

## MINUTES

### SAU 39 POLICY COMMITTEE MEETING

DRAFT\*\*\* WEDNESDAY , May 9, 2018 \*\*\*DRAFT

BRICK SCHOOL, COMMUNITY ROOM

#### PRESENT:

**SCSD Board Members:** Steve Coughlan (Minute Taker), Amy Facey, **ASD Board Members:** Galen Tremblay, **MVSD Board Members:** Sarah Lawrence, **Superintendent:** Peter Warburton

**Chair Galen Tremblay – Call to order at 8:13 AM.**

**Approval of Minutes: 5/2/18 Minutes, Amy Facey** moved to approve the minutes, **Sarah Lawrence** seconded; minutes approved unanimously.

**Policy JLCJ, Concussions and Head Injuries.** Review of latest feedback from nurses and administrators, particularly at AMS and MVVS. **Peter Warburton** will look in to what training bus drivers receive. Minor edits were made to capture latest feedback clarifying responsibilities for elementary/middle school athletes and whole school/student responsibilities beyond athletics. Policy is ready for SAU Board review.

**Policy JLCE, Weapons on School Property.** Edits were made to clarify reporting duties to local law enforcement, particularly when any weapons are seen on school property, and if unattended weapons or ammunition are discovered. Policy will be sent to local Police chiefs for review before sending it to the SAU Board.

**Policy KFA, Public Conduct on School Property.** Grammatical/clarifying edits were made. Policy is ready for SAU Board review.

**Steve Coughlan** reviewed four personnel policies that Souhegan's PPC proposes to revoke. Three only exist at Souhegan (**GCEB Principal Recruitment and Appointment, GDL Support Staff Flex Time, and GDM Support Staff Assignment to Advisory**). No concerns were raised for those policies.

**Policies GCE (Souhegan) and GCC (Mont Vernon), Professional and Support Staff Recruiting.** PPC recommended revoking GCE after a review of all Souhegan Personnel Policies. Mont Vernon has an equivalent policy, numbered GCC. Amherst does not have an equivalent policy. After reviewing the NHSBA models (GCEB Recruiting and GCF Hiring), it was determined that the policies are optional, overspecify hiring practices, and reiterate applicable law. The Committee recommends revoking GCE in Souhegan and GCC in Mont Vernon.

**Policy GCFA, Conditional Offer of Employment.** This policy was reviewed as part of the GCE/GCC review. It exists in Amherst only, but reflects hiring practice across the SAU. It was agreed that Souhegan and Mont Vernon should adopt the Amherst version as well.

**Peter Warburton** discussed actions to make all staff more aware of policies, particularly by moving a policy link to the left column of the front page of SAU39.org, and using One School Street to convey timely information about policy changes.

**NEXT MEETINGS:**

- **THURSDAY, May 24 at 8:00 AM in the Brick School Community Room.**
- **THURSDAY, May 31 at 2:00 PM in the Brick School Community Room.**
- **Wednesday, June 6 at 8:00 AM in the Brick School Community Room.**

**MEETING ADJOURNED 9:35 AM**