

CONTOOCOOK VALLEY SCHOOL DISTRICT
Office of the Superintendent of Schools
106 Hancock Road, Peterborough, NH 03458-1197

POLICY COMMITTEE

October 15, 2019
SAU Finch Room
6:00 PM

Minutes

Committee Members:

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

Present: Dr. Kimberly Saunders, Dr. Ann Forrest, Cari Christian-Coates, Tim Theberge, Katherine Heck, Stephan Morrissey

1. Call to Order & Approval of October 1, 2019 Minutes
Tim Theberge called the meeting to order at 6:05p.m.

Katherine Heck moved to approve the minutes. Tim Theberge second. Unanimous.

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

a. Review of Sealed Minutes

None.

3. The following policies will be submitted for a first read at the October 15 School Board meeting:

a) JCA: Change of School or Assignment

Tim Theberge referenced the two policies going to the full board tonight for a first read. Tim Theberge reported that in policy JCA, the March 15th date is appropriate. It was noted that it appropriate in both places detailed.

Kimberly Saunders reported that the district legally has to notify staff by April 15th if they are not to return.

b) JIA: Student Due Process

Student Due process – paragraph added about IDEA. Kimberly said that a new letter to authorize her or a designee to suspend any student for ten days or less for violations of school rules or policies is needed. Dr. Forrest should also have a letter of authorization.

How much information should actually be included in the policy in terms of legalities? References are made at the bottom. Some school districts include all of the information written into the policy. RSA's have had changes in the past that would require a change in policy. If the policy simply references the RSA, the changes in the RSA would be applicable to the policy.

4. **Returning Policies:**

- c) JLF: Reporting Child Abuse or Neglect – Priority policy; includes our policy as well as the NHSBA version. Also contains the updated Mandatory Reporting Protocol Outline (Oct. 2019)

This policy came up on the NHSBA update. If our policy is accurate, no update would be needed. Both the ConVal Policy and the NHSBA Policy were compared.

Cari Christian-Coates said that she reviewed the policy and RSA's. Our policy addresses mandated reporting and appropriate RSA's. She said that it is part of our guide in terms of who is responsible for mandated reporting. Our policy references four sections of RSA 169-C, theirs references two. The NHSBA elaborates on things that ConVal has in our policy.

Kimberly asked if there is a reason to change policy. Cari responded by saying that she sees no reason to. The question about 193-d is, is it covered in a different policy around Safe Schools. The Statute includes any resident of the State of NH as mandated to report abuse or neglect.

Tim Theberge said that contact information, phone number, for inclusion in the ConVal policy had been discussed.

"Measured in minutes" should also be included. It should also state that employees, contracted employees etc. are obligated.

5. **New Policy:**

- a) EBBD: Indoor Air Quality, also included is the NHSBA version. This is a legal reference update only.

Stephan Morrissey said that it is mandatory and required by law. It is not clear to him what it actually does.

Kimberly said that the district works to improve air quality, for example, no idling signs are posted.

This will move, with updated legal references, for a first read in the future.

6. **The following policies have been forwarded to Dean Eggert for review:**

- a) EHB: Data Retention – returning for further discussion
- b) GBEA: Staff Ethics – NHSBA 2019 Update; also includes our current policy
- c) GBEB: Staff Conduct – NHSBA 2019 Update; we do not have this policy
- d) JFABD: Education of Homeless Children and Unaccompanied Youth – Priority policy, NHSBA 2019 Update; also includes our current policy JFABD: Admission of Homeless Students
- e) JFABE: Education of Children in Foster Care – NHSBA 2019 Update

Katherine Heck moved to adjourn at 6:31 p.m. Tim Theberge second. Unanimous.

Respectfully submitted,

Brenda Marschok

