfully submitted,

Katherine C. Matheson
Secretary

MEETING OF THE CONTOOCOOK VALLEY SCHOOL BOARD

Executive Sessions

November 1, 1988

During the executive sessions as provided in RSA 91A-3, IIC, personnel issues and property matters were discussed.

Respectfully submitted,

Katherine C. Matheson

Katherine C. Matheson
Secretary

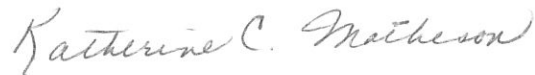
Meeting of the Contoocook Valley School Board

Executive Session

October 18, 1988

During the executive session as provided in RSA 91A-3, IIC, the bus contract as it relates to the Edelkind and Westrupp requests was discussed.

Respectfully submitted,

A handwritten signature in cursive script that reads "Katherine C. Matheson".

Katherine C. Matheson
Secretary

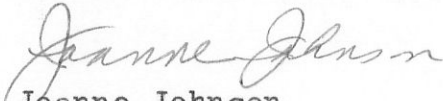
MEETING OF THE CONTOOCCOOK VALLEY SCHOOL BOARD

Executive Session

August 9, 1988

During the executive sessions as provided in RSA 91-A-3, II c, personnel issues and a special education placement were discussed.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Joanne Johnson".

Joanne Johnson
Secretary

MINUTES OF THE CONTOOCOOK VALLEY SCHOOL DISTRICT
Executive Session
Tuesday, July 19, 1988

During executive session as provided in RSA 91-A-3, II c,
land acquisition, personnel issues, and negotiations with
a town were discussed.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Joanne Johnson". The signature is written in a cursive, flowing style.

Joanne Johnson
Secretary

MINUTES OF THE CONTOOCOOK VALLEY SCHOOL DISTRICT
Executive Session
Tuesday, June 7, 1988

During executive session as provided in RSA 91-A-3, II c,
acquisition of property was discussed.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Joanne Johnson", is written over the typed name.

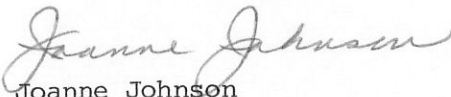
Joanne Johnson
Secretary

MINUTES OF THE CONTOOCOOK VALLEY SCHOOL BOARD
EXECUTIVE SESSION

Tuesday, May 3, 1988

The Contoocook Valley School Board met in executive session as provided in RSA 91A-3, IIc for the purpose of discussing personnel and contractual matters.

Respectfully submitted,

A handwritten signature in cursive script, reading "Joanne Johnson".

Joanne Johnson
Secretary