

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Road
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, October 3, 2017

School Board Meeting

7:00 p.m.

SAU Board Room

1. Call to Order and Pledge of Allegiance
2. Moment of Silence – Nick Seymour
3. Accept School Board Meeting Minutes (Board Vote Required)
 - a. September 19, 2017 (pg. 1-5)
4. Points of Pride
5. Public Comment
6. Consent Agenda
 - a. Personnel (pg. 6-7)
 - 1) Retirement – Kay Jamison – June 2019
 - 2) Retirement Jane Gnade – June 2019
 - 3) Retirement – Judith Parsons – June 2019
 - 4) Notice of Stipend Positions – Athletic
 - b. Enrollment Report – October 1, 2017 (pg. 8-9)
 - c. Board Requests - Adequacy
7. Superintendent's Report and Presentation of Business
 - a. Monthly Events Calendar (pg. 10-11)
 - b. ATC SMART Goals
 - c. Curriculum Renewal Cycle
 - d. Accept Gift/Donation (Board Vote Required)
 - 1) ConVal High School requests authorization to accept a gift/donation of used SCBA equipment from the Peterborough Fire Department for the purpose of training for ConVal's Firefighter training program.
 - e. Accept Gift/Donation (Board Vote Required)
 - 1) ConVal High School requests authorization to accept a gift/donation of \$20,000.00 from Kaylee Luther for the purpose of a one button studio, autoclave, lab benches, and landscaping.
8. Reports
 - a. Student Representative
 - b. Teacher Representative – Patrick Cogan/Linda Compton
 - c. Strategic Plan Committee - Pierce Rigrod
 - d. Budget & Property Committee – Dick Dunning
 - e. Communications Committee – Stephan Morrissey
 - f. Selectmen's Advisory Committee – Bernd Foecking
 - g. Education Committee – Crista Salmay
9. Old Business
 - a. Fees (Board Vote Required)
 - b. Open Positions
10. New Business
 - a. 1st Read Policy (pg. 12-17)
 - ADB – Drug-Free Workplace/Drug-Free Schools
 - GBEC – Drug-Free Workplace/Drug Free Schools
 - BEDC – Quorum
 - ECAF – Audio and Video Surveillance On School Buses
11. Public Comment
12. Approval of Manifests (Board Vote Required)
13. Non-Public Session: RSA 91-A:3,II (If Required)
 - a. Negotiations
 - b. Personnel
 - c. Superintendent Evaluation

MISSION STATEMENT

The ConVal Regional School District, in partnership with its member communities, will inspire all learners to achieve academically, contribute to the global community, and thrive as independent and productive citizens.

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Road
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, September 19, 2017

SAU Office

7:00 p.m.

BOARD

Rich Cahoon, Richard Dunning,
Jim Fredrickson, Bernd Foecking,
Janine Lesser, Stephan Morrissey,
Linda Quintanilha, Kristen Reilly,
Pierce Rigrod, Crista Salamy,
Myron Steere, Jerome Wilson

ADMINISTRATION

Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Tim Markley, H.R.
Mindy Ryan, B.A.
Cari Christian-Coates, Student Serv.
Helena Bates, PES
Amy Janoch, HES
Stephanie Syre-Hager, AES/Pierce

Lily Denehy, Student Rep.
John Jordan, SAC

1. Call to Order and Pledge of Allegiance

Myron Steere called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

2. Accept School Board Meeting Minutes (Board Vote Required)

a. September 5, 2017 (Retreat)

Stephan Morrissey moved to approve the minutes of September 5, 2017. Dick Dunning second.

Pierce Rigrod moved to strike the sentence on page 2 that reads "This model leverages the students in the district." Second. Unanimous as amended.

b. September 5, 2017 (Business Meeting)

Stephan Morrissey moved to approve the minutes of September 5, 2017. Dick Dunning second. Unanimous.

3. Fill the Void – Presentation

Bob Edwards thanked the board and administration to allow them to come and update on *Fill the Void*.

Rob Eichler said that a physical plan, of the size anticipated, would fit in the void area and could be supported in that space. The NH Charitable Foundation conducted a philanthropy study on the proposed project. This project was found to be a powerful and inspiring one. People are positive and feel that this project should and could happen. The goal is to raise \$11.5 million. Key questions include "Is VPAC Widely and Well Known?", "Is ConVal's Excellence Important to the Region's Health? How Important?", "Do Arts Matter for ConVal Excellence?", "Is the Case for Giving Persuasive?", and "is \$11.5 million possible?". The study resulted in bringing forward that the "Fill the Void" and "VPAC" message is confusing; some don't know what it is or means. As a result, an arts forum will be convening. Considering whether this project is persuasive or not; 33% felt that it was while 27% felt that it was not. Sitting in the middle of that is 40% who felt that it was, but.... The volunteer capacity should be expanded to include future ConVal parents, arts enthusiasts, collaborating arts, and a development committee.

A recommendation is a 2017 Development Shift to include community presentations and mailings, to personal connections and relationships. The message needs to be retuned. Research will be underway to include different functionality to attract other resources. A professional feasibility study will be forthcoming so that prospective donors will understand the project and the commitment behind it.

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Announcements before middle and high school performances will be sought to increase the understanding and familiarity of the project.

During the question segment, questions were asked about the Park Theatre in Jaffrey and how this project is so close in proximity; is that a problem? This proposed project competes with other projects such as the Town House in Peterborough, The Peterborough Town Library, etc. It was not felt that it competed with the Park Theatre.

Rich Cahoon asked for confirmation that the understanding is that there would be a partnership between VPAC and the district in terms of operating, but that the building (construction) of the project was private. Is that still the same?

Bob Edwards said that the building would be constructed through private funding. If it is found that only \$7M could be raised through private funding, an update would be provided to the board. Financial opportunities have not been exhausted yet.

Rich Cahoon asked at what point you consider changing the number of seats or square footage. Bob said that the architects will fine tune and, through analysis, determine exact seating capacity and square footage. Rob Eichler reaffirmed that the look might change but proximity, music and good sound quality will remain.

Stephan Morrissey asked if crowd funding is being considered. Rob said that it is being considered but would be considered for fill in dollars and not primary funding.

Rich Cahoon asked that the organization go through the Superintendent when wanting to communicate with the schools. An update would be due next in December 2017.

4. Points of Pride

Kimberly reported various Points of Pride as shared by administrators with her.

5. Public Comment

None.

6. Consent Agenda

a. Personnel

- Retirements June 2019

Tim Markley referenced a revised personnel agenda.

Retirement of Cynthia Zawacki –

Stephan Morrissey moved to accept the retirement as read. Dick Dunning Second. Unanimous.

Nomination of Michael Lucow for Special Education Administrator.

Stephan Morrissey moved to accept the nomination of Michael Lucow. Dick Dunning. Second.

The position is 260 days. This is a replacement position and not a new one.

Unanimous.

- Notice of Stipend Positions 2017-18

Tim Markley tabled the two Link positions. The remainder is informational.

7. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

Budget Prep Calendar – Deliberative Session was set for February 6th with a snow date of February 8th.

Strategic Plan will meet at 6:00 p.m. on October 12th with the ATC Committee meeting to follow at 7:00 p.m.

Education Committee will meet on both October 2nd and October 16th at 5:30 p.m.

Monthly Topic List- Rich Cahoon spoke about laying out an annual schedule for specific topics. The reason for this is that we often do not give enough time to the topics presented. We need to allow enough time. He further suggested that these items be part of "new business" on the agenda. This is a living document that will evolve.

School Board request email address is the place to send items to be placed on this calendar.

An update on the rollout of the 1-1 initiative was shared.

b. Accept Gift/Donation (Board Vote Required)

- 1) Antrim Elementary School requests authorization to accept a gift/donation of \$500.00 from the TD Bank Employee Volunteer Donation Program for the purpose of supporting student activities.

Stephan Morrissey moved to accept the gift as read. Jerome Wilson second. Unanimous.

8. Reports

a. Student Representative – Lily Denehy

Lily Denehy reported that the high school held a fundraiser for Hurricane Harvey, specifically for the SPCA, and raised \$400. Miss Denehy reported out on Homecoming activities. Penny Wars is scheduled for next week. A college fair took place today at the high school.

Crista Salamy reported that the band went to the Big E and had to be at the Antrim Home and Harvest the following morning. They did a great job. AES had a 14 foot eagle in the parade; it was amazing and beautiful.

Dick Dunning said that he went to the Friday night football game. The Dance Team performed at half-time; the support from the student population was tremendous.

b. Teacher Representative – Patrick Cogan

Linda Compton reported that the CVEA will be meeting with *End 68 Hours of Hunger* program.

c. Education Committee – Crista Salamy

Linda Quintanilha said that discussion took place about the review of the science curriculum, grades 5-8. More time will be spent at each grade on specific topics i.e. earth science, physical science.

Crista Salamy said that a discussion took place on fees. The conversation is not over. Crista Salamy brought forward three fees that are asked to be covered by the district:

Crista Salamy recommended waiving athletic fees. The dollar figure is typically \$48,000. Linda Quintanilha second.

Crista Salamy said that the total, \$214,194.00, is being looked at. Tonight, curriculum day based field trips and school sponsored curriculum based fees are being asked for consideration.

Dick Dunning clarified that athletic fees are being asked to waive through the future. Confirmed.

Stephan Morrissey asked what is spent on athletics per year. Kimberly Saunders asked for specifics on what is being asked. Transportation? Stipends?

Stephan Morrissey moved to table this discussion to allow to look at all of the numbers.

Jim Fredrickson said that if we are going to vote on it tonight it would be nice to have information in front of us tonight. **Rich Cahoon second.**

Janine Lesser said that we originally spoke about fees and now we are asking for information on equipment and transportation. The intent was to make sure that all students had the opportunity to participate and not about cost.

In favor of tabling: 7

Opposed: 5

Motion carried.

Rich Cahoon said that thought was to have this resolved by the first week in October.

Jim Fredrickson said that this ties back to the monthly topic list; if a committee knows that a vote is forthcoming, information should be presented.

Kimberly Saunders asked about the other two topics in the event that there are further questions.

Crista Salamy said that curriculum based day field trips is recommended to be covered by the district. Examples include the Harris Center, Museum of Science etc.

Rich Cahoon asked if these recommendations are for this coming budget season. This year, fees would be paid for by students for these activities. It is for moving forward.

The other fee discussion is for school sponsored curriculum based fees i.e. AP Exam fees, NHDI, etc. Those activities that occur during the school day.

Stephan Morrissey asked if children are denied participation for any of these. AP totals approximately \$9K per year.

Pierce Rigrod asked for numbers for each of the three groups.

Crista Salamy added that the Education Committee has not looked at reward field trips, overnight field trips, and international field trips.

The board will wait until the next meeting until additional information is gathered.

Dick Dunning asked for clarification on field trips. His understanding is that the schools put field trips in their budgets, it is an allocation for field trips. Where are these other additional field trips coming from? He said that principals used to budget and those trips above and beyond were asked for fees paid by families.

The discussion surrounded equity.

Dick Dunning said that he does not understand how we could pay for every student to go on a field trip.

9. Old Business

a. 2nd Read Policy/Adoption (Board Vote Required)

- GBEF: Acceptable Use Policy: Staff

- JRA: Student Records, Privacy, Family and Adult Student Rights

- KD: Official School District Social Media Accounts, Websites, and Platforms Used for Public

Linda Quintanilha moved to adopt policies GBEF, JRA, and KD. Stephan Morrissey second. Unanimous.

Linda Quintanilha moved to rescind policy JO. Stephan Morrissey second. Unanimous.

b. School Board Goals

Kimberly Saunders referenced three goal areas that were determined in September as she heard them. Goal Areas should include the ATC, the Communication Committee will work on a comprehensive communication plan, organizational structures that are educationally sound, equitable, and financially efficient will be developed. Janine Lesser asked when considering a Communication Plan is it for the board or for both the board and administration. Rich said that it is both, because administration is prevented from communicating in some areas.

c. Presentation on ConVal School District Fees

Discussed under the Education Committee meeting report out.

10. New Business

a. ESSA (Every Student Succeeds Act) Update

Kimberly Saunders reported that this is the new "No Child Left Behind". NH has submitted a plan to the USDOE. They have 120 days to review. It has a slight change in accountability. She highlighted the changes. Myron Steere requested that Kimberly determine how ConVal falls within the accountability indicators not needed until February. Information is available on the NHDOE on ESSA.

b. Press Release

Kimberly Saunders referenced a press release and asked the board if they still want it to go out. Stephan Morrissey said that it lacks an introduction. Janine said that "ConVal School District" should be part of the title. Rich said that a contact should be added. An invite to the Strategic Plan Committee meetings on the second Thursday of every month should be included.

Option 1 is being researched in depth and Option 2 will be further reviewed by Strategic Planning.

Dick Dunning said that clarification that both Option 1 and Option 2 are still on the table was asked. Confirmed. There are still two options that the board is considering.

Jim Fredrickson said that we owe the community more than the addition in these minutes. This is big.

Rich Cahoon moved that the Board recognize that at its retreat, that the Superintendent was asked to further research configuration and refer consolidation to the Strategic Plan Committee. Pierce Rigrod second.

Stephan Morrissey said that the intent was to start the discussion.

Pierce Rigrod said that he understands the motion to research but what about conversations about the questions?

Jim said that this motion is different than the vote on a press release.

In favor: Unanimous.

Press Release – Linda Quintanilha moved to accept and release the press release. Stephan Morrissey second. It will go to the individuals that will write the articles for the newspaper.

Dick confirmed that we will give this to the newspaper and they will write from it. Dick shared concern with having someone who was not at the meeting interpret it and report out on it at the newspaper.

Jim Fredrickson opposed. All else in favor. Motion carried.

c. Fresh Fruits & Vegetables Program Update

Kimberly Saunders reported that dollars were cut substantially from the Fresh Fruits and Vegetables Program and ConVal was not selected to receive monies. The cut was established by January 2017 claims.

Mindy Ryan said that because our schools no longer qualify, it was thought to replace snacks in both Antrim and Bennington. Can we continue in the remaining schools for approximately \$34,600.59?

Linda Quintanilha moved to approve up to \$40K. Pierce Rigrod second. Is it just snacks or is it integrated with lunch? It is snack only. It is an extra snack.

Rich Cahoon said that this program was relatively new to provide fresh fruits and veggies in addition to Free and Reduced Lunch. Funding got cut this year. We received our letter this summer. This is to backfill a federal funding cut. It is for elementary schools only.

Crista Salamy abstained. All others in favor. Motion carried.

11. Public Comment

None.

12. Approval of Manifests (2) (Board Vote Required)

Mindy Ryan certified that the manifests listed totaling \$1,163,876.80 and Payroll totaling \$2,403,933.30 have been reviewed by her and found to be proper charges against the Contoocook Valley School District for goods and/or services received and have been properly processed prior to their submittal to the School Board.

Stephan Morrissey moved to approve the manifests as read. Dick Dunning second. Unanimous.

13. Non-Public Session: RSA 91-A:3,II (If Required)

a. Negotiations

b. Personnel

c. Legal

Motion to enter into Non-Public session in accordance with RSA 91-A:3,II at 9:18 p.m. for matters of negotiations, personnel and legal. Unanimous on a roll call vote.

Stephan Morrissey moved to exit non-public session at 10:05 p.m. Pierce Rigrod second. Unanimous.

Stephan Morrissey moved to seal the minutes of non-public session as follows:

Seal minutes of negotiations for a period of two years.

Seal the minutes of personnel in perpetuity.

Seal the minutes of legal in perpetuity.

Unanimous.

Linda Quintanilha motioned to adjourn at 10:05 p.m. Second. Unanimous.

Respectfully submitted,

Brenda Marschok

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire
CONTOOCOOK VALLEY SCHOOL DISTRICT

October 3, 2017

Personnel Agenda

Retirements June 2019:

Special Education

Kay Jamison

Occupational Therapist

GBS

Jane Gnade

Library/Media Specialist

PES

Judith Parsons

Title 1 Teacher

Notice of Stipend Positions 2017-18:

Attached

First	Last	DAC	Position	Stipend Amt	FTE
ATHLETIC					
Deb	Riley	CVHS	Strength & Conditioning - Fall	\$1,660.00	1

Grade	Total	70	169	138	157	152	176	862	FTE Teachers
SCHOOL	9,28,17	Pre-School	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	Total	
AES	# of Students	34	32	28	24	30	39	187	
	Teacher	2	2	2	2	2	2		12
	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher		
	Ratio	17.0	16.0	14.0	12.0	15.0	19.5		
BES	# of Students		Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	79	
	# of Sections		17	16	11	18	17		
	Teacher		1	1	1	1	1		5
	Ratio		17.0	16.0	11.0	18.0	17.0		
DCS	# of Students		Kindergarten & 1st Grade		2nd Grade	3rd & 4th Grade		44	
	# of Sections		5 + 5 = 10		16	7 + 11 = 18			
	Teacher		1		1	1			3
	Para		Teacher		Teacher	Teacher			
	Ratio		10.0						
FES	# of Students		Kindergarten & 1st Grade		2nd Grade	3rd Grade	4th Grade	69	
	# of Sections		11 + 9 = 20		17	11	21		
	Teacher		1		1	1	1		4
	Para		Teacher		Teacher	Teacher	Teacher		
	Ratio		20.0		16.0	18.0			
GES	# of Students	Pre-School	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	91	
	# of Sections	16	19	14	15	11	16		
	Teacher	1	1	1	1	1	1		6
	Ratio	16.0	19.0	14.0	15.0	11.0	16.0		
HES	# of Students		Kindergarten	1st Grade	2nd Grade	3rd & 4th Grade		56	
	# of Sections		15	10	16	7 + 8 = 15			
	Teacher		1	1	1	1			4
	Ratio		15.0	10.0	16.0	15.0			
PES	# of Students	Pre-School	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	291	
	# of Sections	20	60	46	50	59	56		
	Teacher	1	4	3	3	3	3		17
	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher		
	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher		
	Ratio	20.0	15.0	15.3	16.7	19.7	18.7		
TES	# of Students		Kindergarten	1st & 2nd Grade		3rd & 4th Grade		45	
	# of Sections		10	10 + 8 = 18		9 + 8 = 17			
	Teacher		1	1		1			3
	Para		Teacher	Teacher		Teacher			
	Ratio		10.0	18.0					
* Teaching Principal para									
Enrollment numbers may include tuitioned-in students									
(9)									
Total Elem. Students K-4									
Total Students Pre-K-4									
862									
792									

ConVal School District

Student/Teacher Ratios
Registered


October 1, 2017 Enrollment

	A	B	C	D	E	F	G	H
1		9.28.17						
2								
3								
4	GBS							
5	# of Students		74	64	55	67	260	
6	# of Sections		4	3	3	3		13
7	Teacher		Teacher	Teacher	Teacher	Teacher		
8	Teacher		Teacher	Teacher	Teacher	Teacher		
9	Teacher		Teacher	Teacher	Teacher	Teacher		
10	Ratio		18.5	21.3	18.3	22.3		
11								
12	SMS							
13	# of Students		99	97	117	103	416	20
14	# of Sections		5	5	5	5		
15	Teacher		Teacher	Teacher	Teacher	Teacher		
16	Teacher		Teacher	Teacher	Teacher	Teacher		
17	Teacher		Teacher	Teacher	Teacher	Teacher		
18	Teacher		Teacher	Teacher	Teacher	Teacher		
19	Ratio		19.8	19.4	23.4	20.6		
20								
21	Total Students		173	161	172	170	676	33
22								
23								
24								
25	CVHS							
26	Grade		9	10	11	12		
27	Teachers		189	183	174	197	743	
28			12.25	12.25	12.25	12.25		
29						K to 4	792	54
30						5-8	676	33
31						9-12	743	50
32						Total 2017-18	2211	137.0
33						2016-17	2234	
34						2015-16	2169	
35						2014-15	2239	
36						2013-14	2325	
37						2012-13	2342	
38						2011-12	2434	
39								
40								
41								

October 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Education Committee @ 5:30 p.m. @ SAU	3 Policy Committee @ 6:00 p.m. @ SAU School Board Mtg. @ 7:00 p.m. @ SAU	4	5	6	7
8	9	10	11	12 Strategic Plan @ 6:00 pm @ SAU ATC Committee @ 7:00 p.m. @ SAU	13	14
15	16 Education Committee @ 5:30 p.m. @ SAU	17 Policy Committee @ 6:00 p.m. @ SAU School Board Mtg. @ 7:00 p.m. @ SAU	18	19	20	21
22	23	24 Budget & Property Committee @ 6:00 pm @ SAU Communications Committee @ 7:00 pm @ SAU	25	26 Selectmen's Advisory Committee @ 7:00 p.m. @ SAU	27	28
29	30	31	30			

November 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4 School Board Budget Work Session @ 8:30- 2:00 pm @ SAU
5	6	7 Policy Committee Mtg. @ 6:00 pm @ SAU School Board Mtg. @ 7:00 pm @ SAU	8	9 Strategic Plan Committee Mtg. @ 6:00 pm @ SAU ATC Committee Mtg. @ 7:00 pm @ SAU	10	11
12	13	14	15	16	17	18
19	20 Education Committee @ 5:30 pm @ SAU	21 Policy Committee @ 6:00 pm @ SAU School Board Mtg. @ 7:00 pm @ SAU	22	23 Thanksgiving Day 	24	25
26	27	28 Budget & Property @ 6:00 pm @ SAU Communication Committee @ 7:00 pm @ SAU	29	30 Selectmen's Adv. Committee @ 7:00 pm @ SAU		

ADB – Drug-Free Workplace/Drug-Free Schools

The ConVal School District will provide a drug-free workplace in accordance with the Drug-Free Schools and Communities Act of 1988 and Amendments of 1989 and the Drug-free workplace requirements for Federal contractors, 41 U.S.C. §701. In compliance with these requirements, the District will:

1. Notify all employees, in writing, that the unlawful manufacture, distribution, dispensation, possession, or use of illicit drugs and alcohol is prohibited in the District's workplace and that any violation is subject to disciplinary action. Notification will be accomplished by distribution of this policy to all employees.
2. Provide a drug-free awareness program to inform employees about:
 - a. The dangers of illicit drugs in the workplace;
 - b. The District's policy of maintaining a drug-free workplace;
 - c. Available drug and alcohol counseling, rehabilitation, and employee assistance and/or re-entry programs; and
 - d. The penalty/penalties that may be imposed on employees for drug and alcohol violations occurring in the workplace.
3. Notify employees that, as a condition of employment in the District, they will agree to and abide by the terms of the policy, and will notify the District of any drug statute conviction resulting from workplace conduct within five days of the conviction.
4. Establish the following as grounds for disciplinary action:
 - a. Working under the influence of alcohol or illegal drugs, no matter where consumed.
 - b. Having an unsealed container of alcohol or consuming alcohol on school property. (Any employee who finds any type of container of alcohol on school property should report it to the administration as soon as possible.)
 - c. Possessing or distributing controlled substances on school property.
5. Alert the local law enforcement agency of suspected violations of the policy.
6. Take any of the following disciplinary actions (either alone or in combination) regarding an employee who is in violation of the policy:
 - a. Suspension.
 - b. Termination of employment.
 - c. Satisfactory participation in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health or law enforcement, or other appropriate agency.
7. Make a good faith effort to continue to maintain a drug-free workplace through implementation of all the provisions of this policy. In so doing, the District will conduct a biennial review of its programs to determine their effectiveness and to ensure that the disciplinary sanctions are consistently enforced and changes are implemented, if needed.

ADB – Drug-Free Workplace/Drug-Free Schools

8. Post at each school and in each school bus Drug-Free School Zone signs with a map of the drug-free zone around each school. The signs will be those provided by the New Hampshire Department of Education, as required by RSA 193-B:3, I; Ed. Part 316.

Legal References:

41 USC §8101 Et. seq., Drug-free workplace requirements for Federal contractors, and Federal grant recipients

RSA Chapter 193-B, Drug Free School Zones

Ed. Part 316

Category: P

See also: GBEC, GBED, JICG & JICH

~~Adopted: March 5, 2013~~

First Read: October 3, 2017

Second Read:

Adopted:

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 - a. Working under the influence of alcohol or illegal drugs, no matter where consumed.
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 - b. Termination of employment.
 - c. Satisfactory participation in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health or law enforcement, or other appropriate agency.
7. Make a good faith effort to continue to maintain a drug-free workplace through implementation of all the provisions of this policy. In so doing, the District will conduct a biennial review of its programs to determine their effectiveness and to ensure that the disciplinary sanctions are consistently enforced and changes are implemented, if needed.

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Category: P

See also: ADB, GBED, JICG & JICH

Adopted: March 5, 2013

First Read: October 3, 2017

Second Read:

Adopted:

BEDC – Quorum

~~The School Board may allow a Board member or members to participate in a meeting via electronic means. However, if this method of participation is used, a quorum of the Board must be physically present at the location specified in the meeting notice. All electronic participation will comply with the Right to Know Law.~~

A simple majority of the ConVal School Board shall constitute a quorum for the transaction of business.

Participating Electronically from a Remote Location

When it is not reasonably practical for a member to attend in person, the member may attend via telephone, skype, or other electronic means. RSA 91-A:2, III. The following is required:

- ~~1. The reason it is not reasonably practical for the member to attend in person must be included in the minutes of the meeting.~~
2. The member participating electronically must identify anyone present at the location the member is participating from.
3. All votes taken during the meeting must be by taken by roll call vote.
4. The public attending the meeting and all members must be able to simultaneously hear or see communication between the member participating remotely and those participating in person. No meeting shall be conducted by electronic mail or any other form of communication that does not permit the public to hear, read, or otherwise discern the meeting discussion contemporaneously at the meeting location specified in the meeting notice.
5. Except for an emergency meeting, if a member is allowed to participate electronically from a remote location, there must be a quorum of the school board physically present at the location specified in the meeting notice. Except in an emergency, the members participating electronically from a remote location will not count towards satisfying the quorum requirement.
6. When, in an emergency, the quorum requirement is satisfied in part by one or more members participating electronically from a remote location, the facts requiring immediate action before a physical quorum can be gathered shall be included in the minutes of the meeting.

Legal References:

RSA 91-A2, Meetings Open to the Public

Category: R

~~Adopted: June 7, 2011~~

First Read: October 3, 2017

Second Read:

Adopted:

ECAF – Audio And Video Surveillance On School Buses

Video cameras may be used on school buses to monitor student behavior. Audio recordings in conjunction with video recordings may also be captured on school buses, in accordance with the provisions of RSA 570-A:2.

Notification of such recordings is hereby established in this policy and in Policy JICK – Pupil Safety and Violence Prevention. The Superintendent or his/her designee will ensure that there is a sign prominently displayed on the school buses informing the occupants of the school buses that such video and audio recordings are occurring.

The Superintendent is charged with establishing administrative procedures to address the length of time, which the recording is retained, ownership of the recording, limitations on who may view and listen to the recording, and provisions for erasing or destroying the recordings.

All recordings shall be retained for a period not to exceed ~~thirty~~ ten (30 10) days, unless the Superintendent, or designee, determines that the recording is relevant to a disciplinary proceeding.

Recordings may be viewed only by the following persons and only after expressly authorized by the Superintendent:

- Superintendent or designee
- Business Administrator
- Building Administrator
- Law Enforcement Officers
- Transportation Contractor Official

Parents/Guardians of a student against who a recording is being used as part of a disciplinary proceeding will be permitted to view and listen to the recording. No other individuals shall be entitled to view or listen to the recording without the express authorization of the Superintendent.

Legal References:

RSA 570-A:2, Capture of Audio Recordings on School Buses Allowed

Category: R

See also: EEA, JICK, JRA

~~1st Reading: November 5, 2013~~

~~2nd Reading: December 3, 2013~~

~~Adopted: December 3, 2013~~

First Read: October 3, 2017

Second Read:

Adopted: