

MINUTES

SAU 39 POLICY COMMITTEE MEETING

WEDNESDAY, MAY 15, 2019

BRICK SCHOOL, COMMUNITY ROOM

PRESENT:

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

Assistant Superintendent Christine Landwehrle – Call to order at 9:20 AM.

Election of Officers: John Glover was elected Chair unanimously, Steve Coughlan was elected Secretary unanimously.

Approval of Minutes:

- **March 5, 2019:** John Glover reviewed the status of action items from March 5. Minutes were approved.
- **May 2, 2019:** John Glover reviewed the status of action items from May 2 and requested that future minutes explicitly call out Action Items for ease of tracking. Minutes were approved.

GBEC/ADB Drug Free Workplace (incorrectly identified on the agenda as GBCE/ADB again) Will be reviewed as if new at next meeting, to encompass NHSBA 2007 updates.

KE Public Comments and KFB Public Complaints about School Personnel, Employees, Students, or Administration to be renamed **KE/KEB**, using existing Amherst KEB Policy. To be sent to SAU Board for first reading. Applies to all 4 boards. Rescind existing SCSD KE.

KEC Reconsideration of Instructional Materials has multiple overlapping policies. Steve and Christine will meet to review and make recommendations. Souhegan has separate IJL, and policies IJ and IIAA also overlap.

KED Facilities or Services Grievance Procedures (the NHSBA Model) exists in the districts as **Grievance Procedure for Alleged Discrimination** (ASD, MVSD, SCSD). Also needs to be adopted for SAU. Overlaps with AC, ACA, ACA-R, ACB-R. Steve and Beth will meet and make recommendations for simplification to make it easier for the public to find and follow these procedures.

KF Use of School Building and Facilities needs to be revised to include fees that reflect current costs, as well as include definitions for various group types. Only exists as SCSD Board policy; ASD has fee schedule but no policy, MVSD has nothing. Also needs to be reviewed against Amherst Rec, MV Recm and MakerSpace MOUs and fee schedules for consistency. Input from the Rec directors needs to be requested.

KFA Public Conduct on School Property NHSBA Model to be reviewed for next meeting, for recommendation to the 4 boards.

Remaining K and B Policies on the agenda were tabled due to time constraints.

NEXT MEETINGS:

- June 27 at 9-Noon (followed by lunch) in the Brick School Community Room.
- July 29, 9-3 in the Brick School Community Room.

NEXT TOPICS: B Policies and Action Items

MEETING ADJOURNED 11:10 AM

<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
JIH (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.