

POLICY COMMITTEE

October 2, 2018
SAU Finch Room
6:00 PM

Minutes

Committee Members:

Rich Cahoon – Chair, Janine Lesser, Kristen Reilly, Crista Salamy, Jerry Wilson, Stephan Morrissey, Kimberly Saunders, Ann Forrest

Attendees: Rich Cahoon, Stephan Morrissey, Jerry Wilson, Janine Lesser, Myron Steere, Kimberly Saunders

1. Call to Order & Approval of September 18, 2018 Minutes

The meeting was called to order at 6:09 PM.

Stephan Morrissey moved to accept, Jerry Wilson seconded. All in favor. Minutes adopted as written.

2. Policies to the Board:

The following policies are being presented to the Board for a second read:

- a) AC: Non-Discrimination
- b) GBJ: Personnel Records (Included is policy JRA for possible wording on photocopying fees.)
- c) JHJB: Searches of Student Automobiles on School Property

Business: Rich Cahoon mentioned the policy that covers policies that reference Handbook policies He investigated a number of school districts and found that each of these handbook type documents all have School Board approval. To save paper, he would like to provide a list of those “policies as outlined in District-related documents”.

The following policies are being presented to the Board for a first read:

- a) BA: Evaluation of Board Operational Procedures
- b) JLCL: Life Threatening Allergies

3. Policies for Review:

Coming Back From September 18th meeting:

Our meeting ended during the discussion of this policy; status unknown.

- a) BBA: School Board Powers and Duties – contains paragraph from Policy BB: School Board Legal Status
Kimberly Saunders asked about the qualifications, Rich Cahoon feels we should leave out qualification.

ACTION: Incorporated Rule 303 into policy, edit, and submit for a 1st read.

- b) BEDB: Agenda Preparation and Dissemination, also includes BEDA and BEDH
Rich Cahoon pointed out that in paragraph 5, we do not follow the process listed. See edits to rework the text.

Robert's Rules "Accept the minutes from the last meeting and approve the agenda".
Also, see edits on paragraph 2. Stephan Morrissey asked if we have any policies based on subcommittees. Rich Cahoon believes we do.

Rich Cahoon asked that, for School Board meetings, if we can send separate emails for the supporting materials (to Board members only), or do we table the discussion due to its unavailability. Ms. Saunders will follow up with Brenda Marschok.

ACTION: Send for a first read.

- c) BEDG: Minutes
Rich Cahoon discussed the reference of Drafts in nonpublic sessions. Ms. Saunders asked if the Board wants us to record decisions only. Rich Cahoon indicated he did not. The Board will be receiving separate folders for non-public.

Stephan Morrissey asked about the review of past non-public minutes. This has been postponed indefinitely.

Rich Cahoon asked about the right of Board members to review non-public minutes. It is their right; however, he feels that presently they do have the right. This may exist in the non-public policy. Carol Hills will check the policy.

ACTION: Bring back to next meeting.

Additional B Policy Review -- this agenda includes only those B policies that have recently been updated by the NHSBA. Includes our version as well as the NHSBA version.

- a) BEDG-R: Access to Minutes and Public Records
- b) BCA: Board Member Ethics - Recommended – Our ethics policy is BBFE (included)

We will have to reset the call letters to BCA from BBFE.

Stephan asked about a School Board member handbook of the policies (related to the Board). For new members in March. Use a sentence describing the policy.

ACTION: Revise the call letters to BCA from BBFE. Carol Hills will create binders for the Board consisting all Board-related policies; due March 2019.

- c) BCA-R: Acknowledge of School Board Ethics Policy
Used to censor a Board member.

Pending from Past Meetings: Not in this packet

- a) STA Kindergarten Drop-off Procedure: under review by Legal and Bus Company
Ms. Saunders sent this committees comments/questions to the Bus Company.
- b) EEAG – Use of Private Vehicles on School Business: Changed "teacher's to "employees" in paragraph two. The Superintendent wants to discuss Legal's edits with Dean Eggart.
- c) EFDA: Overdue Accounts – the following paragraph is the only reference to Overdue Accounts in our Meal Charging policy, EFAA:

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, 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.

This is still an urgent issue (see prior minutes regarding this. We are presently trying to secure a Chromebook. Rich asked if we can hold record transfer until they are returned. Not if they were identified. Would this be considered a form of neglect? DCYF may not do anything but there would be a record. We are in the hole for \$53K for Food Service for over a 3-year period. We know that families are still struggling.

ACTION: Bring EFDA back to next meeting. Will cover over the next several meeting if possible.

d) ILD & ILD-R: Non-Educational/Non-Academic Questionnaires, Surveys, and Research – pulled pending further research.

ACTION: Ms. Saunders will follow up with Ann Forrest.

e) JFAB: Admission and Tuition of Non-Resident Students – pulled pending further discussion with Student Services

ACTION: Carol will check to see if we adopted this.

f) JKAA: Use of Restraint, Seclusion, and Physical Contact – Legal is looking to make sure that this policy is not tying the hands of Special education.

g) JLD: Guidance Counselors: awaiting feedback from Legal.

Ms. Saunders indicated that there are multiple issues regarding the terminology of this policy.

5. Strategic Plan Related Policies: Not in this packet

Below is our original list of Strategic Plan-related policies from August 2016 with determination of committee ownership: Status Report?

a) Communications: BHC, GBD; Communications Committee

b) Assessment: IGA, IHBH, IK, ILBA, IMBC; presented to Education Committee

c) Community Partnerships: KCB; Communications

ACTION: Put on next Ed Committee agenda.

Moved to adjourn at 6:59 by Stephan Morrissey. Seconded by Janine Lesser.

6. **Next Meeting:** October 16, 2018

Respectfully Submitted,

Carol Hills