

POLICY COMMITTEE

November 6, 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, Dr. Forrest

Attendees: Rich Cahoon, Janine Lesser, Kristen Reilly, Crista Salamy, Jerry Wilson, Stephan Morrissey, Myron Steere, Kimberly Saunders, Dr. Ann Forrest

1. Call to Order & Approval of October 16, 2018 Minutes

Rich Cahoon called the meeting to order at 6:00 PM. Motion to approve the minutes as written made by Stephan Morrissey; seconded by Janine Lesser. Minutes approved as written.

2. Policies to the Board:

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

- a) BBA: School Board Powers and Duties
- b) BEDB: Agenda Preparation and Dissemination

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

- a) JKAA: Use of Restraint, Seclusion, and Physical Contact

3. Policies for Review:

Coming Back From Prior meetings:

- a) BEDG: Minutes (Included is a copy of our Non-Public policy, BEC, and the highlighted reference regarding sealed minutes/board member review. Also included is NHSBA's newest version, which was revised last month.

Rich Cahoon indicated that there is nothing too special about our version, so he proposed we start with the NHSBA version. We do not always document attendees and really do not need to unless they speak. We do not always follow the NHSBA version.

Dr. Forrest had questions regarding Number 7 on page 1, item *iii*, in reference to making an objection in nonpublic. Dr. Forrest feels this text would be unclear to the general public. We can seal draft nonpublic minutes and also seal the final nonpublic minutes. Edits to *iii* for clarification. Rich Cahoon pointed out that there has been an ongoing debate regarding sealed minutes in NH for lasting for the past 10 years.

Move to adopt NHSBA with Edits.

ACTION: First read for December meeting.

BEC: Nonpublic Sessions: though not on the agenda for edits, this policy was discussed. We discussed the reference to terrorism and school safety.

ACTION: See edits and bring back to next meeting to approve moving forward for a first read.

- b) BEDG-R: Access to Minutes and Public Records -- Dr. Forrest asked why the procedure for BEDG expands its coverage to discuss Public Records. This is the NHSBA version. When the Superintendent receives a request, she has 5 days to respond to the request with information on the turn-around-time. When a Board member receives a request for information, the clock begins at that time, so passing that information along to the Superintendent in a timely fashion is important.

ACTION: Rich Cahoon would like to put this policy aside for now. He feels it is missing information and we also need to cross check the cost for photo copies.

- c) BCA: Note call letter change. No further action required.

- d) BCA-R: Acknowledge of School Board Ethics Policy. We will not ask Board members to sign this form.

- e) CHCA: Approval of Handbooks and Directives – added text regarding annual review by Board. Rich Cahoon would like to see a single page with a link to all policy related documentation. Dr. Forrest asked if we want to add something about Parents in the policy text.

Rich Cahoon asked if parents have to sign the high school handbook.

ACTION: OK to send for a first read after adding “and parents”.

- f) EFDA: Overdue Accounts – discussion of process for collections – status. Kimberly is awaiting a response from her Southwesters group.

ACTION: Hold till next meeting.

- g) JFAB: Admission and Tuition of Non-Resident Students

ACTION: Bring for a first read at December meeting.

4. New Policies for Discussion

- a) BHC: Board-Employee Communications – includes our policy as well as the NHSBA version. Our versions were updated in 2012.

Board members be unethical; however, a staff member can be disciplined. Dr. Forrest prefers the NHSBA version of the Social Interaction paragraph rather than the one in our existing policy. A discussion ensued on the topic of public discussions, which, in certain circumstances run the risk of appearing unethical. Dr. Forrest stressed the Social Interactions piece and how it deals with social gatherings. She questions the title of this.

ACTION: Use the NHSBA version for the paragraph for social Interactions and send for a first read.

- b) GBD: Board-Employee Communications – this policy is identical to BHC.
The committee stopped here.

- c) IHBG: Home Education – this policy was updated by NHSBA in Spring 2018; our procedure requires a revision. Also included is the NHSBA Procedure.

- d) JJJ: Access to Public School Programs by Nonpublic, Charter School, and Home Educated Pupils

Pending from Past Meetings: Not in this packet

- a) STA Kindergarten Drop-off Procedure: under review by Legal and 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) ILD & ILD-R: Non-Educational/Non-Academic Questionnaires, Surveys, and Research – pulled pending further research.
- d) JLD: Guidance Counselors: awaiting feedback from Legal

The following policies fall under the Assessment category for the Strategic Plan and will first go before the Education Committee. They are not included in this packet but will appear on a future agenda.

- a) IGA: Curriculum Development
- b) IHBH: Extended Learning Opportunities
- c) IHBI: Alternative Learning Plans
- d) IK: Earning of Credit
- e) ILBA: Assessment of Educational Programs
- f) ILBAA: High School Competency Assessments
- g) IMBC: Alternative Credit Options

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) Community Partnerships: KCB; Communications

6. Next Meeting: December 4, 2018

Motion to adjourn made by Stephan Morrissey; seconded by Jerry Wilson/Janine Lesser. Meeting adjourned at 6:53 PM.

Respectfully submitted,

Carol Hills