

SUPERINTENDENT'S REPORT  
AUGUST 4, 2011

HANDBOOKS – PROFESSIONAL STAFF – Professional Staff Handbook has been revised to reflect changes in the law and school board policy. The Professional Staff Handbook Changes for 2011-2012 are attached. The Genetic Information Nondiscrimination Act and NH Retirement System are major external factors impacting district practice. School board policy in charging meals, technology use, teaching own children, indoor air quality, and animals in school and on school grounds have been reflected in the handbook. Please note that Kyle Repucci will serve as the district PowerSchool® contact. Food service section has been changed to reflect the new food service policy in which staff may not charge meals.

SUPPORT STAFF - Support Staff Handbook has been revised to reflect changes in the law and school board policy. The Support Staff Handbook Changes for 2011-2012 are attached. The Genetic Information Nondiscrimination Act and NH Retirement System are major external factors impacting district practice. The new Paraprofessional Agreement has also required some changes in the areas of school calendar/work year, health insurance, and personal leave notification. School board policy in charging meals, technology use, teaching own children, indoor air quality, and animals in school and on school grounds have been reflected in the handbook. Food service section has been changed to reflect the new food service policy in which staff may not charge meals.

PARENT NOTICE OF RIGHTS AND POLICIES – Annual Parent Notice of Rights and Policies has been revised to reflect changes in the law and school board policy. Most of these policies require parental notification under the law. Non-Discrimination has been updated to comply with the Genetic Information Nondiscrimination Act. The computer acceptable use policy has been completely revised to reflect new technologies and to meet the criteria for state approval of the technology plan. Major legislation in the area of physical restraint requires that parents be notified of the full policy. Within the letter notice has been provided of other policy changes in the areas of transportation, concussion testing for athletes, and online food service access and potential changes in charging meals.

RECEIPT OF HANDBOOKS – I approve of having an “all in one” signature page for parents to acknowledge receipt of school and district handbooks. This will eliminate the need for signature on the Parent Notice of Rights and Policies.

SUBSTITUTE – Substitute Handbook has been revised to reflect new contact information and address the Genetic Information Nondiscrimination Act, bullying prevention policy, and the revised School District Internet Access policy.

POLICY EF – Food Service – Second Reading – Policy was revised to reflect the discussion at the last Board meeting in which students and staff will not be permitted to charge for food service purchases.

Elementary students will be provided up to five emergency lunches consisting of a sandwich meal if the student does not have a lunch or lunch money. (Policy distributed via email.)

POLICY AC and G - GINA – Second Reading – Title II of the Genetic Information Nondiscrimination Act (GINA) of 2008 prohibits the District from requesting or requiring genetic information of employees or their family members. Policy has been revised to reference GINA or add a statement regarding GINA. Policies affected are as follows. (Policy distributed at last meeting.) Please note that these policies are reflected in the 2011-2012 student and personnel handbooks.

- AC – Non-Discrimination – added reference to GINA.
- GBA – Equal Opportunity Employment – added reference to GINA
- GBA – Form – Discrimination and/or Harassment Report – added reference to GINA
- GBCBC – Family and Medical Leave Act – added statement regarding GINA
- GBGA – Staff Health – added statement regarding GINA

POLICY JQ – Student Fees, Fines, and Other Financial Obligations – First Reading - At the last meeting an inquiry was made as to policy encompassing all student and parent financial obligations. Policy JQ has been expanded to address instructional materials, school facilities, activities and field trips, food service, and outstanding debts. (Policy distributed via email.) This policy supports Policy EF Food Management.

POLICY JRA-FORM – Student Directory Information Opt Out Form – First Reading/Approval – At the last meeting a revised opt out form for student directory information was presented by the EHS Guidance Department to address confusion associated with the previous form. This form will be distributed with the beginning of the year information. The intent of the policy has not changed; only the form has changed. If at all possible approval would be appreciated. (Policy distributed via email.)

POLICY KCC – School and District Affiliated Organizations – First Reading – As you know the District has met with the Attorney General’s Office to discuss fundraising in schools by outside groups. It was recommended that the District have a policy governing non-school organizations and enter into an agreement to clarify the relationship. Policy KCC provides the criteria for school sponsored activity, school affiliated 501c3 non-profit organization, district sponsored organization, or non-district sponsored organization. The criteria addresses affiliation, purpose, funding, supervision, decision making, school fundraising, distribution of funds, balance of funds, location of funds, financial accountability, facilities use, liability insurance, and advertising in schools. In some cases an annual agreement will be required to further clarify the criteria. If fundraising is permitted an annual fundraising proposal will also be required. (Policy and agreement distributed via email.)

Charter Student SST Bus Request – The request from a student attending GBECs to ride the SST bus to/from Epping High School has been carried over from last meeting. A previous request was denied for a GBECs student to ride the SST bus. In this case the student was not a SST student. (Minutes of September 17, 2009 were distributed via email.)

PERSONNEL – Resignation – Jon Altbergs, EHS Dean of Students has submitted his resignation to accept a position as Dean of Instruction at Dover High School. I recommend that the Board accept his resignation with regret. (Resignation distributed via email.)

PERSONNEL – Nomination – Hiring Update

- EES Guidance Counselor – Anticipate a nomination for meeting.
- EES 40% Computer Teacher – At the interview stage.
- EHS Dean of Students – At the interview stage.

OTHER – Abandoned Property – The District was contacted by a Wallace Nolen who made allegations that we had not responded to a right-to-know request. As of this report we have not received a written request. In a recent newspaper article, Mr. Nolen is suing the State of NH for release of abandoned property information. In talking with Mr. Nolen he also made allegations that the District had misused funds. In further conversation it had to do with the abandoned property mentioned in the newspaper article. Prior to his call the District had already responded to have one such instance of abandoned property released and was investigating the other two.

NONPUBLIC – Personnel

Barbara D. Munsey