

**Monadnock Regional School District**  
**Policy Committee Meeting Minutes**  
**July 8, 2020 (corrected 8.5.2020)**  
**Virtual Meeting via Zoom:**

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

1. **Public Comments:** There were no public comments:
2. **Approval of Minutes (6/320) MOTION:** S. Peters **MOVED** to approve the June 3, 2020 Policy Committee Minutes as presented. **SECOND:** C. Toomey. **VOTE:** Unanimous for those present. **Motion passes.**

K. Noonan explained at the last meeting the committee decided to look at the policies in Book J which are required by law and also those which are outdated as well as looking at Policy EFAA.

K. Noonan also explained she had not heard back from the administration. She has not contacted C. McDaniel-Thomas and the CRC yet in regards to the policies. S. Peters explained the committees do not know where to start. He would suggest this committee invite the CRC to attend a meeting or attend their meeting. K. Noonan explained she will download the NHSBA samples and share it with the CRC. S. Peters said he will be happy to help. S. Peters said all committees feel the policy work is a filler when not working on their goals. He would suggest crafting a book of 10, 20 or 30 policies for the year. He is not sure about the right approach. Possibly give the policies to be worked on, the NHSBA sample policy and the bulletin notes. K. Noonan commented on giving the committee the tools they need. S. Peters does not want the committees to write on the log. The CRC will be ready first. The Finance/Facilities will not be ready until after Christmas.

K. Noonan commented that the Board discussed Policy JFAB last night. S. Peters said we will be discussing the Special Ed. tuition at the next Board Meeting. He said the administration always brought a number to the Board. This is the number the sending district will use when sending a Special Ed. student to the MRSD. He also said it is not a bad idea to have a formula for the Special Ed. tuition rate. It is not described in the policy. We would need J. Morin for the formula. A homework piece would be to put it in the policy This is not urgent. The primary concern is not to double dip. **W. Wright arrives.** W. Wright commented the current tuition rate is close to what Fitzwilliam pays per student. There are a few employee children that do not pay tuition to the district.

3. **Policies Pending Returned by Board for Review/Revision: (0)**
4. **Policies Under Construction (with Committee) (0)**

**5. Policies Referred to Administration (10)**

- 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. **EFCA - School Lunch Payment Policy:**
- d. **G CBD/TBD - Non CBA Staff Leaves of Absence** (referred on 10.22.19)
- e. **GCOC - Evaluation of Administrative Staff** (referred on 10.3.18)
- f. **JH - Student Absences, Absenteeism and Truancy** (referred on 5.6.20)
- g. **JLA - Student Insurance Program** (referred on 5.6.20)
- h. **TBD - Drug/Alcohol testing for Van Drivers (employees)** (referred on 3.5.19)

**6. 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)

**7. New Policy Requests from Board or Administration (0)**

- a. **JFAB-Admission and Tuition of Nonresident Students:**

**8. Selected Policies from Current Backlog (0)**

**a. EFAA-Meal Charging:** K. Noonan explained we have the policy which T. Walsh and the Wellness Committee wrote. The NHSBA Policy EFAA would replace the existing policy. K. Noonan asked L. Witte about this and she was more in the mindset to keep the current policy. She asked how we would know if our current policy addresses everything required. Is it our job or should we send it back to L. Witte to make sure all of the requirements are met. K. Noonan explained she had sent this policy to L. Witte and she responded. She did not contact T. Walsh. W. Wright commented that T. Walsh had put a lot of work into the policy. S. Peters explained Policy EFAA is a missing policy in regards to coding for the auditors. It is up to us to do the skim work and go paragraph by paragraph to make sure the content is in the paragraph and then it is as simple as recoding the title of the policy. S. Peters said he will take on the task and go paragraph by paragraph of the policy. If there is information missing engage T. Walsh and give him the sample paragraph and see where it will fit.

**b. JCA-Change of School or Assignment-Best interests:** K. Noonan explained the MRSD and the NHSBA sample policy are pretty much the same. The NHSBA looks prettier. **MOTION:** C. Toomey **MOVED** to adopt the NHSBA sample Policy JCA as presented.

**SECOND:** K. Noonan. **VOTE:** Unanimous for those present. **Motion passes.**

**c. JIA-Student Due Process:** S. Peters explained the Board revised this and approved this policy on February 4, 2020. K. Noonan will review the February 4, 2020 approved policies. S. Peters would suggest sending a note to L. Sutton regarding the approved policies of February 4, 2020.

**d. JLI/ED-Joint Loss Management Committee:** K. Noonan explained the Joint Loss Management Committee is from the NHSBA policy and the title of the MRSD is Safety Program. S. Peters explained in March of 2018 we approved EB/JLI Playground Safety. We made edits to this policy and also to Policy ECAD and EBCA. This policy passed but did not make it to the Boarddocs. JLI should have been updated in both books. At that point we were not using the NHSBA sample to update. S. Peters suggested getting this to L. Sutton, read the minutes and make sure it gets to Boarddocs. S. Peters said it is word for word, it is a match. We do not need to update just post what was done 2 years ago. S. Peters said in the audit it will come up regarding the name. We need to write why we deviated from the NHSBA. The title Safety Program is more intuitive. K. Noonan will look through the completed area of Boarddocs and S. Peters will also.

**9. Other Business:** K. Noonan presented a draft policy update checklist to help the other committees to update the policies they are assigned. She will look at the policies assigned to the committees and see which ones are out of date and are required by law. The Policy Committee will bring the policies to the Board. We will supply the committees with the policies, the NHSBA sample policy and the task of reviewing the policies. It was committed the CRC needs to have help from the Policy Committee. We have not had homework on the other committees. S. Peters said only in the last year or so has there been homework. K. Noonan said on this committee we have done a lot of work. S. Peters said we have been stacking work on the administration. Policy is the #1 job of the School Board. We should be active in this all of us. If we do not work, we cannot expect the administration to do it. W. Wright feels that there is a lot more being done than in previous years. K. Noonan will send out the sample policy update list to the members. S. Peters suggested showing the other committee members what to do in an example. C. Toomey said the Finance/Facilities is meeting next week.

Policy should tackle Book I adopt policies required by law. It could go quickly.

**10. Remaining Backlog** [Policy Log / Status Review](#):

**11. Assignments and Agenda for Next Meeting:** The next meeting is August 5, 2020 at 6:30 PM. The agenda items are Book I, Update Checklist and Plan on how to approach committees.

**12. Public Comments:** There are no public comments.

**13. Motion to Adjourn: MOTION:** C. Toomey **MOVED** to adjourn the Policy Committee Meeting at 8:07 PM. **SECOND:** W. Wright **VOTE:** Unanimous for those present. **Motion passes.**

Respectfully submitted,  
Laura Aivaliotis  
MRSD Recording Secretary