

GOFFSTOWN SCHOOL DISTRICT

Goffstown School Board Policy Review Committee SAU#19 Central Office – 11 School Street - Goffstown, NH 03045

Monday ~ April 10, 2017 Meeting Minutes

Board Members Present: Steven Dutton, Lorry Cloutier, Fred Hayes NB rep (arrived 5:45 PM), Heather Trzepacz

Administration Present: MaryClaire Barry, Assistant Superintendent

Steven Dutton called the meeting to order at 5:30pm

Heather Trzepacz motioned the approval of the March 13, 2017 meeting minutes as presented, seconded by Lorry Cloutier. Vote: 3-0-0 – Motion Passed.

No policies and or regulations have been motioned to the Board for April 17, 2017 meeting.

1. BEDG – Minutes - Not reviewed

2. EEAA – Video and Audio Surveillance on School Property

- *Denise pulled all policies that have, or may need to have, mention of audio/video.*
- *MC to categorize policies and present to subcommittee at May meeting for consideration of how, and when, to integrate into the current workplan.*
- *Copy of Drummond Woodsum model policy to be provided ~ MC*

3. GBK – Employee Complaints and Grievances

- **MC to follow up with new NHSBA attorney**

4. IKF High School Graduation

- MC sent to GHS Administration for review and feedback on April 12, 2017

5. GCCBC Family Medical Leave Act

- MC advised that the HR Director asked to have the policy to update. The current policy is not congruent with changes in the law.
- PRC asked that the HR Director also review policy GCCAD Staff Military Leaves and also consider any policy that mentions/addresses other leaves such as jury duty, etc.

6. Athletic policy update ~ policy and regulation has been reviewed by MC and Steven to determine the elements that are policy related and the elements that are “handbook” appropriate. Both reviews revealed that the content of both policy and regulation should live in a handbook of sorts. Steve did advise that the sections that address participation for students who live in town but are not enrolled in schools and students who attend New Boston Central School should remain on the radar. The ability to participate is driven by RSA and is detailed in other policies. Those policies will need to be reviewed as part of this process. It is understood that this was an update for PRC as the work around athletics is to be addressed this summer by a separate subcommittee.

7. EBBC – Emergency Care and First Aid

- Presented to PRC with revisions as provided by two Goffstown nurses
- Additional revisions:
 - Recode policy EBBC/JLCE
 - Rename policy:
 - First Aid and Emergency Medical Care
 - Student Accidents and Accident Report
 - Paragraph #4 ~ line 4 ~ change have to has
 - Paragraph #5 ~ end at for each student.
 - Paragraph #6 ~ To read: The school nurse, specially trained staff members, or
 - Paragraph #8 ~ To read: Additionally, the school nurse or specially trained staff members
 - Paragraph #9 (sentence from policy JLCE) ~ to read: *Every school shall maintain documentation of reported injuries and emergencies.* For significant injuries, the staff person ...
 - Paragraph 11: STRIKE in entirety.
 - Legal references ~ please list all in numerical sequence and add (with descriptors):
 - RSA 200:53
 - RSA 200: 56
 - RSA 200: 57

8. JLCE ~ STRIKE in entirety. Subsumed into policy EBBC.

9. EBBC-R

- Revisions (in addition to those presented by nurses) are as follows:
 - Paragraph #1 ~ Sentence 1 ~ change to his/her parent.
 - Sentence 2 ~ lower case for school nurse
 - Roman I and throughout the document:
 - Change nurse to read him/her or her/him
 - Roman II
 - Letter d: 911 should be called and **its** recommendations
 - Letter f: The nurse, an administrator, or the staff member
 - Legal references:
 - Remove

NOTE: For Policy EBBC and EBBC-R - MC to follow up with Ray Labore regarding claim forms and accident reporting forms and process. Any input and suggested revisions from Ray to be brought to the May meeting.

10. JLCD ~ to be on May agenda

2010 Matrix – by Code (B) Policies moved to May Agenda

Adjournment – Lorry Cloutier motioned to adjourn the meeting at 6:55pm, seconded by Heather Trzepacz. Vote: 4-0-0 – All in Favor – Motion Passed.

Respectfully submitted by:
MaryClaire Barry

NEXT PRC MEETING: Monday, May 8, 2017 @ 5:30pm @ SAU Central Office