

**CITY OF PORTSMOUTH  
LEGAL DEPARTMENT  
MEMORANDUM**

**DATE:           OCTOBER 24, 2016**

**TO:             PORTSMOUTH SCHOOL BOARD**

**FROM:          POLICY COMMITTEE**

**RE:            OCTOBER 18, 2016 MEETING MINUTES**

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**Members Present:** Leslie Stevens, Ann Walker, Steve Zadavec and Kathleen Dwyer

**Others Present:**   Paulette Rouse and Steve Bartlett

**Non-Policies Item Considered:**

**Election Day**

Leslie requested that the School Department put out a general communication to parents reminding them that schools will be closed on November 8, 2016 due to the election. Additionally, given a recent AG advisory stating voters cannot be prevented from voting due to the open carry of weapons, schools will probably be closed in the future for all elections. Steve is going to follow-up with John Bohenko about alternative voting sites other than schools that can be used for voting. Security had been increased during the recent primary and voting went smoothly without incident.

**Minutes of Policy Committee Meeting**

Leslie said that it would be helpful if the minutes were included in the same packet as policies that are going to be considered by the School Board. Often the minutes are included in the packet at a separate meeting. Paulette said that she would make this change as well as giving Leslie the minutes separately for use at the meetings as she is the one who reports on the policy committee items.

**Policies Considered:**

**Transportation/Purposes (EEA)**

Steve Bartlett explained that the state law requires that students be bussed in grades 1-8 if they live farther than 2 miles from school. Districts may elect to transport kindergarten and high school students. He further reported that students can be required to walk one mile to a school bus stop.

In practice, Portsmouth offers bus transportation to all students K-12. Stops for Kindergarten students are close to their homes. Bus stops are generally within a half a mile radius of students assigned to a stop. Stops are dictated by student safety. For instance, by New Franklin School there are closer and more frequent stops. Lack of adequate sidewalks is another factor in designing routes.

He reported that the RFP for bus service is currently out and due back by November 3, 2016. We currently contract for 13 busses and 4 busses to transport students with special needs, home schoolers, Lister Academy and preschoolers.

The Committee then reviewed the policy and recommended inclusion of the statutory reference to RSA 189:6 and to add a sentence regarding conduct on busses. Steve Zdravec reported that students who take the bus do sign a separate document concerning proper bus conduct.

Recommended that language be added regarding the application of School Board policies for those being transported.

### **Outside Funding (DO)**

Leslie reported that, when this policy was considered for deletion at the last school Board meeting, Board member Patrick Ellis wasn't sure that the contents were adequately covered by the proposed adoption of the new Revenues from Local Tax Resources (DEA). The last line of that policy authorizes the Board to accept revenues on a case by case basis. This language is in addition to the policy's authorization to accept State and Federal Funds (i.e. outside funding). This would seem to address the contents of the Outside Funding (DO) policy, but if the School Board would want to make the language more clear in DEA it could be amended.

### **Sale and Disposal of Books, Equipment and Supplies (DN)**

The Committee discussed the contents of this policy that categorizes the value of property for disposal by value. The Superintendent is authorized by this policy to dispose of property less than \$500 by sale. Property valued in excess of \$500 requires notice to the Board prior to disposal by sale. Property considered to have no value can be disposed of by the Superintendent in any manner convenient and appropriate. Steve indicated that property in this category is often donated rather than thrown away.

The Committee recommended that the School Board reaffirm this policy without any changes.

### **Background Investigation and Criminal History Records Check (GBCD)**

The Committee did not recommend any changes to this policy. As was discussed last month, the Committee felt that following the state law regarding criminal convictions, along with notice on employment applications that failure to disclose any criminal

conviction would be cause for dismissal, was sufficient. This language was added to the policy.

This policy will be recommended to be revised and reapproved by the Board.

**Recommended Board Actions:**

**Reaffirm: (No changes recommended to the policy)** (Single reading)

Sale and Disposal of Books, Equipment and Supplies (DN)

**Revise and Reapprove:** (Single reading)

Background Investigation and Criminal History Records Check (GBCD)  
Transportation/Purpose(s) (EEA)

**Policies Recommended for Deletion:** (Single action)

Outside Funding (DO)

**Policies for Review at Next Meeting:**

First Aid and Emergency Medical Care (EBBC)

Public Complaint about School Personnel, Employees, Students or Administration (KEB)

Public Complaints (KE)

**Next meeting: Thursday, November 17, 2016 9:00 a.m. Central Office**