Jennifer Patterson called the meeting to order at 5:33 pm. The agenda included an update on the District’s response to recent events, and the review of several policies.

Superintendent Forsten noted that several changes had been made to the original agenda. The review of a Manifest Educational Hardship situation was postponed until the next committee meeting on April 29. In addition, the review of a draft policy related to the administration of federal grant funds was postponed. This very lengthy policy was recently created by the New Hampshire School Boards Association (NHSBA). Superintendent Forsten would like additional time to review the policy with Business Administrator Jack Dunn. Ms. Patterson noted that much of the proposed policy language seemed to reflect procedures rather than policy and suggested that the final policy might be a much shorter document.

Superintendent Forsten provided an update on the District’s response to the recent arrest of a high school teacher. She noted that support was continuing to be offered to students, families and staff, from school counselors and from counselors in the community. Superintendent Forsten, Assistant Superintendent Donna Palley and CHS Principal Tom Sica met with the Behavioral Health Coordinator from the Department of Health and Human Services and, as a result of this meeting, several counselors from DHHS’s Behavioral Health Response Team were to be available at Concord High for the day on April 17. In the evening, counselors from DHHS were to meet with any interested parents. Students and parents were to be informed about this support through emails sent through the District’s messenger system. One-on-one support was to be provided on a drop-in basis in private areas in the school, with an opt-out option for parents who do not want their students, under 18, to participate. The counselors involved are all specially trained to provide trauma-responsive support.

Several Board members noted that this was a challenging time, and that they appreciated the availability of these resources.
Policy #541.3 Driving and Parking

This policy, created in 1984, refers to consequences for student drivers on campus.

A student may be refused permission to use District parking facilities if the following offenses occur within the parking area:
1. Reckless driving
2. Speeding
3. Improper parking
4. Occupying a parked vehicle
5. Loitering
6. Littering
7. Use of alcohol and/or drugs

Adopted February 6, 1984

The sample NHSBA policy was more general about what might constitute improper use of a motor vehicle on campus:

Student Automobile Use

Improper use of a motor vehicle on school grounds can result in suspension from school (in school or away from school) for a period of time not to exceed five (5) days. Driving a motor vehicle off school grounds during the school day without written authorization will be considered improper use of a motor vehicle and will be considered grounds for suspension.

Parking at the school is a privilege granted by the school, and the privilege will be withdrawn if it is abused.

Prior to driving or parking on school grounds, students will be required to register motor vehicles in the main office and will be required to have a school sticker on the motor vehicle.

If a student leaves the school grounds in a motor vehicle without authorization, parents will be notified and the student will be subject to disciplinary action, including suspension from school.

Corresponds to NHSBA policy JLIE

The Committee recommended adopting the NHSBA policy with several revisions. In the second paragraph, several examples of abuse of privilege from Concord’s policy should be added. In addition, the phrase in the last line of the policy should be changed from ‘student will be subject to disciplinary action’ to ‘student may be subject to student disciplinary action.’ A new title was suggested: Student Motor Vehicle Use.

Policy #542 Acceptable Internet Use – Students

The current policy, created in 2004, outlines information which may be considered procedures that are related to policies. NHSBA has a more streamlined policy created in
2010, with an accompanying procedures document separating Internet access and Internet use. The procedures document could be included in student handbooks.

The District’s policy is specific to students. A related policy, #433/652/817 Internet Use – Staff, was reviewed in August 2018. The staff policy should be reviewed to ensure it is aligned with the student policy.

Ms. Patterson noted that she did not see the NHSBA policy as superior to the existing District policy, which succinctly states that students have no expectation of privacy. This concept was absent from the NHSBA policy. Committee members made various suggestions and raised various questions about the District policy. Some language might be outdated, including the use of the word ‘diskette.’ District policy does not mention social media, and this should be added. Committee members wondered if there were certain laws related to the use of the Internet about which students should be alerted, noting the recent St. Paul’s School case. District students have access to 1:1 devices, including at home, and Committee members asked whether language should be added to address any issues related to this. While language in the policy addresses the violation of others’ privacy, several Committee members suggested situations that might need to be spelled out, including students destroying or altering information such as grades and transcripts, students gathering and sharing student or staff information, or students otherwise circumventing security. They also asked whether more student-friendly language should be used in the policy.

The Committee recommended that the District Technology Director review the policy and that it would be considered at the next meeting on April 29.

Policy #551 Season Ticket Rates

This policy was originally created in 1971 and most recently revised in 1984. NHSBA does not have a similar policy.

1. Children, including infants and those in grades K-6, will be admitted free when accompanied by an adult.
2. All students will pay one entrance fee for each game. However, season passes for students and adults will be available at a rate approved by the School Board, for the whole season (football, boys’ and girls’ basketball and ice hockey) or for the winter season (boys’ and girls’ basketball and ice hockey).

The District’s current practices are that all Concord students with an ID have free entrance; free entrance for children under 12 when accompanied by an adult; $2 entrance for students from other schools, including college students; $3 entrance for adults.

The Committee decided to add the sentence, ‘The Director of Physical Education and Sport shall set rates for sporting events at the beginning of each school year,’ as the first line of the policy.

The first sentence of section 2 will be removed and replaced with: ‘All Concord students are admitted free with a student ID.’ The second sentence of this section will be revised:
'For sports that charge an admission fee, season passes for adults will be available at a reduced rate for the whole season or the winter season.’ A new title was recommended for this policy: ‘Admission for Sporting Events.’

Policy #561/673 Sargent Memorial Essay Contest

The current policy reads:

The School Board authorizes an amount of money to be spent annually from the Sargent Memorial Essay Fund for three (3) fifty-dollar ($50) awards to honor essay winners.

The $50 awards will be presented for the best patriotic essays or orations on the part of pupils in the Concord School District and will be distributed as follows:

- Concord High School $50
- Rundlett Middle School $50
- Elementary $50

Each elementary school containing grade five is eligible to participate in the contest. Each principal will be responsible for judging the contest in his/her building by whatever method he/she prefers.

The Superintendent will designate a committee, consisting of a School Board member, a representative of Social Studies at Concord High School and a representative of English at Rundlett Middle School.

This committee will select the outstanding elementary patriotic essay or oration. Winning essays/orations at Concord High School and Rundlett Middle School will be selected by the two secondary principals or designees just prior to Memorial Day.


This is a policy that is specific to Concord School District and was last revised in 2013. It is a prize awarded from a Trust established by teacher Alma Sargent in honor of her brother, who died in World War I. Over the past several years, the Superintendent has received submissions, late in the school year, only from the elementary level, and only one or two submissions are received per school. The essay is reviewed over the summer and the winner has read his or her essay at the opening day for teachers. The details of the essay content are connected to the Trust. The Trust language may be very specific and may limit changes to this policy. Superintendent Forsten will review the Trust language. NHSBA does not have a similar policy.

Board members asked if the essay topic or the nature of the prize could be altered to make it more interesting to students; if students might be awarded more money, if a class pizza party could be offered; if an opportunity to read the essay at a televised Board meeting or at a Memorial Day event at their school could be offered.

The Committee decided to combine the third, fourth and fifth paragraphs to read: “The Superintendent will select the outstanding elementary patriotic essay or oration. Winning
essays/orations at Concord High School and Rundlett Middle School will be selected by the two secondary principals or designees prior to Memorial Day.”

Committee members voted 4-0 to recommend to the full Board for first reading, with revisions discussed, the following policies: Policy #541.3 Driving and Parking; Policy #551 Season Ticket Rates; and Policy 561/673 Sargent Memorial Essay Contest (moved by Ms. Patterson, seconded by Tom Croteau).

Policy 571/160/412/631 Nondiscrimination

This policy was reviewed in December 2018. There was no need to review or revise this policy.

Ms. Patterson asked for a motion to adjourn.

Committee members voted 4-0 to adjourn (moved by Nancy Kane, seconded by Mr. Croteau).

The meeting adjourned at 6:33 p.m.

Respectfully submitted,

Jennifer Patterson, Chair
Donna Palley, Recorder