

## Policy Committee Remote Meeting Minutes

Thursday, September 10, 2020 @ 3:30 PM

Attendees: Denise Day, Dan Klein, James Morse, Tom Newkirk, Wendy DiFruscio

Visitors:

Dr. Morse opened the meeting by explaining that we will add a policy pertaining to the hiring of coaches that will be informational only at this time. He continued by stating that the policies listed on the agenda are ones that are up for renewal and there are no issues or concerns with any of them. Jim also stated that on future agendas an additional heading of "Other" will be added to the end of the agenda.

Policy FBB – Enrollment Projections is fine as stated, we have multiple sources for collection of enrollment numbers. October 1 count, NESDEC and the Long-Range Planning Committee. Denise Day spoke briefly about the make up of the LRPC and the process involved with creating the yearly report. She also noted that with the retirement of the chair of the committee they have been having a hard time filling the vacant position as well as the responsibilities that this position entails. There were no changes and this policy has been reviewed.

Policy FF – Naming of Facilities – Review of this policy resulted in the removal of language that seemed contradictory, and a small insert of clarifying language was added. There was a brief discussion and no additional changes were made. This will go for a first read at the September 16, 2020 Board meeting.

Policy FL – Retirement of Facilities – Denise Day stated that this is an optional policy and asked if we really needed it. She stated that we have a similar policy that would cover this topic. After a brief discussion the committee agreed that this policy and procedure would be deleted at the next Board meeting.

At this point in the meeting a discussion ensued pertaining to the process of possible feedback by the Board before a first read happens. What if someone had a concern or question about an agenda item and the timeline currently used does not allow for ample time to be provided clarification. Is there a possibility that release of information could be extended to allow for more ample time for review before it appears on the agenda?

Denise Day stated that the policy information can be sent to the full Board instead of just the committee to allow for extra time for review.

Jim Morse stated that the point of a first read is to send notice to the public of the upcoming review of information being presented. He suggested that Denise work with Wendy for agenda items earlier so that the list of policies that are slated for review will give the Board additional time to review, and if they see a concern or have a question they can notify him for answers or to determine if additional research is needed. Contacting him will not create a right-to-know violation.

There was no further discussion on this, and the meeting moved forward.

Policy GBA – Equal Opportunity Employment – was reviewed with no changes to the policy, it was suggested that cross referenced policies be added to this. Jim also questioned the status of recommendation instead of required for this policy. This will be verified through NHSBA. This policy will be documented as reviewed.

Policy GBB – Employee Involvement in Decision Making was reviewed by the committee with no discussion or changes. Jim Morse stated that we do follow this as part of our system.

Policy GBE – Employee Rights and Responsibilities was reviewed by the committee. Denise questioned the order of the list, thinking that the last item should be first on the list. There was no additional discussion and the policy will be marked as reviewed.

Policy GBEB – Staff Dress Code is another policy that was up for review and is basically a policy that is guided by OSHA standards. There was no discussion and this policy is reviewed.

Policy GEA – Hiring of Coaches was the policy that Jim referenced at the beginning of the meeting that is being given to the committee as informational at this time. He explained that it is a recommended policy by NHSBA and that it was reviewed by the athletic director for accuracy. There were changes made to the policy and Jim also requested that the athletic director, along with the asst. athletic director use this policy, and the guidelines provided by NHSBA to produce a procedure to this policy.

There was a brief discussion pertaining to the process for nominations for coaches, if evaluations are completed on existing coaches, and thoughts on additional time being given to the Board for review if concerns need to be addressed before the list goes before the Board.

An additional discussion surrounding Booster Clubs, 503c status and financial obligations for the District for the different clubs. It was requested that the athletic director clarify roles and protocols pertaining to school sports and outside sports, and accountability for the responsible parties.

Jim explained that accountability is proven if the activity runs through the school district and that it happens yearly.

It was requested that a policy surrounding Booster Clubs be developed with the athletic director's involvement. There was additional discussion surrounding the procedure that should be followed for new coaches that are nominated and also returning coaches that a Board member might want to relay concerns about. There was also a discussion pertaining to the actual meeting nominations that happen and the various ways of removing a name if a concern is presented, and how that concern is handled.

Tom Newkirk asked if the previously requested consent agenda was revised and if this was ready for Board review and adoption. A copy of the revised document was given out and a discussion ensued that items requiring routine approval such as nominations, state forms, grants, and appointments. There was no additional discussion and this Board procedure will be included on the list of policies that go to the Board on September 16<sup>th</sup>.

Denise will work with Wendy on future agendas and the policy agenda and back up will be provided to the full Board for additional time of review.

No additional questions or comments. Meeting ended at 4:45 PM – Next meeting: October 8, 2020.

Respectfully submitted,  
Wendy L. DiFruscio