

**Monadnock Regional School District**  
**Policy Committee Meeting Minutes**  
**June 11, 2024**  
**SAU 93 Conference Room**

**Members Present:** Cheryl McDaniel-Thomas, Kristen Noonan and Lisa Steadman.

1. **Public Comments:** There were no public comments.
  
2. **Approval of Minutes from 5/14/2024: MOTION:** C. McDaniel-Thomas **MOVED** to approve the May 14, 2024 Policy Committee Meeting Minutes as presented. **SECOND:** K. Noonan. **VOTE:** Unanimous for those present. **Motion passes.**
  
3. **Policy Review:** K. Noonan explained that the policies that are being looked at today are required by law. The Policy Log has been updated. She has filtered some out of date policies. There are a number of policies in the packet for first read. The committee has questions for the administration and would like it if an administrator would attend the meetings. The list of policies for review should be cut in half by the second read. C. McDaniel-Thomas would like to bring some policies to the Fin/Fac Committee but is unable to get into the database. K. Noonan explained that she, S. Peters and L. Sutton will be meeting with Diligence to go over BoardDocs.
  - a. **JJJ- ACCESS TO PUBLIC SCHOOL PROGRAMS BY NONPUBLIC, CHARTER SCHOOL AND HOME-EDUCATED PUPILS:** In 2022 the NHSBA substantially revised Policy JJJ. **L. Steadman arrives.** The committee reviewed Policy JJJ and made minor changes that included inserting "Director of Student Services". **MOTION:** C. McDaniel-Thomas **MOVED** to accept the NHSBA Sample Policy JJJ with corrections as noted and to forward to the full Board as a first read. **SECOND:** K. Noonan **VOTE:** Unanimous for those present. **Motion passes.**
  
  - b. **JLCJ- CONCUSSIONS AND HEAD INJURIES: MOTION:** L. Steadman **MOVED** to accept the NHSBA Sample Policy JLCJ as written with a few corrections and to forward to the full Board as a first read. **SECOND:** K. Noonan. **VOTE:** Unanimous for those present. **Motion passes.**
  
  - c. **AC- NON-DISCRIMINATION, EQUAL OPPORTUNITY EMPLOYMENT and DISTRICT ANTI-DISCRIMINATION PLAN:** The committee reviewed Policy AC. They were not sure of who holds the title for the positions in the policy. K. Noonan will contact the SAU and fill in the appropriate people. **MOTION:** L. Steadman **MOVED** to adopt the NHSBA Policy AC with edits to be checked by K.

Noonan and to forward to the full Board as a first read. **SECOND:** K. Noonan.

**VOTE:** Unanimous for those present. **Motion passes.**

d. **ACE- PROCEDURAL SAFEGUARDS: NON-DISCRIMINATION ON THE BASIS OF HANDICAP/DISABILITY:** The MRSD Policy ACE was last updated in 2018.

**MOTION:** K. Noonan **MOVED** to update Policy ACE with the slight differences from the NHSBA Policy ACE and to forward to the full Board as a first read.

**SECOND:** C. McDaniel-Thomas. **VOTE:** Unanimous for those present. **Motion passes.**

e. **ACF- Food and Nutrition Services:Anti-Discrimination and Civil Rights**

**Complaints:** This policy is required by law and is provided by the State.

**MOTION:** C. McDaniel-Thomas **MOVED** to adopt the NHSBA Sample Policy ACF, to update the Human Rights Officer title and to forward to the full Board as a first read. **SECOND:** L. Steadman **VOTE:** Unanimous for those present.

**Motion passes.**

f. **ADB/GBEC– DRUG-FREE WORKPLACE & DRUG-FREE SCHOOLS:** This policy is required by law and last updated in Sept. 2023. **MOTION:** K. Noonan

**MOVED** to update Policy ADB/GBEC with the NHSBA Sample Policy, with committee edits and to forward to the full Board as a first read. **SECOND:** C. McDaniel-Thomas. **VOTE:** Unanimous for those present. **Motion passes.**

g. **DAFB– Equivalence in Instructional Staff and Materials:** This policy is not in the MRSD Policy Book. **MOTION:** L. Steadman **MOVED** to adopt the NHSBA Sample Policy DAFB and to forward to the full Board as a first read. **SECOND:** C. McDaniel-Thomas. **VOTE:** Unanimous for those present. **Motion passes.**

#### 4. Other Business

- a. **Start documenting process for policy review:** The committee began the process of documenting the process for the policy review which is one of the goals for this committee. This information will help future Boards. They used some information which was part of the Policy in Review presentation. After a lot of work the committee came up with a **DRAFT** for the process for policy review:

Process for Policy Review:

1. Receive requests via email to policy Chair
2. Add Policies to Inventory Log
3. Prioritize policies using the following order:
  - a. Respond to Auditors
  - b. Semi-Annual Bulletins
  - c. Administration Requests

- d. Referrals from Full Board
  - e. Referrals from Committees
  - f. Periodic Book Review in order of ascending date of last review
  - g. Requests from Individuals
4. Committee Chair determines agenda
    - a. Chair determines which subject matter experts should be consulted
  5. Committee reviews agenda items
    - a. side by side with NHSBA sample
    - b. other supplemental materials
    - c. Hear subject matter testimony or input
    - d. discusses and adds any edits to policy.
    - e. Votes on the final version
  6. Committee submits the policy for first read to the full board
  7. Board members ask questions at the first read meeting
  8. Board members read materials and vote at the subsequent meeting.
  9. Policy is updated on live policy book

**5. Assignments and Agenda for Next Meeting July 9, 2024 at 7:00pm**

**6. Public Comments:** There were no public comments.

**7. Adjournment: MOTION:** K. Noonan **MOVED** to adjourn the meeting at 8:35 PM.  
**SECOND:** C. McDaniel-Thomas. **Motion passes.**

**Respectfully submitted,**

**Laura L. Aivaliotis**  
**Recording Secretary**