OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, April 15, 2014
School Board Meeting

Hancock Elementary School Library
6:45 p.m.

1. **Call to Order and Pledge of Allegiance**
2. **Hancock Elementary School Welcome**- Dr. Noreen McAloon
3. **Minutes (Board Vote Required)**
    a. **April 1, 2014** (pg. 1-6)
4. **Points of Pride**
5. **Public Comment**
6. **Consent Agenda**
    a. **Personnel**
        1) Nominations (pg. 7-13)
        2) Notice of Co-Curricular Positions (pg. 14)
7. **Superintendent's Report and Presentation of Business**
    a. **Safe Routes to Schools** – Presentation
    b. **Monthly Events Calendar** (pg. 15-16)
    c. **Accept Gift/Donation (Board Vote Required)** (pg. 17)
        1) Francestown Elementary School requests the authorization to accept a gift/donation totaling $1,000.00 from the New England Foundation for the Arts for the purpose of programs and artist in residence.
    d. **Field Trip Request (Board Vote Required)** (pg. 18)
        1) ConVal High School – Students will travel by airplane to Paris, France and Venice, Italy during April vacation 2015 to experience firsthand, the culture and have the opportunity to practice the language.
8. **Reports**
    a. **Student Representative**
    b. **Teacher Representative**
    c. **School Board Subcommittees** – Butch Estey
    d. **Budget & Property Committee**
9. **Old Business**
    a. **Expenditure Report** – M. Alese (pg. 19-22)
    b. **Budget +/- Report** – M. Alese (pg. 23)
    c. **Grant Report** – M. Alese (pg. 24)
    d. **2nd Read/Adoption Policy (School Board Vote Required)**
        DEA: Revenues From Local Tax Sources (pg. 25)
10. **New Business**
    a. **1st Read Policy**
        ECA: Building and Grounds Security (pg. 26)
        EEAE: School Bus Safety Program (pg. 27)
        KF: Community Use of School Facilities (pg. 28-29)
    b. **Policy to Rescind (School Board Vote Required)**
        FEG: Supervisions of Construction (Clerk of the Works) (pg. 30)
        JL: Student Gifts and Solicitations (pg. 31-32)

KGE: Use of School Buildings for Religious Purposes (pg. 33)
KI: Student Gifts and Solicitations (pg. 34-35)

11. Approval of Manifests (Board Vote Required)

12. Non-Public Session: RSA 91-A:3,II (If Required)

a. Personnel

Upcoming Meetings:

Selectmen's Advisory Committee – Thurs., April 17th @ 7:00 p.m. @ SAU
School Board Induction on Legal Roles & Responsibilities – Thurs., May 1st @ 6:00 p.m. @ SAU
School Board Meeting – Tues., May 6th @ 7:00 p.m. @ GBS
Wellness Committee – Wed., May 7th @ 6:00 p.m. @ SAU
School Board Goal Setting Meeting – Tues., May 20th @ 6:00 p.m. @ SAU

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, April 1, 2014
School Board Meeting

7:00 p.m.
SAU Office

BOARD
Rich Cahoon, Butch Estey,
Tom Ferenc, Joel Green,
Jon Ingram, David Martz,
Stephan Morrissey (7:16 p.m.),
Linda Quintanilha, Pierce Rigrod,
Crista Salamy, Myron Steere,
Fiona Tibbetts

ADMINISTRATION
Dr. Brendan Minnihan, Supt.
Kimberly Saunders, Asst. Supt.
Marian Alese, B.A.
Tim Markley, H.R.
Dr. Rick Matte, Student Services
Jim Elder, GBS
Anne O'Bryant, SMS
Kim Chandler, CVHS
Gib West, CVHS
Brian Pickering, CVHS
Dr. Ann Allwarden, AES/Pierce
Dr. Noreen McAloon, FES/GES/HES
Niki McGettigan, TPS
Ben Loi, PES

1. Call to Order and Pledge of Allegiance
Pierce Rigrod called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

2. Policy BDBA Suspended (2/3 School Board Vote Required per Policy BGF)
Mr. Rigrod reported that Policy BDBA regarding Board Officers was suspended at the last meeting. It governs how the Board elects its own officers.
Myron Steere moved to suspend Policy BDBA. Linda Quintanilha second. Unanimous.

3. Call for Election of Officers – Superintendent
Mr. Rigrod reported that because the policy is suspended, anyone can consider themselves a candidate for School Board Chair. No one showed interest.

A roll call vote in favor of Butch Estey or Myron Steere resulted in:
Butch Estey: Joel Green, Crista Salamy, Pierce Rigrod, Linda Quintanilha, Butch Estey, Tom Ferenc
Myron Steere: Jon Ingram, Fiona Tibbetts, Myron Steere, David Martz, Rich Cahoon

Butch Estey was elected School Board Chair.
Pierce Rigrod stepped aside for Butch Estey to take his position as Chair.

4. Acceptance of School Board Meeting Minutes (Board Vote Required)
a. March 20, 2014
Myron Steere moved to accept the minutes of March 20, 2014. Linda Quintanilha second.
Dr. Minnihan amended the minutes to reflect that Joel participated electronically because he was at work. David Martz noted that the minutes should reflect that electronic communication took place and to correct a second.
Joel Green abstained. Motion carried as amended.

5. Points of Pride

CVHS

ConVal High School student, Sarah Hurley, has been accepted into St. Paul's Advanced Studies Program and will be studying Ancient Greece there over the summer. Miss Hurley recently shared her thanks and appreciation for the recommendations and support she received from ConVal staff. She shared that she would not have this spectacular opportunity without it!

ConVal was selected to advance to the State portion of the Educational Theatre Guild Festival! Actors Ben Carne and Sarah Hurley were awarded recognition as well as Maggie Forrest for lighting. This is the fourth year in a row that ConVal has advanced.

SMS/Student Transportation of America

Catherine Forrest, RN, South Meadow School recently shared information on the very positive experience that she has been witness to with Student Transportation of America recognizing their work for the children of our community. Among the positives noted were the driver/student interactions, the radio dialogue among drivers, and general willingness to go above and beyond in making students comfortable and placing their overall safety first.

Tom Ferenc reported that he went to a well attended Peterborough PTO Breakfast. It was a good use of facilities with soccer and breakfast taking place.

6. Public Comment

None.

7. Consent Agenda

a. Personnel

1) Resignations/Retirements

Tim Markley referenced the retirement of Claudia Sysyn included in tonight' packet effective June 2014.
Myron Steere moved to approve the retirement. Second. Unanimous.
Tim Markley referenced the retirement of Sally Keller included in the agenda.
Myron Steere moved to approve the retirement. David Martz second. Unanimous.

Two resignations were cited:
Stacey McCartney, Pierce School, and Ryan McCartney, CVHS.
Myron Steere moved to accept the resignations. David Martz second. Unanimous.

Tim Markley referenced the retirement of Pamela Campbell in June 2014.
David Martz moved to accept the retirement. Myron Steere second. Unanimous.

2) Job Descriptions – (Board Approval)

Library Media Assistant

Linda Quintanilha moved to approve the job description as read. Myron Steere second. Unanimous.

District Electrician

Linda Quintanilha moved to approve the job description as read. Myron Steere second. Unanimous.

8. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

1) School Board Induction Dates – Legal Roles & Responsibilities

The School Board Induction Series on Legal Roles and Responsibilities was set for Thursday, May 1st at 6:00 p.m. at the SAU.

Rich Cahoon asked if the presentation could be adapted to be more free form. Board members could read through the materials in advance of the meeting. Confirmed.

2) School Board Retreat: Goal Setting

The School Board goal setting meeting was scheduled for Tuesday, May 20th at 6:00 pm. at the SAU.

3) School Board Meeting with State Representatives

A School Board meeting to meet with NH State Representatives and Senators was scheduled for Wednesday, April 9th at 7:00 p.m. at the SAU Office.

b. April 1, 2014 Enrollment

Tim Markley that two kindergarten registrations have been held with one remaining; 76 students are anticipated to enroll in these three registrations. This number is reflected in the enrollment projection.
Last year, at this time, we had 102 students enrolled with 152 by the time we opened the doors. The year before we had 94 and had 141 enter kindergarten when the doors opened. Our current numbers are approximately 20 fewer students.
Hancock has one kindergarten student enrolled. Summer enrollments occur, but we need to anticipate if we will have enough students enroll. Mr. Markley was concerned that if decisions on multi-age occur; cuts need to me noticed by April 15th.
Discussion took place about the timeline in terms of the need for a teacher or the RIF of one by the deadline. .
Rick Matte stated that three additional students have enrolled since Friday.
Dr. Minnihan recommended that we leave it as it is and wait to see what the numbers are. Projections show it should be the same. We can deal with the two positions when we know more.
Discussion took place about the possibility that more than two positions become not needed if numbers do not come in. Currently two positions; one at DCS and one at FES could go unfilled until we know more. Additional positions aside from these two were cited as possibilities.
Pierce Rigrod asked the window of time for advertising for K registration.
Rick Matte said that advertising is done strategically according to the dates.
Rich Cahoon moved to accept the Superintendent's recommendation. Second. Unanimous.

9. Reports

a. Student Representative – Zach Letourneau

Zach Letourneau, CVHS Student Rep, reported that Spirit Week is the Week of April 15. In addition, he reported that a recent blood drive drew over 50 donors.

The board wished Zach the best of luck in Indianapolis with his upcoming speech competition.

b. Teacher Representative – Gil Morris

None.

c. Education Committee – Crista Salamy

Crista Salamy reported that goals were discussed in terms of revisiting and revising the Curriculum Renewal Cycle. Developing a "Top 5" for high performing district was discussed. RtI was discussed as well as co-curricular reporting out to Ed Committee.

10. Old Business

a. Default Budget Discussion

Dr. Minnihan reported that after the last board meeting; personnel and non-personnel potential items were discussed. Legal Council shared that a list of reductions should be shared and reaffirmed.
John Kieley, Temple, reported that he attended the last meeting for this discussion. It occurred under non-public session which was slated for personnel and negotiations. A vote in public took place; it was not appropriate. Public bodies must deliberate in public. Mr. Kieley suggested that the clock be restarted.

He suggested that the board hold deliberations on the non-personnel in public as required by law. The voters expect more.
Dr. Minnihan said that he could restate and deliberate and vote.
Rich Cahoon said that there was no intent to hide this. Mr. Kieley said that there is no suggestion of intent.

Pierce Rigrod said that Quest, maintenance, technology, health conversion, and supplies are costs that are of a lower priority. Mr. Rigrod asked if anyone had thoughts.
Mr. Estey asked if anyone had concern with the cuts in supplies.
Mr. Ingram asked about the substitute funds of $50,000 proposed for cut. He asked if they were tied to a vision for professional development. Kimberly Saunders confirmed.
Rich Cahoon asked Marian Alese about the maintenance proposed cut. Marian Alese said that we have a building aid plan that outlines what will happen through 2017/2018.
Tom Ferenc asked for information about Quest. Dr. Minnihan outlined the intent of the Quest Program.
Technology includes iPads slated for student use.
John Kieley shared concern that the high school program was cut heavily. Capital items were in the budget that was not a part of the Strategic Plan. He raised the question that much had changed since the Strategic Plan was developed. New capital plans and old capital plans were not discussed. Mr. Kieley suggested that this board look at the plans for change in the budget and prioritize. What can be put off in order to put iPads in the hands of kids? Mr. Kieley noted 67 devices for Special Education staff that could go away in order to put these computers at the high school. Mr. Kieley asked the board to go through a prioritization process.
Linda Quintanilha clarified that the 67 devices are often used in therapeutic situations with students. They look like they are going to staff but are often used by students.
Rich Cahoon said that the conversation on the maintenance side did occur in public session. The initial budget guidance was baseline budget with priority one items.
Tom Ferenc said that if we do an environmental scan we could leverage technology for classes through virtual courses.
Pierce Rigrod reported that the technology that we are replacing is 5 years or older. Fixed labs were moved to mobile labs. These discussions took place. The use of the Strategic Plan as a focal point is out of step. It is not updated every 6 months.
Rich Cahoon said that a prioritization of the "stuff" took place in non-public giving permission to the Superintendent the authority to refund the tech line if monies became available.
David Martz moved to accept this plan. Rich Cahoon second.
Marian Alese reported that the majority of items in the proposed budget are a direct result of the Strategic Plan and can be traced back to 2004. Items were deferred repeatedly. The maintenance item as proposed was close to the default.
Jon Ingram opposed. All else in favor. Motion carried.

Rich Cahoon said that a proposed budget was shared with the voters; it included revenue and expenses. He believes that when the voters did not support the budget that they did not support the trust funds. In the future we should make it more clear.
Marian Alese said that proposed revenues were shared. She will confirm with the DRA; less could be taken.

11. New Business

a. Strategic Plan Process – Marian Alese

Marian Alese shared a narrative on the Strategic Plan process. There is a Steering Committee. Each member is charged with review of the documents on facilities and assessment. Building Aid Plans, NEAS&C Plan, CBA, NESDEC Projections, applicable policies, annual reports, and other relevant documents are reviewed. The goal is to coordinate what we are asking for with what is happening in all of our towns. When all documents are reviewed, a reprioritization of deficiencies takes place. Once all of the data is collected, a draft plan will be shared with the board.
Pierce Rigrod asked the process once the draft is complete. Marian Alese reported forums to share the direction and priorities for discussion would take place.

Rich Cahoon said that the Strategic Plan should be kept a living document so that one can identify what is actually affected.
Joel Green asked the desired outcome; how will we know it is a successful plan. The response was that there is an assessment piece in place around students, staff, efficiencies, community buy-in etc.

b. Authority to Negotiate Electricity Contract (Board Vote Required)

Marian Alese reported that it will soon be time to negotiate electricity with bidders and asked for the authority to negotiate a contract.
David Martz moved to allow a contract on electricity to be negotiated. Myron Steere second. Unanimous.

c. ConVal 2014-2015 School District Calendar (Board Vote Required)

Kimberly Saunders shared a draft proposed school calendar. The calendar is aligned as best possible with Jaffrey-Rindge; they do not align on November 10, March 10, and last day of school.
Myron Steere moved to accept the school calendar as proposed. David Martz second. Unanimous.

d. 2014-2015 Health Insurance Rates (if released)

Marian Alese reported that our health insurance rates are going down 5.6% which is more of a decrease than shared in November. This has potential to save approximately $300,000.

In other news, Dr. Minnihan reported that he has had someone come forward to ask about naming a part of our facilities after someone. He asked the Board their approach on this. Dr. Minnihan shared that he could then bring this forward at a future Board meeting once he knows the approach.
Jon Ingram said that this should go to policy for development with a first and second read to give clarity to process.

A five minute break was taken.

e. Communication Committee Discussion – Rich Cahoon

Rich Cahoon reported that athletics and co-curricular should have a home. The Superintendent is indifferent to where the home is so long as it is consistent. His argument for Education Committee is that they are part of our educational program.
Myron Steere moved that co-curricular and sports go through Education Committee. Second. Unanimous.

Mr. Cahoon shared a Communications Committee Proposal. He shared his experience stating that there should be a reason for it to exist. This document was modeled from Concord. Grievances go to Communications.
Myron Steere moved to accept the proposal as made.
Rich Cahoon said that it would be nice to hear about things in advance of the Board meeting by first going to the Communication Committee.
Linda Quintanilha second.
Marian Alese noted that this would require policy change. Confirmed.
Unanimous.

Butch Estey asked for three people to serve on the Communications Committee.
Kimberly Saunders said that it is important that those volunteering for this committee must be available 48-72 hours from the time of the call.
David Martz, Myron Steere, Stephan Morrissey, and Crista Salamy volunteered. David Martz offered to be an alternate.
Rich Cahoon suggested an interim committee.
Pierce Rigrod suggested staying with the discipline committee as in place. Confirmed that Crista and Pierce will continue on discipline. Stephan Morrissey will be the third member.
Butch asked for a vote to empower them to make discipline decisions on behalf of the board.

Myron Steere moved. David Martz second. Crista Salamy and Fiona Tibbetts abstained. Motion carried.

12. Approval of Manifests (Board Vote Required)
Marian Alese certified that manifests 77 through 79 totaling $443,298.90 have been reviewed by her and found to be proper charges against the Contoocook Valley School District for goods and/or services received and have been properly processed prior to their submittal to the School Board.
Myron Steere moved to accept the manifests as read. Pierce Rigrod second. Unanimous.

13. Non-Public Session: RSA 91-A:3,II (If Required)
- **a. Negotiations**
- **b. Personnel**

Myron Steere moved to enter into non-public session in accordance with RSA 91-A:3,II at 9:07 p.m. for matters of negotiations and personnel.

David Martz moved to exit non-public session at 9:58 p.m. Myron Steere second. Unanimous.

Myron Steere moved to seal minutes for 20 years. Second. Unanimous.

Myron Steere moved to accept the buyout discussed. Second. Unanimous.

Myron Steere moved to allow Tim Markley to negotiate a maximum of 90 days for carryover purposes as discussed. David Martz second. Linda Quintanilha abstained. Motion carried.

Motion to adjourn at 10:01 p.m. Second. Unanimous.

Respectfully submitted,

Brenda Marschok

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL DISTRICT

Personnel Agenda
April 15, 2014

2014-15 Nominations:

Special Education

Sarah Paradis	Occupational Therapist	$36,500.00

2014-15 Nominations:

See Attached List

Name	DAC	FTE	Description
ANNUAL TO ANNUAL			
Lipnoski, Allison M	AES	1	Special Ed Teacher
Vick, Cynthia R	BES	1	Elementary Teacher
Cipolla, Anthony M	CVES	1	Health Teacher
Kraemer, Amy E	CVES	1	Library Media Specialist
Landau, Paul W	CVES	1	Physical Ed Teacher
Storro, Carole L	CVES	1	Art Teacher
Flamino, Lance A	CVHS	1	Math Teacher
Godlewski, Jean M	CVHS	1	Careers in Education Teacher
Hartmann, Angela M	CVHS	1	English Teacher
Kobeski, Emma C	CVHS	1	Special Ed Teacher
Kostecki, Eric W	CVHS	1	School Counselor
Lambert, Brock A	CVHS	1	Science Teacher
Leahy, Denise A	CVHS	1	Math Teacher
McKay, Courtney E	CVHS	1	English Teacher
Moore, Elizabeth A	CVHS	1	English Teacher
Morin, Krystal A	CVHS	1	Music Teacher
Ritter, Kevin P	CVHS	1	Health Teacher
Rogers, Kinchen C	CVHS	1	Alt/EH Teacher
Seymour, Nicholas C	CVHS	1	Social Studies Teacher
Streeter, Lori K	CVHS	1	World Lang French Teacher
Trubiano, Jennifer A	CVHS	1	World Lang Spanish Teacher
West, Ian D	CVHS	1	Science Teacher
Wickham, James J	CVHS	1	Music Teacher
Winslow, Samuel F	CVHS	1	Math Teacher
Bennett, Deborah L	DCS	1	Elementary Teacher
LeBlanc, Lisa A	DCS	1	EST Teacher
Fisk, Cameron G	GBS	1	Health Teacher
Gourlay, Laura K	GBS	1	Guidance Counselor
Heatley, Alexandra M	GBS	1	Special Ed Teacher
Marshall, Kelly B	GBS	1	Special Ed Teacher
Foecking, Katherine A	GES	1	Elementary Teacher
Jacobs, Abby H	GES	1	Elementary Teacher
Topping, Virginia Y	HES	1	Elementary Teacher
Blake, Zakery K	PES	1	LS Teacher
Camitta, Jill M	PES	1	Elementary Teacher
Colaneri, Jacqueline	PES	0.8	PreSchool Teacher
Dunn, Rebecca J	PES	1	Guidance Counselor
Marean, Eric M	PES	1	Elementary Teacher
Villaronga, Nilsa M	SAU	1	ESL Teacher
Wilmot, Roberta B	SAU	1	Title 1 Teacher - Grant
Bly, Holly H	SMS	0.5	Guidance Counselor
Brophy, Colleen	SMS	1	Math Support Teacher
Dionne, Deborah M	SMS	1	Guidance Counselor
Donahue, Ellen	SMS	1	Language Arts/Social Studies
Irvine, Allyson	SMS	1	Grant EH Teacher
Titus, Sarah R	SMS	1	Physical Ed Teacher

Name	DAC	FTE	Description
PROFESSIONAL CONTRACT			
Mellon, Victoria E	AES	1	Nurse
Lemieux, Lise	CVES	1	Nurse
Shippee, Gretchen S	CVES	1	Nurse
Bernardi, Judith A	CVHS	1	Nurse
Broadhurst, Kacey J	CVHS	1	Student Assistance Counselor
Daniels, Emily R	CVHS	1	Student Assistance Counselor
Geaumont, Jennifer A	CVHS	1	Transition Coordinator
Meehan, Leila H	CVHS	1	Associate School Psychologist
Messer, Lisa T	DCS	1	Nurse
Compton, Linda	GBS	1	Nurse
Murphy, Pamela M	PES	1	Nurse
Hartnett, Emily F	SAU	1	Mentor
Forrest, Catherine M	SMS	1	Nurse
Nester, Benjamin J	SMS	1	School Psychologist
Anderson, Katherine	SPED	1	Physical Therapist
Casiello, Catherine P	SPED	1	Speech Language
Fairbank, Kim	SPED	1	Social Worker
Fitch, Dianne E	SPED	1	Speech Language
Gapen, Alicia L	SPED	1	School Psychologist
Gott, Linda J	SPED	1	Occupational Therapist
Heath Rogers, Deborah J	SPED	1	Speech Language
Hertzler, Judith B	SPED	1	Social Worker
Hyland, Ann K	SPED	0.6	Portfolio
Jamison, Kathryn C	SPED	1	Occupational Therapist
Jessie, Cheryl C	SPED	1	Occupational Therapist
Rube Rainier, Jean R	SPED	1	Speech Language
Scarano, Gerard A	SPED	1	School Psychologist Alt Prog
St Cyr, Dorothy M	SPED	1	School Psychologist
Stockwell, Gretchen S	SPED	1	Speech Language
ANNUAL TO CONTINUING			
Grossi, Sarah F	AES	1	Elementary Teacher
Dutch, Abby L	CVHS	1	Math Teacher
Hodgdon, Cynthia A	CVHS	1	World Lang German Teacher
Holding, Mark R	CVHS	1	English Teacher
Bell, Alison M	GBS	1	Grade 8 Math Teacher
Russell, Earl J	GBS	1	Industrial Art Teacher
deSteuben, Marcia E	PES	1	Library Media Specialist
Mann, Lauren S	PES	1	Elementary Teacher
Darling, Elizabeth L	SMS	1	World Lang Spanish Teacher
CONTINUING TO CONTINUING			
Bastarache, Brianne L	AES	1	Elementary Teacher
Campbell, Pamela M	AES	1	Elementary Teacher
Cannon, Barbara K	AES	0.8	PreSchool Autism Teacher
Colby, Nanette A	AES	1	Elementary Teacher

Name	DAC	FTE	Description
Donovan, Mary K	AES	1	Elementary Teacher
Hale, Jessie S	AES	0.8	Grant PreSchool Teacher
Lawler, Elizabeth C	AES	1	Elementary Teacher
Robinson, Jean M	AES	1	EST Teacher
Stacy, Kathleen P	AES	1	Elementary Teacher
Woods, Fabiola T	AES	1	Elementary Teacher
Zawacki, Cynthia J	AES	1	Elementary Teacher
Johnson, Diane M	BES	1	EST Teacher
McClure, Christine	BES	1	Elementary Teacher
Tyler, Janice M	BES	1	Elementary Teacher
Boyle, Nina B	CVES	1	Elementary Guidance
Conway, Timothy J	CVES	1	Physical Ed Teacher
Gregg, Robin	CVES	1	Guidance Counselor
Parshall, Lucius	CVES	1	Music Teacher
Tenney, Linda K	CVES	1	Library Media Specialist
Bills, Andrew M	CVHS	1	Graphic Arts Teacher
Bourgoine, Lawrence	CVHS	1	Special Ed Teacher
Bowman, Eric	CVHS	1	Social Studies Teacher
Carne, Lisa C	CVHS	1	English Teacher
Cloutier, Kenneth J	CVHS	1	Science Teacher
Coyne, Debra M	CVHS	1	Office Occupations Teacher
Croteau, Robin D	CVHS	1	Science Teacher
Davidson, Francis E Jr	CVHS	1	LS Teacher
Davis, Richard A	CVHS	1	Math Teacher
Fabianski, Karen A	CVHS	1	Engineering Teacher
Felegara, Leah	CVHS	1	Math Teacher
Fletcher, Jo Ann S	CVHS	1	School Counselor
Frisbie, Lisbeth B	CVHS	1	Science Teacher
Gagnon, Nancy S	CVHS	1	Social Studies Teacher
Gardner, Shelly S	CVHS	1	Special Ed Teacher
Goldthwaite Gagne, Mary D	CVHS	1	Art Teacher
Goodhue, Elizabeth C	CVHS	1	English Teacher
Graham, Susan L	CVHS	1	Art Teacher
Heddy, Judith A	CVHS	1	Health Teacher
Heider, Christopher C	CVHS	1	Social Studies Teacher
Hinton, Amanda B	CVHS	1	Math Teacher
Ingram, Kristin B	CVHS	1	School Counselor
Jenkins, Scott	CVHS	1	Industrial Arts Teacher
Kennedy, Robin S	CVHS	1	World Lang Spanish Teacher
King, Shawn M	CVHS	1	School Counselor
Krapohl, Sara	CVHS	1	World Lang Spanish Teacher
Lambert, Jason	CVHS	1	English Teacher
Lawrence, Elizabeth A	CVHS	1	Special Ed Teacher
Leonard, Gregory	CVHS	1	Social Studies Teacher
Long, Patricia L	CVHS	1	Special Ed Teacher
Maughan, Mary E	CVHS	1	LS Teacher
Milne, Moira L	CVHS	1	Science Teacher

Name	DAC	FTE	Description
Moodie, Jerrell A	CVHS	1	Special Ed Teacher
Morris, Christine J	CVHS	1	Math Teacher
Morris, Gilbert	CVHS	1	Computer Teacher
Morris, Gregory J	CVHS	1	Math Teacher
Murphy, Julie M	CVHS	1	LS Teacher
Nannicelli, Jean	CVHS	1	Alt/EH Teacher
O Brien, Gregory S	CVHS	1	Social Studies Teacher
Owens, Cheryl A	CVHS	1	Office Occupations Teacher
Page, Richard	CVHS	1	Physical Ed Teacher
Perkins, Lesley E	CVHS	1	Library Media Specialist
Putnam, Benjamin J	CVHS	1	Art Teacher
Reitnauer, John C	CVHS	1	Physical Ed Teacher
Saucier, Eric D	CVHS	1	Math Teacher
Springfield, David A	CVHS	1	Physical Ed Teacher
Wood, Dana C	CVHS	1	Science Teacher
Wozmak, Michael J	CVHS	1	Social Studies Teacher
Young, Carol J	CVHS	1	Science Teacher
Brnger, Emily E	DCS	1	Elementary Teacher
Ellingwood, Susan D	DCS	1	Elementary Teacher
Aldrich, Adine J	FES	1	Elementary Teacher
Doell, Laura A	FES	1	Elementary Teacher
Orcutt, Cheryl G	FES	1	EST Teacher
Stanley, Mary Ellen	FES	1	Elementary Teacher
Baldwin, Scott	GBS	1	Physical Ed Teacher
Bando, Joan E	GBS	1	Art Teacher
Bigford, Kathleen M	GBS	1	Grade 7 Teacher
Black, Barbara J	GBS	1	Grade 5 Teacher
Blair, Nancy F	GBS	1	Consumer Family Teacher
Blanchette, Holly S	GBS	1	Grade 6 Teacher
Bolduc, Paul E	GBS	1	Grade 8 LA/SS Teacher
Bundy, Linda	GBS	1	Grade 5 Teacher
Cogan, Patrick R	GBS	1	Music Teacher
Cullinan, Maryanne V	GBS	1	ELP Teacher
Doherty, Kathryn	GBS	1	Grade 8 LA/SS Teacher
Gnade, Jane G	GBS	1	Library Media Specialist
Hale, Sarah E	GBS	1	Education Technology Integrator
Ketchum, Peter	GBS	1	Physical Ed Teacher
Ketchum, Suzanne	GBS	1	Grade 7 Math Teacher
Kidd, Ellen D	GBS	1	Special Ed Teacher
Leclerc, Siobhan L	GBS	1	Grade 7 Science Teacher
Moncrief, Jahna C	GBS	1	Music Teacher
Rice, Letitia	GBS	1	Grade 6 Teacher
Ripley, Carol W	GBS	1	Grade 6 Teacher
Shea, Sylvia A	GBS	1	Grade 5 Teacher
Sittig, Theresa L	GBS	1	Grade 5-8 Reading Teacher
Aborn, Sandra	GES	1	Elementary Teacher
Iwanowicz, Timothy P	GES	1	Elementary Teacher

Name	DAC	FTE	Description
Kilbride, Noreen P	GES	1	EST Teacher
Lunan Hill, Rachel H	GES	1	Elementary Teacher
Murphy, Patricia F	GES	0.8	Grant PreSchool Teacher
Hickox, Jill K	HES	1	EST Teacher
Lowenthal, Karen S	HES	1	Elementary Teacher
Richardson, Kathryn	HES	1	Elementary Teacher
Robins, Jean E	HES	1	Elementary Teacher
Schieb, Carol A	HES	1	Elementary Teacher
Bates, Helena N	PES	1	EST Teacher
Blackburn, Margaret M	PES	1	Elementary Teacher
Camara, Deborah	PES	1	Elementary Teacher
Christensen, Jennifer A	PES	1	Elementary Teacher
Compton, Lynn	PES	1	Art/Music Teacher
D Andrea, Cynthia	PES	1	Elementary Teacher
Dunning, Shannon	PES	1	Elementary Teacher
Fraley, Nicola J	PES	1	Elementary Teacher
Gordon, Elizabeth	PES	1	Elementary Teacher
Hughes, Janice M	PES	1	Elementary Teacher
Judkins, Carter A	PES	1	Elementary Teacher
LaRoche, Janice C	PES	1	Elementary Teacher
Lavoie Tazelaar, Joan	PES	1	EST Teacher
Lavoie, Amy M	PES	1	Elementary Teacher
Morrocco, Katherine L	PES	1	Literacy Teacher
Rothhaus, Eric N	PES	1	Elementary Teacher
Rousseau, Tanya	PES	1	Health Teacher
Szep, John I	PES	1	Physical Ed Teacher
King, Penelope	SAU	1	Title 1 Teacher - Grant
Levesque, Kristen	SAU	1	Title 1 Teacher - Grant
Parsons, Judith	SAU	1	Title 1 Teacher - Grant
Sullivan, Helen M	SAU	1	Title 1 Teacher - Grant
Bradshaw, Cynthia A	SMS	1	Grade 8 Teacher
Brezovec, Michele	SMS	1	EHP Teacher
Couture, Eileen G	SMS	1	Consumer Family Teacher
Cox, Sara A	SMS	1	Grade 6/7 Teacher
Decibus, Dorene R	SMS	1	Grade 5 Teacher
Driscoll, Sean M	SMS	1	Grade 6/7 Teacher
Fox, Katharine E	SMS	1	Art Teacher
Gendron, Maria E	SMS	1	Special Ed Teacher
Grady, Tania L	SMS	1	Health Teacher
Greenough, Jennifer N	SMS	1	LS Teacher
Groleau, Lori D	SMS	1	Grade 6/7 Teacher
Hammett, Dwain J	SMS	1	Industrial Art Teacher
Hautanen, Michelle	SMS	1	Grade 5 Teacher
Hayes, Stephanie A	SMS	1	Grade 5 Teacher
Heald, Kimberly L	SMS	1	Grade 6/7 Teacher
Henry, Ann E	SMS	1	Special Ed Teacher
Hopgood, Mary	SMS	1	Grade 8 Teacher

Name	DAC	FTE	Description
Jones, Tracy A	SMS	1	Grade 6/7 Teacher
Lowy, Edward D	SMS	1	Music Teacher
Momeyer, Jane O	SMS	1	Special Ed Teacher
Morash, Susan M	SMS	1	Grade 8 Teacher
Pease, Nicole G	SMS	1	Grade 6/7 Teacher
Pinard, Melanie	SMS	1	Grade 8 Teacher
Ring Fortin, Elizabeth A	SMS	1	Music Teacher
Rounds, Paula	SMS	1	Grade 5 Teacher
Roy, Sara C	SMS	1	Math Support Teacher
Silegy, Tod	SMS	1	Physical Ed Teacher
VanValkenburgh, Margaret B	SMS	1	Grade 6/7 Teacher
Weston, Christina L	SMS	1	Grade 8 Special Ed Teacher
Wrubel, Emily E	SMS	1	Grade 8 Teacher
Clark, Donna L	TES	1	EST Teacher
Homan, Marci	TES	1	Elementary Teacher
Johnson, Michele	TES	1	Elementary Teacher
Perreault, Tina L	TBD	1	Elementary Teacher

NOTICE OF CO-CURRICULAR POSITIONS

CVHS

Jim Aborn	Assistant Girls Track Coach	$2,285.95

April 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 School Board Meeting 07:00 PM @ SAU Board Room	2 Wellness Committee Meeting - CANCELLED 06:00 PM @ SAU Board Room	3	4	5
6	7	8 Negotiation Committee Mtg. @ SAU 05:00 PM	9 School Board Meeting w/ NH State Representatives @ SAU 07:00 PM	10	11	12
13	14	15 Budget & Property Committee Meeting 05:30 PM @ Hancock Elementary School School Board Meeting 06:45 PM @ Hancock Elementary School	16	17 Selectman's Advisory Committee 07:00 PM @ SAU Board Room	18	19
20	21 Spring Recess	22 Spring Recess	23 Spring Recess	24 Spring Recess	25 Spring Recess	26
27	28	29 Policy Committee Meeting 06:30 PM	30			

May 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 School Board Induction Series - Legal Roles & Responsibilities @ SAU 06:00 PM	2	3
4	5	6 Negotiation Committee Mtg. @ SAU Conf. Rm. 1 05:00 PM School Board Meeting @ Great Brook School 07:00 PM @ Great Brook School	7 Wellness Committee Meeting 06:00 PM @ SAU Board Room	8	9	10
11	12	13 Negotiation Committee Mtg. @ SAU Board Room 05:00 PM	14	15	16	17
18	19	20 School Board Goal Setting Meeting @ SAU Board Room 06:00 PM @ SAU	21	22	23	24
25	26 Memorial Day - NO SCHOOL	27	28	29	30	31

NEW HAMPSHIRE PUBLIC SCHOOLS
SCHOOL ADMINISTRATIVE UNIT #1

CONTOOCOOK VALLEY SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Road, Peterborough, NH, 03458-1197

Telephone: 603-924-3336

Fax: 603-924-6707

Dr. Brendan Minnihan
Superintendent of Schools
bminnihan@conval.edu

Kimberly Saunders
Assistant Superintendent of Schools
ksaunders@conval.edu

TO: Contoocook Valley School Board

FROM: Francestown Elementary School

DATE: March 31, 2014

RE: REQUEST TO ACCEPT A GIFT OR DONATION

The Francestown School requests authorization to accept from:

Name/Address: New England Foundation for the Arts

the following gift/donation of: 1000.00 valued at $ 1000.00

for the purpose of: programs and Artist in Residence

[redacted]

Karen M. McCann, Ed.D.
Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received 4-1-14

Date Approved by School Board _____

Date Not Approved by School Board/Reason: _____

CONTOOCOOK VALLEY SCHOOL DISTRICT
FIELD TRIP PROPOSAL

1. Name: Lori Streeter Grade: 9-12 School: Conval HS
2. Destination: Paris, France and Venice, Italy
3. Date(s)of Trip: Spring recess 2015 Time(s): From 24/7 to 24/7
4. Description of Trip:
Educational & linguistic tours of Paris, France & Venice, Italy. Students will engage in world language, culture, history & art.

5. How will this trip relate to your program and/or curriculum?
Students will experience world culture as it is described in our curriculum. They will also have the opportunity to practice the language. (This will be our "lab")

6. Transportation will be by: Bus Co. _____ Private Car ✓ (to US Airport) Other Plane to Europe
(Private cars require completion of District Use of Private Vehicle Form by individual drivers)

7. Ratio of Adults: 8:1 to Number of Students: 16-20 (estimate)

Lori Streeter April 1, 2014 — 4/1/14
Staff Signature Date Principal Signature Date

SCHOOL USE ONLY: All items must be checked before the Principal/Assistant Principal will sign

N/A Bus Form If Necessary
N/A Fee Paid By _____
✓ Chaperones Listed On The Reverse
✓ Permission Slips To Parents/Guardians Prepared
★ See reverse Office Notified With Accurate Lists of Students
N/A Kitchen Notified If Lunches Would Be Affected
N/A UA Team Notified
★ Posted on Events Calendar
_____ Notified Nurse to prepare Medicine
NO CPR/First Aid Trained: _____
_____ (Name)

SCHOOL BOARD APPROVAL REQUIRED FOR TRIPS OF MORE THAN TWO (2) DAYS (REFER TO FIELD TRIP POLICY IICA).

Proposal forms must be submitted to the Principal by April 1st, to the Superintendent by May 1st and approved by the School Board no later than the August meeting for trips during the new school year

Date Received at SAU Office 4/2/14 Date Approved/Not Approved by School Board _____
(Please Cirle One)

Superintendent/Board Chairman Signature _____

Adopted: May 1, 2001

Board Briefs
April 15, 2014

Expense Report (As of April 11, 2014)
This report reflects expenses, encumbrances, and transfers through April 11, 2014.
Line 1 reflects recent Board approved buybacks.
Line 24 reflects a transfer from custodial line for employees on LOA and expense for contracted service.
Line 30 reflects a transfer from line 29 (Disposal) to cover snow plowing fees.
Line reflects a new placement for the remainder of the year. Note that this is not in next year's budget.
No other significant changes

March-April +/- Report
As noted in the Expense Report, we have a new placement that amounts to about $20K. Not an issue for this year, however anticipated expense for 14-15 is $50K. This new placement is not in the 14-15 budget.
We have received final payments for Adequacy and Cat Aid. Adequacy is what was projected by the State in November. Cat Aid is $80K more.

Grants January 2014
Reflects all grant expenses and encumbrances through March 2014.

2013-2014 Expense Report

11-Apr-14

Line #	Account Numbe	Description	2013-2013 Budget	2013-2014 Transfers	2013-2014 Adjusted Budget	2013-2014 Expense	2013-2014 Encumbered	Balance		Account Notes
1	21.000.0000.00.110	REGULAR SALARIES	$13,372,387.00	-$226,800.00	$13,145,587.00	$9,075,421.33	$3,960,795.55	$109,370.12	0.83%	Includes recently approved buybacks
2	21.000.0000.00.111	PARA SALARIES	$2,055,404.00	$109,000.00	$2,164,404.00	$1,536,309.88	$627,202.02	$892.10	0.04%	
3	21.000.0000.00.112	ADMIN ASSIST SALARIES	$1,039,298.00	$25,500.00	$1,064,798.00	$798,668.14	$258,990.65	$7,139.21	0.67%	
4	21.000.0000.00.113	CUSTODIAL/MAINTEN SALARIES	$746,569.00	-$30,000.00	$716,569.00	$541,055.70	$156,583.96	$18,929.34	2.64%	
5	21.000.0000.00.114	ADMINISTRATOR SALARIES	$2,049,493.00	$37,300.00	$2,086,793.00	$1,591,423.92	$480,058.86	$15,310.22	0.73%	
6	21.000.0000.00.115	DEPARTMENT HEADS	$40,500.00		$40,500.00	$28,038.96	$12,461.04	$0.00	0.00%	
7	21.000.0000.00.119	SUPPORT SERVICES	$572,079.00	-$65,000.00	$507,079.00	$355,396.48	$125,098.51	$26,584.01	5.24%	
8	21.000.0000.00.120	TEMPORARY SALARIES	$790,492.00		$790,492.00	$447,276.92	$148,346.26	$194,868.82	24.65%	
9	21.000.0000.00.130	OVERTIME	$34,000.00		$34,000.00	$37,878.20		-$3,878.20	-11.41%	
10										
11	21.000.0000.00.211	HEALTH INSURANCE	$7,046,745.00		$7,046,745.00	$5,573,923.50	$1,334,124.03	$138,697.47	1.97%	
12	21.000.0000.00.212	DENTAL INSURANCE	$224,240.00		$224,240.00	$202,345.23	$19,833.55	$2,061.22	0.92%	
13	21.000.0000.00.213	LIFE INSURANCE	$51,691.00		$51,691.00	$36,869.00	$13,369.00	$1,453.00	2.81%	
14	21.000.0000.00.214	LONG TERM DISABILITY	$39,195.00		$39,195.00	$30,314.76	$9,272.00	-$391.76	-1.00%	
15	21.000.0000.00.220	FICA	$1,580,134.00		$1,580,134.00	$1,074,592.88	$422,917.38	$82,623.74	5.23%	
16	21.000.0000.00.231	NON - TEACH RETIRE	$569,484.00		$569,484.00	$423,094.31	$146,241.61	$148.08	0.03%	
17	21.000.0000.00.232	TEACHER RETIRE	$2,174,764.00		$2,174,764.00	$1,409,682.86	$592,201.17	$172,879.97	7.95%	
18	21.000.0000.00.260	UNEMPLOYMENT	$ 60,000.00		$60,000.00	$56,489.00		$3,511.00	5.85%	
19	21.000.0000.00.270	ADMIN ANNUITY	$36,897.00		$36,897.00	$16,815.00	$8,500.00	$11,582.00	31.39%	
20										
21	21.000.0000.00.320	PRESENTERS	$17,600.00		$17,600.00	$10,714.00		$6,886.00	39.13%	
22	21.000.0000.00.322	STAFF SERVICES	$145,000.00		$145,000.00	$139,801.52		$5,198.48	3.59%	
23	21.000.0000.00.323	PUPIL SERVICES	$79,610.00		$79,610.00	$51,794.07	$28,035.63	-$219.70	-0.28%	
24	21.000.0000.00.330	PURCHASED/PROF	$863,597.00	$ 85,000.00	$948,597.00	$720,448.53	$227,977.18	$171.29	0.02%	Transfer from Custodial for LOA
25	21.000.0000.00.340	STATISTICAL SERVICES	$47,000.00		$47,000.00	$28,687.50		$18,312.50	38.96%	
26	21.000.0000.00.380	SCHOOL BOARD SERVICES	$161,000.00		$161,000.00	$114,850.17	$36,300.63	$9,849.20	6.12%	
27										
28	21.000.0000.00.411	WATER/SEWER	$57,000.00		$57,000.00	$29,079.94	$27,890.84	$29.22	0.05%	
29	21.000.0000.00.421	DISPOSAL	$54,000.00	-$17,000.00	$37,000.00	$25,036.95	$11,938.50	$24.55	0.07%	Transfer to snow plowing

2013-2014 Expense Report

11-Apr-14

Line #	Account Numbe	Description	2013-2013 Budget	2013-2014 Transfers	2013-2014 Adjusted Budget	2013-2014 Expense	2013-2014 Encumbered	Balance		Account Notes
30	21.000.0000.00.422	SNOW PLOWING	$100,600.00	$ 17,000.00	$117,600.00	$118,213.25		-$613.25	-0.52%	Transfer from disposal
31	21.000.0000.00.430	REPAIR/MAINT	$492,173.00	$505,800.00	$997,973.00	$865,242.00	$132,242.03	$488.97	0.05%	
32	21.000.0000.00.431	STRUCTURAL REPAIRS	$120,800.00	-$ 5,800.00	$115,000.00	$83,410.02	$30,064.50	$1,525.48	1.33%	
33	21.000.0000.00.432	ELECTRICAL REPAIRS	$ 73,600.00	$ 5,000.00	$78,600.00	$79,729.44		-$1,129.44	-1.44%	
34	21.000.0000.00.433	MECHANICAL REPAIRS	$116,500.00	-$ 10,000.00	$106,500.00	$60,470.78	$1,109.82	$44,919.40	42.18%	
35	21.000.0000.00.434	HVAC REPAIRS	$179,100.00	$ 5,000.00	$184,100.00	$165,511.94	$11,492.10	$7,095.96	3.85%	
36	21.000.0000.00.440	BUILDING RENTAL	$2,500.00		$2,500.00	$1,595.00	$800.00	$105.00	4.20%	
37	21.000.0000.00.442	EQUIPMENT RENTAL	$3,100.00		$3,100.00	$405.00		$2,695.00	86.94%	
38	21.000.0000.00.450	RENTAL	$4,000.00		$4,000.00	$4,631.00		-$631.00	-15.78%	
39										
40	21.000.0000.00.510	FIELD TRIP ATHLETIC	$206,292.00		$206,292.00	$122,530.15	$42,114.71	$41,647.14	20.19%	
41	21.000.0000.00.519	PUPIL TRANSPORTATION	$1,915,490.00		$1,915,490.00	$1,417,273.92	$630,713.57	-$132,497.49	-6.92%	
42										
43	21.000.0000.00.520	INSURANCE	$190,000.00		$190,000.00	$182,271.00		$7,729.00	4.07%	
44	21.000.0000.00.530	TELEPHONE /WEB ACCESS	$149,000.00		$149,000.00	$103,554.70	$34,923.00	$10,522.30	7.06%	
45	21.000.0000.00.534	POSTAGE	$ 29,600.00		$29,600.00	$19,386.29	$2,456.50	$7,757.21	26.21%	
46	21.000.0000.00.540	ADVERTISING	$ 16,000.00		$16,000.00	$14,853.65	$2,500.00	-$1,353.65	-8.46%	
47	21.000.0000.00.550	PRINTING	$ 27,400.00		$27,400.00	$11,248.95	$1,846.47	$14,304.58	52.21%	
48	21.000.0000.00.561	TUITION	$1,750,935.00	-$ 17,500.00	$1,733,435.00	$1,081,112.80	$551,254.11	$101,068.09	5.83%	New Placement
49	21.000.0000.00.580	MILEAGE	$112,050.00		$112,050.00	$48,234.98	$10,208.53	$53,606.49	47.84%	
50	21.000.0000.00.590	MISC PURCH SERV	$10,500.00		$10,500.00	$5,089.80		$5,410.20	51.53%	
51										
52	21.000.0000.00.622	ELECTRICITY	$449,500.00		$449,500.00	$309,535.83	$140,240.00	-$275.83	-0.06%	
53	21.000.0000.00.623	BOTTLED GAS	$13,700.00		$13,700.00	$8,023.07	$112.56	$5,564.37	40.62%	
54	21.000.0000.00.624	FUEL OIL	$470,530.00		$470,530.00	$386,596.34	$83,000.00	$933.66	0.20%	
55	21.000.0000.00.656	DIESEL / GASOLINE	$414,000.00		$414,000.00	$238,191.70	$175,000.00	$808.30	0.20%	
5										
5	21.000.0000.00.610	SUPPLIES	$907,269.00	$ 65,000.00	$972,269.00	$531,509.19	$136,084.33	$304,675.48	31.34%	
5	21.000.0000.00.640	BOOKS	$104,776.00		$104,776.00	$56,456.44	$25,087.96	$23,231.60	22.17%	

2013-2014 Expense Report

11-Apr-14

Line #	Account Numbe	Description	2013-2013 Budget	2013-2014 Transfers	2013-2014 Adjusted Budget	2013-2014 Expense	2013-2014 Encumbered	Balance		Account Notes
59	21.000.0000.00.641	PERIODICALS	$25,511.00		$25,511.00	$19,764.30	$2,377.05	$3,369.65	13.21%	
60	21.000.0000.00.649	OTHER INFO SOURCES	$ 9,648.00		$9,648.00	$2,090.14	$946.19	$6,611.67	68.53%	
61	21.000.0000.00.650	SOFTWARE SUPPORT	$206,852.00		$206,852.00	$178,277.88	$5,356.00	$23,218.12	11.22%	
62	21.000.0000.00.733	NEW FURNITURE	$ 6,469.00	$ 1,500.00	$7,969.00	$6,198.27	$1,536.05	$234.68	2.94%	
63	21.000.0000.00.734	OTHER EQUIPMENT	$88,892.00	$9,500.00	$98,392.00	$93,468.54		$4,923.46	5.00%	
64	21.000.0000.00.737	REPL FURNITURE	$34,940.00	$ 2,300.00	$37,240.00	$18,145.07	$13,315.11	$5,779.82	15.52%	
65	21.000.0000.00.738	REPL EQUIPMENT	$90,775.00	$ 9,200.00	$99,975.00	$94,848.83	$5,070.21	$55.96	0.06%	
66	21.000.0000.00.739	NEW EQUIPMENT	$220,944.00	-$ 5,000.00	$215,944.00	$201,591.42	$14,384.84	-$32.26	-0.01%	
67										
68	21.000.0000.00.810	DUES & FEES	$140,448.00		$140,448.00	$108,378.54	$26,774.16	$5,295.30	3.77%	
69	21.000.0000.00.830	DEBT SERVICE INTEREST	$143,953.00		$143,953.00	$143,953.13		-$0.13	0.00%	
70	21.000.0000.00.890	MISCELLANEOUS	$ 46,840.00		$46,840.00	$16,757.80	$14,406.84	$15,675.36	33.47%	
71	21.000.0000.00.910	DEBT SERVICE PRINCIPAL	$360,000.00		$360,000.00	$360,000.00		$0.00	0.00%	
72	21.000.0000.00.930	TRANS TO FS HEALTH	$ 275,000.00		$275,000.00	$177,642.50	$56,964.05	$40,393.45	14.69%	
73	21.000.0000.00.930	TRANS TO FS DENTAL	$8,900.00		$8,900.00	$6,642.32	$2,102.00	$155.68	1.75%	
74		**TOTAL**	**$43,426,766.00**	**$500,000.00**	**$43,926,766.00**	**$31,698,844.73**	**$10,802,621.06**	**$1,425,300.21**		
75		PY ENCUMBRANCES	$566,905.00	-$500,000.00	$66,905.00		$0.00	$66,905.00		
76	**Total**		**$43,993,671.00**	**$ 0.00**	**$43,993,671.00**	**$31,698,844.73**	**$10,802,621.06**	**$ 1,492,205.21**	**3.39%**	

Unanticipated Changes to 2013-2014 Budget - EXPENSE SIDE

15-Apr-14

Date	Item	Line	Unanticipated Expense	Savings / Transfer		Notes	Potential Net (Shortfall)/ Savings
Aug-13	PES K Teacher	1	$57,775	$57,775		Extra Teaching Position	
	PES .5 Title I Teacher	1	$42,042	$42,042		Salary & Health Delta	
	CVHS Math Teacher	1	$49,796	$49,796		Salary & Health Delta	
	GBS Spec Ed Teacher	1	$75,682			Was grant; now general fund	
	SMS ESP Program	1		$78,837		Was general fund; now grant	
	CVHS Spec Ed Teacher	1	$64,832	$54,142		Was grant; now general fund	
	CVHS Spec Ed Teacher	1	$72,968	$72,968		Was grant; now general fund/Salary & Health Delta	
	Pierce Para	2	$51,872	$51,872		Was grant; now general fund/Salary & Health Delta	
	CVHS Para	2	$43,000	$43,000		Transfer from Special Ed to General Ed	
	PES Preschool Program	1 & 2	$55,130	$55,130		Was general fund; now grant	
Sep-13	Special Ed Runs	41	$72,193			Placements	
Nov-13	Voc Ed and Extra Run	41	$37,000			Tuition	
Dec - Jan	AES Para	2					
	SMS Para (3)	2					
	PES Para	2	$93,769	$93,769			
						Salary and health delta	
Mar-14	Tec Dir	5		$17,000			
	Snow Plowing	30	$17,000				
Apr-14	**Disposal**	**29**		**$17,000**		**Cover snow plow overexpenditure**	
	Spec Ed Placement	**48**	**$20,000**	**$20,000**		**No impact this year**	
Total			**$753,059**	**$653,331**			
							($99,728)

Unanticipated Changes to 2013-2014 Budget - REVENUE SIDE BASED ON INFORMATION FROM DRA

Date	Item	Line	Budget	Tax Rate Setting		Actual	Notes
March 2013	Sports Revenue		$37,000	$37,000			
	Tuition		$179,000	$179,000			
	ATC Tuition		$30,000	$30,000			
	Interest		$6,000	$6,000			
	Adequacy Aid		**$7,799,360**	**$7,815,932**		**$7,815,932**	**$0**
	Catastrophic Aid		**$461,896**	**$447,979**		**$528,345**	**$80,366**
	Building Aid		$558,186	$558,186			**Final Payment in May**
	Medicaid		$280,000	$280,000			
	ATC Aid		$40,000	$40,000			
	Unreserved		$695,822	**$695,822**			
To			**$10,087,264**	**$10,089,919**		**$8,344,277**	
				$2,655			

2013-2014 Grant Summary Report

PROJ #	PROJ NAME	Purpose	C	End Date	Approved Funding	Year To Date Expense	Encumbrance	Balance 3/31/14
34812	Title IIA	Professional Development		06/14	$181,827.43	111,161.70	18,910.00	51,755.73
	Keys to Literacy, ASCD Conference, Common Core, PLC, Para training							
42624	IDEA			08/14	$486,782.37	$296,407.27	$121,828.88	$68,546.22
	Various Special Ed positions throughout the District, including PES preschool and middle school ESP program							
40025	Title I	Elementary Language Arts		08/14	$514,797.89	$273,657.03	$143,670.57	$97,470.29
	Primary function is to address needs of students with difficulty in language arts skills.							
45014	Perkins	ATC Programs		08/14	$76,554.64	$67,214.87	$2,060.70	$7,279.07
	Equipment and professional development or ATC programs							
47323	Adult Es	Adult Diploma Program		06/14	$11,220.00	$5,006.90	$6,206.97	$6.13
Total					$1,271,182.33	$753,447.77	$292,677.12	$225,057.44

Category: O

REVENUES FROM LOCAL TAX SOURCES

~~It is the responsibility of the Contoocook Valley School Board to sufficiently explain the objectives and needs of the schools to appropriate community bodies that have a role in school budget adoption, and to the legislative body which casts the final vote, so that local support of education can indeed provide for all children equal educational opportunities.~~

~~The major share of all financial support for local school districts is raised by taxing property within the district. Most of the financial support of public education, therefore, is subject to a direct vote of the people.~~

~~The Board, administration, and the professional staff will work toward creating funding of to create an operational budget that meets the goals of school district.~~

~~The financial condition of the District, along with its needs and goals, will be shared with the citizens. This will be done through an ongoing public information program, carried out by all appropriate means.~~

~~In addition, the Board will may:~~

~~1. Accept~~ state ~~funds to which the District is entitled by law or through regulations of the State Board of Education, and~~

~~2. Accept all any~~ federal ~~funds which are available, providinged there is a specific need for them and if required matching funds are available.~~

The expenses of the Contoocook Valley School District payable in each fiscal year shall be apportioned as ~~follows:~~ indicated in the Articles of Agreement.

~~1. Fifty percent (50%) on the average daily membership (ADM) of the pupils in public schools residing in each pre-existing district of the cooperative School district as determined by the most recent school fiscal year figures available from the State Department of Education.~~

~~2. Fifty percent (50%) on the Total Equalized Valuation (TEV) of each pre-existing district of the Cooperative School District as determined by the most recent figures available from the State Department of Revenue Administration.~~

1st Read: September 17, 2013
2nd Read: ~~October 1, 2013~~ April 15, 2014
Adopted:

Category: R

BUILDING AND GROUNDS SECURITY

The School Board will cooperate closely with local law enforcement and fire departments, and with insurance company inspectors.

Records and funds will be kept in a safe, locked location.

Access to school buildings and grounds outside of regular school hours will be limited to school personnel whose work requires it. An adequate key control system will be established to limit access to buildings to authorized personnel.

School buildings will be closed and locked after the last school activity has concluded each day.

A building being used by an authorized school or community group in the evening, or on non-school days, will be opened for such activity and secured again after its conclusion.

A school district employee must be on school grounds during the course of the activity. Only a school district employee will be allowed to open and close the school in the event of such an activity.

Classroom windows and doors are to be locked when the teachers leave the building.

In addition to this policy, the Superintendent is charged with establishing further safety and security provisions as may be necessary.

The building principal is responsible for enforcing this policy.

1st Read: April 15, 2014
2nd Read:
Adopted:

Category: R *See also EEA, ~~EEAEC~~, JICC*

SCHOOL BUS SAFETY PROGRAM

The safety and welfare of student riders will be the first consideration in all matters pertaining to transportation. Safety precautions will include the following:

1. Children will be instructed as to the proper procedure for boarding and exiting from a school bus and in proper and safe conduct while aboard.

2. Emergency evacuation drills will be conducted at least two times a year (Oct.-May) to acquaint student riders with procedures in emergency situations.

3. All vehicles used to transport children will be inspected on a regular schedule to see that they meet applicable safety regulations.

4. All drivers will be screened before employment for physical condition, proper license, and experience. The prior driving record of each driver will be checked for drug and alcohol or other convictions and a criminal records check must also be completed.

5. The board authorizes use of video and/or audio surveillance on school buses to ensure the health, welfare, and safety of all students while riding on school buses. Use of such surveillance will be in accordance with policy ECAF, Audio and Video Surveillance On School Buses.

6. In the event an audio or video recording is used as part of a student discipline proceeding, such video may become part of a student's education record. If an audio or video recording does become part of a student's education record, the provisions of Policy JRA shall apply. The Superintendent is authorized to contact the District's attorney for a full legal opinion relative in the event of such an occurrence.

7. The School District or independent contractor will comply with all state and federal laws and regulations pertaining to the operation of school buses and will make these requirements known to bus drivers. It will also cooperate with local safety officials in formulating and accomplishing its school bus safety program.

Legal References:

20 U.S.C. §1232g, Family Educational Rights and Privacy Act
RSA 189:6-a, School Bus Safety
~~RSA 200:40, Emergency Care~~
RSA 570-A:2, Interception and Disclosure of Telecommunication or Oral Communications Prohibited

Appendix ~~JICC-R &~~ EEA-R

~~1st Read: April 15, 2008~~
~~2nd Read: September 2, 2008~~
~~Adopted: September 2, 2008~~
1st Read: April 15, 2014
2nd Read:
Adopted:

Category: R *See also ECA*

COMMUNITY USE OF SCHOOL FACILITIES

When not in use for school purposes, school buildings and grounds, or portions thereof, may be used for education, discussion, civic, social, recreational, or entertainment purposes; and other such purposes that promote the welfare of the community, including use as registration and polling places for voters.

No person, group, or organization has any vested right to use school property. The right to use the property for any lawful purpose is subject to approval by the School Board's designee.

Accordingly, the Board has established detailed regulations and procedures, including rental fees, pertaining to the public use of school facilities.

Distribution of onsite materials is subject to ConVal School District policies KI and JL (Student Gifts and Solicitations).

Religious Organizations
All groups who use school facilities for religious purposes will pay a fee, which shall be the same for all religious denominations.

All school facility use by religious organizations shall be subject to ConVal School District policy KGE (Use of School Buildings for Religious Purposes).

When religious organizations wish to use school facilities for other than religious services events, separate applications should be filed and said applications will be considered in the same manner as any other civic or recreational request.

Community Use of School Facilities
The use of school buildings, grounds and fields, equipment, and facilities will be authorized by the Superintendent or his/her designee in conformity with the following procedures governing their use as approved by the Board.

1. The use of school facilities for school purposes, school-sponsored activities/events, alumni associations, parent-teacher associations, and other organizations affiliated with the schools have precedence over all others. Requests for school facilities for school programs must be cleared with the building principal or his/her designee.

2. School-related groups, including state educational professional associations will be permitted reasonable use of school facilities

3. All activities must be under adult supervision approved by the building administrator or his/her designee of the building involved. In all cases, an assigned school employee may be on site. The group using the facilities will be responsible for any damage to the building or equipment.

4. Groups using the facilities are restricted to the dates and hours approved, and to the building area and facilities specified, unless requested changes are approved by the building administrator or his/her designee.

COMMUNITY USE OF SCHOOL FACILITIES
(continued)

5. Large Groups using the facilities are responsible for the observance of county and state fire and safety regulations at all times. RSA 153:5 and Administrative Rules SAF-C 6000 require that trained crowd control managers be on duty during any public assembly event. Organizers of any activity are required to provide the names of trained Crowd Control Managers that will be present at the event(s).

(A Basic Fire Safety & Crowd Managers Training Program can be found on the ConVal School District website under Emergency Plans (http://www.Conval.edu))

6. The use of alcoholic beverages, drugs, profane language, gambling in any form, or any other activity restricted in district policies and handbooks are not permitted on school premises. Smoking within the building or on school grounds is not permitted.

7. The School Board will cooperate with recognized agencies, such as the Red Cross and Town Emergency Management Services, and will make suitable facilities available without charge during community emergency or to prepare for civil defense.

8. Liability insurance will be required for all non-school related groups given permission to use school facilities. Organizers of any activity must provide a certificate of insurance endorsed to name the ConVal School District as an additional insured.

9. The Board will periodically review and approve a fee schedule for use of facilities.

10. In situations where there is no cost to the district, or the renter is a ConVal youth organization, or in any situations where a mutual exchange of facilities is possible between the school district and the organization, or when the district requests a change in location fees may be waived or modified by the Superintendent or his/her designee. In situations where extended usage for a long period of time is required, fees may be set at a contract price.

11. The Superintendent or his/her designee and/or the School Board reserve the right to cancel any facility use permission granted.

Statutory Reference
RSA 153:5, NH State Board of Fire Control Rules

Legal Reference
Administrative Rules SAF-C 6000, NH State Fire Code

See Also: Basic Fire Safety & Crowd Managers Training Program

1st Read: ~~September 17, 2014~~ April 15, 2014
2nd Read:
Adoption:

Contoocook Valley School District Policy

SUPERVISION OF CONSTRUCTION
(Clerk of the Works)

The Contoocook Valley School Board will attempt to employ a clerk of the works who shall be directly responsible to the School Board for review of the architect's and contractor's activities in his supervision of building construction. This review shall include adequacy of field inspection of the contractor's operations, administrative activities of the architect relating to construction, and any other matters relating to the interest of the School District. The District's representative shall make periodic reports certifying by his personal knowledge that the work of the construction contractor and the architect is being performed in accordance with plans, specifications, and contracts.

Change orders will be recommended by the clerk of the works to the Superintendent of Schools who will determine whether or not it is a matter for Board consideration. If the Superintendent decides Board consideration is not necessary, then the signature of the Superintendent shall be considered Board action.

Upon completion of building construction and after a final inspection of all its aspects by the architect, contractors, and school officials, a recommendation for its acceptance will be made to the Board by the architect and the clerk of the works.

April 2, 1991

Contoocook Valley School District Policy

(Also KI)

STUDENT GIFTS AND SOLICITATIONS

Solicitations

As a general policy, there will be no solicitation within the schools for any purpose whatsoever. No commercial enterprise may be represented in the schools and there will be no sale of goods or services on the premises.

No employee of the school may furnish lists of names and addresses of pupils to anyone other than school officials. The Superintendent of Schools may authorize the release of the lists of names of the senior class to local schools and colleges, to military authorities or other agencies, if in his/her judgment, such agencies offer opportunities of sufficient merit to interest high school graduates.

Pupils, staff members, or the facilities of the school may not be used for advertising or promoting the interests of any community or non-school agency or organization without the approval of the building principal.

a. The Superintendent of Schools may cooperate in furthering the work of any non-profit, community-wide social service agency provided such cooperation does not infringe on the school program. In addition, the announcing of such privately sponsored activities which, in the opinion of the Superintendent, promote healthy child development is permitted.

b. The use of films and materials which simply bear the name of the producing company shall be permitted. No sales presentations are to be allowed in the school.

c. Fundraising by non-profit organizations (other than school-connected) is prohibited during the school day. No fundraising may be carried out without the prior approval of the principal, consistent with school board policies.

The foregoing policy is for the purpose of insuring maximum instruction time for the student and in no way reflects a negative attitude toward many of the worthwhile civic and charitable activities sponsored within the community, either on a strictly local basis or as part of a regional, state, or national activity. The above does not apply when buildings are rented by an organization.

Contoocook Valley School District Policy

The School Board reserves the right to grant exceptions. Any request for exception to this rule must be submitted in writing to the School Board or its agents (Superintendent and/or principal) at least 30 days prior to the implementation of the requested activity. Examples of possible exceptions include the following:

(A) An activity conducted by a school club for the purpose of raising funds for a worthwhile service to the school.

(B) PTA membership activity.

(C) Sale of class rings, yearbook, class photographs.

April 2, 1991

Contoocook Valley School District Policy

USE OF SCHOOL BUILDINGS FOR RELIGIOUS PURPOSES

Any group with a religious affiliation will not be allowed to utilize school facilities and/or interact with students during the regular school day. Applications for use by religious groups shall be approved by the Superintendent.

RESCIND

1st Reading: September 12, 2000

Contoocook Valley School District Policy

(Also JL)

STUDENT GIFTS AND SOLICITATIONS

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RESCINDED

April 2, 1991