

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

Policy Committee

Tuesday, July 21, 2020
5:00 p.m.

Physical Location: None

Virtual Location:

<https://us02web.zoom.us/j/82990765405?pwd=RzZhNmZsbUFGQlUyVGZvaFdXMFhaQT09>

Meeting ID: 829 9076 5405

Password: CVyq3H

Phone: +1 312 626 6799 US

Meeting ID: 829 9076 5405

Password: 976963

MINUTES

School Board Committee Members:

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

Present: Janine Lesser, Katherine Heck, Tim Theberge, Stephen Ullman, Kevin Pobst, Dr. Kimberly Saunders, Lori Schmidt, Dr. Ann Forrest

1. Call Meeting to Order

Janine Lesser called the meeting to order at 5:03 p.m.

2. Accept Minutes of June 23, 2020

Stephen Ullman moved to accept the minutes of June 23, 2020. Katherine Heck second. Unanimous.

3. Adoption of Inclusive Pronouns in Policy Language

Discussion took place about using the inclusive pronoun. Further mention was made of dropping the pronoun altogether. Using "Superintendent or their designee" or "Superintendent or designee" to use inclusive language and be grammatically correct was one suggestion.

Tim said that using the singular "their" is considered grammatically correct.

"They" and "them" are recognized as individual pronouns if it is an unknown gender.

Stephen Ullman brought it back to "Superintendents, or their designee".

Janine Lesser said that this is a decision made by the committee and will inform the board.

Dropping the pronoun altogether was confirmed.

4. DGA: Authorized Signatures/Check-Writing Services (ConVal Policy & NHSBA)

Janine Lesser referenced both ConVal's policy and the NHSBA Policy.

Kimberly Saunders suggested that the policy focus is the Title IX Policy.

Katherine Heck said that she can adapt the current ConVal Policy to include several systems that would be required and bring it back to the committee.

5. DK: Payment Procedures (ConVal Policy & NHSBA)

a. School Board Members Assigned to Manifests

This policy should be relabeled as a Priority (P) Policy.

Stephen Ullman spoke about someone making sure that we have received what we are paying for i.e. who confirms we received the correct order?

Tim Theberge noted the big difference relates to the electronic signature.

Katherine Heck spoke about dual signatures required to release funds related to the statute and the authority as to who can approve and release money.

Kimberly Saunders said that one of the reasons our policies might differ from NHSBA are because we run our policies through legal counsel. We do not extend rights in our policy unless they are found in the law or unless we intentionally want language there.

Katherine Heck spoke about updates needed to meet basic standards.

Policy DAF will go to the August Policy Committee meeting.

Lori Schmidt said that we comply with the Policy and with the law for DGA and DK. Lori outlined the process that ConVal undergoes.

Katherine Heck said that reappointing two members for review of Manifests each March election was suggested.

Lori Schmidt noted that ConVal does not have a Deputy Treasurer.

EBCG: Communicable & Infectious Diseases (NHSBA Policy)

Kimberly Saunders said that the statutory authority is not included in this policy.

Janine Lesser said that this is a recommended policy.

Kimberly confirmed that she would want our nurses involved in this policy.

EBCF: Pandemic/Epidemic Emergencies (NHSBA Policy)

This is a recommended policy and not priority.

Stephen Ullman spoke about communicating beyond a principal and classroom teacher with regard to HIPA and FERPA. ConVal nurses should also be involved in this policy.

Janine Lesser asked if the policies ConVal has in place will be sufficient or will they be able to guide us through a maze when we have to identify procedures to identify COVID cases in schools.

Kimberly Saunders said that absent policy, administration makes those decisions. A policy would be needed if there was discomfort with administration making decisions. Kimberly said that she can send information to the committee related to staff that might be helpful.

GBGA: Staff Health (ConVal Policy & NHSBA)

Kimberly Saunders said that this policy allows her to request a medical examination for any employee if they believe it in the best welfare of pupils or other employees.

Kevin Pobst said that this is best left to administration.

Kimberly said that there is a lot of merit in these policies; her concern is the time required to move this forward. She said that she is the custodian of ConVal property. She has the authority to limit who may be on ConVal property.

She can direct people to the specific policy that directs her decision.

Janine Lesser shared her particular concerns with the meltdown that might come with this particular pandemic vs. the flu or other illnesses.

Kimberly Saunders said that the board has the authority to put a policy in place without the level of involvement from staff members i.e. nurses.

Janine Lesser shared her concern with survey results that reflects that parents that do not want their students to wear masks.

Kevin Pobst said that it is best to work through this with administration direction and develop the policy as time allows and to use the current example to inform decisions.

Kimberly Saunders said that the final roll-out plan will be sent to legal in advance. She shared an example of concern related to students.

Katherine Heck urged Kimberly to forward information she would like included in Policy to make sure it happens.

Kimberly said that she would like these policies to go through legal.

EBCJ and EBCF – SB Association to legal.

JLCA: Physical Examinations of Students (ConVal Policy & NHSBA)

Kimberly Saunders said that no changes should be made to this policy. More exceptions rather than changes might be considered.

JLCB: Immunizations of Students (NHSBA Policy)

JLCG: Exclusion of Students Who Present a Hazard (NHSBA Policy)

ConVal call letters are JHCB. One of the reasons that we did this was because of past lobbying at the state level.

Kimberly said that right now, measles, mumps, chickenpox are listed. COVID is not listed. It will take a change in the law for this to happen. In addition, how we want to deal with what a religious exemption is and is not needs consideration.

There may be tension about what is required and what is not.

Kimberly suggested a clear definition of what a religious exemption is. What are the guidelines to get one?

Religious exemptions might be asked to be granted by the State.

6. Other

Kimberly asked about the Title IX Policy. It will be posted on the ConVal website.

DAF through DAF 11 will be looked at in August.

Assuring everything is in place for opening will be discussed as well.

7. Adjourn

Tim Theberge motioned to adjourn at 6:02 p.m. Katherine Heck second. Unanimous.

Respectfully submitted,

Brenda Marschok