

Portsmouth School Department  
Clough Drive  
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Office of the  
Superintendent of Schools

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**DATE:** March 17, 2004  
**TO:** All Interested Parties  
**FROM:** Kent F. LaPage, Chair  
Portsmouth School Board  
**RE:** ADMINISTRATION OF DRUG AND ALCOHOL POLICY

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In order to allow the full School Board to participate with the public in a discussion of the administration of the School Department's drug and alcohol policy in a manner consistent with the Right to Know Law (RSA 91-A), a work session has been scheduled for that purpose on Tuesday, March 23, 2004. The meeting is scheduled to be held in the auditorium at Portsmouth High School. It will commence at 6:30 p.m. A regular meeting of the Board will follow at 8:00 p.m.

It should be noted that absent the proper notification and advertisement of a meeting such as proposed above, the Right to Know Law would prohibit participation of the full School Board.

The work session will begin with presentations by Portsmouth High School Principal Forrest Ransdell and myself. An opportunity will be provided for all interested persons to offer input to the Board regarding the administration of the school drug and alcohol policy.

It is hoped that the work session will be well attended and that all viewpoints on the scheduled topic will be presented to the public and the Board.