

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Road

Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, February 18, 2020

7:00 p.m.

AGENDA

1. Call to Order and Pledge of Allegiance
2. Accept School Board Meeting Minutes (Board Vote Required)
 - a. January 21, 2020 (pg. 1-4)
3. Approval of Manifests (Board Vote Required)
4. Expenditure and Encumbrance Report (Board Vote Required) - Lori Schmidt
5. Appoint School District Clerk (Board Action/Vote Required)
6. Points of Pride
7. Public Comment
8. Consent Agenda
 - a. Personnel (pg. 5-6)
 - 1) Resignations – March 2020
 - Scott Britton, CVES Physical Education Teacher
 - 2) Nominations – 2019-20
 - Barbara Bonatto, CVHS Spanish Teacher (Remainder of 2019/2020)
 - 3) Co-Curricular Notifications
 - b. February 1, 2020 Enrollment Update
 - c. List of Registered School Board Candidates
 - d. Running Start Numbers Request
9. Superintendent's Report and Presentation of Business
 - a. Monthly Events Calendar (pg. 7-8)
 - b. Accept Gift/Donation (Board Vote Required) (pg. 9)
 - 1) Great Brook School requests authorization to accept from: Abigail McGarvey, the gift/donation of \$500.00 for the purpose of Basketball Uniforms.
10. Reports
 - a. Student Representative – Lorien Tyne/Abigail Kamieniecki
 - b. Teacher Representative
 - c. Selectmen's Advisory Committee – Tim Theberge
 - d. Budget & Property Committee – Jim Fredrickson
 - e. Communication Committee – Niki McGettigan
 - f. Education Committee – Jerry Wilson
 - g. ATC Committee – Stephan Morrissey
11. Old Business
 - a. 2nd Read Policy/Adoption (Board Vote Required)
 - GBCA: Staff Conflict of Interest (pg. 10)
 - b. Calculations of Cost Per Elementary School Request
 - c. Solar Power Sole Source
12. New Business
 - a. 1st Read Policy (pg. 11-21)
 - ADC: Tobacco Products Ban use and Possession in and On School Facilities and Grounds
 - GBED: Tobacco Products Ban use and Possession in and On School Facilities and Grounds
 - JICG: Tobacco Products Ban use and Possession in and On School Facilities and Grounds
 - IHAMA: Teaching About Alcohol, Drugs, and Tobacco
 - JLCFA: Feminine Hygiene Products
 - b. Submission of Board Officer Declaration per Policy BDB Board Officers (pg. 22)
13. Public Comment
14. Approval of Manifests (Board Vote Required)
15. Non-Public Session: RSA 91-A:3,II (If Required)
 - a. Negotiations
 - b. Personnel
 - c. Legal

MISSION STATEMENT

The ConVal Regional School District, in partnership with its member communities, will inspire all learners to achieve academically, contribute to the global community, and thrive as independent and productive citizens.

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Road
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, January 21, 2020

School Board Meeting

SAU Office
7:00 p.m.

Minutes

BOARD

Rich Cahoon, Richard Dunning,
Alan Edelkind, Jim Fredrickson,
Katherine Heck, Janine Lesser,
Niki McGettigan, Stephan Morrissey,
Linda Quintanilha, Kristen Reilly,
Crista Salamy, Tim Theberge,
Jerry Wilson

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Tim Markley, H.R.
Tim Grossi, Facilities
Nicole Pease, DCS
Larry Pimental, PES

1. Call to Order and Pledge of Allegiance

Stephan Morrissey called the meeting to order at 7:02 p.m.

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

a. Negotiations

Tim Theberge moved to enter into non-public session for matters of negotiation at 7:03 p.m. Rich Cahoon second. Unanimous on a roll call vote.

Linda Quintanilha moved to exit non-public session at 7:42 p.m. Tim Theberge second. Unanimous.

Stephan Morrissey moved to seal the minutes of non-public session for a period of five years. Dick Dunning second. Unanimous.

3. Acceptance of School Board Meeting Minutes (Board Vote Required)

a. January 7, 2020

Dick Dunning moved to accept the minutes of January 7, 2020. Tim Theberge second. Crista Salamy abstained. All others in favor, motion carried.

b. January 14, 2020

Dick Dunning moved to accept the minutes of January 14, 2020. Tim Theberge second. Linda Quintanilha abstained. All others in favor, motion carried.

4. Points of Pride

Kimberly Saunders reported out on various Points of Pride as shared with her by administrators.

5. Public Comment

Stephan Morrissey said that the warrant has to be finalized tonight. The board will be voting on a Power Purchase Agreement tonight. He said that he expected that the vote will be favorable.

Zoe, Peterborough, encouraged everyone to support this warrant article. She said that it is beneficial morally and sustainably. She hoped the warrant article will be recommended.

Tom Welden, Hancock, said that he had a solar system installed and the performance has been excellent. He supports Revision Energy.

Ann Huberman, Peterborough, wanted to address the rumor that the district would have to spend \$10K on engineering and other preliminaries. She said that Revision Energy has committed that they have this work at

their own expense if the roof was not favorable. It would only be a cost to the District if the Letter of Intent was signed, the warrant passed, and the District decided not to pursue.

Dori Drachman, Peterborough, spoke to the concern about how the panels will make it harder and more expensive to remove snow. If the roof is deemed to be weak enough that snow needs to be removed, the project will not be approved by the engineer. It might switch to a ground mount. If the engineering report passes, that means that the school district knows that snow does not need to be removed. We would have that information. At the very least, we would be able to save the money from not having to remove the snow.

Michelle Russell, Hancock, said that she is grateful for the school board working with her on this project. She said that she is hopeful for a favorable recommendation of this article.

Emily Manns, Peterborough, referenced a letter from the Town of Peterborough Select Board.

Melanie Russell, Hancock, shared her confusion why people would vote against this. She wants to know more about this. Maybe something hasn't been understood completely.

A student shared that she is learning about sustainability. She thinks that it would be awesome to have solar panels at ConVal and show that we are trying to make a difference.

Stephan Morrissey said that we are shared with the education of students first and foremost. Projects such as this are not quite in the mandate that the board has. He favors solar projects. But, they have to make economic sense and be negotiated such that it works to the benefit to the district and the taxpayers. The board appreciates the efforts of the groups that have been working on this proposal for some time. The board is working to make sure that whatever is decided is the best for all. Because it is in negotiations, more specifics cannot be given.

6. Consent Agenda

a. Personnel

1) Co-Curricular Nominations

Tim Markley referenced co-curricular nominations for notification purposes.

7. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

Communication Committee will meet on Thursday, January 30th at 5:00 p.m. at the SAU Office.

The School Board meeting previously scheduled on Thursday, February 20th was moved back to Tuesday, February 18th.

b. Accept Gift/Donation (Board Vote Required)

- 1) Great Brook School requests authorization to accept from: Steven W. Crowe Foundation
c/o Michael Crowe, the gift/donation of \$500.00 for the purpose of Basketball Uniforms

Tim Theberge moved, with thanks, to accept the donation as read. Dick Dunning second. Unanimous.

c. Research Proposal Approval (Board Vote Required)

Kimberly Saunders referenced the summary of a research proposal. She reported that she has reviewed all of the materials. CAST has an ongoing IRB and they have been approved. She asked that the proposal be approved.

Linda Quintanilha moved to approve the Research Proposal presented. Dick Dunning second.

Rich Cahoon asked if there is a survey instrument. Kimberly said yes, and parents will be notified.

Unanimous.

8. Reports

a. Student Representative – Lorien Tyne/Abby Kamieniecki

None.

b. Teacher Representative

None.

c. Education Committee – Jerry Wilson

Jerry Wilson reported that during this month, the Education Committee held two meetings. The minutes of the January 2nd meeting have already been sent out. However, he reminded the board that the issue of updates to the high school handbook, which will be presented this evening, have already been reviewed and endorsed by the committee. At last Thursday's meeting, we covered the following three agenda items.

Amy Janoch principal of the Hancock elementary school presented an overview of additions to the elementary reading curriculum. Two supplemental programs to the current Reading Street Program which is used at grades

K-5 were discussed. These included Letter Land and Keys to Literacy which provide additional materials for teaching phonemic awareness and reading strategies. Our discussion reviewed the advantages and downsides of the programs. Professional development opportunities for these programs which are available were also discussed.

Larry Pimental, principal of PES and second grade teacher Shannon Dunning presented a proposal to provide therapy dog support at PES. Citing research which supports the benefits of this type of support service, they outlined the steps and resources which are available for implementing the program. Discussion centered on how this would be implemented, potential problem areas, insurance, legal, and policies issues which might be encountered. The consensus of the committee is that this should be presented to the full board for further discussion as a pilot program which could be expanded to other buildings. Policy issues regarding this would be forwarded to the policy committee for review.

The last item covered was a demonstration on the Linkit administrative software program which is available for teachers and administrative staff. This system enables staff to access and generate a variety of student achievement reports drawing from a number of standardized testing results. The software enables staff to disaggregate the data and identify a variety comparative data reports on student, grade level, and building level results.

d. Communications Committee – Niki McGettigan

Niki McGettigan reported that a review of ongoing and new assignments was discussed. The need for a district communication person was discussed as well. The website was reviewed for updates. Niki shared work underway and work published. Encouraging the use of the website as your resource for information was focused. A handout for preschool for District Meeting is needed as well.

9. Old Business

a. Finalize Proposed Warrant

Kimberly Saunders said that there is a recommendation to remove Article 5 to raise \$543,000 for paving at the elementary schools.

Tim Grossi said that some aspects of paving have been stable while others not as much. It is not as simple as an overlay in some areas of the district. The roadway in Dublin is past an overlay. Curbing in Temple has become significant. Tim expressed his fear that the prep work will far exceed what was anticipated.

Linda Quintanilha moved to withdraw Article (5) five from the proposed warrant. Dick Dunning second. Unanimous.

Linda Quintanilha moved to approve the Power Purchase Agreement. Rich Cahoon second. Unanimous.

The Purchase Power Agreement now becomes Article 5 as a result of removing the paving article.

Katherine Heck proposed a new Article. Kimberly said that a number is needed.

Katherine Heck said that the purpose would be that it would go for a buyout or other alternative energy items in the district. If it says solar buyout, it can only be used for that purpose. The reason we would do this now is that if we don't start saving for it, it might not be a possibility.

Rich Cahoon said that the language is left vague because we don't know the future. The impetus is for the solar buyout.

Kimberly said that the goal is to create a capital reserve to fund energy projects. Katherine confirmed to establish the fund and fund it. \$63,000 would be the amount.

Jim Fredrickson asked if it made sense to include energy efficiency projects; it could be for LED's etc.

Katherine struck her original language. For alternative energy projects or energy efficient upgrades or enhancements.

Rich Cahoon wanted to be clear that the impetus for this is to fund the buyout of a solar project in year six (6).

Jim Fredrickson asked if this would be funded with surplus funds. No, it would be in place to raise new funds.

Katherine revised her motion to read "to create a capital reserve for the purposes of funding alternative energy projects and energy efficiency projects.....and to raise and appropriate \$70K to start the fund".

Tim Theberge second. Language would be refined in the article.

Unanimous.

Kimberly said that there is a legal order to the warrant articles. She will confer with legal.

Rich Cahoon moved that the board vote not to recommend Article 9. Tim Theberge second. Unanimous not to recommend Article 9 (Petition Warrant Article).

10. New Business

a. Review for approval proposed revisions to CVHS's Student Handbook – Dr. Forrest
Linda Quintanilha moved to approve the revisions to the CVHS student handbook. **Dick Dunning second.**

Rich Cahoon disclosed that he has a conflict of interest therefore he abstained.
All else in favor. Motion carried.

b. Set CVHS Date of Graduation

Kimberly Saunders proposed June 13th as the date for graduation.

Tim Theberge moved to set June 13th at the date for CVHS graduation. Jerry Wilson second. Unanimous.

c. 1st Read Policy

- GBCA: Staff Conflict of Interest

Rich Cahoon referenced this policy as a first read.

e. Default Budget and Recommendations

Kimberly Saunders distributed information related to a potential default budget. Rich suggested that they all have an impact in terms of semantics. The considerations in the event of a default total \$1.8M.

Rich Cahoon said that this preserves the 7-8 FTE at each community school. He is not prepared to say that he would vote to cut the welding program or preschool to preserve the community school of 7-8 staff. In the past, the line split a list near 50/50. This is the price of the small schools. At some point we have to stop cutting out of the middle schools. Rich said that he would like to see another couple of dozen items on the list.

Rich further said that it is useful to have the conversation about priorities in public. He is not prepared to adopt this list.

Rich Cahoon moved not to adopt the list but ask the administration to add more to the list. Second. Unanimous.

Kimberly Saunders noted that the next time the board meets is at deliberative session. A new list will be developed.

Rich said that we are not making a commitment to this list. It may come in after Deliberative Session.

Crista Salamy exited the meeting at 8:38 p.m.

Katherine Heck said that she would want to have talking points about the list. Is this the list that we go to when constituents ask questions about the default?

11. Public Comment

Steve Ullman, Antrim, suggested a glossary for the acronyms.

Bob Edwards, Antrim, said that one of the things that occurred last year at Deliberative Session was that people lined up at the microphone for hockey. A list will be prepared, but decisions will not be made until after.

12. Approval of Manifests (Board Vote Required)

Kimberly Saunders certified that manifests totaling \$1,362,612.96 and Payroll totaling \$797,551.98 have been reviewed by her and found to be proper charges against the Contoocook valley School District for goods and/or services received and have been properly processed prior to their submittal to the School Board.

Dick Dunning moved to approve the manifests. Jerry Wilson second. Unanimous.

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

a. Negotiations

b. Personnel

c. Legal

Linda Quintanilha moved to adjourn at 8:42 p.m. Kristen Reilly second. Unanimous.

Respectfully submitted,

Brenda Marschok

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire**

CONTOOCOOK VALLEY SCHOOL DISTRICT

**February 18, 2020
Personnel Agenda**

Resignations – March 2020

CVES

Scott Britton

Physical Education Teacher

Nominations 2019-20:

CVHS

Barbara Bonatto

Spanish Teacher (Remainder 2019-20)

\$21,947

Co-Curricular Notifications:

See Attached

NOTICE OF STIPEND POSITIONS

First Name	Last Name	DAC	Position	Stipend Amt	FTE
Athletic					
Richard	Ellingwood	CVHS	Unified Basketball	\$1,050.60	1
Paul	Finley	CVHS	Lacrosse - Boys Assistant	\$2,790.39	1
Daniel	Fox	CVHS	Lacrosse - Boys Varsity	\$3,487.99	1
Kevin	Moreault	CVHS	Lacrosse - Boys JV	\$2,790.39	1

February 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 District Meeting Part I (Deliberative Session) @ 6:00 pm @ ConVal High School Gym	5	6 SNOW DATE: District Meeting Part I	7	8
9	10	11 Communication Committee @ 5:15 pm @ SAU Budget & Property Committee @ 6:00 pm @ SAU	12	13 Education Committee Mtg. @ 5:30 pm @ SAU ATC Committee Mtg. @ 7:00 pm @ SAU	14	15
16	17 Policy Committee @ 6:00 pm @ SAU School Board Mtg. @ 7:00 pm @ SAU	18	19	20 ATC Committee @ 6:00 pm @ SAU Selectmen's Advisory Committee @ 7:00 pm @ SAU	21	22
23	24	25	26	27	28	29

March 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 Policy Committee @ 6:00 pm @ SAU School Board Mtg. @ 7:00 pm @ SAU	4	5	6	7
8	9	10 Voting Day!	11	12	13	14
15	16	17 Policy Committee @ 6:00 pm @ SAU School Board Mtg. @ 7:00 pm @ SAU	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NEW HAMPSHIRE PUBLIC SCHOOLS
SCHOOL ADMINISTRATIVE UNIT #1

CONTOOCCOOK VALLEY SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Road, Peterborough, NH, 03458-1197

Telephone: 603-924-3336

Fax: 603-924-6707

Dr. Kimberly Saunders
Superintendent of Schools
ksaunders@conval.edu

Dr. Ann Forrest
Assistant Superintendent of Schools
aforrest@conval.edu

TO: Contoocook Valley School Board
FROM: Great Brook School
DATE: 1/24/2020
RE: REQUEST TO ACCEPT A GIFT OR DONATION

The Great Brook School School requests authorization to accept from:

Name/Address: Abigail McGarvey
171 Forest Road, Hancock, NH 03449

the following gift/donation of: a check valued at * \$ 500.00

for the purpose of: Basketball Uniforms

*All checks, upon receipt, should be sent to Accounts Receivable at the SAU Office.


Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received _____

Date Approved by School Board _____

Date Not Approved by School Board/Reason: _____

Date Check Received by SAU: _____

Form Updated: April 2019

GBCA – Staff Conflict of Interest

Employees shall not engage in, or have a financial interest in, any activity that raises a reasonable question of conflict of interest with their duties and responsibilities as members of the school staff. This includes but is not limited to:

1. Employees shall not participate for financial remuneration in outside activities wherein their position on the staff is used to sell goods or services to pupils or their parents.
2. Employees who have patented or copyrighted any device, publication, or other item shall not receive royalties for use of such item in the district schools, without expressed approval of the ConVal School Board.
3. Employees shall not engage in any type of work where the source of information concerning customer, client, or employer originates from information obtained through the school system, except as provided by the parents.
4. Pursuant to policies EHAB and EHB, school employees shall not solicit or sell for personal gain any educational materials or equipment in the attendance areas served by the school to which they are assigned. Nor shall any employee make available the use of obtained confidential information for personal gain.
5. Nor will any employees make available lists of names of students or parents to anyone for sales purposes, without expressed approval of the ConVal School Board.
6. Neither staff members nor members of their household shall engage in commercial transactions with the school district in an amount in excess of \$5000 per fiscal year, without the express approval of the School Board.
7. Employees shall not provide private standardized individually administered evaluations to students enrolled in the District.
8. Employees shall not provide private educational services to students enrolled in the District, except as set forth in Policy GCQAB, Tutoring for Pay.

Category: P

See also GCQAB, GCQA

1st Read: January 21, 2020

2nd Read: February 18, 2020

Adoption:

ADC – Tobacco Products Ban Use and Possession In and On School Facilities and Grounds

State law prohibits the use of any tobacco product, E-cigarette, or liquid nicotine in any facility or upon any grounds maintained by the District. Students and minors are further prohibited from possessing such items in or upon any facility, school vehicle, or grounds owned or maintained by the District.

A. Definitions.

These definitions shall also include any amendments to the referenced statutes as the same may be amended or replaced from time to time.

"Tobacco product(s)" means any product containing tobacco including, but not limited to, cigarettes, smoking tobacco, cigars, chewing tobacco, snuff, pipe tobacco, smokeless tobacco, and smokeless cigarettes, as well as any other product or item included in RSA 126-K:2, XI.

"Device" means any product composed of a mouthpiece, a heating element, a battery, and electronic circuits designed or used to deliver any aerosolized or vaporized substance including, but not limited to, nicotine or cannabis. Device may include, but is not limited to, hookah, e-cigarette, e-cigar, e-pipe, vape pen, e-hookah, as well as any other object or item defined in RSA 126-K:2, II-a.

"E-cigarette" means any electronic smoking device composed of a mouthpiece, a heating element, a battery, and electronic circuits that **may or may not contain** nicotine **or e-liquid**. This term shall include such devices whether they are manufactured as e-cigarettes, e-cigars, or e-pipes, or under any other product name as well as any other product or item included in RSA 126-K:2, II-b.

"E-liquid" means any liquid, oil, or wax product containing, but not limited to, nicotine or cannabis intended for use in devices used for inhalation as well as any other substance included or defined in RSA 126-K:2, II-c.

"Liquid nicotine" means any liquid product composed either in whole or in part of pure nicotine and propylene glycol and manufactured for use with e-cigarettes, as well as any other product or item included in RSA 126-K:2, III-a.

"Facility" is any place which is supported by public funds and which is used for the instruction of students enrolled in preschool programs and in all grades maintained by the District. This definition shall include all administrative buildings and offices and areas within facilities supportive of instruction and subject to educational administration, including, but not limited to, lounge areas, passageways, rest rooms, laboratories, classrooms, study areas, cafeterias, gymnasiums, maintenance rooms, and storage areas.

B. Students

No student shall purchase, attempt to purchase, possess or use any tobacco product, **device**, E-cigarette, **E-liquid**, or liquid nicotine in any facility, in any school vehicle or anywhere on school grounds maintained by the District.

Enforcement of the prohibition against students shall initially rest with building principals, or their designees, who may also report any violation to law enforcement, for possible juvenile, criminal or other proceedings as provided under state law. Additional consequences may be administered pursuant to printed student conduct rules.

ADC – Tobacco Products Ban Use and Possession In and On School Facilities and Grounds

C. Employees

No employee shall use any tobacco product, **device**, E-cigarette, **E-liquid**, or liquid nicotine, in any facility, in any school vehicle or anywhere on school grounds maintained by the District.

Initial responsibility for enforcement of this prohibition shall rest with building principals, or their designees. Any employee(s) who violate(s) this policy is subject to disciplinary action which may include warning, suspension or dismissal. Violations may also be referred to appropriate law enforcement and/or other appropriate agencies for criminal or other proceedings as provided under state law.

D. All other persons

No visitor, contractor, vendor or other member of the public, shall use any tobacco product, **device**, E-cigarette, **E-liquid**, or liquid nicotine in any facility, in any school vehicle, or anywhere on school grounds maintained by the District.

The building principal(s), and where appropriate, other site supervisor (athletic director, vehicle driver, etc.), or their designee(s), shall have the initial responsibility to enforce this section, by requesting that any person who is violating this policy to immediately cease the use of tobacco products, E-cigarette or liquid nicotine. After this request is made, if any person refuses to refrain from using such products in violation of this policy, the principal, site supervisor, or designee may call contact the appropriate law enforcement agency(ies) for possible criminal or other proceedings as provided under state law.

E. Implementation and Notice - Administrative Rules and Procedures.

The Superintendent shall establish administrative rules and procedures to implement this policy. ~~which rules and procedures may be building level and/or district wide. Rules and procedures relating to student violations and resulting disciplinary consequences should be developed in consultation with building principal(s).~~

The Superintendent, working with the building principal(s), shall provide annual notice to employees, students and parents of the pertinent provisions of this policy (e.g., student or staff handbook) along with applicable administrative regulations and procedures, which may include prescribed consequences for violations of this policy. Such notice should include information that violation of this Policy could lead to criminal or other such proceedings.

Signs shall be placed by the District in all buildings, facilities and school vehicles stating that the use of tobacco products is prohibited.

Legal References:

RSA 155:64 – 77, Indoor Smoking Act

RSA 126-K:2, Definitions

RSA 126-K:6, Possession and Use of Tobacco Products by Minors

RSA 126-K:7, Use of Tobacco Products on Public Educational Grounds Prohibited

Category: Priority-Required by Law

ADC – Tobacco Products Ban Use and Possession In and On School Facilities and Grounds

See also: ADB, GBED, GBEC, JICG, & JICH

First Read: ~~March 19, 2019~~ February 18, 2020

Second Read: ~~April 2, 2019~~

Adopted: ~~April 2, 2019~~

GBED – Tobacco Products Ban Use and Possession In and On School Facilities and Grounds

State law prohibits the use of any tobacco product, E-cigarette, or liquid nicotine in any facility or upon any grounds maintained by the District. Students and minors are further prohibited from possessing such items in or upon any facility, school vehicle, or grounds owned or maintained by the District.

A. Definitions.

These definitions shall also include any amendments to the referenced statutes as the same may be amended or replaced from time to time.

"Tobacco product(s)" means any product containing tobacco including, but not limited to, cigarettes, smoking tobacco, cigars, chewing tobacco, snuff, pipe tobacco, smokeless tobacco, and smokeless cigarettes, as well as any other product or item included in RSA 126-K:2, XI.

"Device" means any product composed of a mouthpiece, a heating element, a battery, and electronic circuits designed or used to deliver any aerosolized or vaporized substance including, but not limited to, nicotine or cannabis. Device may include, but is not limited to, hookah, e-cigarette, e-cigar, e-pipe, vape pen, e-hookah, as well as any other object or item defined in RSA 126-K:2, II-a.

"E-cigarette" means any electronic smoking device composed of a mouthpiece, a heating element, a battery, and electronic circuits that **may or may not contain** nicotine **or e-liquid**. This term shall include such devices whether they are manufactured as e-cigarettes, e-cigars, or e-pipes, or under any other product name as well as any other product or item included in RSA 126-K:2, II-b.

"E-liquid" means any liquid, oil, or wax product containing, but not limited to, nicotine or cannabis intended for use in devices used for inhalation as well as any other substance included or defined in RSA 126-K:2, II-c.

"Liquid nicotine" means any liquid product composed either in whole or in part of pure nicotine and propylene glycol and manufactured for use with e-cigarettes, as well as any other product or item included in RSA 126-K:2, III-a.

"Facility" is any place which is supported by public funds and which is used for the instruction of students enrolled in preschool programs and in all grades maintained by the District. This definition shall include all administrative buildings and offices and areas within facilities supportive of instruction and subject to educational administration, including, but not limited to, lounge areas, passageways, rest rooms, laboratories, classrooms, study areas, cafeterias, gymnasiums, maintenance rooms, and storage areas.

B. Students

No student shall purchase, attempt to purchase, possess or use any tobacco product, **device**, E-cigarette, **E-liquid**, or liquid nicotine in any facility, in any school vehicle or anywhere on school grounds maintained by the District.

Enforcement of the prohibition against students shall initially rest with building principals, or their designees, who may also report any violation to law enforcement, for possible juvenile, criminal or other proceedings as provided under state law. Additional consequences may be administered pursuant to printed student conduct rules.

GBED – Tobacco Products Ban Use and Possession In and On School Facilities and Grounds

C. Employees

No employee shall use any tobacco product, **device**, E-cigarette, **E-liquid**, or liquid nicotine, in any facility, in any school vehicle or anywhere on school grounds maintained by the District.

Initial responsibility for enforcement of this prohibition shall rest with building principals, or their designees. Any employee(s) who violate(s) this policy is subject to disciplinary action which may include warning, suspension or dismissal. Violations may also be referred to appropriate law enforcement and/or other appropriate agencies for criminal or other proceedings as provided under state law.

D. All other persons

No visitor, contractor, vendor or other member of the public, shall use any tobacco product, **device**, E-cigarette, **E-liquid**, or liquid nicotine in any facility, in any school vehicle, or anywhere on school grounds maintained by the District.

The building principal(s), and where appropriate, other site supervisor (athletic director, vehicle driver, etc.), or their designee(s), shall have the initial responsibility to enforce this section, by requesting that any person who is violating this policy to immediately cease the use of tobacco products, E-cigarette or liquid nicotine. After this request is made, if any person refuses to refrain from using such products in violation of this policy, the principal, site supervisor, or designee may call contact the appropriate law enforcement agency(ies) for possible criminal or other proceedings as provided under state law.

E. Implementation and Notice - Administrative Rules and Procedures.

The Superintendent shall establish administrative rules and procedures to implement this policy. ~~which rules and procedures may be building level and/or district wide. Rules and procedures relating to student violations and resulting disciplinary consequences should be developed in consultation with building principal(s).~~

The Superintendent, working with the building principal(s), shall provide annual notice to employees, students and parents of the pertinent provisions of this policy (e.g., student or staff handbook) along with applicable administrative regulations and procedures, which may include prescribed consequences for violations of this policy. Such notice should include information that violation of this Policy could lead to criminal or other such proceedings.

Signs shall be placed by the District in all buildings, facilities and school vehicles stating that the use of tobacco products is prohibited.

Legal References:

RSA 155:64 – 77, Indoor Smoking Act

RSA 126-K:2, Definitions

RSA 126-K:6, Possession and Use of Tobacco Products by Minors

RSA 126-K:7, Use of Tobacco Products on Public Educational Grounds Prohibited

Category: Priority-Required by Law

GBED – Tobacco Products Ban Use and Possession In and On School Facilities and Grounds

See also: ADB, ADC, GBEC, JICG, & JICH

First Read: ~~March 19, 2019~~ February 18, 2020

Second Read: ~~April 2, 2019~~

Adopted: ~~April 2, 2019~~

JICG – Tobacco Products Ban Use and Possession In and On School Facilities and Grounds

State law prohibits the use of any tobacco product, E-cigarette, or liquid nicotine in any facility or upon any grounds maintained by the District. Students and minors are further prohibited from possessing such items in or upon any facility, school vehicle, or grounds owned or maintained by the District.

A. Definitions.

These definitions shall also include any amendments to the referenced statutes as the same may be amended or replaced from time to time.

"Tobacco product(s)" means any product containing tobacco including, but not limited to, cigarettes, smoking tobacco, cigars, chewing tobacco, snuff, pipe tobacco, smokeless tobacco, and smokeless cigarettes, as well as any other product or item included in RSA 126-K:2, XI.

"Device" means any product composed of a mouthpiece, a heating element, a battery, and electronic circuits designed or used to deliver any aerosolized or vaporized substance including, but not limited to, nicotine or cannabis. Device may include, but is not limited to, hookah, e-cigarette, e-cigar, e-pipe, vape pen, e-hookah, as well as any other object or item defined in RSA 126-K:2, II-a.

"E-cigarette" means any electronic smoking device composed of a mouthpiece, a heating element, a battery, and electronic circuits that **may or may not contain** nicotine **or e-liquid**. This term shall include such devices whether they are manufactured as e-cigarettes, e-cigars, or e-pipes, or under any other product name as well as any other product or item included in RSA 126-K:2, II-b.

"E-liquid" means any liquid, oil, or wax product containing, but not limited to, nicotine or cannabis intended for use in devices used for inhalation as well as any other substance included or defined in RSA 126-K:2, II-c.

"Liquid nicotine" means any liquid product composed either in whole or in part of pure nicotine and propylene glycol and manufactured for use with e-cigarettes, as well as any other product or item included in RSA 126-K:2, III-a.

"Facility" is any place which is supported by public funds and which is used for the instruction of students enrolled in preschool programs and in all grades maintained by the District. This definition shall include all administrative buildings and offices and areas within facilities supportive of instruction and subject to educational administration, including, but not limited to, lounge areas, passageways, rest rooms, laboratories, classrooms, study areas, cafeterias, gymnasiums, maintenance rooms, and storage areas.

B. Students

No student shall purchase, attempt to purchase, possess or use any tobacco product, **device**, E-cigarette, **E-liquid**, or liquid nicotine in any facility, in any school vehicle or anywhere on school grounds maintained by the District.

Enforcement of the prohibition against students shall initially rest with building principals, or their designees, who may also report any violation to law enforcement, for possible juvenile, criminal or other proceedings as provided under state law. Additional consequences may be administered pursuant to printed student conduct rules.

JICG – Tobacco Products Ban Use and Possession In and On School Facilities and Grounds

C. Employees

No employee shall use any tobacco product, **device**, E-cigarette, **E-liquid**, or liquid nicotine, in any facility, in any school vehicle or anywhere on school grounds maintained by the District.

Initial responsibility for enforcement of this prohibition shall rest with building principals, or their designees. Any employee(s) who violate(s) this policy is subject to disciplinary action which may include warning, suspension or dismissal. Violations may also be referred to appropriate law enforcement and/or other appropriate agencies for criminal or other proceedings as provided under state law.

D. All other persons

No visitor, contractor, vendor or other member of the public, shall use any tobacco product, **device**, E-cigarette, **E-liquid**, or liquid nicotine in any facility, in any school vehicle, or anywhere on school grounds maintained by the District.

The building principal(s), and where appropriate, other site supervisor (athletic director, vehicle driver, etc.), or their designee(s), shall have the initial responsibility to enforce this section, by requesting that any person who is violating this policy to immediately cease the use of tobacco products, E-cigarette or liquid nicotine. After this request is made, if any person refuses to refrain from using such products in violation of this policy, the principal, site supervisor, or designee may call contact the appropriate law enforcement agency(ies) for possible criminal or other proceedings as provided under state law.

E. Implementation and Notice - Administrative Rules and Procedures.

The Superintendent shall establish administrative rules and procedures to implement this policy. ~~which rules and procedures may be building level and/or district wide. Rules and procedures relating to student violations and resulting disciplinary consequences should be developed in consultation with building principal(s).~~

The Superintendent, working with the building principal(s), shall provide annual notice to employees, students and parents of the pertinent provisions of this policy (e.g., student or staff handbook) along with applicable administrative regulations and procedures, which may include prescribed consequences for violations of this policy. Such notice should include information that violation of this Policy could lead to criminal or other such proceedings.

Signs shall be placed by the District in all buildings, facilities and school vehicles stating that the use of tobacco products is prohibited.

Legal References:

RSA 155:64 – 77, Indoor Smoking Act

RSA 126-K:2, Definitions

RSA 126–K:6, Possession and Use of Tobacco Products by Minors

RSA 126-K:7, Use of Tobacco Products on Public Educational Grounds Prohibited

Category: Priority-Required by Law

JICG – Tobacco Products Ban Use and Possession In and On School Facilities and Grounds

See also: ADB, ADC, GBED, GBEC, & JICH

First Read: ~~March 19, 2019~~ February 18, 2020

Second Read: ~~April 2, 2019~~

Adopted: ~~April 2, 2019~~

IHAMA - Teaching About Alcohol, Drugs, and Tobacco

District personnel shall provide students, parents, and legal guardians with information and resources relative to existing drug and alcohol counseling and treatment for students. As defined in Policy GBED, information will be published in student/parent handbooks, posted on district websites, distributed along with other course material during drug and alcohol education, and shall be available through the principal's office, school nurses' office, athletic program offices, guidance offices and other locations deemed appropriate by the principal in each school.

The Superintendent, or designee shall be responsible to establish and periodically review the District's guidelines for staff members providing education on the effects of alcohol, other drugs, tobacco, and dealing with abuse. The District shall provide age and developmentally appropriate drug and alcohol education to pupils based upon the needs of the pupils and the community, as a component of the kindergarten through grade 12 health education program, as well as the state laws and related penalties for prohibiting minors using or possessing such products. An evidence-based prevention program, approved by the Superintendent, may be used for this purpose.

Legal References:

RSA 189:10, Studies

RSA 189:11-d, Drug and Alcohol Education

Ed 306.40, (b)(2) a - Health Education Program.

Category: P - Required by Law

1st Read: ~~August 7, 2018~~ February 18, 2020

2nd Read: August 21, 2018

Adopted: August 21, 2018

JLCFA – Feminine Hygiene Products

The ConVal School District shall make tampons and sanitary napkins available at no cost in all gender neutral bathrooms and bathrooms designated for females located in the middle schools and high school within the District.

The Superintendent or designee may implement any rules or procedures appropriate to implement this policy.

Legal References:

RSA 189:16-a, Menstrual Hygiene Products (2019 Laws Chapter 252).

Category: Recommended

First Read: February 18, 2020

Second Read:

Adopted:

BUDGET INFORMATION

2020-2021 Budget Digest (<https://schoolboard.convalsd.net/budget-2020-digest/>)**BDB – Board Officers**

1. At the first meeting of the School Board after the District Voting in March, the Board shall elect a Chairperson and a Vice-Chairperson. Candidates for Chairperson shall have served at least two years as a member of the Board. Candidates for Vice-Chairperson shall have served at least one year as a member of the Board.
2. Method of Election. Candidates for each office shall declare in writing their candidacy at the first Board meeting in February of each year. Each candidate shall have the opportunity to speak to their qualifications at the following meeting and answer questions from Board members.

In the event that Board members may be leaving the Board, the candidates to replace them shall be invited and encouraged to attend this meeting.

The election of the Chairperson and Vice-Chairperson shall be done by a roll-call vote at the first meeting of the School Board after the District Voting in March. A plurality of votes cast during this open roll-call vote will be sufficient to elect a candidate.

1. Term Limits.

The length of term for these offices shall be one year. A Board member may serve as either Chairperson or Vice-Chairperson, or four terms in a combination of these offices.

1. Duties.

The Chairperson shall preside at all meetings and shall not originate or second motions; however, the Chairperson shall have the right to vote on all matters before the Board. The Chairperson shall consult with the Superintendent on the preparation of the agenda for each meeting, shall call special meetings as needed, shall have authority to sign contracts and other instruments as approved by the Board in its name and on its behalf, and shall have such other powers and duties as the Board may determine.

The Vice-Chairperson shall have the powers and duties of the Chairperson in his/her absence or for the duration of the disability, and such other powers and duties as the Board may determine.

1. Resignation of Chairperson.

In the event that a Chairperson shall resign or be otherwise unable to serve a full term, the Vice-Chairperson shall assume the role of Chairperson. The Board will decide whether to elect an interim Vice Chairperson. If so, the aforementioned election procedure will be followed.

1. Other Officers.

Secretary

The Secretary of the School Board is hired by the Superintendent subject to approval by the Board. The Secretary shall be responsible for Board correspondence when directed by the Chairperson. The Secretary shall attend all board meetings and keep an accurate record of all proceedings which she/he shall sign.

She/He shall have custody of the record books and documents of the School Board, which are to be available for public inspection at all reasonable times. She/He shall be responsible to the Superintendent in performance of duties.

Legal References:

RSA 195:5, Cooperative School District Officers: School Board Powers & Duties

RSA 197:20, School Meetings & Officers: Clerk Duties

RSA 197:22, School Meetings & Officers: Treasurers Bond

RSA 197:23-a, School Meetings & Officers: Treasurers Duties

RSA 671:23, School District Elections: Warrant

RSA 671:6, School District Elections: Other Officers

RSA 671:31, School District Elections: Reports by Clerk

Category: R

1st Read: May 17, 2016

2nd Read: June 7, 2016

Adoption: June 7, 2016