CONCORD SCHOOL DISTRICT

# July 6, 2026

## 6:00pm
## Board of Education Monthly Meeting

1. CALL TO ORDER

2. APPROVAL OF AGENDA.....Pp. 1-11

3. CONSENT AGENDA *(5 mins)*
   a. Instructional Committee *(May 13)*.....Pp.12-13
   b. Regular Monthly Meeting *(June 1)* .....Pp.14-20
   c. Building Committee (*June 4)* .....Pp. 21-23
   d. Special Board Meeting *(June 8)* .....Pp.24-28
   e. Communication & Policy *(June 10)* .....Pp.29-30
   f. Executive Committee *(June 22)*.....p. 31
   g. Finance Committee *(June 22)*.....Pp. 32-34
   h. Instructional Committee *(June 29)*.....Pp. 35-36
   i. Joint Capital Facilities & Sustainability *(July 1)*.....Pp. 37-56

4. RECOGNITIONS / REPORTS *(30 mins)*
   a. Superintendent Report
      1. Number of CHS Graduates- 305 Graduates and 50 were adult diplomas
      2. End of Year Update
      3. Legislative Updates
      4. Refresher on Petitions for Charter Amendments

5. COMMINICATIONS & POLICY *(5 mins)*
   a. Policy 901, Whistleblowers Protection (2nd read) .....Pp. 57-59
   b. Policy 542, Acceptable Technology Use-Students (2nd read).....Pp. 60-62
   c. Policy 542.1, Use of Artificial Intelligence (2nd read).....Pp. 63-66

d. Policy 432/537, Reporting of Child Abuse and Neglect (1st Read).....Pp. 67-71

6. FACILITIES UPDATE: Matt Cashman *(5 mins)*
    a. Summer Projects

7. MIDDLE SCHOOL PROJECT *(5 mins)*
    a. Update: 3 Weeks at a Glance.....p. 72
    b. Solar Canopies
    c. Report on Joint Sustainability and Capital Facilities Meeting

8. MEMORIAL FIELD UPDATE

9. SPECIAL BOARD MEETING (5 mins)
    a. Public Hearing set for July 13, 2026 at 6pm
    b. Ballot Timeline

10. FINANCE *(5 mins)*
    a. Finance monthly report.....Pp. 73-81
    b. Motion for Appropriation of Funds- 20 Conant Drive

11. PUBLIC COMMENT *(30 mins)*

12. PERSONNEL *(5 mins)*
    a. Teacher Confirmations.....Pp. 82-84
    b. Fall Coaches.....p. 85

13. VOTES *(5 mins)*
    a. Motion of Appropriation of Funds

14. OTHER BUSINESS *(5 mins)*
    a. Monthly Enrollment Reports.....Pp. 86-87

15. PROPOSED CALENDARS OF MEETINGS *(5 mins)* .....Pp. 88-89

16. NON-PUBLIC SESSION – RSA 91-A:3II l, RSA 91-A:3, Section II a, RSA 91—A:3, Section II d, RSA 193:3,II(a), RSA 193:3I, RSA 91-A-2, RSA 91-A:3, Section II (i), 91-A:3 , II (c)

17. ADJOURNMENT

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**Concord School District Policy #135 – Rules of Order**
All meetings of the School Board shall be conducted in accordance with Robert's Rules of Order …
All regular and special meetings of the Board shall be public, but no person shall be allowed to create disorder or to interrupt or to interfere with the business of the Board.
*Approved: 1962. Revised: December 4, 2006; August 3, 2015; April 3, 2017*

**Concord School District Policy #136- Public Comment & Participation at Board Meetings**

**A. General Meeting Policy**

Meetings of the Board shall be open to the press and public.

The Board encourages residents to attend Board meetings so they may become acquainted with the operation and programs of the schools. Additionally, the Board will provide an opportunity for members of the public to provide input and comment at Board meetings consistent with the meeting and participation rules described below.

This policy sets forth the standards and meeting rules that apply to the public in attendance at Board meetings, and to the opportunity for the public to provide comment at Board meetings.

**B. Opportunity for Public Comment**

Consistent with RSA 189:74, The Board will provide the opportunity for members of the public to comment on District matters at all Board meetings except for emergency meetings called under RSA 91-A:2, II, or at meetings for which the sole purpose is to address one or more issues in non-public session under RSA 91-A:3.

To assure that persons who wish to appear before the Board may be heard, and at the same time, assure that the Board may conduct its business and meetings properly and efficiently, the Board adopts as policy the following procedures and rules pertaining to public participation at Board meetings:

1. The Board President shall set the allotted time for speakers and each speaker will be permitted equal time.
2. Members of the public shall not speak unless recognized by the Board President or other person presiding over the meeting.
3. The Board will provide thirty minutes, in a single setting, to hear public comments and will generally schedule the comment period during the first half of its meetings. Public comment may be extended beyond 30 minutes by a majority vote of the Board. If speakers do not fill the minimum 30-minute public comment period, the Board will move to table the remainder of the time until of the end of the meeting or, if applicable, immediately before a scheduled non-public session. If no speakers are present at the end of the meeting, the Board may adjourn.
4. Speakers may not relinquish their allotted time to another speaker.
5. Speakers are requested to sign up prior to the meeting on a sign-up sheet to be provided. Although pre-registration is not required as a condition for offering public comment, the President will recognize speakers on a first-come basis using the sign-up Sheet as the starting point. If a person declines to speak or is not present at the time called, the President will move to the next name on the list.
6. The Board will provide an opportunity for written public comments for people unable to attend the meeting. Written comments that meet this paragraph's requirements and other policy provisions will be attached to the minutes, unless otherwise requested by the Board. If the thirty minutes for public comment have not been exhausted, the Board may read the written comments aloud at the meeting on a first received basis until the comment period has expired. Written comments must be submitted to the Superintendent at least two (2) days prior to the Board meeting.
7. Anonymous written comments will not be accepted as part of public comment as RSA 91-A:2, II requires that meeting minutes include the names of people appearing at public meetings. Only one (1) written comment is permitted per individual for each meeting. Written comments that include personally identifiable information (PII), or other confidential information will only be made public as required under RSA 91-A:4 and 5, and Board Policy #248, Response to Public Records Requests. This paragraph is not intended to limit other correspondence to the District, but only pertains to writings intended to be included as public comment at a School Board meeting.
8. In order to comply with the official minute requirements of RSA 91-A:2, II, speakers shall identify themselves clearly for the record.
9. During public comment, an individual may offer comments on agenda items or upon other District matters (e.g., operations, budget, and other issues relating to the District's school policies, programs, and operations.) However, consistent with RSA 189:74, I, and in the interest of protecting PII, as well as other confidential information, comments (including complaints) regarding individual students, volunteers, or employees (other than the Superintendent), should be directed to the Superintendent or otherwise as provided under the complaint resolution process set forth in Policy #812, Communication of Complaints about School District Employees;
10. Defamatory statements, comments threatening bodily harm, or which interfere with protected speech will not be tolerated.
11. Comments which do not adhere to the above provisions may be ruled out of order by the President. Repeated violations may result in the President terminating the speaker's privilege of address and deeming the violations a

disruption to be treated as discussed in section C below.

12. Persons appearing before the Board are reminded that the public comment period is an opportunity for members of the public to provide their input to the Board but is not a question-and-answer session. Board members are without authority to answer spontaneously on behalf of the Board. Thus, in most instances Board response, if any, will be deferred pending consideration by the full Board.
13. In addition to the opportunity to offer input during the public comment period of a Board meeting, members of the public may also request initiatives, or other such items be placed on the Board's agenda. The determination whether to include the matter on a Board meeting agenda will be made consistent with Board Policy #132, Agenda Preparation and Dissemination. Requests to have a matter placed on the agenda should be presented in writing to the Superintendent no less than fourteen days prior to the next Board meeting and must set forth the specifics of the subject to be addressed.

**C. Meeting Disruptions**

The primary purpose of School Board meetings is to conduct the business of the Board as it relates to school policies, programs, and operations. While members of the public have the right to attend and offer input during the public comment period of meetings, they do not have the right to disrupt them. Impermissible disruptions include, but are not limited to:

1. Shouting or speaking while someone else has been recognized by the President;
2. Obstructing the views of others with posters or otherwise;
3. Refusing to terminate public comment after that speaker's time has expired;
4. Any other sustained or intentionally loud noises after the President has called for order; or
5. Any other conduct intended to disrupt the meeting or person speaking.

If, after a least two warnings from the President, an individual continues to disrupt the meeting by words or actions, the President may direct the person to leave the meeting. Upon refusal, the President may request assistance from law enforcement officials to have the individual removed, with the potential for criminal charges. Interruptions may result in a recess or provided the thirty minutes for public comment has expired, adjournment of the meeting.

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**Legal References:**

U.S. Const., 1st Amendment
RSA 91-A:2, Meetings Open to the Public RSA 91-A:3, Non-Public Sessions
RSA 189:65, VII & VII-a-Definitions (Student and Teacher personally identifiable information) RSA 189:74, School Board Public Comment Period
RSA 644:2, Disturbing the Peace
*State v. Comely*, 130 N.H. 688 (1988)
*State v. Dominic*, 117 N.H. 573 (1977)

Adopted October 1, 2018, Revised June 5, 2023 Corresponds to NHSBA Policy BEDH

**Concord School Board Policy #203 – Public Conduct in Schools, on or While Using District Property, and at School-Sponsored Events**

I. Purpose

Concord School District is committed to modeling and promoting positive communication, mutual respect, consideration, civility, and orderly conduct amongst District employees, parents, students, and community members. It is not the intent of the District to deprive any person of the right to freedom of expression through comments, input, and expression of diverse views, but instead to maintain a safe, harassment-free environment for students, administrators, employees, parents, and other members of the community. Disruptive, volatile, or hostile communication or actions on or while using District property or at school-sponsored events are prohibited and will not be tolerated.

For purposes of this policy, "District property" means any building, office within a building, vehicles, property, land, network, or facilities used for school purposes or school-sponsored events, whether public or private.

II. Expected Level of Behavior

District employees will treat parents, students, visitors, other employees, and members of the public with courtesy and respect. Parents, students, visitors, and members of the public will treat District administrators and employees with courtesy and respect.

III. Unacceptable/Disruptive Behavior

No person on District property, while using District property, or at a school event shall:

- Injure, threaten, harass, or intimidate any employee, sports official, or coach;
- Impede, delay, disrupt, or otherwise interfere with any District activity, function, or school-sponsored event;
- Damage or threaten to damage another's property;
- Damage, destroy, or deface District property;
- Use obscenities toward another person;
- Engage in abusive, threatening, or obscene e-mails, texts, phone calls, or voice messages toward employees on or while using District property;
- Engage in any behavior that affects the health and safety of students, employees, visitors, or the general public on or while using District property or at a school-sponsored event.

IV. Recourse for Parents, Students, or Members of the Public

Parents, students, or members of the community who believe they were subject to unacceptable/disruptive behavior on the part of any District employee should report such behavior to the building Principal, who shall conduct an inquiry into the situation.

V. Employee Recourse and Authority of District Personnel to Remove

If any member of the public, including, without limitation, a parent of a District student, uses obscenities or speaks in a threatening manner, the employee to whom the remarks are directed will calmly and politely request the speaker to communicate civilly. If corrective action is not taken by the abusing party, the employee will verbally notify the abusing party that the meeting, conference, or telephone conversation is terminated until or unless the abusing party calms down and addresses the employee in a civil manner. If the meeting or conference is in person on District property, the employee will immediately notify their supervising administrator of the behavior. If an employee is threatened, harmed, or feels unsafe during an in-person meeting, they should call the School Resource Officer or Concord Police Department. No negative consequences will be taken against an employee for professionally ending such a conversation or making a report.

Inappropriate written communication will be addressed by the supervising administrator.

The Superintendent or designee (a building Principal, Assistant Principal, or other employee supervising the school or, for school activities or programs outside of the normal school day, the employee supervising the activity or program) is authorized to direct/require any person to leave District premises if that person violates this policy. If the offender refuses to leave the property, Concord Police Department should be notified immediately.

When an individual is directed to leave under the circumstances presented above, the incident shall be reported to the Superintendent or designee, who may take such further action as the Superintendent or designee deems appropriate under the circumstances. Such action may include, without limitation, issuance of a "no trespass" letter to such offender(s) stating that they may no longer enter some or all the District's buildings and/or grounds, without the written consent of the Superintendent. Issuance of such a letter shall not apply to meetings which are required to be open public meetings under the New Hampshire Right to Know Law. Additionally, if such a letter is issued to a parent of a current District student, the letter will include instructions for alternative means of communication with employees at the student's school, and accommodation for any transportation of the student to and from school or school activities.

VI. Implementation and Notice

The Superintendent will ensure that this policy is included in each school's Parent/Student Handbook, is made publicly available on the District website, and is included as part of annual employee training.

**Legal References:** RSA 193:11, Disturbance**,** RSA 635:2, Criminal Trespass**,** RSA 91-A, Access to Public Records and Meetings**.**

*Adopted November 1, 2021*

**Concord School District Policy #132** – **Agenda Preparation and Dissemination**

The Superintendent shall prepare all agendas for regular and special meetings of the School Board. In doing so, the Superintendent shall consult with the Executive Committee of the Board.

Every Board member has the right to place items on the agenda. Items to be placed on the agenda should be received by the Superintendent at least seven days prior to the meeting. Matters not included on the agenda may be presented during the meeting provided the Board agrees to discuss the matter. The Board may choose not to deal with every agenda item.
Any Board member, staff member, student or citizen of the District may suggest items of business. The inclusion of items suggested by staff members, students, or citizens shall be at the discretion of the Board President.
Consistent with RSA 91-A:3 and the laws pertaining to student and family privacy rights, the Board will not place any matter on the public meeting agenda that is to be properly discussed in a non-public session. This shall not preclude the Board from giving notice of its intent to hold or enter into a non-public session and the statutory reason for doing such. …
**Legal Reference:** RSA 91-A:3, Non-Public Sessions
*Adopted 1971. Revised April 3, 2017; October 1, 2018*

**Concord School District Policy #133 – Minutes**

Under RSA 91-A, the School Board, and each of the Board's committees (whether standing or ad hoc, or whether deemed a sub-committee or an advisory committees) is required to keep minutes for every "meeting" as defined under 91-A:2, I. As used below, "Board" shall mean and include the School Board, and each such Board committee.

The Board will keep a record of the actions taken at meetings in the form of minutes. At a minimum, all minutes, public and non-public, shall include: 1. the names of members participating; 2. persons appearing before the Board (any persons other than Board members who address the Board or speak at the meeting; 3. a brief description of each subject matter discussed; 4. identification of each member who made a first or second of any motion; 5. a record of all final decisions; 6. when a recorded roll call vote on a motion is required by law or called for by the President (or other presiding officer), a record of how each Board member voted on the motion; …

All minutes will be kept in accordance with RSA 91-A:2 and RSA 91-A:3 and will be in the custody of the Superintendent. Draft minutes of all public meetings, clearly marked as drafts, will be made available for public inspection no later than five (5) business days after each public session. …

Approved minutes, except those non-public session minutes which are sealed, shall be consistently posted on the District's website …

**Legal References:** RSA 91-A:2 II, Public Records and Meetings: Meetings Open to Public; RSA 91-A:3 III, Public Records and Meetings: Non-Public Sessions; RSA 91-A:4 I, Public Records and Meetings: Minutes and Records available for Public Inspection

*Adopted 1971. Revised June 7, 2001; January 3, 2017; December 4, 2017; December 3, 2018*

**Concord School District Policy #812 – Communication of Complaints about School District Employees**

The Board believes that complaints and grievances are best handled and resolved by the parties directly concerned. Complaints may be brought forward by parents, students, or any member of the community. The proper channeling of complaints will be as follows: 1. Teacher; 2. Principal; 3. Superintendent; 4. School Board.

Any complaint presented to the Board about school personnel shall be referred back through proper administrative channels. The Board will not hear complaints from individuals until such complaints have first been brought forth through the appropriate and applicable administrative procedures. Exceptions to this provision are for complaints that relate solely to Board actions or Board operations.

In the event a complaint is made directly to an individual Board member, the procedure outlined below shall be followed:

1. The Board member shall refer the person making the complaint to the Superintendent for investigation. The Superintendent may delegate the investigation to the Principal.
2. If the member of the public will not personally present the complaint to the Superintendent or Principal, the Board member shall then ask that the complaint be written and signed. The Board member will then refer the complaint to the Superintendent for investigation.
3. If the person making a complaint feels that a satisfactory reply has not been received from the Superintendent, he or she may request that the complaint be heard by the Board. The Board will hear and act upon the complaint only by majority vote. If the Board does hear and act upon the complaint, all Board decisions shall be final.
4. If the Board decides, in accord with Paragraph Three, to hear and act upon a complaint that pertains to personnel, employee, student or administrative matters, it shall determine whether the complaint shall be heard in public or non-public session in accordance with RSA 91-A:3 and the laws pertaining to student and family privacy rights. The Board shall also determine whether it is appropriate to inform the individual who is the subject of the complaint of the meeting and to provide said individual with further opportunity for explanation, comment, and presentation of the facts to the Board.
5. If the Superintendent is the subject of the complaint, the Board shall determine whether the complaint should be heard in public or non-public session in accordance with RSA 91-A:3. The Board may, to the extent it is appropriate, advise the Superintendent of the nature of the complaint and may give the Superintendent an opportunity for explanation, comment, and presentation of the facts.

*Adopted 1975. Revised 1983; 1985; August 6, 2001; August 5, 20*