

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, March 20, 2018

School Board Meeting

6:30 P.M.

SAU Office

- 1. Call to Order and Pledge of Allegiance**
- 2. Introduction and Swearing in of Returning Board Members**
- 3. Call for Election of Officers – Superintendent**
 - a. Committee Assignments and Requests**
- 4. Non-Public Session: RSA 91-A:3,II**
 - a. Personnel**
- 5. Acceptance of School Board Meeting Minutes (Board Vote Required)**
 - a. March 6, 2018 (pg. 1-3)**
- 6. Points of Pride**
- 7. Public Comment**
- 8. Consent Agenda**
 - a. Personnel**
 - 1) Notice of Stipend Positions 2017-2018 (pg. 4-5)
- 9. Superintendent's Report and Presentation of Business**
 - a. Lucille Jordan – Nashua Community College**
 - b. Election Results (pg. 6)**
 - c. Monthly Events Calendar (pg. 7-8)**
- 10. Reports**
 - a. Student Representative – Lily Denehy**
 - b. Teacher Representative – Patrick Cogan/Linda Compton**
 - c. Strategic Plan Committee – Pierce Rigrod**
 - d. ATC Committee – Stephan Morrissey**
 - e. Education Committee – Crista Salamy**
- 11. Old Business**
 - a. 2nd Read/Adoption (Board Vote Required)**
 - EFAA: Meal Charging (pg. 9-13)
 - EFC: Free and Reduced-Price Lunch Policy (pg. 14)
- 12. New Business**
 - a. Set Last Day of School – June 2017**
 - b. Set CVHS Date of Graduation**
 - c. Signing of MS22 (Report of Appropriations voted)**
- 13. Public Comment**
- 14. Approval of Manifests (Board Vote Required)**
- 15. Non-Public Session: RSA 91-A:3,II (If Required)**
 - a. Negotiations**
 - b. Legal**

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

Tuesday, March 6, 2018

SAU Office
School Board Meeting
Immediately Following Public Hearing

BOARD

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

Lily Denehy, CVHS Student Rep.
Patrick Cogan, CVEA

ADMINISTRATION

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

1. Call to Order and Pledge of Allegiance

Myron Steere called the meeting to order at 6:53 p.m. The Pledge of Allegiance was recited.

2. Minutes (Board Vote Required)

a. February 20, 2018

Stephan Morrissey moved to accept the minutes of February 20, 2018. Dick Dunning second. Niki McGettigan abstained. All else in favor. Motion carried.

3. Points of Pride

Kimberly Saunders reported Points of Pride as reported to her by administrators.

4. Public Comment

None.

5. Consent Agenda

a. Personnel

1) Job Description –Director of Student Services (2nd Read/Approval)

Linda Quintanilha moved to approve the job description as read. Dick Dunning second. Unanimous.

2) Job Description – Director of Special Education (2nd Read/Approval)

Linda Quintanilha moved to approve the job description as read. Stephan Morrissey second. Unanimous.

Jim Fredrickson asked the schedule for hiring people. Kimberly reported that she will be looking for two board members to sit on the hiring committee. We have been advertising.

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6. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

Strategic Plan Committee and ATC Committee meetings were moved from March 8th to March 15th.

b. March 1, 2018 Enrollment Update

Myron Steere asked if we apply for reclassification with the NHIAA as a result of our enrollment numbers. No, a review takes place every several years. Discussion took place about kindergarten enrollments; hard numbers will be reported as screenings take place.

c. Recruitment Plan and Budget

Kimberly Saunders reported on job recruiting efforts underway to attract new teachers to the CV District. Cost information for two job fairs were shared. This is informational; these dollars already exist.

d. School Calendar Committee Representatives

Kimberly requested two board members volunteer to sit on the school calendar committee. Bernd Foecking and Dick Dunning volunteered. Jim Fredrickson will be the alternate.

e. Upcoming Legislative Hearings

Kimberly reported information on the House Consent Calendar- House Bills and Hearings.

Linda Quintanilha moved to authorize a letter to be sent on SB193 to local legislative delegation, committee chair, and Governor. Stephan Morrissey second. Unanimous.

Stephan Morrissey moved to allow the Superintendent to put this letter together. Dick Dunning second. Unanimous.

f. Fresh Fruit & Vegetables Report Out

Kimberly Saunders reported having received good reviews on the program with very little waste. The kids appreciate the food. It is a twice week program.

7. Reports

a. Student Representative –Lily Denehy

Lily reported that it is spirit of kindness week. Teachers and students are writing letters to each other. On Friday, an assembly with Recycled Percussion will take place. Band will perform their Spring concert on March 14th and Choir will perform on March 20th.

Student Council will travel to NYC to work in a shelter. Youth and Government will travel to UNH for an event featuring Pulitzer Prize Authors on Freedom of Speech.

b. Teacher Representative – Patrick Cogan/Linda Compton

Patrick Cogan reported Scott Baldwin is currently on Sabbatical, hiking Appalachian Mountain Trail.

He encouraged board members to subscribe to the You Tube Channel, morning show at GBS, to see clips. SSP's and Para's have been focusing on next week's vote.

8. Old Business

a. 2nd Read Policy (Board Vote Required)

- IHBAD: Independent Special Education Evaluation

Rich Cahoon reported pulling this policy once again.

9. New Business

a. 1st Read Policy

- EFAA: Meal Charging

- EFC: Free and Reduced-Price Lunch Policy

Rich referenced these policies for a first read. Send comments to the Superintendent or Carol.

b. Expenditure Report – Mindy Ryan

Mindy Ryan referenced the Expenditure Report included in tonight's packet. In addition, she shared a list of transfers to be approved.

If a salary was budgeted in one area and moved to another (in a different account line) a transfer is requested accordingly so that the line will not be overspent.

Linda Quintanilha moved to approve the transfers as listed. Stephan Morrissey second. Unanimous.

10. Public Comment

None.

11. Approval of Manifests (Board Vote Required)

Mindy Ryan certified that manifests listed totaling \$428,300.74 and Payroll totaling \$2,264,334.60 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.

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

a. Personnel

b. Negotiations

Cari Christian Coates and Mindy Ryan exited.

Stephan Morrissey moved to enter into non-public session in accordance with RSA 91-A:3,II at 7:26 p.m. for personnel and negotiations. Unanimous on a roll call vote.

Stephan Morrissey moved to exit non-public at 7:47 p.m. Unanimous.

Stephan Morrissey moved to seal the minutes of non-public session as follows: Two (2) years on negotiations, one (1) year on legal, and until a contract is signed on the personnel discussion. Unanimous.

Stephan Morrissey moved to authorize the Superintendent to negotiate a contract for the Director of Student Services position. Dick Dunning Second. Unanimous.

Stephan Morrissey motioned to adjourn at 7:48 p.m. Dick Dunning second. Unanimous.

Respectfully submitted,

Brenda Marschok

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire**

CONTOOCOOK VALLEY SCHOOL DISTRICT

March 20, 2018

Personnel Agenda

Notice of Stipend Positions 2017-18:

Attached

NOTICE OF STIPEND POSITIONS

Athletic					
Name		DAC	Position	Amount	FTE
Mike	Young	CVHS	Tennis - Boys Varsity	\$2,656.00	1
Gloria	Morison	CVHS	Tennis - Girls Varsity	\$2,656.00	1
Courtney	McKay	CVHS	Track Assistant - Spring	\$2,656.00	1
Jim	Aborn	CVHS	Track Assistant - Spring	\$2,656.00	1
Dan	Fox	CVHS	Lacrosse - Boys JV	\$2,656.00	1
Kevin	Morneault	CVHS	Lacrosse - Boys Assistant	\$2,656.00	1

ConVal School District
Voting Results - March 13, 2018

ConVal School District - Results of Voting March 13, 2018---OFFICIAL RESULTS

	1		2		3		4		5		6		7		8		9		10		11	
	Science Labs		Budget		Accept Factfinders Report		Call Special Meeting		Building Capital Reserve Trust		Equipment Capital Reserve		Athletics/Co-Curricular Fund		Accept Reports		School Board Salaries		Petitioned Article to Change Articles of Agreement		Petitioned Article to Commit to Public Visioning	
	YES	NO	% Y	% N	YES	NO	% Y	% N	YES	NO	% Y	% N	YES	NO	% Y	% N	YES	NO	% Y	% N	YES	% N
Antrim	195	74	72%	28%	160	105	60%	40%	216	50	81%	19%	205	65	76%	24%	214	50	81%	19%	105	94
Bennington	124	86	59%	41%	112	99	53%	47%	143	67	68%	32%	133	76	64%	36%	138	71	66%	34%	131	75
Dublin	166	78	68%	32%	125	113	53%	47%	180	49	79%	21%	188	71	70%	30%	177	60	75%	25%	151	81
Francestown	222	87	72%	28%	153	161	49%	51%	246	63	80%	20%	233	74	76%	24%	244	61	80%	20%	173	122
Greenfield	138	110	56%	44%	100	148	40%	60%	158	87	64%	36%	147	99	60%	40%	162	82	66%	34%	159	84
Hancock	285	82	76%	24%	204	143	59%	41%	272	73	79%	21%	260	87	75%	25%	286	56	84%	16%	210	127
Peterborough	628	192	77%	23%	506	313	62%	38%	682	133	84%	16%	641	168	79%	21%	662	137	83%	17%	580	218
Sharon	54	16	77%	23%	27	44	38%	62%	56	13	81%	19%	55	16	77%	23%	60	11	85%	15%	42	26
Temple	252	168	60%	40%	203	221	48%	52%	270	150	64%	36%	246	175	58%	42%	295	116	72%	28%	264	150
Total	2044	893	70%	30%	1590	1347	54%	46%	2233	685	77%	23%	2088	831	72%	28%	2238	644	78%	22%	1875	977

School Board Members

Bennington 87
Keira Christian 110
Linda Quintanilha

Greenfield 212
Myron Steere

Peterborough - 1 Year Term (One Position)
Jerome Wilson 558
Peterborough - 3 Year Term (One Position)
Janine Lesser 595

Temple 395
Niki A. McGettigan

Moderator		Antrim	Bennington	Dublin	Francestown	Greenfield	Hancock	Peterborough	Sharon	Temple	Total
Bob Edwards		25	11	3	1	2	2	20	0	0	64
River Marmostien		2	2	0	0	1	1	40	0	0	47
Neal Cass		0	0	0	2	0	0	0	0	0	13
Tim Clark		1	0	12	0	0	3	2	0	0	18

March 2018

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

April 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 Policy Committee @ 6:00 pm @ SAU School Board @ 7:00 pm @ 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 pm @ SAU School Board @ 7:00 pm @ SAU	18	19	20	21
22	23	24 Budget & Property Committee @ 6:00 p.m. @ SAU Communications Committee @ 7:00 p.m. @ SAU	25	26 Selectmen's Advisory Committee Mtg. @ 7:00 p.m. @ SAU	27	28
29	30					

EFAA – Meal Charging

The District encourages all parents and guardians (hereinafter "parents") to provide a healthy breakfast and lunch for their student(s). Parents are welcome to send students to school with a "brown bag/lunch box" meal. The District provides the opportunity to purchase (breakfast and) lunch (as well as after school snacks) from the school cafeteria. Each meal meets or exceeds the federal nutrition standards. Payment is expected no later than when the meal is served. Payment may be in cash (check) or as a debit against funds deposited into an established student lunch account.

The school lunch program is required by federal law to operate as a non-profit which must end each fiscal year without a negative balance. Uncollected debt must be paid to the school lunch program from other funds. Therefore, parents of students required to pay the full or reduced price for meals must ensure that the school lunch program is paid for their student's meals. The District's policy is to quickly escalate efforts to bring student meal accounts into positive balance, to avoid circumstances where these accounts build significant debt.

Student Meal Accounts

The District uses a point-of-sale computerized meal payment system which has an account for all students. Parents of students who will be purchasing meals using this system are required to establish and maintain a positive balance in the student's meal account.

Funds may be deposited into a student lunch account by cash, check, or on-line payment. Cash or checks made out to ConVal Food Service should be presented to the Cashier at the cafeteria, the Principal's Office, or the Food Service Office). A check may also be mailed to: 106 Hancock Road, Peterborough NH 03458. The District utilizes the services of K12 PaymentCenter.com. The use of checks or on-line payments is encouraged, as each provides a record. Parents are responsible for any fees charged by the on-line service. In accordance with United States Department of Agriculture ("USDA") guidance SP 02-2015, there will be no processing fee for deposits to a student meal account made by cash or check.

Bank fees incurred on any check returned for insufficient funds will be charged to the parent. The fee may not exceed \$25.00, RSA 358-C:5, I.) In accordance with RSA 358-C:5, notice of the fee charged for a check that is returned for insufficient funds shall be included in any letter sent to a Parent seeking payment because the student meal account has a negative balance.

Each notice to parents will include information on how to verify a student meal account balance, to resolve concerns regarding the accuracy of the account balance, or to obtain information on the school meal program, including the name, title, hours when available, phone number, and e-mail address of an appropriate member of the District staff.

Parental Restrictions on Use of Student Meal Account

Parents who establish a meal account for their student are responsible for establishing with their student any restrictions the parent chooses to place on use of the account. Unless restricted by the parent, a student may purchase a la carte items in addition to the regular meal choices. Some students purchase more than one meal at one sitting. (After school snacks may be purchased.) Parents must monitor the student's use of the meal account to ensure that a sufficient balance is available at all times for their student to charge meals. (The District's on-line payment system K12PaymentCenter.com allows a parent to check their students balance at any time.)

The District's policy is to ensure that students have access to healthy meals and that no student will be subject to different treatment from the standard school meal or school cafeteria procedures. Therefore, the District will allow students to purchase a meal, even if the student's meal account has insufficient funds.

EFAA – Meal Charging

This policy applies to all meal offerings generally available at the cafeteria, breakfast, lunch, and after school snacks.

Balance Statements

The Superintendent shall establish a procedure at each school requiring that a low balance statement be sent to parents whenever the balance in a student's meal account falls to or below a set amount that approximates the amount typically necessary to pay for one week of meals.

The notices will be sent by e-mail when practical, otherwise by a note, sealed in an envelope, sent home with the student. Notice prior to the account reaching zero is intended to reinforce the requirement that a positive balance be maintained in the student meal account. If a student meal account falls into debt, the initial focus will be on resuming payments for meals being consumed to stop the growth of the debt. The secondary focus will be on restoring the account to routinely having a positive balance.

Only those District staff who have received training on the confidentiality requirements of federal and state law, including the United States Department of Agriculture's ("USDA") guidance for school meal programs, and who have a need to access a child's account balance and eligibility information may communicate with parents regarding unpaid meal charges. Volunteers, including parent volunteers will not be used to communicate with parents regarding unpaid meal charges. 42 U.S.C. 1758(b)(6).

Free or Reduced Price Meals

The District participates in the federally supported program to provide free or reduced price meals to students from families whose economic circumstances make paying for meals difficult. Income guidelines for eligibility are based on family size and are updated each year by the USDA. The District will ensure parents are informed of the eligibility requirements and application procedures for free or reduced cost meals as well as the requirements of this policy.

Parents shall be provided with a copy of this policy and an application for free or reduced cost meals annually at the start of the school year through a mailing or in the parents' handbook, upon enrollment of a transfer student during the school year, and as a component of all notices sent to parents seeking payment to correct a negative balance in the student meal account. The communication explaining the availability of the free or reduced price meals shall include all the elements required by federal regulation, 7 C.F.R. 245.5. Each notice shall also identify a member of the District staff, with contact information, who is available to answer questions or assist the parents with applying for free or reduced price meals.

As required by the Civil Rights Act of 1964 and USDA guidance, parents with Limited English Proficiency ("LEP") will be provided with information on this policy and the free and reduced price meal program in a language the parents can understand. The District will utilize USDA and community resources to fulfill this requirement. This policy and links to application materials for the free or reduced price meal program will be posted on the school web site and made available to parents at each school.

The District will proactively enroll students found to be categorically eligible into the free or reduced price meal program. The District will seek to enroll eligible students in the free or reduced price meal program upon learning from any source of the student's potential eligibility. When eligibility is established, the District will apply the earliest effective date permitted by federal and state law.

The District will provide a copy of this policy and application materials for free or reduced price meals to town welfare offices/human services offices and other local social service agencies who may have contact with parents who are confronting layoffs or other financial hardship.

EFAA – Meal Charging

Students Without Cash in Hand or a Positive Account Balance

Regardless of whether a student has money to pay for a meal or has a negative balance in the student meal account, a student requesting a meal shall be provided with a meal from among the choices available to all students. The only exception will be where the student's parents have provided the District with specific written direction that the student not be provided with a school lunch program meal, the student has a meal sent from home, or otherwise has access to an appropriate meal. Under no circumstances will a student's selected meal be thrown away because of the status of the student's meal account.

It is the parents' responsibility to provide their student with a meal from home or to pay for school prepared meals. Therefore, the District's policy is to direct communications to parents about student meal debt. When parents chose to provide meals sent from home, it is the parents' responsibility to explain to their student the necessity of the student not using the school meal program.

Initial efforts to contact parents will be by e-mail or phone, however if those efforts are unsuccessful, letters to parents may be sent home in sealed envelopes with the student. Resolution of the problem should seek to ensure the student has ongoing access to an appropriate meal.

Should the student's meal account balance fall below zero, a balance statement requesting immediate payment shall be sent to parents no less than once each week month.

If the student's meal account balance debt grows to \$3050.00 or more a letter demanding immediate payment shall be sent by US Mail to the parent or the parent shall be contacted by the Principal or designee by phone or in person. Where warranted, the Principal or designee may arrange a payment schedule to address current meal consumption and arrearages while the school continues to provide the student with meals.

If the student's meal account debt grows to \$3050.00 or more the parents will be requested to meet with the principal. When appropriate, the Principal or designee should explore with the parents whether an application for free or reduced cost meals is warranted. Where extenuating circumstances of financial hardship exist and the family is not eligible for free or reduced cost meals, the District will work with the parents to identify and engage governmental and private charitable resources which are available to assist the family.

If a student with a negative balance in his or her meal account seeks to purchase a meal with cash or check, the student will be allowed to do so. There is no requirement that the funds be applied first to the debt.

Unresolved Debt

If the Principal determines that the best available information is that the parents are able to pay the expenses of the student's meals and the parents decline to cooperate with resolving the debt in a timely manner, the Principal shall send a letter to the parents directing them to have their student bring meals from home and cease utilizing the school meal program. The student may resume using the school meal program when a positive account balance is restored in the student's meal account (including reduced?). Note: this does not apply to free or reduced priced meals.

If the student continues to use the school meal program, a second letter shall be sent to the parents using certified mail, return receipt requested. Note: this does not apply to free or reduced priced meals.

If parents continue to fail to provide the student with a meal sent from home, continue to fail to provide funds for their student to use the school lunch program, continue to refuse to cooperate with reasonable requests by District staff to address the overdue debt, and the parent is believed to have the ability to pay,

EFAA – Meal Charging

the Superintendent may pursue payment through civil legal action, including filing a claim in small claims court pursuant to RSA Chapter 503. The Superintendent is delegated authority to assess the likelihood that civil action will lead to payment, the resources required to pursue collection, and to pursue such action only when doing so is in the best interest of the District. Note: this does not apply to free or reduced priced meals.

The Superintendent shall try to identify non-profit charities that are willing to contribute funds to the district to assist in keeping a positive balance in the meal account of students whose parents do not qualify for free meals and who due to financial hardship are unable to consistently keep the student meal account in a positive balance. If at the end of the fiscal year uncollected debt in student meal accounts must, as a last resort to fulfill federal requirements, be paid to the school meal program from other District funds, the parents' debt for unpaid meal charges shall be owed to the District. Note: this does not apply to free or reduced priced meals.

Applying the policy set forth above, the Superintendent shall determine if further collection efforts are in the best interest of the District. Any payments collected on debt that has been offset with District funds, shall be credited to the District. All debt collection efforts shall comply with RSA Chapter 358-C, New Hampshire's Unfair, Deceptive or Unreasonable Collection Practices Act.

Staff Enforcement of Policy/Training

A copy of this policy and refresher training shall be provided annually to all food service and school staff responsible for serving student meals or enforcing this policy. New staff with these responsibilities shall be provided with a written copy of the policy and training on the policy during their initial training or orientation. In accordance with federal requirements, a record shall be maintained documenting that new staff receive the policy and training. The record must also document that all applicable staff receive a copy of the policy and refresher training annually.

Student with Special Dietary Needs

Nothing in this policy prohibits providing an appropriate meal to a student with special dietary needs such as, but not limited to, diabetes, provided these needs have been documented in a health plan, Section 504, or IEP. If the meal is medically required, and the student has a negative student meal account balance, or does not have cash to purchase the meal, the necessary dietary needs will be met.

To request meal accommodations for students whose dietary needs qualify them for accommodation under law or to file a school meal program complaint with the District, contact ConVal Food Service at phone number 603 924-3336, ext. 2060.

To file a program complaint of discrimination with the USDA, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;

EFAA – Meal Charging

(2) fax: (202) 690-7442; or

(3) email: program.intake@usda.gov.

This District is an equal opportunity provider.

Nondiscrimination

It is the District's policy that in the operation of child feeding programs, no child will be discriminated against because of race, sex, color, national origin, age, or disability. 7 C.F.R. 245.5(a)(1)(viii). Students will not be denied meals due to the existence of other unpaid charges at the school or for disciplinary reasons.

Assessment for Neglect Reporting

If a student who has been determined to be ineligible for free or reduced cost meals or whose parents have refused to cooperate with filing an application for free or reduced cost meals is consistently not provided with meals, either through a meal sent from home or the payment for a meal through the school meal program, the Principal will assess whether a report of child neglect is warranted to the New Hampshire Department of Health and Human Services, Division for Children, Youth, & Families, as required by RSA 169-C:29-31.

Legal References

15 U.S.C. § 1692-1695 federal Fair Debt Collection Practices Act (FDCPA)

42 U.S.C. 1758(b)(6), Use or disclosure of information

Civil Rights Act of 1964 & 7 C.F.R. Part 15, Subpart A & B

2 C.F.R. §200.426

7 C.F.R §210.09

7 C.F.R §210.10

7 C.F.R §210.15

7 C.F.R. §245.5

USDA SP 46-2016 - No later than July 1, 2017, all SFA's operating the Federal school meal program are required to have a written meal charge policy.

USDA Guidance SP37-2016: Meaningful Access for Persons with Limited English Proficiency (LEP) in the School Meal Programs

RSA 189:11-a

RSA 358-C , New Hampshire's Unfair, Deceptive or Unreasonable Collection Practices Act;
NH Dept. of Education Technical Advisory - Food and Nutrition Programs

See also Policy:

JLCF - Wellness

EF - Food Service Management

EFA - Availability and Distribution of Healthy Foods

EFE - Vending Machines

First Read: March 6, 2018

Second Read: March 20, 2018

Adopted: March 20, 2018

EFC – Free and Reduced-Price Lunch Policy

The ConVal School Board recognizes that adequate nutrition is essential to the development, health, and learning of all students. The Superintendent or designee shall facilitate and encourage the participation of students from low-income families in the district's food service program.

The district shall provide at least one nutritionally adequate meal each school day, free of charge or at a reduced price, for students whose families meet federal eligibility criteria.

The Superintendent or designee shall ensure that meals provided through the free and reduced-price meal program meet applicable state and/or federal nutritional standards in accordance with law, Board policy, and administrative regulation.

The Board shall approve, a plan that ensures that students eligible to receive free or reduced-price meals and milk are not treated differently from other students.

Determination of eligibility is made by the ~~Food Service Director~~ Business Administrator in accordance with all applicable law. Appeal of the ~~Food Service Director~~ decision may be made to the Superintendent.

Confidentiality/Release of Records

All applications and records related to eligibility for the free and reduced-price meal program shall be confidential except as provided by law.

The Board authorizes designated employees to use individual records pertaining to student eligibility for any free and reduced-price meal program for the purposes of:

1. Disaggregation of academic achievement data.
2. Identification of students eligible for school choice and supplemental educational services in any school identified for program improvement under Title I of the No Child Left Behind Act.

Legal References:

42 U.S.C. §1751 et seq., National School Lunch Act

Category: O

~~1st Board Read: September 1, 2009~~

~~2nd Read/Adoption: October 6, 2009~~

1st Read: March 6, 2018

2nd Read: March 20, 2018

Adopted: March 20, 2018