

MINUTES

SAU 39 POLICY COMMITTEE MEETING

THURSDAY, JUNE 27, 2019

BRICK SCHOOL, SUPERINTENDENT'S OFFICE

PRESENT:

SCSD Board Members: Amy Facey, Steve Coughlan (Minute Taker); **ASD Board Members:** John Glover, Elizabeth Kuzsma; **MVSD Board Members:** Sarah Lawrence; **Superintendent:** Adam Steel; **Assistant Superintendent:** Christine Landwehrle.

Chairman John Glover – Call to order at 9:14 AM.

Approval of Minutes: May 15, 2019: Typo (“if” should be “of”) corrected, approved as amended.

BBAB Roles & Duties of Board Chairperson. Merge with BDB (Board Officers), include Duties of Chair from BBAB, use Duties of Secretary from BDB, add minute taking to role of Secretary. Option for Vice Chair to attend Agenda Setting Meetings. Applies to SAU + 3 Boards.

BBBH-R Organization and Operation of the SAU Board. Use “may”, not “will” as appropriate. Amend H.5.c to set agendas in consultation with SAU Board chair. Applies to SAU only. Send to next SAU Board for 1st Reading.

BDC Elected and Appointed Officials. Capitalize Board, District. Change Title to Elected/Appointed. Treasurer must be registered voter in the town. Treasurer must not be a permanent employee of the district/SAU. Strike the paragraph referring to the deputy treasurer authorizing vote. Applies to SAU + 3 Boards.

BDD Board-Superintendent Relationship. Use SCSD version for all districts. Add note that it was reviewed on 6/27/2019 by SAU Policy Committee. Applies to SAU + 3 Boards. Advise individual boards that it already exists and is unchanged for them, and just requires adoption at the SAU.

BEDA/BEDB Board Agenda Preparations and Dissemination. Use NHSBA model BEDA merged with BEDB, renumbered to be BEDB. Change “by majority vote” to “with consent”. Omit reference to papers/radio. Refer to BEB (Emergency Meetings). Applies to SAU + 3 Boards.

BEDG Board Minutes. Not discussed, tabled to next meeting due to time constraints.

EEAA Video Surveillance. Steve C. noted that this policy was adopted by the Souhegan Board on 10/22/18, including the changes requested by David Chen. An erroneous earlier draft was presented at the last SCSB meeting, which caused confusion.

Remaining Policies on the agenda were tabled due to time constraints

DISCUSSION OF “POLICY SEASON” Proposal. **Superintendent Steel** reminded the committee of his “Policy Season” proposal and timeline, and noted that to key objectives were to uncouple intensive policy work from budget development season, and have policies for the following School Year approved by June so they could be incorporated into student handbooks and other documentation for students,

parents, and staff. **Chairman Glover** noted that the proposed timeline caused intensive policy work to overlap board member changes caused by elections in March, potentially bogging down the work as committee members changed in mid-season. It was agreed that the timeline could move to start around April 1st, after election and seating of new members, and that the Policy committee could plan on intensive work over the summer to complete policy reviews in time for August meeting reviews.

MEETING ADJOURNED 12:18 PM

<i>Action Items</i>	
Policy or Topic	Action
CBI (Supt Eval)	Amy will forward a recommended policy to the Committee for discussion at the next meeting
JIH (Student Search)	NHSBA Model to be discussed at next meeting
JIHB (Student Vehicle Search)	NHSBA Model to be discussed at next meeting
JICD (Student Discipline and Due Process)	Needs Harmonization with NHSBA Model at next meeting To be reviewed for consistency with other J Discipline policies for consistency
JICH (Student Use of Drugs and Alcohol)	To be updated by SHS Dean of Students and Principals for consistency with preferred and current practice. To be reviewed for consistency with NHSBA Model and other J Discipline policies for consistency
JLCD (Administering Medication)	To be reviewed for consistency with other J Discipline policies for consistency at next meeting
JICG (Tobacco)	To be reviewed for consistency with other J Discipline policies for consistency at next meeting
JICI (Weapons on School Property)	To be reviewed for consistency with other J Discipline policies for consistency at next meeting
GBEC/ADB (Drug Free Workplace)	Review with NHSBA Model for at next meeting
KE/KEB (Public Complaints)	Merge to be KE/KEB, using existing Amherst KEB, and sent to SAU Board for 1 st reading. Adopt in all 4 districts. Rescind existing SCSD KE.
KEC (Review of Instruction Material)	Steve and Christine to meet and make recommendations to consolidate and harmonize KEC, IJ, IJL, IIAA, IJL.
KED (Facilities or Services Grievances)	Steve and Beth to meet and recommendations for simplification and easy access for the public to procedures, harmonizing with AC, ACA, ACA-R, ACB-R.
KF (Use of School Facilities)	To be reviewed at next meeting. Needs: <ul style="list-style-type: none"> - Updated fee schedules reflecting current costs - Adoption in ASD. MVSD - Review by Amherst & MV Rec directors - Review for consistency with Amherst and MV Rec fee schedules - Review for consistency with Amherst, MV, and Makerspace MOUs.
KFA (Public Conduct)	Model to be reviewed at next meeting, needs adoption by 4 boards.
BBAB (Role & Duties of Board Chairperson)	Christine to edit and draft to be reviewed at 7/29/19 Policy Committee.

Action Items	
BBBH-R (SAU Board)	Christine to edit; place on next SAU Board agenda.
BDC (Elected/Appointed Officials)	Christine to edit; place on next SAU Board agendas for review, then to individual boards.
BDD (Board-Superintendent Relationship)	Christine to edit; place on next SAU Board agendas for review. Advise individual boards that it already exists and is unchanged for them.
BEDA/BEDB (Board Agenda Prep & Dissemination)	Christine to edit; review at 7/29/19 Policy Committee.
BEDG (Board Minutes)	Tabled to 7/29/19 Policy Committee. This and all further agenda items from 6/27/19 to be taken up then.