

Monadnock Regional School District
Policy Committee Meeting Minutes
Virtual Meeting via Zoom:
April 8, 2020

Members Present: Winston Wright, Colleen Toomey, Kristen Noonan and Scott Peters.

1. Election of Committee Chair: MOTION: C. Toomey **MOVED** to nominate K. Noonan as the Policy Committee Chair. **SECOND:** W. Wright **VOTE:** Unanimous for those present.

Motion passes.

2. Public Comments: There were no public comments.

3. Approval of Minutes (3/4/20) MOTION: S. Peters **MOVED** to approve the March 4, 2020 Policy Meeting Minutes as amended. **SECOND:** C. Toomey **VOTE:** Unanimous for those present. **Motion passes.**

4. Prepare Annual Progress Slide Deck: S. Peters presented the Slide deck from last year to the committee. He has plugged in the new numbers for this year. He would encourage the members to talk through the slides. Explain to the Board an Audit was done and the committee resolved the final items this past January. The committee is ready to begin with other issue policies and expect the Spring Bulletin. An exercise will be to update the Policy Books either by date or letter. K. Noonan would like to review the 1993 and 1999 dates to be fixed. W. Wright would agree and tackle other policies as they come up. S. Peters would ask the committee to be prepared to explain the goals of this committee. The Policy Committee has passed 77 policies since last March.

Predictions and Goals: To review every policy every 1 to 3 years. If there is no change with the review mark the policy reviewed.

S. Peters asked the committee if they would like to pay for another audit or perform one of your own. W. Wright and C. Toomey would like to start with the older dates and then move on. S. Peters would suggest creating our own method. Start by writing something down. Look at a policy to review policy. S. Peters would also suggest sitting with L. Sutton and L. Witte to see how to prepare for the meeting. One person should not be using their computer to print out all of the materials for the meeting.

A committee goal could be to create and document a method of reviewing policies. Oldest first with the last updated date. Transition the prep work to the administration.

S. Peters suggested comparing the NHSBA Policy Book with the Board's Policy Book. See what the District is missing, find the gaps, the oldest policies and then review every 1-3

years. K. Noonan commented we have 12 books; we should pick 4 each year. S. Peters would ask K. Noonan to come to the April 21, 2020 Board Meeting prepared to speak.

5. Policies Pending Returned by Board Level for Review/Revision: (0)

6. Policies Under Construction (with Committee) (0)

7. Policies Referred to Administration (7)

- a. **EBBC/JLCE - First Aid & Emergency Medical Care** (referred on 8.14.19 & 2.5.20)
- b. **EBBC-R - Safety Drills** (referred on 8.14.19 & 2.5.20)
- c. **G CBD/TBD - Non CBA Staff Leaves of Absence** (referred on 10.22.19)
- d. **GCOC - Evaluation of Administrative Staff** (referred on 10.3.18)
- e. **GDB - Employment of Non-Certified Staff:** We do not have this one on the books. This is about hiring non-certified staff. The question is whether the yellow highlights are correct. P. Brown said these are good. **MOTION:** K. Noonan **MOVED** to adopt the current NHSBA sample Policy GDB with the additional statements addressing the impact of collective bargaining agreement and to forward to the full Board as a first read. **SECOND:** C. Toomey. **VOTE:** Unanimous for those present. **Motion passes.**
- f. **TBD - Drug/Alcohol testing for Van Drivers (employees)** (referred on 3.5.19)

8. Policies Referred to Other Committees (4)

- a. **KA/IJO/KAA - Community Relations Goals & Objectives** (referred on 4.3.19)

- b. **IKFG - Career Readiness Pathways & Credentials** (referred on 3.4.20)

9. New Policy Requests from Board or Administration (3)

- a. **DGD - District Credit Cards:** S. Peters explained this came from J. Morin with the recommendations from the Auditors. She recommends the NHSBA sample policy with no changes. J. Morin brought this to the Policy Committee. **MOTION:** C. Toomey **MOVED** to adopt the current NHSBA sample Policy DGD and to forward to the full Board as a first read. **SECOND:** W. Wright. **VOTE:** Unanimous for those present. **Motion passes.**
- b. **EFCA - School Lunch Payment Policy:** S. Peters explained the Board voted to send this to the Policy Committee. N. Mosher was concerned with the students being embarrassed in the lunch line because of non-payment. There was also an issue regarding the elementary parents being updated on not paying their bills. T. Walsh sent this back and the Board sent it to us to update these issues. This policy was last updated in January 2019. S. Peters said the Board is voicing their opinions but we are not hearing any issues from the students and the parents. T. Walsh runs a great program. We are not inclined to change any part of this policy. The administration is happy with this policy. C. Toomey and W. Wright agreed. It seems there is an issue with one Board Member. W. Wright said keep

it as is and if there is a real problem let us know. S.Peters said the options are to update the review date and take no action. K. Noonan explained the elementary parents can check and add to the balance. S. Peters suggested asking T. Walsh if he would like to update the policy with another bullet saying no cash at the elementary schools. **MOTION:** W. Wright **MOVED** to refer Policy EFCA to T. Walsh for review regarding elementary notification and cash. **SECOND:** S. Peters. **VOTE:** Unanimous for those present. **Motion passes.**

- c. **JICI - Weapons in School:** This policy was referred to the Policy Committee from the Board. K. Wheeler asked to have the Board send this to policy. There is a RSA that defines weapons. **MOTION:** S. Peters **MOVED** to mark Policy JICI with the last reviewed date 4-8-2020 and to take no action. **SECOND:** C. Toomey. **VOTE:** Unanimous for those present. **Motion passes.**

10. Selected Policies from Current Backlog (3)

- a. **BDE - Board Committees and Delegates:** S. Peters said a member saw a conflict but this committee did not. **MOTION:** S. Peters **MOVED** to mark Policy BDE as reviewed on 4-8-2020 and take no action. **SECOND:** W. Wright. **VOTE:** Unanimous for those present. **Motion passes.**
- b. **JICK - People Safety Violence Prevention:** Our current policy is 10 years old. **MOTION:** S. Peters **MOVED** to adopt the current NHSBA sample Policy JICK as written and to forward to the full Board for a first read. **SECOND:** W. Wright. **VOTE:** Unanimous for those present. **Motion passes.**
- c. **KED - Facilities Grievances:** This policy was last updated in 2011. **MOTION:** C. Toomey **MOVED** to update the reviewed date of Policy KED to 4-8-2020 and take no action. **SECOND:** K. Noonan. **VOTE:** Unanimous for those present. **Motion passes.**

Remaining Backlog: The committee looked at the list of remaining policies to be reviewed. They are specific concepts not policies. S. Peters explained Will Philips could help, he is the attorney for the NHSBA. S.Peters would suggest writing down how to figure out the process, ask the administration or take it as homework in regards to the backlog. He would also suggest balancing the agenda. There are some items to send to an administrator. Send the Volunteer Code of Conduct to P.Brown. School Lunch Payment Plan is being sent to T. Walsh. He would also suggest that the answers be returned to the Policy Committee by May 1, 2020. He would also ask the principals to ask the nurses to review Policy JLCC-R School Health Services. They may have more time on their hands than the principals and other staff. There is no policy on gate receipts and this issue should be sent to T. Cote. S.Peters would suggest T. Cote work with J. Morin on some bullets for a policy. Who is eligible for health insurance if not under the Collective Bargaining Unit? S. Peters would suggest asking P. Brown for that answer. A policy is not necessary but you can relay the answer. Threats of Violence. The employees are not feeling safe. This issue should be for the principals, but not now

and it should be for C. Woods regarding the Special Ed. students. BEDD, BEDDA and BEDD-R should be on the next agenda.

11. Public Comments: There were no Public Comments.

S. Peters thanked the members of the Policy Committee who have worked very hard, ready to speak and think. He is very proud of the work that has been completed. K. Noonan said it is because of S. Peter's hard work we had so many motions go the Board.

12. Setting the next Meeting: May 6, 2020.

13. Motion to Adjourn: MOTION: S. Peters **MOVED** to adjourn the Policy Meeting at 8:40 PM. **SECOND:** K. Noonan. **VOTE:** Unanimous for those present. **Motion passes.**

Respectfully submitted,

Laura L. Aivaliotis
MRSD Recording Secretary