Date: January 11, 2016

Committee members present: Jennifer Patterson, Chair, Tom Croteau, Alana Kimball, Maureen Redmond-Scura

Administrators present: Superintendent Terri Forsten; Assistant Superintendent Donna Palley

Committee Chair Jennifer Patterson called the meeting to order at 5:30 p.m. There were three agenda items: continued discussion about a policy related to indoor air quality; continued discussion about new Policy #592 Non-Educational Questionnaires, Surveys and Research; and revisions to Policy #124 School Board Standing Committees.

The Committee had previously considered revising Policy #713 Anti-Idling to include language that is required by law about indoor air quality. Superintendent Forsten recommended this topic have a policy of its own, which is consistent with the recommendation of the New Hampshire School Boards Association (NHSBA). She proposed wording from NHSBA that was discussed and revised by Committee members. Wording for a new policy on indoor air quality was proposed, as follows:

The Director of Facilities is directed to annually investigate air quality in school buildings using the checklist provided by the New Hampshire Department of Education. To the extent that indoor air quality problems relate to emissions from buses, cars, delivery vehicles, or other motorized vehicles, the Director of Facilities shall work with building principals to ensure awareness of the anti-idling policy. In support of this policy, the Superintendent is authorized to establish procedures necessary to implement clean air measures aimed at improving indoor air quality.

The Committee voted 4-0 to recommend Policy #761 Indoor Air Quality, with the discussed changes, to the full Board for consideration (motioned by Tom Croteau, seconded by Maureen Redmond-Scura).

The Committee had previously discussed proposed new Policy #592 related to non-educational questionnaires, surveys and research and directed Superintendent Forsten to gather information from administrators about the potential impact of the policy, which is required by law, on their students and teachers. Superintendent Forsten reported that administrators indicated that the new policy would not negatively impact student learning and classroom activities as any surveys associated with coursework would be educational in nature. Mr. Croteau noted that the Youth Risk Behavior Survey given at the high school is an example of a survey that falls within the purview of the new policy. Before giving the survey, parents would need to be notified.
and given the option to excuse their child from participating. Superintendent Forsten indicated that this could be done using Principal Connolly’s Crimson Notes and/or the School Messenger communication system.

The Committee voted 4-0 to recommend Policy #592 Non-Educational Questionnaires, Surveys and Research, to the full Board for consideration (motioned by Ms. Redmond-Scura, seconded by Alana Kimball).

Revisions to Policy #124 School Board Standing Committees were discussed. Some of these revisions were based on discussions by members at the January 9, 2016 School Board retreat. One revision proposed changing the name of the Communications Committee to the Communications and Policy Committee, and adding “review, develop and maintain policies for the district” to the committee’s description. The description of the Finance Committee’s duties was revised, changing “to conduct long-range planning” to “to conduct long-and short-range fiscal planning of all manner of budget proposals and preparation.” Finally, the Committee discussed a new description of the Instructional Committee’s duties, with proposed language as follows: “to review and recommend curricular and co-curricular goals, programs and practices; to review assessment processes and results; to review requests for new curricular materials and course offerings; and to hear sabbatical leave applications.” The new language eliminates the specific mention of “including special education programs and programs designed for students for whom English is a second or other language.” Following a discussion, the members agreed that it would be better to remove the word “practices” from the language developed during the retreat, noting that while they were very interested in continuing to hear about District instructional practices, they understand that decisions about these practices are left to teachers and administrators.

The Committee voted 4-0 to recommend Policy #124 School Board Standing Committees, with the changes discussed, to the full Board for consideration (motioned by Mr. Croteau, seconded by Ms. Redmond-Scura).

The Committee will not meet again until after the budget process is completed. Members expressed an interest in reviewing a proposal for a policy regarding student use of social media when they reconvene in the spring.

The Committee voted 4-0 to adjourn (motioned by Mr. Croteau, seconded by Ms. Kimball).

The meeting was adjourned at 6:07 p.m.

Respectfully submitted,

Jennifer Patterson, Chair
Donna Palley, Recorder