

Monadnock Regional School District
Policy Committee Meeting Minutes
July 9, 2024
SAU 93 Conference Room

Members Present: Cheryl McDaniel-Thomas, Kristen Noonan and Lisa Steadman.

1. **Public Comments:** There were no public comments.
2. **Approval of Minutes from 6/11/2024:** **MOTION:** C. McDaniel-Thomas **MOVED** to approve the June 11, 2024 Policy Committee Meeting Minutes as presented. **SECOND:** K. Noonan. **VOTE:** Unanimous for those present. **Motion passes.**
3. **Policy Review:** K. Noonan explained that she went through the policy inventory and brought forward some of the oldest policies and some from Book J.
 - a. **JEA: Compulsory Attendance Age:** The committee reviewed the NHSBA policy and it matches the District policy. The committee will mark it reviewed as of “July 9, 2024”
 - b. **JHBB: Attendance Monitoring/Accounting:** It was explained that the NHSBA does not have this policy but does have Policy JH. **MOTION:** C. McDaniel-Thomas **MOVED** to retire Policy JHBB and send it to the full Board as a first read. **SECOND:** K. Noonan **VOTE:** Unanimous for those present. **Motion passes.**
 - c. **JICE-R: Student Publications - Student Publications/Productions/Website Publications:** **MOTION:** C. McDaniel-Thomas **MOVED** to accept the NHSBA Sample Policy JICE-R and to forward it to the full Board as a first read. **SECOND:** L. Steadman **VOTE:** Unanimous for those present. **Motion passes.**
 - d. **JICEA: Student Productions:** The committee reviewed the MRSD Policy JICEA and would like to mark it as reviewed with a date of review as “July 9, 2024”.
 - e. **JIHC: Use of Metal Detectors:** The committee reviewed the District Policy JIHC and also reviewed the NHSBA Sample Policy JIHC. They felt that the NHSBA wording was more professional in the NHSBA Sample Policy. **MOTION:** C. McDaniel-Thomas **MOVED** to accept the NHBSA Sample Policy and to forward it to the full Board as a first read. **SECOND:** L. Steadman. **VOTE:** Unanimous for those present. **Motion passes.**
 - f. **JJG: Non-School Sponsored Contests for Students:** The Board reviewed the District Policy JJG. The committee would like to mark it reviewed as of “July 9, 2024.”
 - g. **JLIA: Supervision of Students:** The committee discussed the policy and would suggest combining the MRSD Policy and the NHSBA Sample Policy. **MOTION:**

C. McDaneil-Thomas **MOVED** to adopt the NHSBA Sample Policy JLIA with changes and to forward to the full Board as a first read. **SECOND:** L. Steadman. **VOTE:** Unanimous for those present. **Motion passes.**

- h. **EBB: School Safety:** This policy is required by law. **MOTION:** K. Noonan **MOVED** to adopt the NHSBA Sample Policy EBB and to forward to the full Board as a first read. **SECOND:** C. McDaniel-Thomas **VOTE:** Unanimous for those present. **Motion passes.**
- i. **EG: Creation of Communication Plans:** The committee discussed Policy EG. **MOTION:** K. Noonan **MOVED** to adopt the NHSBA Sample Policy EG with updates. **SECOND:** L. Steadman **VOTE:** Unanimous for those present. **Motion passes.**
- j. **JLIF/JLIF-R: Receipt and Use of Sex Offender Registry Information:** The committee reviewed Policy JLIF/JLIF-R. They discussed getting input from the administration. The committee would like to adopt the NHSBA Policy and if there is an issue from the administration it is first read. **MOTION:** C. McDaniel-Thomas **MOVED** to adopt the NHSBA Sample Policy JLIF/JLIF-R and to forward to the full Board as a first read. **SECOND:** K. Noonan **VOTE:** Unanimous for those present. **Motion passes.**

4. Other Business

- a. **Continue documenting process for policy review:** The committee reviewed the work which had been completed at the last meeting. The committee felt it was not a policy but would like to make it part of the Policy Committee Charter. **MOTION:** K. Noonan **MOVED** to present the Process for Policy Review to the Board for approval and to add it to the Policy Committee Charter. **SECOND:** C. McDaniel-Thomas. **VOTE:** Unanimous for those present. **Motion passes.**

Process for Policy Review:

1. Receive requests via email to policy Chair
2. Add Policies to Inventory Log
3. Prioritize policies using the following order:
 - a. Respond to Auditors
 - b. Semi-Annual Bulletins
 - c. Administration Requests
 - d. Referrals from Full Board
 - e. Referrals from Committees
 - f. Periodic Book Review in order of ascending date of last review
 - g. Requests from Individuals

4. Committee Chair determines agenda
 - a. Chair collaborates with administration to determine which subject matter experts should be consulted
5. Committee reviews agenda items
 - a. Side by side with NHSBA sample
 - b. Other supplemental materials
 - c. Hear subject matter testimony or input
 - d. Discusses and adds any edits to policy.
 - e. Votes on the final version
6. Committee submits the policy for first read to the full board
7. Board members ask questions at the first read meeting
8. Board members read materials and vote at the subsequent meeting.
9. Policy is updated on live policy book

5. **Public Comments:** There were no public comments.

6. **Assignment and Agenda for next meeting August 13, 2024 7:00 PM.**

7. **Adjournment: MOTION:** K. Noonan **MOVED** to adjourn the meeting at 8:05 PM.

SECOND: C. McDaniel-Thomas. **VOTE:** Unanimous for those present. **Motion passes.**

Respectfully submitted,

Laura L. Aivaliotis

Recording Secretary