

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

CONTOOCOOK VALLEY SCHOOL BOARD

Policy Committee

Tuesday, April 20, 2021  
5:00 p.m.

**Physical Location:** SAU #1, Board Room  
106 Hancock Road, Peterborough, NH

**Virtual Location:**

<https://us02web.zoom.us/j/82287516044?pwd=YkFzUTJvRHVjSDJXMWdZaVNrS3cudz09>

Meeting ID: **822 8751 6044**

Passcode: **Cv12uQ**

Phone: +1 312 626 6799 US

Meeting ID: **822 8751 6044**

Password: **426510**

Minutes

**School Board Committee Members:**

- Keira Christian
- Katherine Heck
- Janine Lesser
- Kevin Pobst
- Stephen Ullman

**Present:** Katherine Heck, Keira Christian, Janine Lesser, Kevin Pobst, Stephen Ullman, Dr. Kimberly Saunders, Lori Schmidt

**1. Call to order**

Katherine Heck called the meeting to order at 5:12 p.m.

**2. Approval of the April 6<sup>th</sup> Minutes**

Janine Lesser moved to approve the minutes of April 6, 2021. Stephen Ullman second. Unanimous.

**3. Requested that BDE be moved to first read on School Board Agenda**

Katherine Heck said that Policy BDE is on tonight's School Board agenda for a first read.

**4. EHB-Data/Records retention policy- Priority - Required by Law**

This policy is required by law. Updates as a result of HB1551 caused a revision of policy required. There are related policies as well.

Katherine Heck said that she will make sure that there is nothing in the recent update that ConVal policy conflicts with.

Dr. Stephen Ullman asked when ConVal students apply to college, is it an issue if they have an IEP. Dr. Kimberly Saunders said that it is never indicated on the student's transcript that they had an IEP but it is on their academic record.

Does the NHSBA worry that the district will get sued by an issue with a special education student. Kimberly Saunders said that it is a concern with some of the legislation at the State level.

**5. DIA –Fund Balances Policy-Recommended**

**a. Reviewed by Budget and Property 4/13/21.**

**b. Complete Policy Committee Review**

An updated draft was shared for review.

The policy mostly talks about the 5% that we are allowed by law. The goal was to be transparent with the communities that we were going with a 2.5% maximum retained.

Kevin Pobst suggested adding the original policy position section back in. It is ConVal's position on the broader legal position.

Stephen Ullman said that it is excellent that we notify that the State of NH allows up to 5% of net assessment but in our policy we intend to use not more than 2.5%.

Katherine Heck noted Lori Schmidt's addition of the Warrant Article language voted for voters to see. She said that it is really well done and simplified what she had begun on the draft. Lori noted that Beth Baker did much of the work on this draft.

Kevin Pobst noted that the Policy Statement should be relabeled ConVal Policy Statement and insert it in Lori's draft policy between "unreserved fund balance retention" and "using retained fund balance".

Lori Schmidt cited other overlap areas.

The ConVal Policy Statement was preferred.

## **6. CBI- Evaluation of the Superintendent and Goal Setting**

### **a. Development of Superintendent evaluation ad-hoc committee**

Katherine Heck said that the goal is to work on development of this policy. Under 2., an "R" document is referenced that does not exist.

**Katherine Heck asked to enter into a non-public session. Stephen Ullman second. Unanimous.**

**Janine Lesser moved to exit non-public session and to seal the minutes from non-public session for personnel for a period of five (5) years. Kevin Pobst second. Unanimous.**

An Ad-Hoc Committee for the development of the Superintendent Evaluation Process was confirmed with Kevin Pobst and Janine Lesser having volunteered.

## **7. KEB Public Complaints About School Personnel, Employees, Students, or Administration protocol.**

### **a. how to best communicate /post referred to Communications Committee 4/15/21**

## **8. Policy development on public forums/Q & A sessions has been referred to Communications Committee 4/15/21.**

## **9. Status update:**

**Admin work session report on changes to discipline policy – EBCG, JLCG, EBCF, JLCE**

## **10. Non-Public Session RSA 91-A:3,II – Personnel (If Required)**

**Meeting adjourned at 6:03 p.m. Unanimous.**

Respectfully submitted,

Brenda Marschok