Concord School District
Board of Education
Communications and Policy Committee

Date: June 11, 2018

Committee members present: Nathan Fennessy, Chair; Maureen Redmond-Scura, Tom Croteau, Jennifer Patterson

Other Board member present: Liza Poinier

Administration: Terri Forsten, Superintendent, Larry Prince, Director of Human Resources

Nathan Fennessy opened the meeting at 6:10 p.m. and suggested setting a date for a CEA grievance hearing. Committee members agreed on June 27 or July 9, subject to an anticipated extension by CEA.

The Committee reviewed the meeting of May 14, which had been held although a quorum was not present.

Committee members agreed that the proposed Campaign Expenditure Disclosure policy was not required, as advised by the District attorney. The District Charter addresses the state regulations around voting. Tom Croteau said that it did not matter to him whether the Board could enforce the policy; simply that the Board would state campaign expenditure disclosure as an expectation. Jennifer Patterson suggested that the Board adopt a resolution to that effect. Mr. Fennessy said that policies should not be adopted without the means to enforce them.

Policy #132 Agenda Preparation and Dissemination

Based on training provided by NHSBA, it was suggested that a time limit on public comment be set for the part of the meeting open to comment on any topic. Committee members deleted the requirement that topics be presented to the Superintendent for placement on the agenda. Mr. Fennessy and Ms. Patterson said they did not want to change the Board’s current practice of allowing comment on any topic, but agreed to add sections on privacy and civility.

Ms. Patterson moved to recommend this policy with amendments. Maureen Redmond-Scura seconded. After agreeing to make one motion to include decisions on all proposed policies, Ms. Patterson withdrew the motion.

Policy #428 Death Benefits (Sick Leave)

Mr. Prince noted that this policy was referred to in several contracts. Several changes were suggested so that it would more closely reflect contracted agreements.
Mr. Fennessy stated that this policy creates a new benefit that had not been offered before, but Superintendent Forsten and Mr. Prince noted that this policy has been in effect since 1968. Superintendent Forsten noted that the revised policy would include any and all accrued benefits per employee agreements but would not create new benefits.

Policy #430/#536.1 Restraint and Seclusion together with related forms and reference: Restraint/Seclusion Report Form, Intentional Physical Contact Form, RSA 126-U Limiting Child Restraint. This policy was created as revisions were made to associated laws. It is current, up to date and meets the needs of the school community. A review date will be added to each form. Mr. Fennessy noted that the Board does not have flexibility under the law to make changes to this policy. There was some discussion about the definition of restraint – it was decided to use the language from NHSBA JKAA 1.(a):

1. (a) “Restraint” means bodily physical restriction, mechanical devices, or any device that immobilizes a person or restricts the freedom of movement of the torso, head, arms, or legs. It includes mechanical restraint, physical restraint, and medication restraint used to control behavior in an emergency or any involuntary medication. It is limited to actions taken by persons who are school or facility staff members, contractors, or otherwise under the control or direction of a school or facility.

Ms. Patterson noted that if the language was ambiguous, it should follow the (ambiguous) language of the statute.

Policy #431 Professional Expectations

In reviewing the current policy on professional expectations, it was noted that several components are addressed in the CEA CBA. Further, the current policy was focused on teachers. Committee members suggested that this policy should address professional expectations for all staff and modified it to include components of the NHSBA Policy GBEA Staff Ethics. Ms. Patterson noted that the first bulleted sentence did not make sense; and it was re-worked to read “Ensure the well being of students is the primary consideration when making decisions and taking actions.”

Policy #433/652/817 Acceptable Internet Use – Staff

The word “Acceptable” will be deleted from the title, and No. 2. Privilege shall be revised to read “Access Privileges.”

Policy #434 Social Media - Staff

Policy changes included several NHSBA recommended components. There was discussion about the safeguarding of private logins.

School District Social Media Websites (proposed as new Policy #436)

A policy on social media for staff exists (Policy #434), but not one that covers District social media websites. Committee members reviewed and recommended to the full Board the text of NHSBA Policy KD – District Social Media Websites, as new Policy #436, with one stylistic modification under the Privacy section.
Policy #441 Assignments, Secondary
This is an old policy that is neither relevant nor necessary. Assignments and the number of instructional periods are connected to the schedule. Currently the District uses an eight-period block schedule; however, that could change in the future. Committee members recommended to the full Board that this policy be considered for deletion.

Policy #441.1 Department Chairpersons/Coordinators
This is another old policy that is out of date and no longer relevant; the “teaching periods” are also different. Committee members agreed that this policy be deleted.

Policy #521 Sexual Harassment – Students
While this policy was voted by the Board in June, additional recommended updates on this policy will be presented in July, particularly with regard to the development of age-appropriate policy language for students.

Policy #530 Student Wellness
Feedback on the District’s Wellness policy has been received from the State Department of Education, which will allow relevant certification of the Food Services Program. Committee members agreed to recommend this draft to the full Board with minor recommended changes to comply with federal expectations.

Video/Audio Surveillance and Recordings (proposed as new Policy #758)
The District does not currently have a policy related to video and audio surveillance or recordings. As substantial surveillance installation is planned for CHS, a policy regarding its use is important. Committee members used the NHSBA draft policy with several stylistic changes and the addition of the sentence: “The Superintendent will create a procedure with respect to how and when such recordings shall be deleted.” There were additional comments and several changes in phrasing.

The Committee voted 4-0 to recommend to the full Board a first reading of the policies which were reviewed, revised, or suggested to be deleted (Policies 132, 428, 430/536.1, 431, 433/652/817, 434, 436, 441, 441.1, 521, 530, 758 (moved by Ms. Patterson, seconded by Mr. Croteau).

Committee members voted 4-0 to adjourn (moved by Ms. Redmond-Scura, seconded by Mr. Croteau).

The meeting adjourned at 7:45 p.m.
Respectfully submitted,

Nathan Fennessy, Chair
Linden Jackett, Recorder