

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

CONTOOCCOOK VALLEY SCHOOL BOARD

Policy Committee

**Tuesday, February 16, 2021
5:00 p.m.**

Physical Location: SAU Office, Board Room
106 Hancock Rd.
Peterborough, NH 03458

Virtual Location:

<https://us02web.zoom.us/j/89555603857?pwd=WWVSMkZpV202Z3U5Um1qZWdGd1BKZz09>

Meeting ID: **895 5560 3857**

Passcode: **tYCU3L**

Phone: +1 312 626 6799 US

Meeting ID: **895 5560 3857**

Password: **460851**

Minutes

School Board Committee Members:

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

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

1. Call to order

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

2. Approve the minutes of January 19, 2021

Stephen Ullman moved to adopt the minutes of January 19, 2021. Katherine Heck second. Unanimous.

3. Updates of policies under legal review (Title IX, EHAC) or administrative review (EBCG-Communicable & Infectious Disease, JLCG-Exclusion of Students, EBCF-Pandemic/Epidemic Emergencies, JLCE-First Aid & Emergency Care; and DM-Cash in School Buildings, DN-Equipment & Supplies

No updates to report.

4. Second read 2/16/21: DJD Local Purchasing

Policy DJD will go before the School Board tonight for a second read/adoption.

5. First read: JFA-Residency

A decision not to have a policy on residency was previously made. Therefore, this policy will be removed from tonight's Board agenda as a first read.

6. BEDH-Public Participation, KE-Public Complaints

Public participation and public complaints are two separate things.

Kimberly Saunders said that if we have a policy once, we have a policy. She was unsure why we needed two.

Kevin Pobst said that one might have a negative component.

Our policy says that there are 15 minutes for public comment, it does not state that each person has two minutes to speak. The proposed amendment eliminates the possibility that one person speaks for 15 minutes. It leaves the possibility that 15 speakers could each speak for two minutes.

Kimberly Saunders said that she has never seen it stick to 15 minutes but has seen the two minute per person be adhered to. It is a different thing to say to people that they can't speak at all.

Katherine Heck said that we have the opportunity to craft the policy. We don't engage our citizens in a lot of forums. We don't have a question and answer period as well, which can be a point of frustration for people. She understands that it is a business meeting. Balancing citizen engagement with a business meeting might allow the addition of forums during the year.

Kevin Pobst said that he likes the two minutes, but does not like the 15 minutes. Limiting the number of times a person can speak is favorable.

Stephen Ullman spoke about each board member holding a forum in their town recognizing that an individual board member is powerless. Stephen said that section four repeals the 15 minutes opportunity. He said that he was in favor of allowing an issue to be addressed once.

Kimberly Saunders favored a district forum rather than individual forums.

Katherine Heck shared her experience where there was an open time allowed for questions and answers at board meetings that was limited to 15 minutes. Questions had to be sent in by a certain deadline.

Tim Theberge shared that Hillsboro-Deering has a Public Comment period followed by a Board Response segment at Board meetings.

Communication and questions from parents and community members was discussed.

Katherine Heck said that she sees BEDH and KE as two separate policies.

Janine Lesser said that they are in two different categories addressed to two different public groups.

Katherine Heck said that BEDH (Public Participation at Board Meetings) and KE (Public Complaints) are two different things. Tweaking KE to be more germane to specific complaints was suggested.

Kimberly suggested pulling KE from NHSBA for review. She wondered if it is the same.

Tim Theberge said that NHSBA Policy KE looks nothing like ConVal's.

Kevin Pobst said that it may have come from the National School Board of Education.

This will return to the March 2nd Policy Committee meeting.

The Board typically sets goals late spring and a retreat follows where the administration's goals are shared and aligned.

One forum could be connected to goal setting.

Administration could do their work and then the board would make final decisions after.

Kimberly Saunders asked that if the goal is to hold a certain number of forums each year, is the intent to put the time and purpose into the policy or just how many forums will be held.

Katherine Heck said that if there isn't an intent, it is difficult not knowing why a forum would be held.

Janine Lesser said that it could simply state that the purpose is to collect information from the community.

Tim Theberge's recommendations on BEDH were reviewed. Tim asked if the public comment sections should be limited to topics on the agenda or open to anything.

If we are going to vote on something at a meeting, the comment session could be limited to the agenda, and the second public comment more open.

Janine Lesser said that we have always referred back to the policy that states that comments are limited to items on the agenda.

Stephen Ullman favored an initial very broad, talk about the agenda or not, and the second to comment on clarification.

Open at front of agenda: Majority.

Second public comment will be for items on the agenda only.

Tim Theberge will re-edit the policy to reflect it. Policy KE will be edited to use the NHSBA version and add two public forums for the year.

Kevin Pobst said that the Chairman should inform at the beginning of the meeting that details what the public comment section rules are so that someone doesn't sit through a meeting to the end and then find they cannot comment as they anticipated.

Changing the words "Public Complaints" was discussed.

Stephen Ullman exited the meeting at 5:47 p.m.

Policy KE might have to stand the way that it is.

Community involvement policies were searched.

7. DIA--new 2021 Warrant Article Fund Balance fiscal policy

Further work on a policy will take place after the vote determines if it (Article 12) passes or not.

8. Addition of policy on committee assignment (Kevin)

The NHSBA Policy and a suggestion by Kevin Pobst was discussed.

Kevin said that he had concern about the other assignments that are made to board members. He asked who is reviewing the manifests and found the answer, but he did not know that they were reviewed before he was being asked to vote on it. His draft provides information for board members.

How does the committee feel about Kevin's version?

Kimberly Saunders said that she knows there is a policy on the subcommittees required as standing committees.

Janine Lesser said that they want a more fleshed out description as Kevin has advanced.

Tim Theberge said that Selectmen's Advisory Committee should be outlined.

This will come forward on the next Policy Committee agenda.

Katherine Heck asked if the Board needs a procedure book. It would be a basic framework. It would be procedures of the board itself. Articles of Agreement, "B" Policies, actual practice, mission, vision, values, etc. Katherine volunteered to do this work which has already begun.

9. Adjourn

Tim Theberge motioned to adjourn at 6:04 p.m. Kevin Pobst second. Unanimous.

Respectfully submitted,

Brenda Marschok