

SAU #39 Board

Monday, September 14<sup>th</sup>, 2020

Meeting Minutes- Approved 10 29 2020

Attendees:

Administrative Team: Adam Steel- Superintendent, Christine Landwehrle- Assistant Superintendent, Meg Beauchamp- Director of Student Services, Michele Croteau- SAU #39 Business Administrator, Anna Parrill- Principal CW, Dr. Kim Sarfte - Principal MVVS, Dr. Bethany Bernasconi Mike Berry- Principal SHS, Roger Preston- Director of Facilities.

Amherst School Board: Chair- Elizabeth Kuzsma, Vice Chair- Tom Gauthier, Secretary- Ellen Gruzdien, Terri Behm and Josh Conklin.

Mont Vernon Village School Board: Chair- Sarah Lawrence, Vice Chair- Peter Eckhoff, and Stephen O'Keefe.

Souhegan Cooperative School Board: Chair- Pim Grondstra, Vice Chair- Amy Facey, Secretary- Stephanie Grund, Steve Coughlan, George Torres, Laura Taylor and David Chen.

Souhegan Cooperative

Public: Amherst and Mont Vernon Community Members

Board Minutes: Danae A. Marotta

I. Call to Order

**Chair of the SAU 39 Board, Mr. Stephen O'Keefe, called the meeting to order at 6:18 PM.**

Today, we will be conducting a school board meeting of the SAU #39 Board.

Before we get started, I'll read through a checklist to ensure that the meeting that we are holding is in compliance with the Right-to-Know Law.

As chairperson of the SAU #39 Board, I find that due to the state of emergency declared by the Governor as a result of the Covid-19 pandemic, and in accordance with the Governor's Emergency Order Number #12, pursuant to Executive Order 2020-04 and its extensions, this public body is authorized to meet electronically. Please note that there is no physical location to observe and listen contemporaneously to this meeting which was authorized pursuant to the Governor's Emergency Order.

In accordance with the Emergency Order, I am confirming that:

1. We are providing public access to the meeting by telephone, with additional access possible by video and other electronic means. We are utilizing Zoom for this electronic meeting. All members of the committee and selected legislative staff have the ability to communicate contemporaneously in this meeting through this platform. And the public

38 has access to contemporaneously watch and or listen to the meeting on Zoom and via  
39 phone by following the directions and links provided on our website: [www.sau39.org](http://www.sau39.org).

- 40  
41
- 42 2. We have provided public notice of the necessary information for accessing the meeting.
  - 43
  - 44 3. We are providing a mechanism for the public to alert the public body during the meeting  
45 if there are problems with access. If anyone has a problem, please email  
46 [awallace@sau39.org](mailto:awallace@sau39.org).
  - 47
  - 48 4. In the event the public is unable to access the meeting will be adjourned and  
49 rescheduled.
  - 50
  - 51 5. Please note that all votes taken during this meeting shall be done by roll call vote.
  - 52
  - 53 6. Finally, let's start the meeting by taking a roll call attendance. When each member states  
54 their presence please also state where they are and if anyone else is in the room with you  
55 during this meeting, which is required under the Right-to-Know Law.
  - 56

57 Kuzsma- home and alone, Gauthier- home and alone, Behm- home and alone, Gruzdien- home  
58 and alone, Conklin- home and alone, Grondstra- home and alone, Facey- home and alone, Chen-  
59 home and alone, Taylor- home and alone, Torres- home and alone , Grund- home and alone,  
60 Lawrence- home and alone, Eckhoff- home and alone, and O'Keefe- home and alone.

## 61 II. Public Comment I of II

62 He asked the participants to state their address with a 3-minute allowance.

63 There was no public comment.

## 64 III. Superintendent's Report

65 Superintendent, Mr. Adam Steel, noted that they have been sending out a lot of information.  
66 There is a Covid- 19 webpage as well as the resources and documents. He recently hosted a live  
67 Question and Answer webinar and will continue with it as there is a lot going on. They posted  
68 their Covid 19 Protocol, it is important so please review. He emphasized that their nurses have  
69 gone above and beyond, and they are grateful for them.

70 Also, the school calendar document has been updated and the late starts have been removed. He  
71 added that there are some no school days and the start of the new segments are in red.

72 With the use of UV robots, they have had a demonstration of the product and the technology and  
73 they will begin with a pilot at one school. Many thanks to Mr. Roger Preston.

74 Segment 3 will remain in status "Yellow". There are some factors that can warrant going to a  
75 different status, such as green or orange. The cases in NH are Durham, Manchester and  
76 Windham and some in Nashua which is close. There is some thought to refining the orange and  
77 green statuses to find more interim solutions.

78 Principal's Reports include more information and they will be happy to answer any questions  
79 they may have.

80 The Board thanked Superintendent Steel.

81 IV. Committee Updates

82 Ms. Amy Facey, Chair of the Joint Facilities Advisory Committee, commented that the JFAC  
83 committee will have their next meeting on Thursday, Sept 17th and will have some good  
84 information on the costs of the proposed renovations and possible new building. They have a  
85 great volunteer that is working to set up a JFAC website. It will be a place to house all of their  
86 information.

87 Mr. Chen inquired about the cost and what the next cost estimate will be.

88 Ms. Facey replied that they have not worked with a cost estimator yet, no dollar amounts are  
89 being circulated yet. They should have more information for Thursday.

90 Ms. Gruzdien also noted that the numbers have not been discussed yet.

91 Ms. Taylor asked for the timeframe for putting this on a ballot.

92 Ms. Facey replied; it hasn't been determined. There is a lot more work that has to be done. It will  
93 be the Board's decision not the committee.

94 The Board thanked Ms. Facey.

95 V. Consent Agenda

96 **Ms. Kuzsma motioned to accept Consent Agenda items 1. August 27th, 2020 Draft Minutes,**  
97 **2. 5-Year SAU #39 Assessment Plan, 3. SAU #39 Anti-Discrimination Plan, and 4. SAU #39**  
98 **Enrollment Report. Mr. Coughlan seconded the motion.**

99 Ms. Taylor asked about #4. Enrollment Report.

100 **Ms. Kuzsma amended her motion to accept Consent Agenda items 1. August 27th, 2020**  
101 **Draft Minutes, as amended and 2. 5-Year SAU #39 Assessment Plan, and 3. SAU #39 Anti-**  
102 **Discrimination Plan. Mr. Coughlan seconded the amended motion.**

103 Mr. Coughlan noted the amendment to Ms. Kelli Braley's name. From "*Kelly Bralee*" changed  
104 to "*Kelli Braley*".

105 He commented that the #3. SAU Anti- Discrimination plan could be better, and he would like to  
106 pay more attention to it again soon.

107 Ms. Taylor asked about the #2. Assessment Plan.

108 **Ms. Kuzsma amended her amended motion to accept Consent Agenda items 1. August**  
109 **27th, 2020 Draft Minutes, as amended and 3. SAU #39 Anti-Discrimination Plan. Mr.**  
110 **Coughlan seconded the amended motion.**

111 **Mr. O’Keefe called a roll call: Kuzsma-Yes, Gauthier- Yes, Behm- Yes, Grudzien- Yes,**  
112 **Conklin-Yes, Grondstra- Yes, Facey-Yes, Chen-Yes, Coughlan- Yes, Taylor- Yes, Torres-**  
113 **Yes, Grund-Yes, Lawrence- Yes, Eckhoff- Yes, and O’Keefe- Yes.**

114 Mr. O’Keefe noted that they will move on to item #2. 5-Year SAU #39 Assessment Plan.

115 Ms. Taylor inquired about the additional data.

116 Assistant Superintendent, Ms. Christine Landwehrle, added that she can add AP information to  
117 the overview assessment plan.

118 Ms. Grund asked about the academic integrity with the remote assessments.

119 Ms. Landwehrle replied that they are reminding families not to help their students. it is a district  
120 assessment meant to help their students.

121 Ms. Grund questioned if they need to be in person for the SAT’s.

122 Ms. Landwehrle replied that Ms. Karen Chininis, SHS Director of Guidance, has taken the lead  
123 with the SAT and she believes that it is meant to be in person.

124 Ms. Taylor asked with item #4. SAU #39 Enrollment Report if they are full time students and are  
125 the official numbers from October 1<sup>st</sup>. She asked if these were the numbers that they would be  
126 submitting.

127 Mr. O’Keefe commented they are not at Oct 1<sup>st</sup>.

128 Mr. Steel replied that there is a specific process where they will submit the numbers on October  
129 1<sup>st</sup>. When they report the numbers, it is calculated whether they are full or part time.

130 Ms. Grund questioned why the numbers have changed, it is a significant drop for the high  
131 school.

132 Mr. Steel responded that there were a large number of homeschool requests and it is happening  
133 across the state as a result of Covid-19. They do not reach out to families that have left to go to  
134 private school, but they do track it.

135 Mr. Chen remarked that he does not know what the original number was.

136 Ms. Grund replied it was 749 to 711.

137 Mr. Chen asked about the homeschooling numbers across all grades.

138 Mr. Steel replied that there were homeschool requests across the SAU #39. He is thinking that a  
139 big majority is the elementary school and middle school than at the high school level.

140 Mr. O’Keefe mentioned that they were advised not inquire about homeschooling families out of  
141 privacy concerns.

142 Mr. Steel agreed that the State Law is very clear.

143 Mr. O’Keefe noted that they are going to open up #5 C/W Principal’s Report for questions.

144 Ms. Kuzsma gave her support for the Report. She asked about the Culture Club and how are they  
145 identifying who will be participating.

146 Principal Parrill replied that it is an adult club that helps guide what is happening. A big goal this  
147 year will be how do we keep students and staff engaged and feeling part of CW while some are  
148 remote and others are in-person. They will find different ways to continue to support this effort  
149 and build Hootie spirit throughout the year

150 Ms. Gruzdien thanked for the donation for the tents and asked how they will be utilized.

151 Principal Parrill replied if they can see both of the schools the students are coming in and out all  
152 day long. There is the beautiful wood structure and have 6 tents total coming and geographically  
153 locating the tents.

154 Mr. Conklin spoke about feedback regarding the Amherst FB Remote group. There is a general  
155 sense that remote learning is better than the spring and people are impressed with the efficiency  
156 of learning at home. Hootie was a good morale booster. There was a criticism about split learners  
157 with different modalities some remote learners are feeling left out, and some would like to see a  
158 little less screen time. One complaint is the challenge, of differing schedules. A few people  
159 mentioned challenges with the specials getting them up and running.

160 Mr. Gauthier asked how much more capacity do they have in the classroom. He is concerned  
161 that they will not be able to take them in.

162 Principal Parrill replied that the averages are 12 or 14 per classroom. With Clark, they have two  
163 teachers go remote and two classrooms there, they still have 4 classrooms at Wilkins if they had  
164 to shift people back into the building.

165 Mr. Gauthier inquired when they are going to go into the green status.

166 Mr. O'Keefe asked for Mr. Steel to comment.

167 Mr. Steel commented that status yellow is where they need to be right now. You can make a case  
168 to go to a different status where masks are not required but recommended and there would be  
169 some nullification. They are in their third week of school and have not yet seen the impact of  
170 their schools being open. That is a good sign. If they are looking at a year from now, there is a  
171 cost to be had the way that they are operating, not just financially. They would need to shift.

172 Mr. Gauthier commented to be flexible with the statuses and still make masks mandatory.

173 Mr. Steel agreed with Mr. Gauthier and noted that there is inconsistency between the State and  
174 Federal guidance. On speaking to many parents, there is a wide variety of thoughts.

175 Mr. O'Keefe mentioned that he would like to discuss Consent Agenda item #6. Mont Vernon  
176 September Principal's Report.

177 He inquired about Math and English education K-4 and the equity between 5 and 6.

178 Principal Sarfde explained that when they made this plan the teachers requested to teach K-6 and  
179 they compromised on K-4. With the numbers that they have it makes the most sense for those

180 teachers to be in those positions, and they will have to reevaluate as time goes on. They have  
181 hired two new paras and they are able to assist the remote teachers as well as MVVS Library  
182 Media Specialist, Ms. Pat Garrity. They have a lot of help and there is a lot of time to help with  
183 the one on one instruction.

184 Mr. O'Keefe asked about the reevaluating that approach.

185 Principal Sarfde replied that they do not have the Math Interventionist, however, they do have  
186 smaller class sizes.

187 Mr. O'Keefe noted that his concern that the intervention is so important with Math curriculum.

188 Principal Sarfde replied that they do have a designated intervention block.

189 Mr. O'Keefe asked about Parent Teacher Night with meeting their teachers over Zoom.

190 Principal Sarfde replied that they did do that and broke it up into two one-hour sessions with  
191 introductions and a Q and A session. Every Monday she sends out a newsletter for parents and  
192 this week they will feature the remote teachers.

193 Mr. O'Keefe went to AMS Principal's Report

194 Mr. Conklin inquired about the Launchpad issues and if they are dealing with them.

195 Principal of AMS, Dr. Bethany Bernasconi, replied that they do have technology issues and they  
196 are looking at different pieces. They are looking at different microphones and giving teachers  
197 some freedom.

198 Ms. Gruzdien applauded the Principals and Superintendent for all of their work and sleepless  
199 nights. She is hopeful that the tents do not stay empty and classrooms can be outside. In the  
200 spring and fall they can be set up. She encouraged them to reach out to her for other situations  
201 that they need help with.

202 Mr. O'Keefe asked about the kinds of check ins that they are doing with the students.

203 Principal Bernasconi discussed that every morning they have designed a check in through a  
204 google form that is kid friendly. That team is following up whether it is remote or in person.

205 Mr. Conklin asked about the integrated arts specials. He is concerned about the burnout for those  
206 teachers that are doing remote and in person and how can they support the teachers.

207 Principal Bernasconi replied that the IA program for remote learners is asynchronous but it is  
208 designed to mirror the in-person learning.

209 Ms. Grund questioned if all the 9<sup>th</sup> graders have computers.

210 Principal of SHS, Mr. Mike Berry, replied yes.

211 Ms. Grund remarked that she has heard that there is a disconnect between the in person and  
212 remote students with Advisory.

- 213 Principal Berry replied that they are aware of that and they are looking at how to better serve the  
214 students in Advisory and other classes as well.
- 215 Ms. Grund asked who is monitoring the classrooms where the teacher is remote.
- 216 Principal Berry replied that they are using a combination of Teachers, Paraprofessionals and  
217 Learning Specialists.
- 218 Ms. Facey thanked the Principals for their great reports. She inquired about the increased number  
219 of teachers that are electing to teach remotely.
- 220 Principal Berry responded that is a concern that they have been grappling with. They were  
221 initially working with rough data. The reality is that for segment 2, 75% of families have chosen  
222 to be in person, which does not match the staff. He is confident that they can close that gap.
- 223 Ms. Taylor asked about the data that they are collecting.
- 224 Principal Berry replied that it was started in March and they started looking for themes and  
225 trends and making notes and what do they want to work on. This was in addition to Covid, and  
226 he still wants to remain true to that.
- 227 Mr. Gauthier asked about the increase of teachers for 3 remote, and 3 for in person.
- 228 Principal Berry replied they had movement around, they did not add teachers.
- 229 Ms. Behm commented that her 9<sup>th</sup> grade student is remote and overall has gone really well. She  
230 is able to follow along and feels like she is connecting with the teachers. She requested more  
231 breakout sessions so she can talk to other students. It would make for more natural conversation.  
232 She thanked everyone for all of their efforts, they have been amazing.
- 233 Ms. Grund asked if there was notice for students based on where their teachers are located. She  
234 asked for a copy of the Master Schedule.
- 235 Principal Berry explained they are just getting settled and yes, he can provide her with a Master  
236 Schedule.
- 237 Ms. Kuzsma asked about how many remote teachers are teaching a class in person.
- 238 Mr. Steel replied not in the elementary schools, and 3 permanent cases in the middle school.
- 239 Principal Berry replied that he will get back to the Board.
- 240 Ms. Taylor asked to see a copy of the Master Schedule.
- 241 Ms. Landwehrle explained that the scores come together through their grading system.
- 242 Ms. Taylor asked about the competencies being measured.
- 243 Principal Berry replied that he would like to get some consultation from other administration. He  
244 will get back to her.
- 245 Mr. Eckhoff inquired if the remote students are lacking for internet service.

246 Mr. Steel replied that he is not aware of any families that are lacking internet service.

247 Ms. Facey asked about having tents for the high school.

248 Principal Berry replied that they have ordered some tents and are working on it.

249 Ms. Lawrence asked about the bussing in each school.

250 Mr. Steel noted there are some kinks that remain. He was late in getting information to them for  
251 segment 2 and they are still being worked on as they speak. They do have a 4<sup>th</sup> bus in MV due to  
252 capacity. They are working with spacing and there is a capacity. He thanked the parents for  
253 their patience.

254 Ms. Kuzsma commented that she is very familiar with bus company operations.

255 **Mr. Coughlan motioned to approve Consent Agenda Items 2. 5-Year SAU #39 Assessment**  
256 **Plan, 4. SAU #39 Enrollment Report, 5. CW Sept. Principal's Report, 6. MV Sept.**  
257 **Principal's Report, 7. AMS Sept Principal's Report and 8. SHS Sept. Principal's Report,**  
258 **Ms. Kuzsma seconded the motion. The vote was unanimous, motion passed.**

259 **Mr. O'Keefe called a roll call: Kuzsma-Yes, Gauthier- Yes, Behm- Yes, Grudzien- Yes,**  
260 **Conklin-Yes, Grondstra- Yes, Facey-Yes, Chen-Yes, Coughlan- Yes, Taylor- Yes, Torres-**  
261 **Yes, Grund-Yes, Lawrence- Yes, Eckhoff- Yes, and O'Keefe- Yes.**

262 VI. Appointment

263 **Ms. Kuzsma motioned to appoint Mr. Jeff Candito to the SAU Budget Committee. Ms.**  
264 **Taylor seconded the motion. The vote was unanimous, motion passed.**

265 **Mr. O'Keefe called a roll call: Kuzsma-Yes, Gauthier- Yes, Behm- Yes, Grudzien- Yes,**  
266 **Conklin-Yes, Grondstra- Yes, Facey-Yes, Chen-Yes, Coughlan- Yes, Taylor- Yes, Torres-**  
267 **Yes, Grund-Yes, Lawrence- Yes, Eckhoff- Yes, and O'Keefe- Yes.**

268 VII. Policy Committee Presentation

269 Ms. Elizabeth Kuzsma, Chair of the Policy Committee, noted that she will review the feedback  
270 that she has received and may request an administrator for more information. She pulled out the  
271 policy about Therapy Dogs due to Principal Parrill adding her feedback. She explained that there  
272 are three different types of categories for therapy dogs. Therapy dogs provide a service for  
273 multiple people in locations such as libraries, and hospitals. Principal Parrill has a lot of  
274 experience as her previous school district.

275 Principal Parrill noted that Therapy Dog Hadley was one of the most impactful things that has  
276 ever happened in her career. She further explained that the impact that Hadley had on the school,  
277 students and staff, emotionally and socially. Hadley was owned by a first-grade teacher, so she  
278 would bring Hadley to school. They trained all staff, and everyone had access to Hadley. They  
279 started out with Hadley working with only special needs students but that quickly changed.  
280 Hadley went into all classes and worked with the nurse.



281 Ms. Kuzsma commented that there were a few committee members with concerns. She added  
 282 that the policy was written with a 4-month trial and there is extensive research out there with the  
 283 benefits of a therapy dog. She asked Principal Parrill to speak about the insurance.

284 Principal Parrill replied that the trainer took Hadley under his insurance. She believes that it is  
 285 around \$500 per year.

286 Mr. O’Keefe suggested that they go through the entire packet and come back and revisit for  
 287 questions.

288 Ms. Kuzsma commented that JLDBB-Suicide Prevention, has are some grammar and spelling  
 289 corrections. It is not present in any district, but it is a required policy.

290 JLCDF F1-F3 are forms for administering medications in school or forms for self-administration  
 291 of an epi-pen and inhaler. JLCD-R is the procedures for administering medication to students.  
 292 All forms and procedures line up with current procedures and have been asked for and supported  
 293 by our school nurses

294 EHAB- No questions

295 AD- No questions and this reconfirms that nothing has changed.

296 KLG- Cooperation with Police Authorities, the policy should more clearly identify the role of the  
 297 SRO’s and how they become enforcing school behavior issues.

298 KL- The Legislative Representative, there is a feel that they should have more defining  
 299 information to the Board. There should be additional work there.

300 KI- Visitors in Schools-

301 KFD- Use and Location of Automated External Defibrillators (AED’s) New for all districts, Uses  
 302 Model and Needed in 3 districts + SAU.

303 KF – Use of School Buildings and Facilities- Updates existing policies, bringing consistency  
 304 across districts. No significant changes. KF-R in Souhegan to be rescinded and its contents  
 305 moves to SAU Facilities Use Manual. Also needed in SAU for use of Brick School

306 KED – Facilities or Services-Grievance Procedure (section 504) Replaces existing home-grown  
 307 version with Model, harmonizes with AC, also needed in SAU.

308 KD-R- School District Media Websites-Regulations, Existing version in the districts generalized  
 309 to any current or future social media, also to be adopted in the SAU. There was a thought about  
 310 posting -Fs and -Rs with their parent documents. Keeping them separate is good but it would be  
 311 easy to post them online under the same link.

312 KDCA -Use of Students in Public Information Program, differed in the districts, adopts model  
 313 with useful language from old SHS version encouraging student participation in  
 314 explaining/demonstrating to the public (with safeguards), also to be added in SAU.

315 KDC – School District Publishing Online, replaces our current KD/KDC, untangling them, uses  
316 model language instead of our own custom language, reviewed by SAU #39 IT Director, Mr.  
317 Alex Stone for consistency with current practice, also to be adopted in the SAU.

318 KDA -Public Information Program, old versions in districts didn't match, adopts current model  
319 across all, also to be added in SAU. They need to more clearly define where certain messages are  
320 posted. Social media should not be the only method of communication for events or notices  
321 Social media should be one tool but maybe not the only tool for any type of communication.

322 KD- School District Social Media Websites, replaces their current KD/KDC, untangling them.  
323 Uses model language instead of their own custom language, also to be adopted in the SAU.  
324 There was the thought about posting -Fs and -Rs with their parent documents.

325 KCD – Public Gifts/Donations, currently only exists in SCSD in old language, updates to use  
326 model across all Districts.

327 KB – Parent Involvement with Education, adopting Model across 3 districts, upgrading from  
328 their 2008 versions.

329 Mr. O'Keefe mentioned that they should focus on the policies that the Board had questions on.

330 JLF- Reporting Child Abuse and Neglect (required), adopted NHSBA sample policy because  
331 their old one was out of date. Sample brought it in line with legal updates etc. policy outlines that  
332 all adults with “reason to suspect” abuse or neglect are required to report themselves. They will  
333 discuss how they will ensure all volunteers, subs, etc. will be notified. She requested that Ms.  
334 Landwehrle speak to this for clarification.

335 Ms. Landwehrle replied that with a few of the policies they are required to do training and they  
336 have been doing this through Frontline, their professional development system. They are  
337 working on setting that piece up. It allows them to have policies added and they can push that  
338 out. Many of the teachers do the training that way as well.

339 JEC-- Change of School or Assignment- Manifest Educational Hardship (required). This policy  
340 allows for a parent/guardian to request a reassignment to a different school (either inside or  
341 outside of the district) because of educational hardship. This policy explains the procedure  
342 needed to follow by all parties when a request is made. The NHSBA sample made improvements  
343 to our current version but additional changes were made outside of the sample policy for clarity.  
344 She questioned if the Superintendent giving his opinion first, in the hearing, give bias the board  
345 in anyway and should the order be switched.

346 IKA- Grading and Reporting, we should define “Where applicable” Otherwise, it will create  
347 confusion when challenged. (where applicable relates to “and Community Council (where  
348 applicable). On #2., what benefit is there in creating competencies and learning targets rather  
349 than measure proficiencies directly from state standards.

350 Ms. Landwehrle replied that they use the State Standards and is the learning target but sometimes  
351 it is too granular.

352 Ms. Kuzsma inquired how does the draft IKA policy satisfy Ed 306.14 (a)(3) and( 6).

353 Ms. Landwehrle replied that when they say policy it is procedure. This is the grading a reporting  
354 policy and it is more of the procedure in the school when they are ready to move on. When you  
355 look at the RSA around it, it is a grading and reporting policy . That was the same for Ed  
356 306.314 A6.

357 Ms. Kuzsma moved on to IHCD/LEB- Advanced Coursework (required), they are keeping our  
358 current policy but making minor wording changes to match our language (ex-guidance changed  
359 to school counselor) and changing the grade levels to include sophomores. They would like a  
360 discussion regarding the statement *“the school will not be responsible for paying any costs”*  
361 there was a request to have a discussion that the school will not pay for any costs. It is on page  
362 140 of the packet.

363 Ms. Grund inquired who bears the cost.

364 Mr. Coughlan added that the heading is advanced coursework but electives.

365 Ms. Landwehrle replied that she is not sure that the E start falls under that.

366 Ms. Grund added that it should be a full discussion and maybe a budget discussion.

367 Mr. O’Keefe added that it might be better pulled for discussion.

368 Ms. Kuzsma went to GCEB Principal Search, they are pulling the policy to review changes. This  
369 policy is optional, and the Superintendent presented and promoted this policy. The Policy  
370 expands power to the Superintendent beyond what is in the law. The Policy would have admin  
371 positions (especially principals) selections do not involve the goals and direction of the Board.  
372 The Policy would create a process without the Board’s approval of the necessity and objectives  
373 of the position, including the job descriptions. Superintendent Steel has broad approval to hire  
374 who he wants within this. He has drafted a policy that restricts his legal rights more. There are  
375 concerns that the Superintendent has presented it and it did not happen. It restricts him more than  
376 the law allows.

377 GBGA-Staff Health, the old policy stated the pre-employment screening was to be paid by the  
378 prospective employee. This policy is optional and would argue that since the contents of this  
379 policy is mandated in RSA that the policy is not really optional. Even if the policy didn’t exist,  
380 they would be able to uphold any part of this policy. Housing the policy allows for easier access  
381 to the employees what is allowed by law. Law says US licensed physicians (RSA 200:36) and  
382 does not include “authorized healthcare providers”. The law does not authorize mental health  
383 evaluations. The law says to review if the employee is medically capable. She is not sure which  
384 law permits this, since the one cited does not.

385 “Inimical” is too broad and ambiguous to be used. Two meanings are “tending to obstruct or  
386 harm” and “unfriendly or hostile” to the welfare of pupils or other employees. The cost of such  
387 examination will be borne by the District.

388 A Superintendent could use this to require evaluations of unfriendly employees or those not in-  
389 line with his policies. Tension and animosity could build between the administration and the  
390 employees. This situation should be avoided given the cooperative and collegial nature of their  
391 schools.

392 200:36 Medical Examination of School Personnel. The local school board shall further require  
393 additional medical examinations at specific intervals or upon the request of the local  
394 superintendent of schools during the period of employment. A written recommendation from the  
395 examining physician shall indicate that the employee is medically capable of performing his  
396 designated assignment.

397 EBBC/JLCE- Emergency Care and First Aid- present in MV (2007) and Souhegan (2019).  
398 Souhegan's is significantly different than the others even though it has a joint heading. The  
399 NHSBA did a lot of work to clean up redundancies with this and other medical related policies.  
400 The nurses like the sample policy. Wording around "Caution should be exercised not to  
401 minimize or maximize any injury or illness". It sounds like we should not be doing anything to  
402 minimize injury. RSA does not prevent a wording adjustment here. Email was sent to Deanna  
403 Cordts to gain her opinion.

404 EBBB- Accident Reports- the old policy discusses the use of AED which requires it to be  
405 reported to NH Dept of Safety. Is this still true does this need to be stated in the policy. This is  
406 policy KFD which talks about the use of AED and still requires the reporting. If the accident  
407 requires the use of an AED, then that policy would also go into effect.

408 DID- Pulled and will bring back.

409 DGA Authorized Signatures- Pulled for further discussion.

410 DFA Investments- Requested to use more specific language, they do not have a Finance  
411 Committee.

412 Mr. Coughlan added that they should amend that. That power is held by the Treasurer.

413 CBI Superintendent Evaluation- there is a recommendation to approve it at the SAU or possibly  
414 staying in the individual districts.

415 Mr. Coughlan remarked that it makes sense to stay in the SAU because it is the SAU Board that  
416 can make decisions on the Superintendent.

417 ACE- Procedural Safeguards: Non-Discrimination on the basis of Handicap /Disability. Adopts  
418 Model, replacing their very complex and probably inconsistent with current laws and regs  
419 current versions. A line was removed about Non-Discrimination in employment. Is the  
420 Compliance Officer still the Director of Special Services and should that be listed explicitly. This  
421 information was moved to policy AC.

422 Ms. Landwehrle added that the Anti-Discrimination Plan outlines this, it needs to be reviewed  
423 every two years.

424 DK Payment – there were questions about should they designate who signs at the student activity  
425 level.

426 Ms. Grund asked if they want to be specific or not.

427 Mr. Coughlan added that he believes that it is also at the middle school.

428 Mr. Steel replied that the auditors extensively review student activity accounts and they are in the  
429 general ledger reports. It is reviewed quite closely.

430 Mr. Chen questioned if the student activity funds are allowed to be over from year to year.

431 Mr. Steel replied that they are not an appropriation, so they do carry over.

432 Mr. O’Keefe mentioned that tonight they are moving policies forward it is not a working  
433 meeting. He suggested that they vote on the bundled policies and note which policies that they  
434 want to pull back.

435 Mr. Coughlan replied DID and DFA should be pulled back.

436 Mr. Chen noted that he has a concern with GCBE.

437 Mr. O’Keefe remarked that they should vote on the policies, as a bundle, that the Board does not  
438 have a problem with.

439 **Mr. Coughlan motioned to adopt policies and move to the individual boards JLDBB-,**  
440 **JLCD F3, JLCD F2, JLCD F1, EHAB, AD-Souhegan, AD- Mont Vernon, AD-Amherst,**  
441 **KLK, KI, KFD, KF, KED, KD-R, KDCA, KCD, KDA, KD, KCD, KB, KAIJO, JLF,**  
442 **JLCD-R, JLCD, JLCC, JLCB, JLC, JICD, JFABE, JFABD, JEC, JCA, IMGAA, ILD,**  
443 **IHCD LEB, IHAMA, IHAM, GBEC ADA, GADA, EHB, EBB, DGA, DBI, AE, ADD, ACE,**  
444 **ACAC, AC, AA and DK. The policies that were pulled are as follows: KL, IMGAA, IKA,**  
445 **GCEB, GBGA, EBBC JLCE, DID, DFA, and CBI. Ms. Kuzsma seconded the motion the**  
446 **vote was unanimous, motion passed.**

447 **Mr. O’Keefe called a roll call: Kuzsma-Yes, Gauthier- Yes, Behm- Yes, Grudzien- Yes,**  
448 **Conklin-Yes, Grondstra- Yes, Facey-Yes, Chen-Yes, Coughlan- Yes, Taylor- Yes, Torres-**  
449 **Yes, Grund-Yes, Lawrence- Yes, Eckhoff- Yes, and O’Keefe- Yes. (15 -0)**

450 **Ms. Grund motioned to approve policy EBBC JLCE- Emergency Care and First Aid, with**  
451 **removal of the sentence “Caution should be exercised not to minimize or maximize any**  
452 **injury or illness”. Ms. Grudzien seconded the motion. The vote was unanimous, motion**  
453 **passed.**

454 **Mr. O’Keefe called a roll call: Kuzsma-Yes, Gauthier- Yes, Behm- Yes, Grudzien- Yes,**  
455 **Conklin-Yes, Grondstra- Yes, Facey-Yes, Chen-Yes, Coughlan- Yes, Taylor- Yes, Torres-**  
456 **Yes, Grund-Yes, Lawrence- Yes, Eckhoff- Yes, and O’Keefe- Yes. (15 -0)**

457 **Mr. Coughlan motioned to approve DFA-Investment, with the amendment to take out**  
458 **Finance Committee to put in Treasurer. Ms. Kuzsma seconded the motion. (14-0) Motion**  
459 **passed. Mr. O’Keefe abstained.**

460 **Mr. O’Keefe called a roll call: Kuzsma-Yes, Gauthier- Yes, Behm- Yes, Grudzien- Yes,**  
 461 **Conklin-Yes, Grondstra- Yes, Facey-Yes, Chen-Yes, Coughlan- Yes, Taylor- Yes, Torres-**  
 462 **Yes, Grund-Yes, Lawrence- Yes, and Eckhoff- Yes (14 -0)**

463 Ms. Taylor asked about IMGAA therapy dogs at the high school.

464 **Ms. Kuzsma motioned to approve policy KL-Legislative Representative, as written. Ms.**  
 465 **Facey seconded the motion. (15-0) motion passed.**

466 Mr. O’Keefe asked for discussion

467 Ms. Grund added that she wants to make sure that they are soliciting feedback and then  
 468 communicating.

469 Mr. Coughlan added that he went to some NHSBA meetings early in his time as a board  
 470 member.

471 Ms. Facey mentioned that they all do receive information from the NHSBA. If there is feedback  
 472 to be brought back to the NHSBA, she is on the Executive Board, and is happy to bring  
 473 feedback. She believes that there is a constant flow of information.

474 **Mr. O’Keefe called a roll call: Kuzsma-Yes, Gauthier- Yes, Behm- Yes, Grudzien- Yes,**  
 475 **Conklin-Yes, Grondstra- Yes, Facey-Yes, Chen-Yes, Coughlan- Yes, Taylor- Yes, Torres-**  
 476 **Yes, Grund-Yes, Lawrence- Yes, Eckhoff- Yes, and O’Keefe- Yes. (15 -0)**

477 **Ms. Kuzsma motioned to approve policy IKA- Grading and Reporting, page 138 of the**  
 478 **most recent agenda, as amended. Mr. Coughlan seconded the motion.**

479 Mr. O’Keefe asked for discussion.

480 Ms. Taylor commented that it needs to be a more detailed discussion. She is not sure that she is  
 481 satisfied with Ms. Landwehrle’s answers. She would like to have a deeper discussion with her.

482 Ms. Grund suggested that they needed clearer wording.

483 Mr. Coughlan recommended that they need to send it back to the Policy Committee.

484 Mr. Steel recommended that the wording change in the first sentence to “and the Community  
 485 Council as it applies to SHS only”.

486 Ms. Grund replied, yes.

487 Mr. Steel replied, “Upon the leadership of the Superintendent, the School Administration,  
 488 Faculty Staff and Community Council as it applies to Souhegan High School only will develop a  
 489 grading system”.

490 **Mr. O’Keefe called a roll call: Kuzsma-Yes, Gauthier- Yes, Behm- Yes, Grudzien- Yes,**  
 491 **Conklin-Yes, Grondstra- Yes, Facey-Yes, Chen-Yes, Coughlan- Yes, Taylor- No, Torres-**  
 492 **Yes, Grund-Yes, Lawrence- Yes, Eckhoff- Yes, and O’Keefe- Yes. (14 -1)**

493 Ms. Kuzsma motion to approve policy GBGA- Staff Health. Ms. Gruzdien seconded the motion.

494 Discussion

495 Ms. Taylor remarked that she is not sure of the legality of this motion.

496 Ms. Grund inquired about mental health being used.

497 Ms. Kuzsma added that the word “mental health” is not explicitly used. She is putting the link in  
498 the panel for the Board to review.

499 Ms. Taylor mentioned that she had a friend review this and also said that it was not legal.

500 Ms. Kuzsma remarked that it comes from the NHSBA.

501 **Mr. O’Keefe called a roll call: Kuzsma-Yes, Gauthier- Yes, Behm- Yes, Grudzien- Yes,**  
502 **Conklin-Yes, Grondstra- Yes, Facey-Yes, Chen-No, Coughlan- Yes, Taylor- No, Torres-**  
503 **Yes, Grund-No, Lawrence- Yes, Eckhoff- Yes, and O’Keefe- Yes. (12 -3)**

504 Ms. Kuzsma noted that CBI should move to the SAU for approval.

505 Mr. Coughlan unless they vote to rescind, it exists in the SAU and no place else now. .

506 There was no motion to rescind CBI.

507 Mr. Coughlan added that policy, DID- Fixed Assets, needs work they cannot do that tonight.

508 **Mr. Coughlan motioned to approve GCEB-Principal Search. Ms. Kuzsma seconded the**  
509 **motion.**

510 Mr. O’Keefe opened it up for discussion.

511 Mr. Coughlan remarked that in early summer, this was the language that they had compromised  
512 on.

513 Ms. Grund questioned why that change was made in the procedure.

514 Mr. Conklin added that this is an optional policy. In discussing this, in the Policy Committee,  
515 they are hiring an Executive to do Executive things. A good executive will keep them informed.  
516 This is more restrictive than the sample policy.

517 Mr. Chen mentioned that they were left out of the process for hiring the new SHS Principal.

518 Mr. Coughlan commented that CBI is not about hiring and firing the Superintendent.

519 Ms. Kuzsma noted that this policy puts more restrictions.

520 Ms. Grund mentioned that it does not have to do with Superintendent Steel. She questioned why  
521 do they not want board and community involvement.

522 Mr. Conklin replied that the Superintendent brings the nomination they can choose to accept it or  
523 not. They do have final say in the process.

524 Ms. Gruzdien added that she was on three different hiring committees with three different  
525 superintendents. She has never felt strong armed at all.

526 **Mr. O’Keefe called a roll call: Kuzsma-Yes, Gauthier- Yes, Behm- Yes, Grudzien- Yes,**  
 527 **Conklin-Yes, Grondstra- Yes, Facey-Yes, Chen-No, Coughlan- Yes, Taylor- No, Torres-**  
 528 **Yes, Grund-No, Lawrence- Yes, Eckhoff- Yes, and O’Keefe- Yes. (12 -3)**

529 **Ms. Kuzsma motioned to approve policy IMGAA Therapy Dogs, and stated that the boards**  
 530 **can approve it but ask for it not to be introduced this year as guidance to the**  
 531 **administration. Mr. Coughlan seconded the motion.**

532 Mr. Chen suggested that they table it for a better time.

533 Mr. O’Keefe gave his support to move it forward.

534 Ms. Kuzsma added that there are a few people at their buildings that would like to get started

535 Mr. Coughlan added that this enables and does not require. If a principal or school would make  
 536 this happen that they would think that it was important for the school.

537 Ms. Grund gave her support for therapy dogs, however, nowhere in here do they limit who has a  
 538 therapy dog.

539 Mr. Steel referenced section A (page 129).

540 **Mr. O’Keefe called a roll call: Kuzsma-Yes, Gauthier- Yes, Behm- Yes, Grudzien- Yes,**  
 541 **Conklin-Yes, Grondstra- Yes, Facey-Yes, Chen-Yes, Coughlan- Yes, Taylor- Yes, Torres-**  
 542 **Yes, Grund-Yes, Lawrence- Yes, Eckhoff- Yes, and O’Keefe- Yes. (15 -0)**

543 VIII. Public Comment II of II

544 No Public Comment

545 IX. Non-Public Session

546 **Ms. Kuzsma motioned to enter into Non-Public Session RSA 91 A:3 II (a) and (c) at 9:56**  
 547 **PM. Ms. Grund seconded the motion. The vote was unanimous, motion passed.**

548 **Mr. O’Keefe called a roll call: Kuzsma-Yes, Gauthier- Yes, Behm- Yes, Grudzien- Yes,**  
 549 **Conklin-Yes, Grondstra- Yes, Facey-Yes, Chen-Yes, Coughlan- Yes, Taylor- Yes, Torres-**  
 550 **Yes, Grund-Yes, Lawrence- Yes, Eckhoff- Yes, and O’Keefe- Yes. (15 -0)**

551 Other persons present during nonpublic session: Amina Fazlic, SAU Director of Human  
 552 Resources

553 Description of matters discussed, and final decisions made. Discussion of Superintendent  
 554 Evaluation.

555 X. Resume Public Session

556 **Ms. Gruzdien motioned to leave nonpublic session and return to public session at 10:36PM.**  
 557 **Ms. Kuzsma seconded the motion. The vote was unanimous, motion passed.**



558 **Mr. O’Keefe called a roll call: Kuzsma-Yes, Gauthier- Yes, Behm- Yes, Grudzien- Yes,**  
559 **Conklin-Yes, Grondstra- Yes, Facey-Yes, Chen-Yes, Coughlan- Yes, Taylor- Yes, Torres-**  
560 **Yes, Grund-Yes, Lawrence- Yes, Eckhoff- Yes, and O’Keefe- Yes. (15 -0)**

561 **Ms. Grund motioned to seal the minutes. Ms. Kuzsma seconded the motion. The vote was**  
562 **unanimous, motion passed.**

563 Because it is determined that divulgence of this information likely would.

564  Affect adversely the reputation of any person other than a member of this board

565  Render a proposed action ineffective

566  Pertains to preparation or carrying out of actions regarding terrorism

567 **Mr. O’Keefe called a roll call: Kuzsma-Yes, Gauthier- Yes, Behm- Yes, Grudzien- Yes,**  
568 **Conklin-Yes, Grondstra- Yes, Facey-Yes, Chen-Yes, Coughlan- Yes, Taylor- Yes, Torres-**  
569 **Yes, Grund-Yes, Lawrence- Yes, Eckhoff- Yes, and O’Keefe- Yes. (15 -0)**

570 XI. Meeting Adjourned

571 **Mr. O’Keefe adjourned the meeting at 10:36PM.**