

**Monadnock Regional School District
Policy Committee Meeting Minutes
January 14, 2025
SAU 93 Conference Room or Zoom**

Committee Members Present: Kristen Noonan, Lisa Steadman via Zoom and Cheryl McDaniel-Thomas.

Call the Meeting to Order: K. Noonan called the meeting to order at 7:13 PM

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

2. **Approval of Minutes from 12/19/2024: MOTION:** C.McDaniel-Thomas **MOVED** to approve the December 19, 2024, Policy Committee Meeting Minutes with corrections. **SECOND:** L.Steadman **VOTE:** Unanimous for those present. **Motion passes.**

3. **Policy Review**

- a. **EH: Public Access to School District Records:** K. Noonan presented NHSBA Sample Policy EH to the committee. **MOTION:** L.Steadman **MOVED** to update Policy EH with the NHSBA Sample Policy and to forward to the full Board as a first read. **SECOND:** K. Noonan. **VOTE:** Unanimous for those present. **Motion passes.**
- b. **EH-R(1): Public Access to School District Records-Procedure for Public access to District Records “Right to Know Requests”-Then EH-F(1) and EH-F(2) if adopted:** The committee discussed the cost to have copies made. C. McDaniel-Thomas commented that there is a bill that states a district can charge \$25.00 an hour over 10 hours. Currently, the district charges \$.25 a photocopy. The bill explained that the charge for an individual electronic communication is \$1.00. **MOTION:** C. McDaniel-Thomas **MOVED** to accept the NHSBA Sample Policy EH-R(1) with committee edits and to forward to the full Board as a first read. **SECOND:** K. Noonan **VOTE:** Unanimous for those present. **Motion passes.** **EH-F(1) and EH-F(2)** C.McDaniel-Thomas commented that there is a lot of personal information being asked for on these forms. The guidelines are the federal poverty guidelines which are set annually to waive the fee. The committee felt they needed both EH-F(1) and EH-F(2). **MOTION:** K.Noonan **MOVED** to accept NHSBA Sample EH-F(1) and EH-F(2) and to forward to the full Board as a first read. **SECOND:** C. McDaniel-Thomas. **VOTE:** Unanimous for those present. **Motion passes.**

- c. **EBCA: Crisis Prevention and Emergency Response Plan:** There are site specific Emergency Plans for each school and they must inform the Superintendent of the plans prior to a specific date. Where it states Superintendent/principal the committee would like to change it to Superintendent or designee. **MOTION:** K. Noonan **MOVED** to accept the NHSBA Sample Policy EBCA 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.**
 - d. **EBCH: Chemical Safety and Chemical Hygiene Plan:** This policy is required by law. This will need to be placed in the Student Handbook. The staff will need to be trained. The staff may not be able to bring in things to the school such as cleaning chemicals. The committee would like to change to the "Superintendent or Designee". **MOTION:** K. Noonan **MOVED** to adopt the NHSBA Sample Policy EBCH 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.**
 - e. **DAF: Administration of Federal Grant Funds:** The committee will table this Policy until the next meeting.
4. **Other Business:** The Finance/Facilities Committee has asked the Policy Committee to meet on January 29, 2025 to discuss the mechanism for reviewing and bringing the policies to the Board for a first read.
5. **Assignments and Agenda for Next Meeting February 11, 2025 at 7:00.**
6. **Public Comments:** There were no public comments.
7. **Adjournment:** **MOTION:** K. Noonan **MOVED** to adjourn the meeting at 8:28 PM. **SECOND:** L. Steadman **VOTE:** Unanimous for those present. **Motion passes.**

Respectfully submitted,

Laura Aivaliotis
Recording Secretary