

Public Notice of Meeting
WILTON-LYNDEBOROUGH COOPERATIVE
POLICY COMMITTEE MEETING
Tuesday, February 22, 2022
Wilton-Lyndeborough Cooperative MS/HS
6:30 p.m.

I. CALL TO ORDER

The meeting was called to order at 6:35 PM in the WLC Media room, Brianne Lavallee present and Tiffany Cloutier-Cabral attended remotely. Mary-Beth Wiley, Peter Weaver and Sarah Edmunds also attended remotely.

II. APPROVE PREVIOUS MINUTES

Ms. Cloutier-Cabral made a motion to accept the minutes from 12/20/2021 as written, Ms. Lavallee second; Roll call vote 2 ayes 0 nays; Ms. Cloutier-Cabral made a motion to accept the minutes from 01/27/2021 as written, Ms. Lavallee second; Roll call vote 2 ayes 0 nays

III. OLD BUSINESS

a. IJL - Library Materials Selection and Adoption

Discussion was had regarding the wording of the policy, examples from other districts, and the possible different approaches. Discussion regarding having this as a separate policy versus making additions to policy KEC; consensus was to move forward with creation of policy IJL with some changes. Verbiage changed with the addition of a statement at end of paragraph one, and some deletions from paragraph two. Ms. Lavallee questioned the committee regarding the reference to the Library Bill of Rights and the Students Right to Read; include it vs. take it out or change the length. Consensus was to continue to include it. Ms. Cloutier Cabral suggested we provide background information on these references for the Board prior to the adoption of the policy. Policy will be revised and final draft presented to committee prior to moving to the Board.

b. IKF - High School Graduation Requirements

Discussion was had regarding content of our current policy vs. content of NHSBA recommended policy, Ms. Lavallee noted due to recent legislative changes it appears we need to add sections C & D from the sample policy to be in compliance. Discussion was had regarding our policy as we only have the credit requirements list in our policy not the graduation competencies (section B) but it appears this is also required by the Department of Ed; recommended that we just combine the two lists since they are identical. Ms. Lavallee will verify with NHSBA lawyer to confirm this will still meet the requirements and make the changes applicable. Consensus of committee to complete a draft policy following lawyer consultation and a final draft will be completed for review at the next committee meeting. Mr. Weaver noted that 20 credits is the requirement for a New Hampshire State Diploma however in order for students to receive a Wilton-Lyndeborough District Diploma we currently require 24 credits to encourage a more rigorous course schedule. Ms. Edmunds noted that since we have a 7 period day, this allows for additional courses; it will raise to 26 with the next freshman class. Ms. Lavallee questioned where this information is made available. Ms. Edmunds verified that it is all included in the student handbook and is updated yearly. Ms. Lavallee questioned how it is determined that a student works towards a District Diploma versus a State Diploma; Ms. Edmunds verified that it is a collaborative decision between administration, students, and parents.

c. IMBC - Alternative Credit Options

Discussion was had regarding our current policy and the suggested policy looks very similar with only minor differences regarding the approved school wording. Ms. Lavallee stated that her interpretation of our

wording appears to have us in compliance at this time. Consensus was to just update the legal references and add a committee review date; we will not need to send any changes to the board.

d. JCA - Change of School or Assignment - Best Interest and Manifest Hardship

Discussion was had regarding concern with statement in first paragraph regarding “private schools”. Mr. Weaver questioned this being a requirement to be in compliance; Ms. Lavallee is researching the wording requirements and will follow up with NHSBA lawyer before finalizing the proposed draft and clarify if it is a requirement does it make a difference if it’s included in both reassignment and manifest hardship. A draft will be created for final review at the next committee meeting. Ms. Lavallee noted that the changes should include the merging of two policies (JCA and JEC). We would need to withdraw policy JEC if we adopt all the changes in JCA, consensus of the committee is in agreement; Ms. Lavallee questioned previous procedure for policy withdrawal, Ms. Cloutier-Cabral noted that if the board votes that a note is just added to the updated policy and a hard copy is kept at the SAU office.

e. IHCD/LEB - Advanced Course Work/Advanced Placement Courses & Courses & Stem Dual & Concurrent Enrollment Program

Discussion was had regarding our current policy and the NHSBA recommended changes; Ms. Edmunds noted we need to remove the word “guidance” from line 3 of our current district policy. Ms. Lavallee noted it appears our current policy is missing the 2019 updates one being the removal of “guidance” and career readiness potential is missing and the requirement to open it to sophomores. Consensus of the committee is to make these changes. Ms. Lavallee noted the 2020 updates require adding a reference to CTE courses per RSA amendments; these need to be changed as well; Consensus of the committee is to make these changes. It was noted that we again can merge two policies (IHCD and LEB) and we would need to withdraw policy LEB; consensus of the committee to move forward with final draft for next committee meeting.

f. EEAEA & EEAEA-R - Mandatory Drug and Alcohol Testing- School Bus Drivers

Discussion was had regarding the final draft policies; no changes recommended at this time; policies can move forward for Board adoption.

IV. NEW BUSINESS

a. Review Related Policies from Recent Policy Adoptions

Ms. Lavallee presented the list of policies she reviewed that were related to recently adopted policies. All related policies have been reviewed and cross-referenced with compliance using the NHSBA policy bank. All findings listed below; discussion was had and committee is in agreement with creation of drafts for all noted updates. Drafts to be reviewed in the next committee meeting.

i. Policy ADB/GBEC: Related Policies

1. ADC needs to be updated and possible merge with GBED and JICG then withdraw Policies GBED and JICG
2. GBEC needs to be updated
3. GBED see above
4. JICG see above
5. JICH no updates needed; committee review date needs to be added

ii. Policy GADA: Related Policies

1. GBCD already updated
2. GBCD-R no updates needed; committee review date needs to be added; also, question was raised by Ms. Lavallee regarding where the referenced attachments are located; Ms. Lavallee will follow up with Ms. Fowler.
3. GBJ needs to be updated
4. GBJ-R no update needed; committee review date needs to be added
5. GCF no update needed; committee review date needs to be added

- 98 6. **GDB** - minor changes noted, this is not a required policy and updates are not
99 necessary but may be helpful; consensus of committee to wait to review and focus
100 on policies in need of changes related to compliance only.

101 **iii. Policy IGE: Related Policies**

- 102 1. **IHAM** needs to be updated
103 2. **IHAM-R** needs to be updated
104 3. **KEC** updates completed but final board approval still needed
105 4. **KEC-R** see above

106 **iv. Policy IK: Related policies**

- 107 1. **BAAA** no update needed; committee review date needs to be added
108 2. **IKF** currently in review
109 3. **ILBA** no update needed; committee review date needs to be added
110 4. **ILBAA** no updates needed; committee review date needs to be added and legal
111 references updated

112 **v. Policy GBCD: Related Policies**

- 113 1. **GDF** no updates needed; committee review date needs to be added
114 2. **IJOC** minor updates needed
115 3. **GBCD-R** no updates needed

116 **vi. Policy JICD: Related Policies**

- 117 1. **JJ** minor update needed discussion regarding the potential to withdraw current
118 policy **JIA** as it is not formally incorporated into policy **JICD**; Ms. Lavallee will
119 research this further and bring any recommendations to committee
120 2. **JIC** updates needed
121 3. **JICI** was last updated in 2019 and appears to be in compliance
122 4. **JICK** needs to be updated
123 5. **JICD-R** no update needed; add committee review date
124

125 **b.** Ms. Lavallee noted that we still need to complete the following policies:

- 126 **i.** **JLCE** final draft will be completed and brought to committee at next meeting
127 **ii.** **Procurement Policy** Finance committee is looking at this
128 **iii.** **Records Retention Policy** Finance committee is looking at this.
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130 **V. PUBLIC COMMENT**

131 No public in attendance.
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133 **VI. ADJOURNMENT**

134 Ms. Cloutier-Cabral made a motion to adjourn, second by Ms. Lavallee, Roll call vote 2 ayes 0 nays
135 meeting adjourned at 7:34PM.
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