

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

**POLICY COMMITTEE**

January 7, 2020  
SAU Finch Room  
6:00 PM

**Minutes**

**Committee Members:**

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

Attendees: Stephan Morrissey, Rich Cahoon, Katherine Heck, Ann Forrest, Janine Lesser, Kimberly Saunders, Tim Theberge, Mark Schaub, Jerry Wilson.

**1. Call to Order & Approval of December 5, 2019 Minutes**

**Rich Cahoon called the meeting to order at 6:05 pm.**

**Motion to approve the December 5<sup>th</sup> minutes made by Katherine Heck and seconded by Tim Theberge.**

**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 second read at the January 7<sup>th</sup> School Board meeting:**

EHAB: Data Governance and Security

**4. Returning for Further Discussion:**

**a) GBEAB: Mandatory Code of Conduct Reporting – All Employees (we do not have this policy but it is a referenced policy in recently adopted JLF: Reporting Child Abuse)**

Do we need this policy? Dr. Saunders thinks it is important to make it very clear to employees that we expect them to report.

Katherine Heck noted that it also clarifies the procedure and keeps a higher level of ethics in our district. It helps to have the procedure for the code of conducts.

Dr. Saunders would like to find out what her colleagues are doing. Rich Cahoon would like to have Dean Eggert look at it.

This policy makes it hard for teachers to be judge and jury to their peers.

There is recognition that abuse does happen.

**ACTION: Send to legal and NHSAA for feedback. Return to committee in 8 weeks.**

**b) GBEBD: Employee Use of Social Networking Websites**

Tim Theberge asked where it specify if there are sanctioned uses of media for educational purposes?

Katherine Heck, who has done much research and would like us to address 1) what actual apps are acceptable and 2) only required in the classroom.

We can have both district software and district-approved software.

Instagram is wide open. The Data Governance Plan comes into play here to ensure the apps are educationally appropriate. Starting this year, we have a much better understanding of what we have (in use) and how we will move forward.

Dr. Forrest noted these are two different things. It is a double edged sword. These apps should fall under our vetted process. Some apps are age restricted.

Some teachers are using social media for communication purposes only. We will have to provide a safe alternative, if we decide to restrict apps.

Rich Cahoon noted that this policy does not even define social media. This says if you're a teacher, don't use social media to communicate with your students socially. This speaks to social accounts.

The Superintendent would like Mark Schaub and his staff to speak with those teachers who have successfully engaged in teacher/student social media sites in regards to education.

Janine Lesser feels this policy belongs under Conduct. Rich Cahoon noted the conduct is what is key here, not the platform.

**ACTION:** Mark Schaub will spearhead efforts in district and bring this back to policy in 6 to 8 weeks.

- c) GBCA: Staff Conflict of Interest (also included is Policy EHB: Data/Records Retention). This is returning due to VLACS changes.

The first and seventh paragraph are the issue. Teachers tutoring their own students for pay, as a self referral. This was long ago and we no longer have this issue. What about test prep? We have done this for SATs, but are teacher are referred into it.

**ACTION:** Incorporate edits and send for a first read.

## 5. **New Policies:**

**The following policies are new/revised Priority policies from the NHSBA 2019 Fall Update.** If we have an existing policy, it included with the new/revised version:

- a) GBED: Prohibitions Regarding Use and Possession of Tobacco products, E-Cigarettes, and E-Liquids In and On School Facilities and Grounds. Identical policies include ADC & JICG, which are not part of this package.

**ACTION:** Merge definitions from NHSBA policy to our existing policy and bring back for review.

***Discussion ended here.***

- b) IHAMA: Teaching About Alcohol, Drugs, and Tobacco
- c) IHCD Advanced Coursework/Advanced Placement Courses & Stem Dual & Concurrent Enrollment Programs. Identical policy is LEB.
- d) JLCFA: Feminine Hygiene Products – new
- e) JLDDB: Suicide Prevention and Response – new

Motion to adjourn by made by Jerry Wilson at 6:54 pm. Seconded by Tim Theberge. Unanimous.