

DRAFT MINUTES

SAU 39 POLICY COMMITTEE MEETING

TUESDAY, JUNE 29, 2021

BRICK SCHOOL, COMMUNITY ROOM

PRESENT: SCSD Board Members: Steve Coughlan (Minute Taker), John Glover (9:25); **ASD Board Members:** Elizabeth Kuzsma (Chair), Josh Conklin; **MVSD Board Members:** Sarah Lawrence; Jessica Hinckley; **Administrative Assistant** Abby Wallace, **School Nutrition Director** John Lash (left at 10:10 AM).

ABSENT: Superintendent Adam Steel, **Assistant Superintendent** Christine Landwehrle,
Chair Elizabeth Kuzsma – Call to order at 9:04 AM.

Approval of Minutes: Jessica H. moved to approve the minutes of 6/15/21. Sarah L. seconded. Approved unanimously.

Policy JLCF Wellness: John Lash and the Committee reviewed the revisions that he Amy Facey, and Christine Landwehrle propose to the Wellness Policy. The proposed revision uses the newest NHSBA model as a basis, and includes back some features of the current SAU 39 policy. The proposed policy does not include suggestions from the model that are not required by the DOE/USDA, and continue, as much as possible, our current healthy practices that are fiscally sound. The model suggestions for a Building Wellness Coordinator in each building has been removed, and the number of Wellness Committee meetings is set to the DOE requirement of 2/year. The required membership of the Wellness Committee was reduced from the current version. After discussion, the committee recommended that a School Guidance Counselor be added back in as a member, to assure sensitivity to eating disorders. John supports the annual assessment requirement, to be sent to the Superintendent by September 30, even though it's optional. Only the portions of the model that apply to the NSLP are relevant for us. Discussion of "Smart Snacks" – John prefers that the policy be explicit about what is or isn't allowed. [John G. arrives] Policy restrictions on food don't apply to staff. No cap on daily consumption of snacks, and students sometimes eat unhealthily by aggregating snacks. At the HS 85% of sales are a la carte. AMS is at 50%. Discussion about a la carte vs reimbursable meals, and tradeoffs between food costs, food waste, and educating students as to why reimbursable meals are healthy combinations. Proposed policy adds training for all Food Service staff beyond legal minimums. Requirement for water availability is met in all schools, so not in proposed policy. "Competitive Foods" are either bake-sale-like events, or food brought in by others. Discussion of withholding access to "special" foods as punishment, which will be prohibited. DOE allows up to 9 special events/year that can bypass requirements, but this policy allow only three. John proposed removing "model" as a requirement for teachers, but the committee recommended retaining it. Nutrition education only occurs starting in grade 5, so the policy requirement doesn't apply below that. Nutrition education for all staff was modified to be awareness of Wellness Policy for all staff. Physical activity breaks in the middle of classroom periods were eliminated as a requirement. There was some discussion about language that encourages walking/biking to school only if determined safe by the principal. The committee recommended removing the language completely. References to non-fat and low-fat milk are required to meet USDA restrictions. It was noted that USDA guidelines and requirements do not

address sugar intake. Some discussion over flavored vs plain milk and options to encourage non-flavored milk consumption to reduce sugar intake. John's experience is that students will choose water over milk if there are no flavored milk options. To provide a measurable goal around whole school wellness activities, the proposed policy includes at least one farm-to-table family dinner (including current menu items to show parents what school lunches are like, tied to an evening event at each school. John believes this is achievable, a better approach than the menu of options in the current policy that may not be implemented, and is excited to try it. Language will be added to give the Food Service Director discretion to determine alternatives if the farm-to-table dinner is infeasible in a given year. The committee achieved consensus on the proposed draft, and John Lash left the meeting.

Policy BAA Evaluation of School Board Operational Procedures: General agreement to rescind the Mont Vernon version of this policy. Discussion on whether BA is needed in the SAU – on the agenda for 7/13/21 meeting. Motion to recommend rescinding BAA in Mont Vernon made by Sarah L., seconded by Jessica H., unanimous.

Policy BB School Board Legal Status: Motion to recommend rescinding BB in Mont Vernon because it's redundant and restates the law made by Josh C., seconded by Sarah L., unanimous.

Policy BBA School Board Power and Responsibilities: Motion to recommend modified BBA that simplifies and unites the BBA of the model and existing in Amherst and Souhegan and the BBA-R that exists in Mont Vernon, then adopt them in the districts and rescind BBA-R in Mont Vernon made by Sarah L., seconded by John G., unanimous. John G. recommended providing the Ed 303.01 as part of an onboarding packet for new members (and refresher for continuing board members).

Policy BBAA Board Member Authority and Responsibilities: Discussion about how to balance the power of chair with the will of the board. Sarah L. will merge the existing Mont Vernon language with the model, and the committee will address board chair powers in BBAB. To be reviewed at the 7/20/21 meeting.

Policy BBAB/BDB Roles and Duties of Board Chairperson and Board Officers: Recommendation to clarify Vice-Chair language, and clarify chair appointments to say "subject to full board review", so the board can choose to override appointments if it so desires. Otherwise retain existing policy which is recent. Motion to recommend adopting amended language made by Sarah L., seconded by Steve C., unanimous.

Policy BBB School Board Elections: Discussion of the status of the Community Council representative to the SCSB not being equal to the student member allowed under state law. Without that content, the rest of the model is just a restatement of law, and adds no value. Motion to not adopt model made by Beth K., seconded by Sarah L., unanimous.

Policy BBBA Board Member Qualifications: Discussion of how the policy applies to substitutes, who appear to be exempted from the exclusion because they are not salaried, but paid on a daily stipend, and are not explicitly identified in the RSA. Beth suggests having a discussion with the Superintendent about making an explicit administrative procedure to clarify substitute eligibility. Motion to recommend adoption of the amended model (excluding the paragraph warning candidates of the time commitment) made by Sarah L., seconded by Beth K., adopted 5-1 (Steve C. voting no because the policy merely restated the law).

John Glover recommended that the committee make consistent use of language when editing policies, such as referring to the “Board” not “School Board”, “District” instead of “School District”, clarifying antecedents when “it” is used, clarifying board vs. district powers/responsibilities/authorities, and regularizing capitalization. Beth Kuzsma didn’t believe that touching every policy to make just those edits was an effective use of board time, as the consistency edits don’t change any actual requirements or behaviors. Josh Conklin agreed with Beth, and the committee generally agreed that making edits like that when otherwise amending/adopting policies.

Policy BBBC Board Member or District Officer Resignation: Recommended additions to the model for a vacancy appointment, to amend existing policy in the three districts. Motion to adopt recommendation made by Sarah L., seconded by Beth K., unanimous.

Policy BBBD Board Member Removal from Office: Recommendation made by Josh C. to not adopt model, as it’s superfluous. Motion to accept the recommendation made by Josh C., seconded by Steve C., unanimous.

Policy BBBE Unexpired Term Fulfillment: Recommendation made by John G. to not adopt model, as it’s superfluous. Motion to accept the recommendation made by Josh C., seconded by Sarah L., unanimous.

Policy BCA School Board Member Code of Ethics: Existing policies and the model mostly align. Model adds items to understand the chain of command, and not presenting personal criticisms, and existing policies have a conflict-of-interest clause not in the model. John blended the existing and model language, and edited for tenor. Discussion on how it is unenforceable, and is more aspirational, perhaps to provide voters as standard to measure incumbent behavior against. There is also tension between this policy and another one regarding direct communications with Staff. Committee members will review and take this up at the 7/20/21.

Policy BCB School Board Member Conflict of Interest: Recommendation to adopt model over existing versions. Motion to accept the recommendation made by Sarah L., seconded by Jessica H., unanimous.

Policy BDA Board Organizational Meeting: Recommendation to use the Amherst/Souhegan existing language, modified to reflect the SAU organizational meeting must happen no earlier than April 1. Motion to accept the recommendation made by John G., seconded by Beth K., unanimous.

John G. made the case for improving file management so that a single version of a policy applies to all relevant districts, rather than maintaining multiple files that are *intended* to be identical but may not be. Abby W. stated that we are moving in that direction as we amend/adopt policies.

Policy BDC Elected and Appointed Board Officials: John G. made clarifying edits to the model. To replace the existing versions in the districts. Motion to accept the recommendation made by Sarah L., seconded by Steve C., unanimous.

Policy BDD Board-Superintendent Relationship: Motion to retain existing policies with minor edits to make it the language consistent for the SAU because they were recently reviewed made by John G., seconded by Josh C., unanimous.

Policy BDE Committees and Delegates: Discussion about including or omitting specific committees, and consensus is to omit a detail list, substituting “may have standing committees as deemed necessary”. Also replace “problems” with “issues”. It was also pointed out that polices inconsistently refer to the

“Chair”, “Chairperson”, “Board Chair”, and “Chairman”. Motion to accept recommended changes to the model made by Sarah L., seconded by Jessica H., unanimous.

Policy BDF Advisory Committees to the Board: Recommendation to adopt Model, which has minor updates to our existing policies, but retain existing policy language to adhere to RSA 91-A. Motion to accept recommendation made by Josh C., seconded by Sarah L., unanimous.

Policy BDG School Attorney/Legal Fees: Discussion about who (Board or District) retains an attorney. Change title to eliminate “Legal Fees” from the title. Clarifying language changes made. Discussion of examples of routine vs. non-routine occasions to consult an attorney; examples will be removed. Needs to be adopted in all districts and SAU (currently only in Mont Vernon). Motion to accept recommendations made by Sarah L., seconded by Josh C., unanimous.

Policy BEA Regular Board Meetings: Retain existing policy with minor edits for clarity and consistency (remove “School”), and adopt in the SAU as well. Motion to accept recommendations made by Jessica H., seconded by Sarah L., unanimous.

Policy BEAA School Board Meeting Preparation: Does not exist in any District. Subject is better covered in BEDB. Recommendation to not adopt. Motion to accept recommendation made by Steve C., seconded by Sarah L., unanimous.

Policy BEDB Agenda Preparations and Dissemination: Exists and recently reviewed. No changes needed except to correct typos. Motion to accept recommendation made by Sarah L., seconded by Steve C., unanimous.

Policy BEAB School Board Member Use of Electronic Communication Devices During School Board Meetings: General consensus is that this policy is not necessary, and doesn’t reflect current usage patterns and needs. Board members know not to communicate on matters before the board in a meeting other than in the public discussion, and board member participation in meetings is sometimes predicated on being accessible to others for emergencies through cell phones. Motion to not adopt made by John G., seconded by Sarah L., unanimous.

Policy BEB Emergency Board Meetings: Recommendation to adopt current SAU version in all districts. Motion to accept recommendations made by Sarah L., seconded by Josh C., unanimous.

Policy BEC Non-Public Sessions: Recommend retaining existing versions and adopting in the SAU. Motion to accept recommendations made by Sarah L., seconded by Jessica H., unanimous.

Josh C. suggested we automatically edit all policies to correct for references to “School” Boards/Districts as needed to make them consistent and applicable to the SAU if needed. All agreed.

Policy BEDA Public Notification of School Board Meetings: Recommend retaining existing versions (with edits for “schools”) and note they were reviewed in 2021. Motion to accept recommendations made by John G., seconded by Sarah L., unanimous.

Policy BEDC Quorum: Tabled to next meeting.

Policy BEDD Rules of Order: Tabled to next meeting.

Policy BEDG Minutes: Review of sealed minutes “periodically” in the existing policy requires some more specificity. Proposed to adopt model policy with explicit review of sealed minutes every 3 years. Policy is clear that it’s the Superintendent who does the review. Motion to accept the recommendation made by Josh C., seconded by Sarah L., unanimous.

Next Meeting is scheduled for **July 13, 2021, 9AM-Noon**, at the **Brick School**.

Chair Elizabeth Kuzsma declared the MEETING ADJOURNED 11:58 AM.