

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

CONTOOCOOK VALLEY SCHOOL BOARD

Policy Committee

Tuesday, August 3, 2021
SAU Board Room
6:00 p.m.

Minutes

School Board Committee Members:

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

Present: Katherine Heck, Keira Christian, Kevin Pobst, Stephen Ullman, Dr. Kimberly Saunders, Lori Schmidt, Dr. Ann Forrest, Tim Theberge, Cari Christian-Coates

1. Call to order

Katherine Heck called the meeting to order at 6:00 p.m.

2. Approval of the minutes from June 15, 2021

Kevin Pobst moved to approve the minutes of June 15, 2021. Stephen Ullman second. Unanimous.

3. Policy Review

- **JICFA** - Hazing
 - a. Legal review complete

This policy should go for a first read at the August 17th School Board meeting. This policy is included in handbooks.

- **JICL**- Internet Safety and Responsible use for Students

Teaching students to keep their personal information private and secure is part of internet safety. This policy is the basis for the user policy. Students sign off on this policy as well as on a blended learning handbook.

It was the consensus of the Policy Committee for this to remain in effect.

- **GBEF**- Acceptable use Policy :Staff

Possible revisions were shared at the top of the hard copy of the policy. Kevin Pobst agreed to look for similar policies from other states for comparison. They included clarifying responsibilities related to collecting, maintaining, and securing student and staff data, clarifying responsibility to immediately report if there is a reason to believe confidential information has been disclosed to an unauthorized person, and clarify responsibilities related to researching and using online services or applications.

Stephen Ullman brought attention to the first paragraph under "Expectations of Privacy".

- **JRA**- Students records. Privacy , Family, Student Rights

Possible revisions include clarification when student data becomes an educational record and also clarification of accessing and securing student data being collected and maintained by applications, digital tools, and extensions.

This policy will go for further legal review.

- **DKA**- Payroll and Procedures

This policy, compared to the School Board policy does not reflect many changes. However, it was last reviewed in 2012. Samples will be pulled for comparison.

- **DN** – School Properties Disposal Procedure

Aligning such language that designates the Business Administrator and/or School Board responsibilities was suggested. The guidance could be tightened up. Similar policies will be pulled. Language will be returned to this committee.

- **CBI** – Evaluation of the Superintendent and Goal Setting
 - b. Sub-Committee Update
- Non-Public Session RSA 91-A:3 II (If Required)

Keira Christian moved to enter into non-public session in accordance with RSA 91-A:3 II at 6:37 p.m. Stephen Ullman second. Unanimous.

Katherine Heck moved to exit non-public session. Keira Christian second. Unanimous.

Stephen Ullman motioned to seal the minutes of non-public session for a period of ten years. Keira Christian second. Unanimous.

4. Policy status update:

- **JICD**-Student Behavior, Conduct, Discipline and Due Process
 - Comments submitted for legal review
- **“J”** Student Discipline Policies
 - **JI/JIA/JIC/JICD**

JI, JIA, and JIC will need to be rescinded as a result of JICD moving forward.

- **IHCD/LEB** – Advanced Course Work- Adopted 2015- **LCC**- Dual Enrollment-Adopted 2017
 - Under review by district personnel, then Equity Committee will review.

5. Review completed by District personnel:

- **JLCL** -Concussions and Head injuries
- **EBCF** - Pandemic/Epidemic Emergencies
- **JLCE** - Emergency Care and First Aid
- **EBCG**- Communicable and Infectious Diseases
- **JLCG**- Exclusion of Students Who Present a Hazard

Reviews of the above policies are complete and will be coming to the Policy Committee for final review. Required by law policies will be prioritized.

Next Agenda Items:

- **“D”** Financial Policy Review Schedule
 - **DN**-School Properties Disposal Procedure

Requests for Policy Review:

- [IMC – Controversial Speakers and Programs](#)
- [LC – Relations with Education Research Agencies](#)
- JBAB -Transgender and Gender Non-Conforming Students

Stephen Ullman motioned to adjourn at 7:00 p.m. Kevin Pobst second. Unanimous.

Respectfully submitted,

Brenda Marschok