Committee chair Nathan Fennessy opened the meeting at 5:30 p.m. The agenda was to consider updating several student-related policies and to create several new policies. These are: Policy #511 Non-Resident Student Admission; Policy #511.1 Elementary Enrollment Areas; Policy #512 Entrance Age; Policy #513.3 Tuition Students; Policy #513.4 Vocational Educational Programs; Policy #514 Attendance, Absenteeism and Truancy; Policy #514.1 Dismissal, Student Request; Policy #515 Post-Graduate Students; Policy #516 - Guidelines for Foreign Exchange; Policy #517 Manifest Educational Hardship; new policy #517.5 Change of School or Assignment – Best Interests; Policy #520 - Safe School Zone; Policy #641 - Class Size Guidelines; new policy #818 Public Information Program.

Policy #511 Non-Resident Student Admission

Superintendent Forsten suggested the proposed new policy 517.5 Change of School or Assignment – Best Interests could replace the current policy 511 Non Resident Student Admission. Ms. Redmond Scura noted that NHSBA Policy JFAB focuses on parameters for divorce decrees and parenting plans. After further discussion, it was agreed that policies 517 Manifest Educational Hardship, NHSBA sample policy JCA Change of School or Assignment – Best Interests and NHSBA sample policy JEC Change of School or Assignment – Manifest Educational Hardship be considered at the next committee meeting.

Policy #511.1 Elementary Enrollment Areas

The NHSBA does not have a similar sample policy. Minor changes were made to this policy and it was recommended to the full Board for a first reading.

Policy #512 Entrance Age

The legal reference from the NHSBA sample policy was added, and it was recommended to the full Board for a first reading.

Policy #513.3 - Tuition Students
This policy is thought to have referred to contracts with other districts, such as Bow or Deerfield. The Committee recommended deletion of this policy.

**Policy #513.4 - Vocational Educational Programs**

The review date was added, and the policy was recommended to the full Board for a first reading.

**Policy #514 - Attendance, Absenteeism and Truancy**

The committee made several small changes, including adding text from the NHSBA sample policy’s “Intervention Process to Address Truancy” section.

**Policy #514.1 - Dismissal, Student Request**

The committee decided to adopt the NHSBA sample policy. The Superintendent will check whether current practice is that a parent is required to come into the school office to pick up a student; text changes will be made accordingly. The committee recommended the policy to the full Board for a first reading.

**Policy #515 - Post-Graduate Students**

The committee recommended deletion of this policy.

**Policy #516 - Guidelines for Foreign Exchange**

The committee decided to retain the current policy, with the addition of one sentence from NHSBA JFABB-R related to NHIAA eligibility requirement.

**Policy #520 - Safe School Zone**

The Committee decided to defer Policy #520 - Safe School Zone to its next meeting.

**Policy #641 Class Size Guidelines**

This policy had not been revised since 1983. The NHSBA sample policy was created in 2008 with class size ranges not dissimilar to the District’s current policy, which is within the NH minimum standards of 2014. Superintendent Forsten reviewed state and federal guidelines for class sizes. Under NH state standards, kindergarten through grade 2 should have no more than 20 students per teacher; grades 3 to 5 should have no more than 25 students per teacher; and middle or high school classes should have 25 students per teacher or fewer. The current average number of students per class in Concord are: elementary schools are 18.8 per teacher; middle school is 20.5 students per teacher; high school is 20.8 students per teacher. The Committee decided to add the legal reference to the current policy and recommend it to the full Board with no further changes.

**NEW POLICY – #818 Website Accessibility and Grievance**

Superintendent Forsten noted that this new policy would reflect legal requirements of the ADA and other state and federal laws to cover website accessibility and a grievance process for individuals with disabilities or who are members of other protected classes. The committee recommended this policy to the full Board for a first reading.
The Committee voted 3-0 to recommend to the full Board a first reading of the policies which were revised: Policy #511 Non-Resident Student Admission; Policy #511.1 Elementary Enrollment Areas; Policy #512 Entrance Age; Policy #513.4 Vocational Educational Programs; Policy #514 Attendance, Absenteeism and Truancy; Policy #514.1 Dismissal, Student Request; Policy #516 Guidelines for Foreign Exchange; Policy #641 Class Size Guidelines; #818 Website Accessibility/Grievance (new policy); and to delete Policy #513.3 Tuition Students and #515 Post-Graduate Students (moved by Mr. Croteau, seconded by Ms. Redmond-Scura).

Committee members voted 3-0 to adjourn (moved by Mr. Croteau, seconded by Ms. Redmond-Scura).

The meeting adjourned at 7:00 p.m.

Respectfully submitted,

Nathan Fennessy, Chair

Linden Jackett, Recorder