

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**  
**106 Hancock Road**  
**Peterborough, New Hampshire**  
**CONTOOCCOOK VALLEY SCHOOL BOARD**

**Policy Committee**

**Tuesday, June 2, 2020**  
**5:00 p.m.**

**Physical Location: None**

**Virtual Location:**

<https://us02web.zoom.us/j/85210045208?pwd=SBxBxQ0VZdmZZeU1XVF4SkIQYnNwZz09>

Meeting ID: 852 1004 5208

Password: 8YYaXV

**Phone:** +1 312 626 6799 US

Meeting ID: 852 1004 5208

Password: 810370

**MINUTES**

**School Board Committee Members:**

- Katherine Heck
- Janine Lesser
- Kevin Pobst
- Tim Theberge
- Stephen Ullman

**Present:** Katherine Heck, Janine Lesser, Kevin Pobst, Tim Theberge, Stephen Ullman, Dr. Kimberly Saunders, Dr. Ann Forrest, Lori Schmidt, Alan Edelkind, Rich Cahoon (5:42 pm)

**1. Call Meeting to Order**

**Janine Lesser called the meeting to order at 5:01 p.m.**

**2. Accept Minutes of May 19, 2020**

**Katherine Heck moved to accept the minutes of May 19, 2020. Stephen Ullman second. Unanimous.**

**3. Suicide Prevention Policy**

Katherine Heck said that the Bill is quite specific and does have a lot of procedure in it. Katherine added a "Fiscal Impact" document as informational. The Bill identifies that funding should be included in professional development.

The Bill specifically says that the training has to occur annually. That language should be included in our policy. The Bill also states that the person responsible needs identification.

Kevin Pobst said that reference to specific positions was removed because we did not want the State specifying positions. We don't have to spell out all of the procedure for our policy to meet the law.

Katherine Heck referenced pg. 4, Letter I.

Kimberly Saunders said that it is acceptable to state "Superintendent" or "Superintendent's Designee" as the individual responsible.

Tim Theberge spoke about the statement under B, Community-Based Suicide Prevention Efforts, item 4. Which states “The District shall update, annually, a list of State and community crisis or intervention referral intervention information...”.

Kimberly Saunders said that she believes Katherine is saying that a person to contact should be designated by a certain date and the contact information will be in student handbooks every year. Katherine Heck confirmed.

Katherine said that, should there be a dissemination statement, a statement directing to a contact should be listed.

Stephen Ullman said that providers can change month to month based on availability. A list of contacts for students should be listed and/or directed to a URL which would be kept current.

Tim Theberge said that we want B4 to look like 1D and we want to add a 5.

Katherine Heck said that Policy IJOC and GBCD should align. Volunteers are being asked to be trained in more and more things. A designated volunteer is different than other volunteers. Designated volunteers have to be fingerprinted etc. An edit was made to item C. Training to accurately capture the volunteer statement.

Kimberly Saunders said that once she receives the final draft, she will send it to legal, and return it to the committee or the board. July 1 compliance is required. Tim Theberge agreed to make the edits and get them to Kimberly.

#### **4. Town Payment Policy Development**

Discussion took place about requests that come in from a town or towns requesting exceptions to the payment schedule.

Kevin Pobst spoke in favor of 1.A. over 1. The board would be the approval for any exceptions. Tim Theberge agreed.

Stephen Ullman spoke about the RSA's stated as conflicting. He agreed that the board should designate the payment schedule on 195:14. The committee confirmed that 1.A. was the preferred statement.

Katherine Heck spoke about alignment with the dates in item 2. She said that the dates included should be reasonable for the organization.

Kimberly Saunders said that she and Lori Schmidt will talk about which dates seem reasonable and make a recommendation.

Katherine Heck said that an RSA is not typically stated in a policy but, she was compelled to state it because it outlines the Selectmen's responsibilities.

Kevin Pobst suggested that the document could be attached to the schedule that goes out yearly.

Kimberly will send the draft through to Dean once she receives one from this committee.

It was suggested that this be shared with Selectmen's Advisory Committee (SAC) once approved.

Kimberly said that the Policy must be noticed on an agenda for a first and second read.

Rich Cahoon agreed that this should be included with the payment schedule to be sure they receive the information and share it with SAC. Good communication with the towns is a goal.

Katherine Heck said that there is a bit of education that needs to happen. She spoke about the collection of the difference in cash flow that occurs and the logic behind it. She said that her hope is that how this puzzle fits together is understood.

#### **5. Other**

None.

#### **6. Adjourn**

**Stephen Ullman moved to adjourn at 5:50 p.m. Tim Theberge second. Unanimous.**

Respectfully submitted,

Brenda Marschok