

Policy Committee Meeting Minutes

Thursday, May 13, 2021 @ 3:30 PM

Attendees: Denise Day, Tom Newkirk, James Morse, Wendy DiFruscio, Dan Klein arrived at 3:35 PM

Visitors: Andy Lathrop, Suzanne Filippone, Sean Peschel

Denise Day called the meeting to order at 3:30 and as Dan Klein had not come in yet, she moved the Fund Balance policy DIA to the beginning of the meeting. Dr Morse explained that a small modification was made at the request of the auditors and that the percent for the current fiscal year's net assessment was increased from 2.5% to 5%. There were no additional changes or questions and this policy will go for a first read at the next Board meeting.

Dan Klein joined the meeting and the agenda was resumed at the developed policy BN – Booster Clubs and the subsequent procedure that goes with it. Dr. Morse asked Dan if everything was addressed in the development of this new policy, and that this policy will be a great help to Andy Lathrop as Booster Clubs are normally accountable to the Athletic Director.

Andy explained that he holds to Title 9 for this, for equity reasons, and that he could not find a lot of examples to use as a guide as most district do not have this policy. There were no additional questions pertaining to the policy, but a review of the developed procedure had a few minor changes. The first being number 4 under the Booster Communication heading a slash between and/or was added along with “unless previously authorized” to the end of the sentence. Additionally, on the last page under the Booster Clubs Should Not Heading number 5, the following was added to the end of the statement “not supplant the authority of the head coach.” There were no additional changes and the policy will go for a first read at the next Board meeting. Andy left the meeting at 3:40 PM

Policy IMBA – Distance Education was revised by Suzanne Filippone and Sean Peschel. Suzanne began by stating that she looked at this under different lenses; VLACS, offering own distance learning, and a cooperative with other schools and then combined so that one policy works for all.

Dr. Morse asked why the policy was imposing class size policy IIB. Suzanne stated that she was following the ruling from the State of New Hampshire. The committee asked for clarification surrounding VLACS, the number of students involved in a distance learning environment compared to a traditional classroom load, and that any combination of in person and distance should not exceed the class size policy IIB. Additionally, in paragraph three removal of the second sentence and adding the following, “VLACS is an approved high school by the State of New Hampshire over which VLACS courses require prior approval, but are independent self-paced courses that the student is responsible for completing”

Tom Newkirk questioned the meaning of the word “similar” in the last sentence of the sixth paragraph. Suzanne explained that we will have similar courses but not the same competencies. It was recommended to remove this work from the sentence. Denise asked if this policy should come back to the committee for re-review or send to the Board for a first read. This policy will be adjusted and sent back to the committee in June.

Sean Peschel asked if the committee would like him to create an “R” procedure to the Distance Education policy and bring it back in June. The committee agreed. Suzanne and Sean left the meeting at 4:00 PM

Dan clarified that the committee approves policies through out the year, not just the school year. Dr. Morse confirmed that is true but implementing policy changes would happen at the beginning of the school year.

Denise moved the meeting forward with Policy DID, Fixed Assets that had no changes by the finance department and that it was reviewed by the committee and will be noted on the policy and not be sent to the Board for a first read.

Policy DJGA – Sales Calls and Demonstrations was also a review with no changes and will be noted on the policy.

Denise referred to the Policy FF – Naming of Facilities that she requested be added to this agenda. The committee had a brief discussion surrounding the adding of recommendations not only by the superintendent, but possible added language for a Board recommendation. Additionally, suggested creating criteria for naming facilities and that it needs to have a connection between the person and the item that is being named and the logic of what this person has done. Also,

the possibility that the recognized recipient could or could not be an employee but someone that has contributed to the district.

There was additional discussion to possibly create a procedure to Policy FF for creating guidelines to follow when recommending a facility be named.

It was determined that the current policy would continue to be utilized until such time as a procedure be created and the policy committee requests a first read by the Board. This policy will be held until the first meeting in June.

There was no additional questions or comments. Meeting ended at 4:25 PM – Next meeting is June 10, 2021.

Respectfully submitted,
Wendy L. DiFruscio