

**Office of the Superintendent of Schools
106 Hancock Road, Peterborough, NH 03458-1197**

POLICY COMMITTEE

September 3, 2019

SAU Finch Room

5:30 PM

Minutes

Committee Members:

Janine Lesser, Crista Salamy, Jerry Wilson, Stephan Morrissey, Tim Theberge, Rich Cahoon – Chair

Attending: Rich Cahoon, Stephan Morrissey, Myron Steere, Tim Theberge, Janine Lesser, Jerry Wilson, Dr. Kimberly Saunders, Dr. Ann Forrest

1. **Call to Order & Approval of August 10th & August 20th, 2019 Minutes**
Rich Cahoon called the meeting to order at 5:30 p.m.
Motion to approve both sets of Minutes made by Stephan Morrissey. Seconded by Tim Theberge. Unanimous.

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

- a. **Review of Sealed Minutes**

3. **Policies to the Board:**

The following policies will be presented for a Second read at tonight's Board meeting:

- a) JICD: Student Discipline and Due Process
- b) JRA: Student Records and Access – FERPA

The following policies will go for a First read at tonight's Board meeting:

- a) ACE: Procedural Safeguards Nondiscrimination on the Basis of Disability
- b) BCB: School Board Conflict of Interest
- c) EFA: Availability and Distribution of Healthy Foods
- d) EH: Public Use of School Records

4. **New Business/Continued Discussions**

- a) EHB: Data Retention – returning for further discussion.
Tim Theberge has concerns about the language in Section A, that the language does not specify every identified student. Short of legal guardianship, the record belongs to the student, given the student is competent. We will check the law and/or NHSBA...IDEA law. Presently we do box and date old records. Janine Lesser asked how often people request to have their records destroyed. Dr. Saunders indicated none in her tenure. Rarely does an adult student request a copy of their record.

ACTION: Dr. Saunders will request feedback from our Legal associates.

- b) GBEA: Staff Ethics – NHSBA 2019 Update; also includes our current policy

This is a new rewrite from NHSBA. This policy lays out those things that have the force of law associated with them. The law supersedes any contract. What impact of Concord's issues will impact this policy?

Rich Cahoon indicated he prefers the NHSBA version.

ACTION: Dr. Saunders would like to send this policy and GBEB to Kathy Peale, our Labor attorney.

- c) GBEB: Staff Conduct – NHSBA 2019 Update; we do not have this policy
Dr. Saunders wants to send this to legal. Rich Cahoon asked if we actually share these policies with the staff, as indicated in the policy. Dr. Saunders indicated that any newly adopted policy is noted in her Pay-Day memo. In addition, all current policies are posted on our website.

ACTION: Hold for future meeting and send to legal.

- d) JFABD: Education of Homeless Children and Unaccompanied Youth – Priority policy, NHSBA 2019 Update; also includes our current policy JFABD: Admission of Homeless Students
Kimberly Saunders recommends that we adopt a Foster Care policy. This policy will also go to Legal for review. What is the new law? Rich Cahoon asked who determines where a homeless student will attend, which school within a district? Can a parent choose to attend a school other than the town they are located? We will check on that question.

ACTION: Send to legal for review and bring to a future meeting.

- e) JFABE: Education of Children in Foster Care – NHSBA 2019 Update

Action: We will send to Legal for interpretation.

- f) JIA: Student Due Process – NHSBA 2019 Update; also includes our current version – hold for next meeting.

- g) JLF: Reporting Child Abuse or Neglect – Priority policy; NHSBA 2019 Update; also includes our current police.

Janine noted that in real life, people are unsure of their observations, so they do go to someone for feedback. The statute protects the person reporting, as the state is concerned, but that person is not always protected from the community. There are other areas on content that are not in our policy. Is all this procedure or policy? We will look at the procedure to see what aligns and what does not.

ACTION: Look at procedure at next meeting.

Additional discussion: Rich noted that we had agreed to look at notification and transfer information (for Staff) prior to budget season.

Action: We will bring to a future meeting. JCA is the transfer of students policy, but we don't usually know that information in April.

Motion to adjourn by made Stephan Morrissey at 6:24 p.m. Seconded by Tim Theberge. All in favor.

Respectfully submitted,

Carol Hills