Jennifer Patterson convened the meeting at 5:36 p.m. There were two agenda items.

1. Proposed School Nutrition Services Charging Policy

This was the third opportunity for discussion and review of language for the proposed new policy. The following revisions, based on the Committee’s discussion at their meeting on August 17, were presented by Jack Dunn (new language is in bold).

1. Under Administration, All Other Students: “Notices of low or deficit balances will be sent to parents/guardians weekly during the school year.”

2. Under Balances Owed: The section that described nine actions that the district may take in the event that payment of balance owed is not made was removed.

3. Under Balances Owed: “If any account has a negative balance on July 1, the district may begin small claims court proceedings immediately.”

Committee members discussed and proposed additional revisions to the policy:

1. Under Balances Owed: “In the event that the district files a small claim, costs associated with the proceedings will be the responsibility of the parent/guardian.”

2. Under Balances Owed: “If payment is not received to satisfy the negative balance within 10 calendar days, the district may begin small claims court proceedings.”

The Committee voted 4-0 to recommend the School Nutrition Services Charging Policy, with revisions proposed, to the full Board (moved by Kass Ardinger, seconded by Jim Richards).

Ms. Ardinger noted that the Londonderry School District has opted out of the national school lunch program for their high school. She wondered what the financial impact would be if the Concord School District did this. Mr. Dunn noted that if the district left this program, the district would pay the cost of eligible students’ meals. The district’s Adequacy Aid would also be impacted. Concord receives approximately $1,740 in adequacy funds for each student who is eligible for free or discounted lunch, for a total
of $2.7 million. Approximately 36% of Concord’s students are eligible for free or discounted lunch.

2. Policies related to revised Minimum Standards

Superintendent Forsten discussed potential changes that may be needed to district policies as a result of revisions to the Minimum Standards for Public School Approval. She noted that 26 policies are affected by the new standards. The administration will review our current policies and make recommendations about the next steps needed, as well as a timeline for this work. Superintendent Forsten will give priority to policies that have legislative implications. Ms. Patterson noted that policies could be grouped together for review, especially if the changes needed were minor. For more substantial work, the committee could consider two or three at a time. She suggested that the Social Media for Students policy may be one that needs review. Superintendent Forsten indicated that there may be a need to seek advice from the district’s attorney on some aspects of policy change. The committee proposed that a committee meeting be scheduled on October 14 at 5:30 p.m. to consider next steps for policy review.

The meeting adjourned at 5:55 p.m.

Respectfully submitted,

Jennifer Patterson, Chair
Donna Palley, Recorder