

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

CONTOOCOOK VALLEY SCHOOL BOARD

POLICY COMMITTEE MEETING

Tuesday, October 24, 2023

6:00 PM

Location: SAU Board Room

Minutes

Committee Members: Katherine Heck, Michael Hoyt, Thomas Kirlin, Janine Lesser, Erin Pils-Martin

Present: Katherine Heck, Michael Hoyt, Thomas Kirlin, Janine Lesser, Erin Pils-Martin, Dr. Kimberly Saunders, Emily LaCroix

1. Call to order

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

Katherine Heck introduced herself as did Emily LaCroix, HES teacher and part of the Keene Leadership Cohort interns and other committee members.

2. Approval of the September 26, 2023 Minutes

Mike Hoyt moved to approve the minutes of September 26, 2023. Tom Kirlin seconded. Janine Lesser abstained. All others in favor. Motion carried.

3. Policy Review

- JBAB: Transgender and Gender Non-Conforming Procedure

Katherine Heck shared that language to consider the sentiment that we would delegate the procedure to assure that students are supported and there are no discrimination practices is incorporated.

This policy is subject and prone to change and the flexibility to assure that this could happen quickly and expediently and is important to allow amending.

Katherine suggested that “and gender non-conforming” be added to the first sentence in paragraph two to read “The Board directs the Superintendent to create a procedure to ensure that transgender *and gender non-conforming* students are supported and there are not institutional structures that create discriminatory practices.”

This policy will move forward for a first read.

The procedure will be reviewed annually. Adding “designee” language was not seen as needed.

- AC: Non-Discrimination, Equal Opportunity Employment and District Anti-Discrimination Plan

This policy is required by law. This has just returned from legal. Kimberly Saunders highlighted the changes.

This policy will go forward for a first read.

- BDE: Committees and School Board Member Special-Duty Assignments

Katherine Heck said that lengthy discussion took place at the last Policy Committee meeting about standing and special duty committees.

This policy now reflects the intent and what was discussed.

Special duty assignments, to assure that they were detailed correctly, have been made.

This policy is ready to move forward after formatting, for a first read.

4. Fall Updates

Typically, reviews begin with those policies required by law.

ACN - Nursing Mothers Accommodation - is a priority policy and required by law; ConVal does not have this policy.

Kimberly Saunders agreed to pull language and send to legal before committee review.

BEDG - Meeting Minutes – Katherine Heck will provide sample documents and guidance documents. It will be more about the procedure. NHSBA's policy will be pulled as well. A draft will return to Policy Committee for review.

DFGA - Crowdfunding - not emergent but should be revisited.

EHAB - Data Governance and Security - this is related to a state change to amend aspects of RSA which require our policy to align. It impacts our students. It is a priority policy and required by law. This should head straight to legal.

FA - Facilities Development - is a recommended policy.

GBCD - Background Investigation - reversed decision to make the State responsible.

This policy should head straight to legal for review.

IKL - Academic Honesty & Integrity - is with Special Education.

JCA - Change of Class of School or Assignment - SB77 just passed. This is a priority policy and needs to go straight to legal for review.

JKAA - Use of Restraints and Seclusion - should go to legal for review.

Katherine Heck recommended looking at recommended policies next:

DFGA - Crowdfunding - will be discussed after KCD is sorted out.

FA - Facilities Development Goals and Preparation of Capital Improvement Plan - is with Budget & Property Committee.

FAA - Annual Facility Plan and Unused District Property should be revisited.

A training on how to access the policies on the NHSBA website will take place at the next policy committee meeting on November 28th.

KCD - Public Gifts and Donations – Katherine Heck will address. RSA 198:20-b is about unanticipated revenue. Threshold amounts were discussed.

EBCC - False Alarms - was placed on hold until A.L.I.C.E. training information is shared out.

Discussion took place about the lack of oversight over Education Freedom Accounts.

5. Non-Public Session RSA 91-A:3 II (If Required)

None.

6. Policy Status Update:

Scheduled for Next School Board Agenda:

Under review/revision by Administration:

- JJJ: Access to Public School by Nonpublic, Charter Schools, and Home Educated Students
- JLDBB: Suicide Prevention and Response
- JLCB: Immunization of Students (Reworded and Re-lettered)
- JLCA: Physical Exams (is with nurses for review)

Under review by Legal:

- IHBA: Evaluation Requirements for Students
- IHBG: Home Education Instruction

Under review by School Board Committee:

- Capital Plan Policy (Budget & Property)
- EG/KDA: Public Information Program (Communications)
- IKL: Academic Integrity and Honesty
- JLCF: Wellness

Under review with Nurses:

- JLCA: Physical Examination of Students

On Hold:

- DJB/DJB-R: Purchasing Procedures
- DJE: Bidding Requirements

Future Agenda Items:

- Fall Update Items

Erin Pils-Martin motioned to adjourn the meeting at 6:57 p.m. Tom Kirlin seconded. Unanimous.

Respectfully submitted,

Brenda Marschok