

Raymond School Board Meeting  
Wednesday, June 15, 2022, 6:00 PM  
Raymond High School Media Center  
45 Harriman Hill Road, Raymond NH  
**WORKING** Agenda

Options for view only beginning at 6 PM:

RCTV Channel 13 or 22, RCTV Streaming at <https://cloud.castus.tv/vod/rctv>

Google Meet Livestream: <https://stream.meet.google.com/stream/e561b789-588a-4aa8-a1a0-3b20bbb00951>

(This Google link requires an @sau33.com or @student.sau33.com account. The preferred method is the RCTV Streaming link.)

Option for participating by telephone: To participate by phone: 1-754-702-3079 PIN: 775 957 690#

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I. 6:00 PM Call to Order: Ada Vadeboncoeur, Chair

II. Proof of Posting: Ada Vadeboncoeur, Chair

III. Pledge of Allegiance

IV. Non-Public Session RSA 91-A:3 II (b)(c)

*Click here for list of reasons to seal non-public minutes.*

V. Recognition: District Retirees

*We have invited those who are retiring at the end of this year to this Board meeting for recognition and thanks:*

*Maureen Desrosiers, LRES  
Mary Ann Lessard, IHGMS  
John Fulton, IHGMS  
Judson Slack, RHS  
Marlene Jones, LRES  
Barbara Buckingham, IHGMS  
Robert Gagnon, RHS  
Sharon Dumas, Preschool*

VI. Open Public Hearing ----- Action

To consider the expenditure of funds totaling up to \$41,000 from the Raymond School District Food Service Equipment Capital Reserve Fund: IHGMS Steamer Replacement and LRES Convection Oven Replacement.

*We are still collecting the backup information for this hearing and expenditure. Additional information will be shared with the Board asap.*

Close Public Hearing ----- Action

VII. Public Input

VIII. Business

6:20 PM A. Student Representative to School Board Report \_\_\_\_\_ Information

6:30 PM B. Student Transportation to Sporting Events \_\_\_\_\_ Action

[Attached please find](#) the response from our attorney regarding reimbursement for gas.

Mrs. Whitmore has [gathered some information](#) about the status of STA buses in area districts, found here.

6:45 PM C. 2022-23 Student Handbooks \_\_\_\_\_ Action  
Raymond High School, Athletic/Extracurricular

[Athletic Handbook](#) No Changes

[RHS Student Handbook](#)

Page 24	Revision to visitors badge wording
Page 25	Health Services revisions as per nurses' recommendation/review
Page 29	Special Needs Services changed to Student Support Services, updates to contact info in this section
Page 52	Food Service updates as recommended by Mrs. DiNatale

(The high school handbook does not yet reflect amendments from the May 18 meeting that are applicable to all handbooks, but it will be updated prior to release.)

As noted at the May 18 meeting, we will be adding behavioral health information to each handbook ([click here](#) to see that information). We've also included more generic wording regarding the LEAP program for the LRES and IHGMS handbooks ([click here](#)).

7:10 PM D. IHGMS Handbook Revision: Schedule \_\_\_\_\_ Action

Mr. Bickford is proposing a change to the schedule at IHGMS. Because the schedule is included in the Student Handbook which has been approved by the Board, it's being brought to you for your approval and inclusion in the handbook.

Mr. Bickford has provided [some background information](#) as to why this change is being proposed. Mr. Ledoux is looking online for a two bay electric hot table, a table top glass door refrigerator and associated electrical needs. At this time it is an estimated cost of \$8,750. He will continue to look into this.

[Click here](#) to see the proposed schedule.

[Click here](#) to see the current schedule as approved for the 22-23 handbook.

7:25 PM E. Professional Development Master Plan \_\_\_\_\_ Action

The Professional Development Committee has met and updated our Master Plan to be submitted to the Department of Education.

Here is a version of the plan with all edits noted (deletions struck-through, additions in red).

Because there was also some reorganization of items which may make it difficult to easily follow, a clean copy with all edits final [can be found here](#).

7:40 PM F. 2022-23 Employee Handbook \_\_\_\_\_ Action

[Click here](#) to see our proposed Employee Handbook for next school year. Note that upon approval, we will not be distributing the handbook until after the July 20th Board meeting when the Board can approve the updated policy GBEBB. We will also be updating the pages for Frontline instructions, and including a welcome letter from the new Superintendent.

Page 5	Added language to update time card
Page 7	Revised due to new ticketing system, IncidentIQ
Page 7	Emphasis to not use student identifying info
Page 8	Minor wording updates, addition of non-professional attire items
Page 9	Employees must sign evaluations
Page 10	Revised due to new ticketing system, IncidentIQ
Page 10	Deletion of item as it is applicable to all students, not just IEP
Page 12	Deletion of numbers no longer accurate - all under HealthTrust now
Page 12	Update program name
Page 17	Addition of wording relative to Mandatory Code of Conduct Reporting
Page 17	Addition of wording relative to CPI training
Page 18-19	Revisions to payroll instructions, deletion of repeated sentence
Page 19	Minor wording update, emphasis to use only district email
Page 21	Updated calendar
Page 22-23	Frontline instructions will be updated
Page 24	Addition of two new policies to the employee handbook

7:55 PM G. Nominations/Resignations \_\_\_\_\_ Action

*As reviewed during non-public session.*

8:00 PM H. Expenditure from Capital Reserve Fund \_\_\_\_\_ Action  
For Food Service Equipment

*We are still collecting the backup information for this hearing and expenditure. Additional information will be shared with the Board asap.*

8:10 PM I. New/Revised Policies - First Reading \_\_\_\_\_ Discussion

[BEDG Minutes](#) (Revised)

*From NHSBA: "General re-write, merged minute sections regarding non-public sessions from BEC, restructured generally, and also included references reflecting 2021 amendments to RSA 91-A:3."*

[ECAF Audio and Video Surveillance on School Buses](#) (Revised)

*From NHSBA: "September 2021, Amendments to this sample policy were made to clarify its relationship with Policy EEAA, to emphasize that audio recordings carry separate restrictions, to indicate methods of notification, and to include parents as having a right to view recordings when appropriate in disciplinary proceedings. May 2017 - policy was revised based on discussions with members and policy reviews to incorporate the statutory limitations on viewing and retaining audio recordings created on school buses."*

[EEAA Video and Audio Surveillance on School Property](#) (Revised)

*From NHSBA: "revisions were made to emphasize that particular statutory restrictions apply to audio recordings, to clarify this policy's relationship with Policy ECAF, and to clarify language. Additional changes included added legal and policy references, and formatting to improve usability."*

[EDCA Employee Use of Electronic Communication Devices](#) (New)

*This is not a new NHSBA policy, but it's one that Raymond has not yet adopted.*

[EDCA-R Employee Use of Cellular Telephones](#) (New)

*This is the NHSBA Appendix Policy for EDCA.*

[GBEBB Staff-Student Relations](#) (Revised)

*The addition to this policy of #14 regarding text messaging was developed with assistance from NHSBA.*

[JJE Student Fundraising Activities](#) (New)

*This is not a new NHSBA policy, but it's one that Raymond has not yet adopted.*

[JLCJA Emergency Plans for Sports Related Injuries](#) (New)

*From NHSBA: "This new sample policy was created to facilitate compliance with RSA 200:40-c, as enacted by passage of SB 148 Part III, which requires the creation of emergency plans for sports related injuries, protocols for gathering health records from student-athletes engaging in sports, and procedures overseeing return to play following injury." and "Newly enacted RSA 200:40-c requires an emergency plan for sports related injuries for school districts with any grades 4-12. It is optional for grades preK - 3."*

8:20 PM J. New/Revised Policies - Second Reading \_\_\_\_\_ Action

[BBB School Board Elections](#) (Revised)

[BEC Non-Public Session](#) (Revised)

[DAF Administration of Federal Grant Funds](#) (Revised)

[GBI Staff Participation in Political Activities](#) (New)

*There were no revisions suggested to any of the above policies as a result of the first reading.*

[IB Academic Freedom](#) (New)

*Changes made to policy IB as a result of the first reading (to merge items 3 and 4) are noted in blue.*

8:25 PM K. Policies - Annual Review \_\_\_\_\_ Action

*As per policy, Policies DFA and DFA-R are required to be reviewed annually by the School Board.*

[DFA Investments](#)

[DFA-R Investment of School District Funds](#)

8:30 PM L. Strategic Planning Committee Membership \_\_\_\_\_ Action

*As reviewed during non-public session.*

8:35 PM M. Monthly Financial Update \_\_\_\_\_ Information

*Mrs. Whitmore will be reviewing the financial update for months ending May 31, 2022.*

*[Click here](#) to see the complete update in pdf.*

*[Click here](#) to see the Expenditures by Object Code in spreadsheet format.*

8:45 PM N. Authorization for School Board Chair to Sign  
FY 2023 General Assurances \_\_\_\_\_ Action

*Each year, the NH Department of Education requires “assurances” from School Districts that receive federal funding that certain procedures and requirements are being met. Superintendent and School Board Chair signatures are required. These assurances are required if the School District will be participating in any federal program provided by the NH Department of Education in the 2022-23 school year.*

*[See the General Assurances for FY 2023 here.](#) An original will be hand-carried to the meeting for signature.*

8:55 PM O. NHSBA Call for Resolutions \_\_\_\_\_ Action

*At the last meeting, one resolution proposed was regarding eliminating the need for a physical quorum present for a subcommittee or advisory committee meeting. We’ve [drafted a resolution](#) on this topic. At this time, the Board may revise the wording and/or take action on submitting the proposed resolution to NHSBA for consideration at their Delegate Assembly.*

9:05 PM P. Auditor Engagement Letter \_\_\_\_\_ Action

*[See attached letter of engagement](#) for auditing services for the fiscal year ending June 30, 2022, with signature required by the Board Chair. A hard copy will be hand-carried to the meeting for signature.*

IX. Committee Reports

X. Superintendent’s Report

XI. Correspondence/Other

XII. Manifest Signing

XIII. Approval of Minutes:

[May 18, 2022](#)

[June 1, 2022](#)

XIV. Non-Public Session RSA 91-A:3 II (c)

*[Click here](#) for list of reasons to seal non-public minutes.*

XV. Adjournment