

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

CONTOOCOOK VALLEY SCHOOL BOARD

Policy Committee

Tuesday, June 1, 2021
5:00 p.m.

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

Virtual Location:

<https://us02web.zoom.us/j/84451447524?pwd=ZUNKSW9wMWFPRmtQa0pzNGNqMWordz09>

Meeting ID: **844 5144 7524**

Passcode: **04FF7i**

Phone: +1 312 626 6799 US

Meeting ID: **844 5144 7524**

Password: **788293**

Minutes

School Board Committee Members:

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

Present: Katherine Heck, Janine Lesser, Stephen Ullman, Keira Christian, Dr. Kimberly Saunders, Dr. Ann Forrest, Lori Schmidt

1. Call to order

Katherine Heck called the meeting to order at 5:03 p.m.

2. Approval of the minutes from May 18, 2021

Stephen Ullman moved to accept the minutes of May 18, 2021. Janine Lesser second. Unanimous.

3. DIA –Fund Balances Policy- second read

Katherine Heck said that one additional sentence needs to be stricken. It will be amended at tonight's board meeting.

ILD- Non-Educational/Non-academic Questionnaires, Surveys and Research- first read

This policy was in existence and will go for a first read at tonight's board meeting.

4. Review input and feedback on policies:

- **IHAK** -Character and Citizenship Education -Adopted 2013

Stephen Ullman reported that he referenced the RSA to draft this work. Number 14 was amended slightly.

- **IHCD**- Advanced Coursework -Adopted 2015
- **LEB** – Advanced Course Work- Adopted 2015
 - **LCC**- Dual Enrollment-Adopted2017- Rescind and Merge into LEB and IHCD

Dual enrollment is when a student is enrolled in a college credit earning course at the high school. Concurrent would be when a student attends both high school and college to take courses.

Dr. Saunders said that sending IHCD and LEB to the high school would be a good next step to make sure that they are comfortable with it. Confirmed. Stakeholder input will be valuable.

Stephen Ullman asked the significance of the bolded text. At certain colleges, if a course is taught by a high school teacher who is accredited to teach college work, the colleges are accepted.

Kimberly Saunders said that college courses are available through Running Start and are accepted at the University of New Hampshire system colleges.

- **CBI** – Evaluation of the Superintendent and Goal Setting

Janine Lesser reported that there are two different versions; Kevin Pobst's version includes most of the procedure. Janine said that she preferred to have the procedure as an attachment.

Katherine Heck said that procedures could change over time and should be kept separate from the policy. Janine Lesser agreed. Version A includes the policy and the procedures included. Version B includes the policy only and includes the implementation procedure and five forms. Version A is preferred. It would be strictly policy.

Kimberly Saunders noted that form D is outdated. Janine Lesser said that the Superintendent would not be evaluated on those but rather on goals. Janine added that job responsibilities are included in the contract with the assumption that job responsibilities will be conducted.

The third document is strictly the policy (Version A).

Janine spoke about the process and timeline, which begins in April, for goal setting and eventual evaluation of the Superintendent.

Kimberly Saunders agreed to meet with Janine Lesser and Kevin Pobst for review and bring forward.

Stephen Ullman said that he preferred a single draft for review rather than multiple.

If a procedure will be discussed, a non-public session will be needed.

Katherine Heck said that it is the consensus to fine tune the broader policy and move forward. This will go for a first and second read to the full board eventually.

5. Non-Public Session RSA 91-A - Personnel

None.

6. Policy status:

- **JICFA**- Hazing -Adopted 2011
 - In development
- **JLCL** -Concussions and Head injuries- Adopted 2013.
 - Under review by district personnel

Katherine Heck referenced information in the Policy Committee shared drive. She is open to comments on what might make this more user friendly. References from NHSBA are contained in the folder.

There is a list of policies on the spreadsheet that need updating on the website.

Dr. Ann Forrest asked if a column could be added on the spreadsheet to reference if it needs to be included in student handbooks. Confirmed.

Janine Lesser motioned to adjourn at 5:38 p.m. Stephen Ullman second. Unanimous.

Respectfully submitted,

Brenda Marschok