

TIMBERLANE REGIONAL SCHOOL BOARD

ATKINSON, DANVILLE, PLAISTOW, SANDOWN

THURSDAY, JANUARY 19, 2017

Regular Meeting - 7:30 PM

Superintendent's Office
30 Greenough Road, Plaistow, NH
Peter Bealo, Chairman
Kelly Ward, Vice Chairman

Dr. Earl Metzler, II, Superintendent

Dr. Roxanne Wilson, Asst. Superintendent

AGENDA- REVISED

1. **7:30 PM** Call to Order – Chair (10 minutes)
2. Roll Call – Clerk
3. Pledge of Allegiance
4. Delegations or Individuals and Student Rep
5. Current Business
 - a. **7:40PM** Fall All-Star Recognitions – INFORMATIONAL (10 minutes)
 - b. **7:50PM** Annual Report – ACTION (10 minutes)
 - c. **8:00PM** Curriculum (2nd read) – ACTION (20 minutes)
 - d. **8:20PM** Policies (2nd read) – ACTION (10 minutes)
 - e. **8:30PM** Finalize Warrant – ACTION (10 minutes)
6. **8:40PM** Administrator's Report
 - a. Update on School Activities – INFORMATIONAL
7. **8:45PM** Personnel Report
8. **8:50PM** Committee Reports
9. **8:55PM** Reports of the School Board
10. **9:00PM** Approval of Minutes
 - a. January 5th and 12th public sessions
11. Correspondence Folder
12. Vendor and Payroll Registers
13. **9:10PM** Other Business (if time permits)
14. Non-public (if needed)
15. Future Dates

DATE	MEETING TYPE	LOCATION	TIME
January 25	First Day of Filing for Candidacy	SAU	
January 26	Last Day for Budcom to Deliver WA Recommendations		
January 30	Last Day to Post Warrant for Deliberative		
February 2	Regular Board Meeting	SAU	7:30 PM
February 9	Deliberative Session	TRHS	7:00 PM
February 16	Regular Board Meeting	SAU	7:30 PM
March 9	Regular Board Meeting	SAU	7:30 PM
March 23	Re-organizational Meeting	SAU	7:30 PM
April 6	Regular Board Meeting	SAU	7:30 PM
April 19	SAU Board Re-organizational Meeting	SAU	7:00 PM
April 20	Regular Board Meeting	SAU	7:30 PM

The MISSION of the Timberlane Regional School District is to engage all students in challenging and relevant learning opportunities, emphasizing high aspirations and personal growth.

ADMINISTRATOR'S REPORT

Administrator's Report for January 19, 2017 School Board Meeting

1-4. OPEN MEETING *Self-explanatory.*

5. CURRENT BUSINESS

a. Fall Star Recognitions – 10 minutes

Angelo Fantasia to present fall athletic recognitions in the areas of soccer, cross country, football, volleyball and field hockey. INFORMATIONAL

b. Annual Report – 10 minutes

Chairman Bealo to present school board article for the 2016 annual report. Board members to make a decision on whether or not to include the 2016 District Report Card. ACTION

c. Curriculum – 15 minutes

Curriculum team to present second read on Finite Math, ACC Calculus, Math Fundamentals, Algebra 2 (part 2), Analysis of Literacy Movements, Grade 6 World Language, Middle School STEAM, Behavioral Psychology, and Social Science of Well-Being. ACTION

d. Policies – 10 minutes

Chairman Bealo to present seven policies for second read: JIJ Student Protests and Demonstrations, DID Fixed Assets (Inventories), IJNDB Internet Access for Students, JICL Internet Access for Students, EGA School District Internet Access for Students, GBEF Internet Access for Staff, and GBK Staff Complaints and Grievances. ACTION

e. Finalize Warrant – 10 minutes

Board to review the final version of the warrant (apply signatures) and move it forward to Deliberative Session. Warrant and budget must be posted by January 30th. ACTION

6-9. REPORTS

6. ADMINISTRATOR'S REPORT – *Dr. Metzler to present*

a. Update on happenings and activities with each of the district schools

7. PERSONNEL REPORT – *Dr. Metzler to present (if needed)*

8. COMMITTEE REPORTS – *Committee Chairs to update board on current initiatives.*

9. REPORTS OF THE SCHOOL BOARD

10. APPROVAL OF MINUTES

Three sets: December 1st sealed nonpublic and January 5th and January 12th public.

11. CORRESPONDENCE

12. VENDOR AND PAYROLL REGISTERS

13. OTHER BUSINESS

14. NON-PUBLIC *(if needed)*

15. FUTURE DATES

March 16, 2017	
Reorganizational Meeting	

April 6, 2017	
High School Graduation Date	
Renominations	
Committee Assignments	
School Board Goals	
School Board Training	
Food Service Contract - Tentative	

Back-Burner List

Teacher Update	<i>Ryan Richman (schedule 2016-17 presentation dates)</i>
Updated Org Chart	<i>Reflecting Campus</i>
Kindergarten Committee Report	
School Board Correspondence Process	
Adding Additional Board Meeting	<i>To address donations, awards, field trips</i>

Timberlane Athletic Department

Fall All-Stars

Boys Soccer

Nicholas Skinner-	Division 1 Honorable Mention/All Scholastic Award
Shane Monahan-	Division 1 First Team All State/Lions' Cup All Star/All Scholastic Award/Eagle Tribune All Area Team
Brandon Beane-	Division 1 First Team All State/Lions' Cup All Star/ Eagle Tribune All Area Team
Connor Ross-	Division 1 First Team/All New England Team/Eagle Tribune Soccer MVP
Noah D'Arcangelo-	All Scholastic Award
Kevin Healey-	All Scholastic Award
Dan Jordan-	All Scholastic Award
Yanni Kakouris-	All Scholastic Award
Joshua Richardson-	All Scholastic Award
Matthew Salois-	All Scholastic Award
Eric Sarbieski-	All Scholastic Award

Coach Mitch Mencis voted Division 1 Coach of the Year

Girls Soccer

Rachel McAbee -	2nd Team All State/Lions' Cup All-Star/All Scholastic Award
Lily Ashford -	Honorable Mention Team/ Lions' Cup All Star/All Scholastic Award
Maddie Flagg -	Honorable Mention Team
Ashley Cioto-	All Scholastic Award
Morgan DesRuisseaux-	All Scholastic Award
Colleen Donnelly-	All Scholastic Award
Paris Geisler-	All Scholastic Award
Emily Hammond-	All Scholastic Award
Gwyneth Manro-	All Scholastic Award

Cross Country

Jake Huberdeau-	Eagle Tribune All-Star team
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Football

South Conference All-Star

Jacob Post- Trevor Guilmette-	South Conference First Team All Star/Eagle Tribune All Star Offense South Conference First Team All Star/Eagle Tribune Honorable Mention
Alan Rendo- Jake Manfrates-	South Conference Honorable Mention South Conference Honorable Mention

Field Hockey

Coach Mim Ryan	Eagle Tribune Field Hockey Coach of the Year
Kylie Fitzpatrick- Team	Division 1 First Team All Star/Eagle Tribune All Area Team/NFHC All Academic
Julia Lanctot- All Academic Team	Division 1 First Team All Star/Twin State Team/Eagle Tribune Honorable Mention/NFHC
Victoria Rothwell- Taryn MacKinnon- Academic Team	Division 1 First Team All Star/Eagle Tribune All Area Team/ Division 1 Second Team All Star/Eagle Tribune Honorable Mention/NFHC All

National Field Hockey Coaches All- Academic Team

Samantha Hamilton-	NFHC All Academic Team
Makayla Livingston-	NFHC All Academic Team
Juliana Mancinelli-	NFHC All Academic Team
Rachel Paradis-	NFHC All Academic Team
Tess Priest-	NFHC All Academic Team
Joy Steenson-	NFHC All Academic Team
Kylee Taylor-	NFHC All Academic Team

NFHCA Academic Team: 10 nominees

Volleyball

Sam Carrigan-	Division 1 Second Team All-State/ Eagle Tribune All-Star
Brook-Lynne Marcotte-	Eagle Tribune Honorable Mention/Senior All-Star Game

TIMBERLANE REGIONAL SCHOOL DISTRICT

Serving the communities of

ATKINSON DANVILLE PLAISTOW SANDOWN

ANNUAL REPORT

For the Financial Year Ending June 30, 2016



The mission of the Timberlane Regional School District is to engage all students in challenging and relevant learning opportunities, emphasizing high aspirations and personal growth.

RIGOR – ACCOUNTABILITY

EVALUATION – SUPPORT

EVALUATION – SUPPORT

RIGOR – ACCOUNTABILITY

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TIMBERLANE REGIONAL SCHOOL DISTRICT 2016 ANNUAL REPORT
OFFICERS OF THE TIMBERLANE REGIONAL SCHOOL DISTRICT

Term Expires	SCHOOL BOARD			Phone
2017	Robert Collins	Danville	robcollins89@gmail.com	378-9389
	Jack Sapia	Atkinson	jack.sapia@timberlane.net	617-549-4231
	Susan Sherman	Plaistow	susan.sherman@timberlane.net	382-6249
2018	Peter Bealo – Vice Chair	Plaistow	pbealo@comcast.net	382-7039
	Gregory Spero	Atkinson	gregory.spero@yahoo.com	362-6415
	Donna Green	Sandown	donnagre@gmail.com	974-0758
2019	Stefanie Dube	Danville	stefaniedube@comcast.net	382-2080
	Daniel Guide	Plaistow	danguide@comcast.net	560-3902
	Kelly Ward	Sandown	Kellyward9700@gmail.com	382-6700

BUDGET COMMITTEE				
2017	Thomas F. Geary, III	Plaistow	tom.geary@me.com	978-382-2531
	Julie Hammond	Atkinson	djhamham@yahoo.com	362-5769
	George Manos (appointed)	Danville	manos.george@gmail.com	642-4596
2018	Anthony Cantone	Plaistow	tcantone@thehopegroup.com	508-868-8180
	Kate Delfino – Vice Chair	Atkinson	ksdelfino@gmail.com	234-5346
	Lee Dube – Chair	Sandown	leedube@comcast.net	489-7736
2019	Alan David	Sandown	ahdavid@comcast.net	702-1434
	W. David Gerns	Plaistow	wdgerns@comcast.net	382-6364
	John Hughes	Danville	jhdanvillenh@gmail.com	382-5573

OTHER DISTRICT OFFICERS		
2017	Steve Ranlett	Moderator
Appointed	Nancy Louiselle	School District Clerk
Appointed	Paul Sullivan	Treasurer
Appointed	Lori Parrillo	Assistant Treasurer

SCHOOL ADMINISTRATION		
Dr. Earl Metzler, II	Superintendent of Schools	earl.metzler@timberlane.net
Dr. Roxanne Wilson	Assistant Superintendent	roxanne.wilson@timberlane.net
George Stokinger	Business Administrator	george.stokinger@timberlane.net
Nancy Louiselle	Director of Human Resources	nancy.louiselle@timberlane.net
Susan Rasicot	Director of Student Services	susan.rasicot@timberlane.net
Elizabeth Rincon	Director of Special Education	elizabeth.rincon@timberlane.net
Debra Armfield	Exec. Dir. of Curriculum, Assessment & Prof. Learning	debra.armfield@timberlane.net
Christi Michaud	Director of Data, Assessment and Accountability	christi.michaud@timberlane.net
Kenneth Henderson	Director of Technology	kenneth.henderson@timberlane.net
Angelo Fantasia	Director of Athletics	angelo.fantasia@timberlane.net
Anthony DiBartolomeo	Director of Performing Arts	anthony.dibartolomeo@timberlane.net
James Hughes	Director of Facilities	james.hughes@timberlane.net
Geoffrey Dowd	Business Operations Coordinator	geoffrey.dowd@timberlane.net
Sandra Hodgkins	Transportation Coordinator	sandra.hodgkins@timberlane.net

ATKINSON ACADEMY
362-5521 www.atkinsonacademy.com
Kathleen Dayotis– Principal
Patrice Liff – Assistant Principal

DANVILLE ELEMENTARY SCHOOL
382-5554 www.danvilleschool.com
Nancy Barcelos – Principal
Lucy Canotas– Assistant Principal

POLLARD SCHOOL
382-7146 www.pollardschool.com
Michelle Auger – Principal
Doug Blay – Assistant Principal
Brian Shawley – Assistant Principal

TLC at SANDOWN CENTRAL
887-3648 www.sandownschool.com
Douglas Rolph – Principal
Kathleen McKechnie – Preschool Coordinator

SANDOWN NORTH ELEMENTARY SCHOOL
887-8505 www.sandownnorth.com
Jo-Ann Georgian – Principal
Nancy Stafford – Assistant Principal

TIMBERLANE REGIONAL MIDDLE SCHOOL
382-7131 www.timberlanems.com
Michael Hogan – Principal
Mike Flynn – Assistant Principal
Marilyn Hutnick – Assistant Principal
Carol Mrowka– Assistant Principal

TIMBERLANE REGIONAL HIGH SCHOOL
382-6541 www.timberlanehs.com
Donald Woodworth – Principal
Heather Roy – Assistant Principal of Student Services
Brian O’Connell – Assistant Principal of Operations
Mary Widman – Assistant Principal of Academics

TIMBERLANE POLICY COMMITTEE

SECOND READ / ADOPTION

- 1 JIJ STUDENT PROTESTS AND DEMONSTRATIONS**
Last updated in 1996; NHSBA language proposed.
- 2 DID FIXED ASSETS (INVENTORIES)**
Remanded back to PC after review by auditors and reconciliation of the reference to useful life years.
- 3 IJNDB INTERNET ACCESS FOR STUDENTS**
PC recommends repealing and referencing JICL (new policy code).
- 4 JICL INTERNET ACCESS FOR STUDENTS**
New language from NHSBA proposed.
- 5 EGA SCHOOL DISTRICT INTERNET ACCESS FOR STUDENTS**
PC recommends repealing and referencing JICL to reduce duplicity.
- 6 GBEF INTERNET ACCESS FOR STAFF**
New language from NHSBA proposed; new policy code.
- 7 GBK STAFF COMPLAINTS AND GRIEVANCES**
Last updated in 2005; NHSBA language proposed. Removed “of Education” as directed by the board at 1/5/17 meeting.

Timberlane Regional School District	Policy Code: JFI—JII
Adopted: 05-02-96 Revised:	Page 1 of 1

STUDENT *PROTESTS AND DEMONSTRATIONS* ~~AND STRIKES~~

The Board recognizes the rights of students to dissent peacefully so long as the day-to-day educational focus is not disrupted or hampered.

When student protests or demonstrations include violations of the rights of other students to an education, or when such protests or demonstrations involve force, threat of force, or actual violation of the law, those students responsible will be temporarily suspended from school pending further investigation. Students may face more severe discipline consistent with and in accordance with Board policy.

It will be the duty of teachers and administrators to see that order is maintained and that the right of the majority to pursue their education is not abridged by those who would disrupt that aim.

The Superintendent will develop procedures for handling student protests or demonstrations. At all times, the safety of the students shall be the main priority during times of student protests or demonstrations.

~~To ensure the orderly process of education and the safety of persons and property, the Board directs that the procedures below be followed in case of any type of disruptive demonstration on school property or within school buildings.~~

~~This policy is not intended to discourage the peaceful expression of opinions or ideas concerning the schools, but rather is designed to ensure the normal operation of the educational program.~~

~~The following steps shall be taken in the event of any disruption of the normal operations of the school:~~

~~1. The disruption will be immediately brought to the attention of the Superintendent, Assistant Superintendent and/or Principal. The administration shall have the authority to alert police authorities.~~

~~2. Students participating in a disruptive demonstration shall be directed by the Principal or his/her representative to go to their regular classroom assignment. At the same time, the administration will arrange for a meeting with the individual, leaders of a group, or the group itself if feasible, to discuss in a rational, orderly manner the problem which has caused the disorder.~~

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Adopted: 05-02-96 Revised:	Page 1 of 1

~~3. — Non student demonstrators and other unauthorized persons will be directed by the Principal or his/her representative to remove themselves from school property forthwith. The administration shall have the authority to alert the police authorities.~~

~~4. — When necessary for their safety, students and staff may be directed to leave the building and school property.~~

~~5. — While the demonstration is in progress, the Superintendent or any school personnel or board member should not enter into negotiations on the issues with the protesters.~~

~~6. — As soon as normal conditions can be resumed, the Superintendent and/or Principal shall be charged with establishing communications with the leaders of the protesting group in order to resolve their requests or refer them to the Board in an orderly manner.~~

~~7. — Students and/or employees participating in a disruptive demonstration on school grounds may be subject to discipline, including suspension or expulsion.~~

Timberlane Regional School District	Policy Code: DID
Adopted: 01-01-83 Revised: 01-03-91 Revised: 10-07-99 Revised: 03-17-11 Revised:	Page 1 of 2

FIXED ASSETS (INVENTORIES)

The Timberlane Regional School District has invested in a broad range of capital assets that are used in the school system's operations. The Superintendent will designate the person responsible for managing the District's capital assets and maintaining the fixed assets inventory. In accounting for capital assets, the District will implement the standards required by Statement 34 of the Government Accounting Standards Board.

Capital assets are real or personal property that have a value equal to or greater than the capitalization threshold of the particular classification of asset, and have an estimated useful life of greater than one year.

Capital assets include, but are not limited to:

- Land*
- Land Improvements (not depreciable)*
- Land Improvements (depreciable)*
- Infrastructure*
- Construction in Progress*
- Leasehold Improvements*
- Buildings and Building Improvements*
- Vehicles*
- Furniture, Equipment & Machinery*

All assets, or at least a representative sampling, including those that are reported on a composite basis, must be evaluated once annually to reflect either an increase or decrease in total value.

CAPITALIZATION THRESHOLD

For financial reporting purposes, capitalization thresholds are set at \$10,000 per item, or for like kind (aggregate) purchases, for all classes except Infrastructure assets, which are capitalized and depreciated if over \$100,000 per item.

ESTIMATED USEFUL LIFE THRESHOLD

For financial reporting purposes, an asset must have an estimated useful life greater than one year to be considered for capitalization and depreciation.

ACQUISITION OF ASSETS

Capital assets may be acquired through donation, purchase, or may be constructed. The asset

Timberlane Regional School District	Policy Code: DID
Adopted: 01-01-83 Revised: 01-03-91 Revised: 10-07-99 Revised: 03-17-11 Revised:	Page 2 of 2

value for donations will be the fair market value at the time of the donation. The asset value, when purchased, will be the initial cost plus the trade-in value of any old asset given up, plus all costs related to placing the asset into operation. The asset value of constructed assets will include all costs of construction.

DEPRECIATION OF ASSETS

For all assets that qualify as a depreciable asset, the straight-line, full-year depreciation method should be utilized to depreciate the capital asset, over the estimated useful life of the related asset.

DISPOSITION OF ASSETS

When capital assets are sold or otherwise disposed of, the inventory of capital assets should be relieved of the cost of the asset and the associated accumulated depreciation. Assets will be removed on an annual basis in conjunction with the annual update. The appropriate depreciation will be taken for the year of disposal.

~~To serve the functions of conservation and control, a running inventory of fixed assets with appraised values will be maintained by the Superintendent's office on buildings and contents including (1) buildings and grounds equipment, (2) furniture, (3) administrative equipment, (4) educational equipment, (5) vehicles, and (6) textbooks and supplementary books.~~

~~The Superintendent will designate the person responsible for maintaining an inventory of equipment, materials and supplies in his/her shop, laboratory, or classroom.~~

~~Each teacher is responsible for maintaining an inventory of equipment, materials and supplies in his/her shop, laboratory, or classroom and will coordinate this inventory with the principal's building inventory.~~

~~These inventories will be brought up-to-date as needed, but no less than once per fiscal year. Two copies of the inventory will be filed with the building administrator.~~

Timberlane Regional School District	Policy Code: IJNDB
Adopted: 11-06-97 Revised: 11-20-97 Revised: 09-20-01 Revised: 02-24-05 Revised: 12-06-07 Revised: 04-02-09	Page 1 of 2 REPEALED

INTERNET ACCESS FOR STUDENTS

~~Repeal and reference Policy JICL. The rich sources of information available on the Internet hold the promise of greatly enhancing the quality of education available to all students. Therefore, Internet access will be made available to students in the District for the purposes of communication, research, and education.~~

~~District personnel will monitor student Internet use and the degree of access to the Internet will be dependent upon the age of students.~~

~~SAFETY PROCEDURES AND GUIDELINES~~

~~The Superintendent shall develop and implement appropriate procedures to provide guidance for access and use of electronic media. See EGA-R.~~

~~Guidelines shall address teacher supervision of student computer use, ethical use of electronic media (including, but not limited to, the Internet, e-mail, and other District technological resources), and issues of privacy versus administrative review of electronic files and communications. In addition, guidelines shall prohibit utilization of networks for prohibited or illegal activities, the intentional spreading of embedded messages, or the use of other programs with the potential of damaging or destroying programs or data.~~

~~Internet safety measures shall be implemented that effectively address the following:~~

- ~~1. Implementation of a District Internet Acceptable Use Procedures.~~
- ~~2. Implementation of a District Internet Code of Conduct.~~
- ~~3. Rules for Internet use to be included in all student handbooks.~~
- ~~4. All student Internet users must obtain an Internet account, including parental permission.

 - ~~A. Compliance with the District Internet Acceptable Use Procedures is condition for the account.~~
 - ~~B. Internet training will be provided, including training on personal responsibility, ethical and courteous behavior, and the Acceptable Use Procedures and the Code of Conduct.~~
 - ~~C. Parents or guardians are asked to review the Code of Conduct and the Acceptable Use Procedures with their children. Parent or guardian permission is required for student access. All students and staff must have a signed District authorization form for an account.~~~~

Timberlane Regional School District	Policy Code: IJNDB
Adopted: 11-06-97 Revised: 11-20-97 Revised: 09-20-01 Revised: 02-24-05 Revised: 12-06-07 Revised: 04-02-09	Page 2 of 2

- ~~5. Training for staff to increase their skills in working with students on the Internet.~~
- ~~6. Methods of controlling access by minors to inappropriate matter on the Internet and World Wide Web.~~
- ~~7. Measures designed to address safety and security of minors when they are using electronic mail, chat rooms, and other forms of electronic communications.~~
- ~~8. Rules to prevent unauthorized access, including "hacking" and other unlawful activities by students.~~
- ~~9. Rules to prohibit unauthorized disclosure, use, and dissemination of personal information regarding minors.~~
- ~~10. Measures designed to restrict minors' access to materials harmful to them.~~

AUDIT OF USE

~~The Superintendent/designee shall establish a process to determine whether the District's education technology is being used for purposes prohibited by law or for accessing sexually explicit materials. This process shall include:~~

- ~~1. Utilizing technology that blocks or filters Internet access, for both minors and adults, to certain visual depictions that are obscene, involve child pornography, or are otherwise harmful to minors.~~
- ~~2. Monitoring online activities of minors.~~

PUBLIC HEARING

~~The District shall provide reasonable public notice of and hold at least one (1) public hearing or meeting to address and communicate its Internet safety policy prior to adoption of said policy.~~

~~See also policy EGA.~~

Legal References:

- ~~RSA 194:3-d, School District Computer Networks~~
- ~~Pub. L. No. 106-554, Children's Internet Protection Act (www.ifea.net/cipa.html)~~

**Appendix: IJNDB-R
IJNDB-X**

Timberlane Regional School District	Policy Code: JICL
Adopted:	Page 1 of 1

INTERNET ACCESS FOR STUDENTS

The Timberlane Regional School Board recognizes that technological resources can enhance student performance by offering effective tools to assist in providing a quality instructional program, facilitating communications with parents/guardians, teachers, and the community, supporting District and school operations, and improving access to and exchange of information. The Board expects all students to learn to use the available technological resources that will assist them in the performance of their education. As needed, students shall receive lessons and instruction in the appropriate use of these resources.

Students shall be responsible for the appropriate use of technology and shall use the District’s technological resources primarily for purposes related to their education. Students are hereby notified that there is no expectation of privacy on district computers, computer files, email, internet usage logs, and other electronic data.

The Superintendent or designee shall ensure that all District computers with Internet access have a technology protection measure that prevents access to information that is inappropriate, obscene or pornographic and that the operation of such measures is enforced. The Superintendent or designee may disable the technology protection measure under direct supervision of an adult to enable access for bona fide research, educational or other lawful purpose.

The Superintendent shall establish an Acceptable Use Agreement that outlines student obligations and responsibilities related to the use of District technology. He/she also may establish guidelines and limits on the use of technological resources. Inappropriate use may result in a cancellation of the student’s user privileges, disciplinary action, up to and including expulsion and/or legal action in accordance with law, Board policy, and administrative regulations.

The Superintendent or designee shall provide copies of related policies, regulations, and guidelines to all students. Students shall be required to acknowledge in writing that they have read and understood the District’s Acceptable Use Agreement.

Legal References:

- RSA 194:3-d, School District Computer Networks*
- 47 U.S.C. §254, Requirements For Certain Schools – Internet Safety*
- 20 U.S.C. §6777, Enhancing Education Through Technology – Internet Safety*

Appendix: JICL-R

JICL – INTERNET ACCESS FOR STUDENTS

<p>Timberlane Regional School District</p>	<p>Policy Code: EGA</p>
<p>Adopted: 11-06-97 Revised: 11-20-97 Revised: 09-20-01 Revised: 02-24-05 Revised: 04-02-09</p>	<p>Page 1 of 2 REPEALED</p>

SCHOOL DISTRICT INTERNET ACCESS FOR STUDENTS

~~Repeal and reference policy JICL. The rich sources of information available on the Internet hold the promise of greatly enhancing the quality of education available to all students. Therefore, Internet access will be made available to students in the Timberlane Regional School District for the purposes of communication, research, and education.~~

~~District personnel will monitor student Internet use and the degree of access to the Internet will be dependent upon the age of students.~~

~~SAFETY PROCEDURES AND GUIDELINES~~

~~The Superintendent/designee shall develop and implement appropriate procedures to provide guidance for access and use of electronic media. See EGA-R.~~

~~Guidelines shall address teacher supervision of student computer use, ethical use of electronic media (including, but not limited to, the Internet, e-mail, and other District technological resources), and issues of privacy versus administrative review of electronic files and communications. In addition, guidelines shall prohibit utilization of networks for prohibited or illegal activities, the intentional spreading of embedded messages, or the use of other programs with the potential of damaging or destroying programs or data.~~

~~Internet safety measures shall be implemented that effectively address the following:~~

- ~~1. Implementation of District Acceptable Use Procedures.~~
- ~~2. Implementation of a District Internet Code of Conduct.~~
- ~~3. Rules for Internet use to be included in all student handbooks.~~
- ~~4. All student Internet users obtain an Internet account that includes parent permission.~~
 - ~~A. Compliance with the District Acceptable Use Procedures is a condition for the account.~~
 - ~~B. Internet training will be provided, including training on personal responsibility, ethical and courteous behavior, and the Acceptable Use Procedures and the Internet Code of Conduct.~~
 - ~~C. Parents or guardians are asked to review the Internet Code of Conduct and the Acceptable Use Procedures with their children. Parent or guardian permission is required for student access. All students and staff must have a signed District authorization form for an account.~~

Timberlane Regional School District	Policy Code: EGA
Adopted: 11-06-97 Revised: 11-20-97 Revised: 09-20-01 Revised: 02-24-05 Revised: 04-02-09	Page 2 of 2

- ~~5. Training for staff to increase their skills in working with students on the Internet.~~
- ~~6. Methods of controlling access by minors to inappropriate matter on the Internet and World Wide Web.~~
- ~~7. Measures designed to address safety and security of minors when they are using electronic mail, chat rooms, and other forms of electronic communications.~~
- ~~8. Rules to prevent unauthorized access, including "hacking" and other unlawful activities by students.~~
- ~~9. Rules to prohibit unauthorized disclosure, use, and dissemination of personal information regarding minors.~~
- ~~10. Measures designed to restrict minors' access to materials harmful to them.~~

AUDIT OF USE

~~The Superintendent/designee shall establish a process to determine whether the District's education technology is being used for purposes prohibited by law or for accessing sexually explicit materials. This process shall include:~~

- ~~1. Utilizing technology that blocks or filters Internet access for both minors and adults to certain visual depictions that are obscene, involve child pornography, or are otherwise harmful to minors.~~
- ~~2. Monitoring on-line activities of minors.~~

PUBLIC HEARING

~~The District shall provide reasonable public notice of, and hold at least one (1) public hearing or meeting to address and communicate its Internet safety policy prior to adoption of said policy.~~

~~See also Policy IJNDB.~~

Timberlane Regional School Board	Policy Code: GBEF
Adopted:	Page 1 of 1

INTERNET ACCESS FOR STAFF

The Timberlane Regional School Board recognizes that technological resources can enhance teacher performance by offering effective tools to assist in providing a quality instructional program, facilitating communications with parents/guardians, teachers, and the community, supporting District and school operations, and improving access to and exchange of information. The Board expects all staff to learn to use the available technological resources that will assist them in the performance of their education. As needed, staff shall receive training, lessons and instruction in the appropriate use of these resources.

Staff shall be responsible for the appropriate use of technology and shall use the District's technological resources primarily for purposes related to their education. Staff are hereby notified that there is no expectation of privacy on district computers, computer files, email, internet usage logs, and other electronic data.

The Superintendent or designee shall ensure that all District computers with Internet access have a technology protection measure that prevents access to information that is inappropriate, obscene or pornographic and that the operation of such measures is enforced. The Superintendent or designee may disable the technology protection measure during use by an adult to enable access for bona fide research, educational or other lawful purpose.

The Superintendent shall establish Acceptable Use Procedures that outlines staff obligations and responsibilities related to the use of District technology. He/she also may establish guidelines and limits on the use of technological resources. Inappropriate use may result in a cancellation of the staff member's user privileges, disciplinary action up to and including termination, and/or legal action in accordance with law, Board policy, and administrative regulations.

The Superintendent or designee shall provide copies of related policies, regulations, and guidelines to all staff. Staff shall be required to acknowledge in writing that they have read and understood the District's Acceptable Use Agreement.

Legal References:

- RSA 194:3-d, School District Computer Networks
- 47 U.S.C. §254, Requirements For Certain Schools – Internet Safety
- 20 U.S.C. §6777, Enhancing Education Through Technology – Internet Safety

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STAFF COMPLAINTS AND GRIEVANCES

It is the Board's desire that procedures for settling differences provide for prompt and equitable resolution at the lowest possible administrative level and that each employee be assured an opportunity for orderly presentation and review of complaints without fear of reprisal. The Board encourages the resolution of employee concerns prior to entering the concern communication procedure, which is defined below.

A "concern" or "complaint" is defined as an alleged material violation Board policies or administrative procedures that apply to all employees.

The process designated for the resolution of "grievances" is established in the collective bargaining agreement, if applicable.

Nothing in this policy shall be construed to imply in any manner the establishment of personal rights not explicitly established by statute or Board policy. Neither shall anything in this policy be construed to establish any condition prerequisite relative to non-renewal of contracts, transfer, assignment, dismissal or any other employment decision relating to school personnel.

All employment decisions remain within the sole and continuing discretion of the administration and/or Board, as appropriate, subject only to the conditions and limitations prescribed by law.

In order to promote efficiency in the administration of schools and to avoid misunderstandings and misinterpretations, all personnel must observe a chain of command when bringing staff concerns or complaints to the administration's attention.

In order to promote such efficiency, the following guidelines should be followed:

- 1. All personnel employed by the District shall be responsible to the Board through the Superintendent. All personnel issue shall be presented to the Superintendent for determination. Personnel issues will be brought to the Board only if the affected employee has a right to a hearing before the Board, as established by law or collective bargaining agreement.*
- 2. All disputes or other personnel issue shall be brought to the building Principal before being presented to the Superintendent.*
- 3. Building personnel working under the immediate direction and/or supervision of someone other than the building Principal will inform their immediate superior of any dispute or personnel issue s/he intends to bring to the principal.*

It is the Board's policy not to involve itself in personnel complaints or disputes until the matter has properly followed these guidelines.

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Unless the affected employee has a right to hearing before the Board, administrative decisions shall be final. An employee's failure to adhere to such decision or directive may be considered insubordination and may lead to adverse employment actions up to and including termination.

Legal References:

RSA 189:13, Dismissal of Teacher

RSA 189:14-a, Failure to be Renominated or Reelected

~~The Board subscribes to an orderly, well-defined grievance procedure for the resolution of problems derived from applications of Board policies and District regulations. Grievances will be handled expeditiously in accordance with the procedures approved by the Board.~~

~~The procedure set up for the resolution of "grievances" in collective bargaining agreements between the Board and recognized employee organizations will apply only to grievances as defined in the particular agreement.~~

Appendix GBK-R