

Policy Development Committee Agenda

3/8/2024

7:00 A.M. ~ Gilford High School Library

Policies to Review

AD – Educational Philosophy

CFA – School Building Administration

DKC – Expense Authorization/Reimbursement

DNA – Disposition of School Property

DNA-P – Disposition of School Property

IF – Instructional Approach

EDUCATIONAL PHILOSOPHY

The Gilford School District recognizes that the purpose of education is to gain knowledge which enable people to function effectively in their environment. It is further understood that all formal education is but a preparation for the learning that continues throughout life. Our purpose then, is to assist students in the acquisition of skills that will enable them to become confident, enlightened individuals, prepared to continue the life-long process of learning.

The responsibility of the Gilford School District is to create a learning environment for each student to:

- A. Master basic skills for continued learning.
 1. To encourage interest in life-long learning and to develop proficiency in the skill areas: reading, communication, mathematics, problem solving and the integration of man and his environment necessary for a happy and productive life in the 21st century.
- B. Assist in the development of skills and attitudes necessary to become a contributing member of our society.
 1. To provide experiences that will enable students to become proficient in the decision making process and to explore the effect of historical, political and scientific change. High technology learning shall serve as the foundation for the educational experiences of all students.
- C. Foster the development of students' unique talents and sense of worth.
 1. To assist students in attaining personal fulfillment, acquiring self confidence and clarifying personal values and goals while respecting the uniqueness and individuality of others.
 2. To provide at all levels for a wide range of individual differences in student abilities and learning rate through the use of a variety of materials, adjustments in programs, and courses adapted to special needs of students.

NH Code of Administrative Rules, Section Ed. 306.11, School Philosophy, Goals and Objectives

(Adopted: 6/3/85)
(Revised: 8/29/89, 9/12/94)
(Reviewed: 4/4/05, 6/6/05)

(Ref: 6002)

NHSBA Sample Policy
3-8-2024 Policy Committee

AD

Category: Recommended

Philosophy of the School District

The Board will develop a mission statement for the District. The Board should review and revise the statement annually.

NH Dept of Ed Regulation

NH Code of Admin. Rules, Section Ed.
306.05

Description

School Philosophy, Goals, and Objectives

SCHOOL BUILDING ADMINISTRATION

The board reaffirms the rights and responsibilities of the building principals for the administration of their various programs and buildings within the broad scope of the adopted board policies.

Specifically, the principal of an individual school is the responsible head and professional leader in the development of the educational program and the improvement of instruction in the school of which s/he is the principal. All personnel will work through and under the direction of the principal in the performance of their duties within his/her school.

Legal Reference

NH Code of Administrative Rules, Section Ed 304.01, Substantive Duties of School Principals

(Ref. 6301)

(Adopted: 4/7/86)

(Revised: 1/6/98, 12/5/05)

EXPENSE AUTHORIZATION/REIMBURSEMENT

All employees of the district will be eligible to have their travel/conference expenses reimbursed under the following conditions.

1. That the activity is approved in advance by the building principal and the superintendent.
2. The principal has the necessary funds available to meet the request.

The specific amounts allocated within the building to the various groups of employees for this purpose shall be at the discretion of the principal.

The mileage will be set at the current IRS rate.

**(Adopted: 9/8/75, 6/20/77, 2/20/95)
(Revised: 8/10/81, 11/7/94, 8/17/98, 4/19/99)
(Reaffirmed 12/5/05)**

(Ref. 3001, 3002)

Category: Optional

Expense Reimbursements

District personnel and officials who incur expenses in carrying out their authorized duties may be reimbursed by the District upon submission of a properly filled out and approved voucher and such supporting receipts as required.

When official travel by personally owned vehicle has been authorized, mileage payment shall be made at the rate currently approved by the Board.

All travel outside New Hampshire must have the prior written approval of the Superintendent.

DISPOSITION OF SCHOOL PROPERTY

The following policy and procedures will be adhered to in the selling of school property and/or equipment:

- A) Any items to be sold shall be approved by the Gilford School Board, and administrators shall follow DNA-P, "PROCEDURES FOR DISPOSITION OF SCHOOL PROPERTY."

CRF 34, Section 80.32

**(Adopted: 4/29/85, 2/20/95)
(Revised: 11/7/94, 12/5/05)**

(Ref. 3452)

DISPOSITION OF SCHOOL PROPERTY

The following policy and procedures will be adhered to in the selling of school property and/or equipment:

- A) Items to be sold shall be approved for sale by the Gilford School Board.
- B) Items of a current value greater than \$500 to be sold shall be advertised for bid in a daily newspaper of wide circulation.
- C) Bid specifications will be sent to local and other bidders as determined by the superintendent of schools.
- D) The bid documents shall stipulate a time certain when bids will be opened and specify that all bids are to be returned in a sealed envelope specifying the item(s) to bid on the envelope.
- E) The bid documents shall state the school district reserves the right to accept or reject any or all bids.
- F) The bid documents shall state the item(s) must be fully paid for prior to the successful bidder taking possession.
- G) The school board may authorize the sale of surplus property and/or equipment through the State of New Hampshire's Surplus Auction Program.

**(Adopted: 4/29/85, 2/20/95)
(Revised: 11/7/94, 12/5/05)**

(Ref. 3452)

Category: Recommended

Equipment and Supplies Sales

No equipment or supplies shall be disposed of until permission has been received from the School Board. The Board shall determine whether the material involved has salable value, and if such shall be the case, it shall authorize the sale of the material. If the material does not have salable value, the proper disposal of the books, equipment, and/or supplies shall be determined by the Board.

SCHOOL PROPERTIES DISPOSAL PROCEDURE

The Board authorizes disposition of obsolete items according to the following priority actions:

1. By selling to the highest bidder or whatever other business arrangement is in the best interest of the School District.
2. When practicable, the Board shall donate such items to charitable organizations and schools.
3. By giving such items to local citizens.
4. By removal to the town dump.

Sale of real estate will be by the vote of the electorate of the School District at an annual or special School District meeting, and the revenue derived there from will be returned to the general fund to defray costs of current expenses.

Fixed asset inventories will be amended to reflect changes in values through disposal.

INSTRUCTIONAL APPROACH

It is the policy of the board that instruction will be aligned with the goals and mission of the school district, and the rules of the NH Department of Education.

Instruction will be focused on meeting the instructional needs of students with different talents, interests, and development.

The instructional program will include:

1. Procedures for diagnosing learner needs
2. Methods and strategies for teaching that incorporate learner needs
3. Techniques for the evaluation of student outcomes
4. The provision of remedial instruction as needed

All instruction will reflect the acknowledgment of diversity and respect for differences

Instruction will also include, where possible, consideration of all available community resources, including but not limited to organizations, businesses, talented individuals, natural resources, and technology to engage each student in achieving the necessary skill and knowledge.

Students will be encouraged to participate in year-round learning at their own expense.

Legal Reference:

NH Code of Administrative Rules, Section Ed. 306.04(a)(6), (j), (k)(4-6), Policy Development

NH Code of Administrative Rules, Section Ed. 306.06, Culture and Climate

NH Code of Administrative Rules, Section Ed. 306.14(h), Summer Learning

NH Code of Administrative Rules, Section Ed. 306.27(b)(3), High School Curriculum, Credits, Graduation Requirements, and Co curricular Program

(Adopted: 6/4/07)

Instructional Program

It is the policy of the Board that instruction will be aligned with the goals, mission and policies of the School District. Additionally, the District's instructional program will comply with the rules of the NH Department of Education and all applicable state statutes and federal law.

Instruction will be focused on meeting the instructional needs of students with different talents, interests, and development.

The instructional program will include:

1. Procedures for diagnosing learner needs
2. Methods and strategies for teaching that incorporate learner needs
3. Resource-based learning opportunities
4. Techniques for evaluating student outcomes
5. The provision of remedial instruction as needed

Instruction will also include, where possible, consideration of all available community resources, including but not limited to organizations, businesses, talented individuals, natural resources, and technology to engage each student in achieving the necessary skill and knowledge.

NH Dept of Ed Regulation

N.H. Code of Admin. Rules, Sect. Ed.
306.14(b)

N.H. Dept. of Ed. Rule - Ed 306.141(a)

Description

Instructional Program (July 1, 2015)

Instructional Program (after July 1, 2015)