

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

**106 Hancock Road  
Peterborough, New Hampshire**

**CONTOOCOOK VALLEY SCHOOL BOARD**

**Tuesday, January 19, 2016**

**Proposed 2016-2017 Budget Hearing**

**7:00 P.M.**

**Proposed Teacher's Contract Public Hearing**

**(Immediately following Budget Hearing)**

**School Board Meeting**

**SAU #1**

**Immediately following Public Hearings**

- 1. Call to Order and Pledge of Allegiance**
- 2. Minutes (Board Vote Required)**
  - a. January 5, 2016 (pg. 1-4)**
- 3. Points of Pride**
- 4. Public Comment**
- 5. Consent Agenda**
  - a. Personnel (pg. 5-6)**
    - 1) Resignations
    - 2) Notice of Stipend Positions
- 6. Superintendent's Report and Presentation of Business**
  - a. Monthly Events Calendar (pg. 7-8)**
  - b. Accept Gift/Donation (Board Vote Required) (pg. 9-10)**
    - 1) Great Brook School requests the authorization to accept a gift/donation totaling \$1,400.00 from Stephanie Mackesy of Bennington for the purpose of purchasing choir dresses.
    - 2) South Meadow School requests the authorization to accept a gift/donation totaling \$ 1,000.00 from the Morgan Stanley – The Daniels Foundation, for the purpose of educational and outreach programs at the SMS Library.
  - c. Policy BDBA – Board Officer Reminder (pg. 11-12)**
  - d. Notification of book chapter**
- 7. Assistant Superintendent's Report**
  - a. Professional Evaluation Program (Board Support Requested)**
- 8. Reports**
  - a. Student Representative- River Marmorstein**
  - b. Teacher Representative – Patrick Cogan**
  - c. Budget & Property Committee Meeting – Myron Steere**
  - d. Education Committee Meeting – Crista Salamy**
  - e. Strategic Plan Committee – Pierce Rigrod**
- 9. Old Business**
  - a. Expenditure Report – Marian Alese (pg. 13-15)**
  - b. 2<sup>nd</sup> Read/Adoption Policy (Board Vote Required)**
    - DFEA: Free Admissions (pg. 16)
- 10. New Business**
  - a. 1<sup>st</sup> Read Policies (pg. 17-19)**
    - FBB: Enrollment Projections

**MISSION STATEMENT**

*The ConVal Regional School District, in partnership with its member communities, will inspire all learners to achieve academically, contribute to the global community, and thrive as independent and productive citizens.*

- IJOA: K-12 Field Trip Policy
- IKG: Awards and Scholarships

**b. Petition Warrant Articles** (pg. 20)

**c. Acceptance of Warrant (Board Vote Required)**

**d. Signing of MS26, Warrant, and Default Budget Posting**

**11. Public Comment**

**12. Approval of Manifests (Board Vote Required)**

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

**Upcoming Meetings:**

Selectmen's Advisory Committee Meeting – Thursday, January 21<sup>st</sup> @ 7:00 p.m. @ SAU

Budget & Property Committee Meeting – Tuesday, January 26<sup>th</sup> @ 6:30 p.m. @ SAU

School Board Meeting – Tuesday, February 2<sup>nd</sup> at 7:00 p.m. @ SAU

**Deliberative Session (District Meeting) – Saturday, February 6<sup>th</sup> @ 10:00 a.m. @ ConVal High School Gym**

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**  
**Peterborough, New Hampshire**

**CONTOOCOOK VALLEY SCHOOL BOARD**

**Tuesday, January 5, 2016**

**School Board Meeting**

**SAU #1**

**Board Room**

**7:00 p.m.**

**BOARD**

Gary Backstrom, Rich Cahoon,  
Richard Dunning, Butch Estey,  
Janine Lesser, David Martz,  
Stephan Morrissey, Linda Quintanilha,  
Pierce Rigrod, Crista Salamy,  
Myron Steere, Fiona Tibbetts,  
Jerome Wilson

**ADMINISTRATION**

Dr. Brendan Minnihan, Supt.  
Kimberly Saunders, Asst. Supt.  
Marian Alese, B.A.  
Tim Markley, H.R.  
Dr. Rick Matte, Student Services  
Colleen Roy, GES  
Amy Janoch, HES  
Anne O'Bryant, SMS  
Jim Elder, GBS  
Brian Pickering, CVHS  
Nicole Pease, DCS

**1. Call to Order and Pledge of Allegiance**

Butch Estey called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

**2. Acceptance of School Board Meeting Minutes (Board Vote Required)**

**a. December 15, 2015**

**Myron Steere moved to accept the minutes of December 15, 2015. Richard Dunning second.**

Pierce Rigrod amended the minutes to reflect the addition that "minutes from technology meetings will be available" on page four of the minutes under Technology Plan Draft.

**Unanimous.**

**3. Chairman's Recognition Award**

James Wickham and Krystal Morin were present and recognized as recipients of the ConVal School Board Chairman's Award.

**4. Points of Pride**

Dr. Minnihan shared several Points of Pride which included recognition of work done at FES by facilities staff over vacation which included tiling and waxing of floors. In addition, Pierce School recently conducted a "Winter Wonderland Day at the Barbara C. Harris Center in Greenfield, NH" which was very successful.

**5. Public Comment**

None.

**6. Consent Agenda**

**a. Personnel**

Tim Markley referenced the resignation of Kallie Provencher effective December 23, 2015. Ms. Provencher had previously turned in her resignation for the end of June 2016 but submitted a change for December.

**Myron Steere moved to accept the resignation as read. Stephan Morrissey second. Unanimous.**

Tim Markley referenced the nomination of Joseph Montano, Special Education Teacher at CVHS.

*MISSION STATEMENT*

- 1 -

*The ConVal Regional School District, in partnership with its member communities, will inspire all learners to achieve academically, contribute to the global community, and thrive as independent and productive citizens.*

**Myron Steere moved to accept the nomination as read. Stephan Morrissey second. Unanimous.**

**b. Enrollment Report – January 1, 2016**

Tim Markley noted little to no change in current enrollment figures.

**7. Superintendent's Report and Presentation of Business**

**a. Monthly Events Calendar**

Budget & Property Committee will meet on Tuesday, January 26<sup>th</sup> at 6:30 p.m. at the SAU.

Education Committee will meet on Monday, February 15<sup>th</sup> at 5:00 p.m. at the SAU.

**b. Accept Gift/Donation (Board Vote Required)**

- 1) Great Brook School requests authorization to accept a gift/donation totaling \$1,000.00 from Hollis & Fletcher Wilson for the purpose of sponsoring a GBS student on the Washington, DC trip, and some choir robes.

**Stephan Morrissey motioned with gratitude to accept the donation as read. Myron Steere second. Unanimous.**

**8. Reports**

**a. Student Representative – River Marmorstein**

River Marmorstein reported that students are getting in the swing of things, after having returned from Christmas break, with two weeks remaining until finals. He reported that the Alpine Ski team just did well at a recent meet.

**b. Teacher Representative – Patrick Cogan**

None.

**c. Education Committee – Crista Salamy**

Crista Salamy reported that Ms. Chandler and School Counselors spoke about aligning the counseling department for better flow K-12. Counselors spoke about the increased needs of students which aligned with the number of counselors in place. An update on SRSD was also provided. Most elementary schools have rolled SRSD out. Middle schools are a little more challenging; more of a learning curve. In addition, Crista reported that she has met with all of the elementary school principals to learn more about the amount of free time in the school day.

Butch Estey reported that the second and third year of the CVEA contract has been reviewed. He was pleased to announce an agreement with the CVEA. The agreement allows the administration to administer bonuses for outstanding performance. Health Insurance plans will have a higher deductible. Because of the cost, a step back to 90% was arrived at. The second year will be 88%. Chairman Estey said that he is pleased with the agreement. Mediation was utilized but an agreement was arrived at. Chairman Estey shared his appreciation for his team of negotiators.

**9. Old Business**

**a. Budget Version (4A)**

- 1) Peterborough Rotary Quest Program – Andy Peterson

Chairman Estey said that Budget 4A was arrived at with the removal of the QUEST Program.

Andy Peterson, Peterborough Rotary, was present to speak on behalf of QUEST. Mr. Peterson spoke about student performance and shared a recent yearbook from the program. This program is supported by volunteer efforts and charity raised funds covering 50% of the cost. This program cannot be sustained without the support of the school district. Mr. Peterson shared the generosity of local donors. The program has had a lot of support from Rotary members. QUEST has made a difference in student's lives. It helps combat the dips in summer learning. If the program continues, it will build spirit. Mr. Peterson shared his appreciation of the schools efforts and feels this program is a minimal part of the school budget.

Crista Salamy asked if more recent test scores were available. Mr. Peterson shared that much of the work lately has been spent on program development. Mr. Peterson reported that students come back from summer vacation with a decrease of up to 30% in test scores and declined reading levels. The QUEST program reflects that through the effort of staff and QUEST personnel, scores went up 3.4% to 10% in

reading. In math, scores reflected a 40% increase over the previous spring. Mr. Peterson shared the value of relationship building for students being unplugged for one week. Mr. Peterson asked the board to vote to restore the program.

David Martz spoke about the number of students, 75, who participated in QUEST compared the total population of middle school students. He questioned the percentage increases as a result of 75 students participating. Discussion took place.

Dr. Minnihan shared that the program is seen as valuable. Cutting the QUEST Program from the budget came as a result of having to identify over \$600K in cuts made in the budget.

Marian Alese reported that there have been cuts made to staffing, capital spending, and program cuts within the school's existing program. None of the decisions made were easy.

Stephan Morrissey asked how much was lost in state funding. Over \$200,000 was lost. He further said that judgements had to be made. Excellent programs were cut to meet budget needs. The money is the problem.

Andy Peterson agreed that the State ought to pay the money that the schools are due. Apart from that, this is something that exists in the budget and is not a major item. It is supported by volunteers and charitable support. It impacts education in a way that he hoped would give the board cause to continue.

Linda Quintanilha reported receiving two notes from parents in support of the QUEST Program and the difference it has made for their students.

Pierce Rigrod asked if there are still items in the budget such as equipment that might be removed. Marian said that what is left in the equipment line is student specific.

Marian said that if the board would like the administration to find another \$20K to eliminate they can look.

Pierce Rigrod shared his value over programming with the Harris Center. Cornucopia etc.

**Peirce Rigrod moved to look for \$20,000 in furniture and other related items that are not absolutely necessary. Gary Backstrom second.**

Dr. Minnihan said that for this program to exist there are two options; add \$20K to the budget or ask the administration to locate another \$20k to eliminate in the proposed budget. Our problem is on the revenue side. At some point you can't keep imagining that this doesn't harm our educational programs.

**Call the vote:**

**In favor of cutting another \$20K in the budget to fund QUEST: Gary Backstrom, Janine Lesser, David Martz.**

**Opposed: Majority.**

**Motion Failed**

**Motion to put \$20,000 in for QUEST. Myron Steere second.**

**In favor: 6**

**Opposed: 5**

**Motion carried.**

Butch Estey asked everyone to get out and urge support of the school district budget.

Marian Alese reported that she has another version of the budget. The propane line was decreased by \$18,000 due to locking in prices. Other details require non-public discussion. Version 4A was \$175K. The next version is down \$18K as a result of the propane. The current version has other things happening.

Rich Cahoon asked for a report on "Fill the Void". The timeline reflects that approximately \$100K be raised by the end of 2015. He would like a report on the likelihood of a project. Confirmed for next meeting.

**b. Rescind Policy (Board Vote Required)**

- EEAF: Special Use of School Buses

**Rich Cahoon moved to rescind this policy as it is no longer needed. Myron Steere second. Unanimous.**

**10. New Business**

**a. 1<sup>st</sup> Read Policies**

- DFEA: Free Admissions

Rich Cahoon noted this for a first read. Send feedback to members of the Policy Committee.



David Martz reported that he received a request to ask the Board for help on the pipeline issue. Mr. Martz asked the School District to apply for intervener status so that FERC would be put on notice of concern. Mr. Martz said that it is appropriate to do this. There is a 10 day window. Rich Cahoon said that since this is not on the agenda, a vote of the board would be necessary to take this up for discussion tonight. Due to lack of posting it should be placed on a future agenda. A poll of the board was asked for interest in taking this up for discussion

In favor: 3

Opposed: Majority

#### **11. Public Comment**

None.

#### **12. Approval of Manifests (Board Vote Required)**

Marian Alese certified that manifests totaling \$975,746.13 and Payroll totaling \$1,826,347.27 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 motioned to accept the manifests as read. Stephan Morrissey 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 at 7:56 p.m. in accordance with RSA 91-A: 3, II for matters of negotiation.**

**Motion to exit non-public session at 8:11 p.m. Second. Unanimous.**

**Rich Cahoon moved to approve the CVAA agreement as presented in non-public session. David Martz second. Crista Salamy abstained. All else in favor. Motion carried.**

**Myron Steere motioned to seal the minutes of non-public session for 6 months. Stephan Morrissey second. Unanimous.**

**Myron Steere moved to enter into non-public session in accordance with RSA 91-A:3,II at 8:12 p.m. for personnel. Unanimous on a roll call vote.**

**Myron Steere motioned to exit non-public session at 8:21 p.m. Second. Unanimous.**

**Myron Steere motioned to seal the minutes of non-public session for 6 months. Stephan Morrissey second. Unanimous.**

**David Martz moved to go with the base health plan ABSOS20/40 Rx10/20/45 \$1,000DED for all non-bargaining unit employees. Myron Steere second. Unanimous.**

Butch Estey thanked the SAU for all of their work on this budget. He recognized the hard work that goes into building a budget.

**Linda Quintanilha motioned to adjourn at 8:23. Second. Unanimous.**

Respectfully submitted,

Brenda Marschok

OFFICE OF THE SUPERINTENDENT OF SCHOOLS  
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL DISTRICT

January 19, 2016  
Personnel Agenda

June 2016 Resignation:

GBS

Hollis Wilson

(.4 FTE) ELP Teacher

Notice of Stipend Positions

Attached

# **NOTICE OF STIPEND POSITION**

<b>ATHLETICS</b>		
<b><u>CVHS</u></b>		
Ken Cloutier	JV Baseball Coach	\$2,656.00
<b>SUPPLEMENTAL</b>		
<b><u>CVHS</u></b>		
Nancy Gagnon	NEASC	\$1,166.66
<b><u>SMS</u></b>		
Cathy Forrest	Bus Monitor - AM	\$2,900.00



# January 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 Policy Committee Mtg. @ 6:00 pm @ SAU  School Board Mtg. @ SAU @ 7:00 pm	6	7	8	9
10	11	12	13	14	15	16
17	18 District Closed	19 Policy Committee Mtg. @ 6:00 pm @ SAU  Public Hearing on Proposed Budget & Teacher's Contract @ 7:00 p.m.  School Board Mtg. @ SAU following public hearing	20	21 Selectmen's Advisory Committee Mtg. @ 7:00 p.m. @ SAU	22	23
24	25	26 Budget & Property Committee Mtg. @ 6:30 pm @ SAU	27	28	29	30
31						

# February 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b>	<b>2</b> Policy Committee Mtg. @ 6:00 p.m. @ SAU School Board Mtg. @ 7:00 p.m. @ SAU	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b> District Meeting @ 10:00 a.m. @ CVHS Gym (snow date 2/8)
<b>7</b>	<b>8</b> Snow Date: District Meeting @ 7:00 p.m. @ CVHS Gym	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>
<b>14</b>	<b>15</b> Education Committee Mtg. @ 5:00 p.m. @ SAU	<b>16</b> Policy Committee Mtg. @ 6:00 p.m. @ SAU School Board Mtg. @ 7:00 p.m. @ SAU	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>
<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>
<b>28</b>	<b>29</b>					

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](mailto:bminnihan@conval.edu)

Kimberly Saunders  
Assistant Superintendent of Schools  
[ksaunders@conval.edu](mailto:ksaunders@conval.edu)

TO: Contoocook Valley School Board

FROM:

Stephanie Mackesy

DATE:

1/8/16

RE:


REQUEST TO ACCEPT A GIFT OR DONATION

The Great Brook School School requests authorization to accept from:

Name/Address: Stephanie Mackesy, 7 School Street #304,  
Bennington, NH 03442

the following gift/donation of: treasurer's check valued at \$ 1,400.00

for the purpose of: purchasing choir dresses

  
Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received \_\_\_\_\_

Date Approved by School Board \_\_\_\_\_

Date Not Approved by School Board/Reason: \_\_\_\_\_

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](mailto:bminnihan@conval.edu)

Kimberly Saunders  
Assistant Superintendent of Schools  
[ksaunders@conval.edu](mailto:ksaunders@conval.edu)

TO: Contoocook Valley School Board

FROM: Charles Brault, SMS Library

DATE: January 12, 2016

RE: REQUEST TO ACCEPT A GIFT OR DONATION

The South Meadow School School requests authorization to accept from:

Name/Address: Morgan Stanley - The Daniels Foundation

the following gift/donation of: One thousand dollars valued at \$ 1000.-

for the purpose of: Educational and outreach programs  
at the SMS Library

  
Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received \_\_\_\_\_

Date Approved by School Board \_\_\_\_\_

Date Not Approved by School Board/Reason: \_\_\_\_\_

Category: R

### **BOARD OFFICERS**

1. At the first meeting of the School Board after the District Voting in March, the Board shall elect a Chairperson and a Vice-Chairperson. Candidates for Chairperson shall have served at least two years as a member of the Board. Candidates for Vice-Chairperson shall have served at least one year as a member of the Board.
2. Method of Election. Candidates for each office shall declare in writing their candidacy at the first Board meeting in February of each year. Each candidate shall have the opportunity to speak to their qualifications at the following meeting and answer questions from Board members.

In the event that Board members may be leaving the Board, the candidates to replace them shall be invited and encouraged to attend this meeting.

The election of the Chairperson and Vice-Chairperson shall be done by a roll-call vote at the first meeting of the School Board after the District Voting in March. A plurality of votes cast during this open roll-call vote will be sufficient to elect a candidate.

3. Term Limits.

The length of term for these offices shall be one year. A Board member may serve as either Chairperson or Vice-Chairperson, or four terms in a combination of these offices.

4. Duties.

The Chairperson shall preside at all meetings and shall not originate or second motions; however, the Chairperson shall have the right to vote on all matters before the Board. The Chairperson shall consult with the Superintendent on the preparation of the agenda for each meeting, shall call special meetings as needed, shall have authority to sign contracts and other instruments as approved by the Board in its name and on its behalf, and shall have such other powers and duties as the Board may determine.

The Vice-Chairperson shall have the powers and duties of the Chairperson in his/her absence or for the duration of the disability, and such other powers and duties as the Board may determine.

5. Resignation of Chairperson.

In the event that a Chairperson shall resign or be otherwise unable to serve a full term, the Vice-Chairperson shall assume the role of Chairperson. The Board will decide whether to elect an interim Vice Chairperson. If so, the aforementioned election procedure will be followed.

Category: R

## BOARD OFFICERS

(continued)

### 6. Other Officers.

#### Secretary

The Secretary of the School Board is hired by the Superintendent subject to approval by the Board. The Secretary shall be responsible for Board correspondence when directed by the Chairperson. The Secretary shall attend all board meetings and keep an accurate record of all proceedings which she/he shall sign.

She/He shall have custody of the record books and documents of the School Board, which are to be available for public inspection at all reasonable times. She/He shall be responsible to the Superintendent in performance of duties.

#### Legal References:

*RSA 195:5, Cooperative School District Officers: School Board Powers & Duties*

*RSA 197:20, School Meetings & Officers: Clerk Duties*

*RSA 197:22, School Meetings & Officers: Treasurers Bond*

*RSA 197:23-a, School Meetings & Officers: Treasurers Duties*

*RSA 671:23, School District Elections: Warrant*

*RSA 671:6, School District Elections: Other Officers*

*RSA 671:31, School District Elections: Reports by Clerk*

1<sup>st</sup> Read: November 16, 2010

2<sup>nd</sup> Read: December 21, 2010

Adoption: December 21, 2010

Amended: May 3, 2011

# 2015-2016 Expense Report

12-Jan-16

Line #	Account Number	Description	2015-2016 Budget	2015-2016 Transfers	2015-2016 Adjusted Budget	2015-2016 Expense	2015-2016 Encumbered	Balance	Included Approved Transfers	Account Notes
1	21.000.0000.00.110	REGULAR SALARIES	\$13,593,836.00	-\$69,250.00	\$13,524,586.00	\$5,683,903.38	\$7,491,893.35	\$348,789.27	2.58%	
2	21.000.0000.00.111	PARA SALARIES	\$2,068,442.00	\$34,250.00	\$2,102,692.00	\$920,241.86	\$1,197,207.07	-\$14,756.93	-0.70%	
3	21.000.0000.00.112	ADMIN ASSIST SALARIES	\$985,744.00	\$35,000.00	\$1,020,744.00	\$529,112.00	\$514,257.35	-\$22,625.35	-2.22%	Wage Adjustment and OT
4	21.000.0000.00.113	CUSTODIAL/MAINTEN SALARIES	\$697,995.00	-\$60,000.00	\$637,995.00	\$310,077.92	\$292,306.30	\$35,610.78	5.58%	
5	21.000.0000.00.114	ADMINISTRATOR SALARIES	\$2,253,283.00		\$2,253,283.00	\$1,189,335.27	\$1,056,609.25	\$7,338.48	0.33%	
6	21.000.0000.00.115	DEPARTMENT HEADS	\$31,500.00		\$31,500.00	\$13,327.16	\$18,172.84	\$0.00	0.00%	
7	21.000.0000.00.119	SUPPORT SERVICES	\$648,124.00		\$648,124.00	\$330,404.81	\$317,414.57	\$304.62	0.05%	
8	21.000.0000.00.120	TEMPORARY SALARIES	\$850,008.00		\$850,008.00	\$408,356.28	\$226,125.03	\$215,526.69	25.36%	
9	21.000.0000.00.130	OVERTIME	\$37,500.00		\$37,500.00	\$19,068.03		\$18,431.97	49.15%	
10										
11	21.000.0000.00.211	HEALTH INSURANCE	\$6,415,928.00		\$6,415,928.00	\$3,192,984.38	\$2,399,325.11	\$823,618.51	12.84%	
12	21.000.0000.00.212	DENTAL INSURANCE	\$234,670.00		\$234,670.00	\$138,737.12	\$84,960.86	\$10,972.02	4.68%	
13	21.000.0000.00.213	LIFE INSURANCE	\$40,500.00		\$40,500.00	\$21,819.00		\$18,681.00	46.13%	
14	21.000.0000.00.214	LONG TERM DISABILITY	\$51,245.00		\$51,245.00	\$22,922.55		\$28,322.45	55.27%	
15	21.000.0000.00.220	FICA	\$1,578,932.00		\$1,578,932.00	\$695,272.76	\$823,161.42	\$60,497.82	3.83%	
16	21.000.0000.00.225	HRA ACCOUNT	\$ 131,500.00		\$131,500.00			\$131,500.00	100.00%	
17	21.000.0000.00.231	NON - TEACH RETIRE	\$573,133.00		\$573,133.00	\$262,309.57	\$272,428.40	\$38,395.03	6.70%	
18	21.000.0000.00.232	TEACHER RETIRE	\$2,361,208.00		\$2,361,208.00	\$1,027,977.96	\$1,308,545.21	\$24,684.83	1.05%	
19	21.000.0000.00.260	UNEMPLOYMENT	\$ 49,133.00		\$49,133.00		\$49,133.00	\$0.00	0.00%	
20	21.000.0000.00.270	ADMIN ANNUITY	\$14,721.00		\$14,721.00	\$9,960.00	\$4,761.00	\$0.00	0.00%	
21	21.000.0000.00.320	PRESENTERS	\$17,600.00		\$17,600.00	\$4,068.00		\$13,532.00	76.89%	
22	21.000.0000.00.321	STAFF TUITION	\$75,540.00		\$75,540.00	\$43,297.50		\$32,242.50	42.68%	
23	21.000.0000.00.322	STAFF SERVICES	\$ 70,200.00		\$70,200.00	\$32,091.70	\$23,837.00	\$14,271.30	20.33%	
24	21.000.0000.00.323	PUPIL SERVICES	\$112,165.00		\$112,165.00	\$30,601.35	\$121,813.65	-\$40,250.00	-35.88%	
25	21.000.0000.00.330	PURCHASED/PROF	\$1,116,416.00	\$ 60,000.00	\$1,176,416.00	\$569,463.08	\$486,610.33	\$120,342.59	10.23%	
26	21.000.0000.00.340	STATISTICAL SERVICES	\$30,000.00		\$30,000.00			\$30,000.00	100.00%	
27	100.0000.00.380	SCHOOL BOARD SERVICES	\$160,500.00		\$160,500.00	\$75,895.53		\$84,604.47	52.71%	
28	100.0000.00.411	WATER/SEWER	\$48,800.00		\$48,800.00	\$29,129.96	\$9,423.94	\$10,246.10	21.00%	



Account Number	Description	2015-2016 Budget	2015-2016 Transfers	2015-2016 Adjusted Budget	2015-2016 Expense	2015-2016 Encumbered	Balance	Included Approved Transfers
Line #								Account Notes
29	21.000.0000.00.421 DISPOSAL	\$41,650.00		\$41,650.00	\$13,624.00	\$16,470.00	\$6,556.00	15.74%
30	21.000.0000.00.422 SNOW PLOWING	\$140,210.00		\$140,210.00		\$140,210.00	\$0.00	0.00%
31	21.000.0000.00.430 REPAIR/MAINT	\$304,640.00	\$300,000.00	\$604,640.00	\$175,665.53	\$371,403.23	\$57,571.24	9.52%
32	21.000.0000.00.431 STRUCTURAL REPAIRS	\$185,500.00	\$317,000.00	\$502,500.00	\$124,887.45	\$336,095.00	\$41,517.55	8.26%
33	21.000.0000.00.432 ELECTRICAL REPAIRS	\$ 32,300.00		\$32,300.00	\$29,096.14	\$19,500.00	-\$16,296.14	-50.45% PY Encumbrances
34	21.000.0000.00.433 MECHANICAL REPAIRS	\$ 58,500.00	\$ 43,000.00	\$101,500.00	\$34,243.06	\$52,738.42	\$14,518.52	14.30%
35	21.000.0000.00.434 HVAC REPAIRS	\$ 98,900.00	\$ 50,000.00	\$148,900.00	\$89,129.15	\$44,925.04	\$14,845.81	9.97%
36	21.000.0000.00.440 BUILDING RENTAL	\$2,500.00		\$2,500.00	\$1,200.00		\$1,300.00	52.00%
37	21.000.0000.00.442 EQUIPMENT RENTAL	\$1,000.00		\$1,000.00			\$1,000.00	100.00%
38	21.000.0000.00.450 RENTAL	\$4,000.00		\$4,000.00	\$495.00		\$3,505.00	87.63%
39								
40	21.000.0000.00.510 FIELD TRIP /ATHLETIC	\$227,020.00		\$227,020.00	\$68,836.88	\$94,178.10	\$64,005.02	28.19%
41	21.000.0000.00.519 PUPIL TRANSPORTATION	\$2,230,022.00		\$2,230,022.00	\$843,731.57	\$1,333,836.72	\$52,453.71	2.35%
42								
43	21.000.0000.00.520 INSURANCE	\$211,550.00		\$211,550.00	\$197,900.10		\$13,649.90	6.45%
44	21.000.0000.00.530 TELEPHONE /WEB ACCESS	\$151,000.00		\$151,000.00	\$65,717.70	\$86,259.00	-\$976.70	-0.65%
45	21.000.0000.00.534 POSTAGE	\$ 29,420.00		\$29,420.00	\$6,606.70	\$1,791.29	\$21,022.01	71.45%
46	21.000.0000.00.540 ADVERTISING	\$ 17,000.00		\$17,000.00	\$6,785.90	\$25,214.00	-\$14,999.90	-88.23%
47	21.000.0000.00.550 PRINTING	\$ 16,850.00		\$16,850.00	\$4,842.00	\$960.00	\$11,048.00	65.57%
48	21.000.0000.00.561 TUITION	\$1,774,341.00		\$1,774,341.00	\$789,558.52	\$791,721.48	\$193,061.00	10.88%
49	21.000.0000.00.580 MILEAGE	\$93,130.00		\$93,130.00	\$32,030.06	\$10,021.35	\$51,078.59	54.85%
50	21.000.0000.00.590 MISC PURCH SERV	\$15,000.00		\$15,000.00	\$1,734.28	\$1,995.50	\$11,270.22	75.13%
51								
52	21.000.0000.00.622 ELECTRICITY	\$433,800.00		\$433,800.00	\$206,588.71	\$210,038.80	\$17,172.49	3.96%
53	21.000.0000.00.623 BOTTLED GAS	\$11,700.00		\$11,700.00	\$2,571.32	\$9,553.68	-\$425.00	-3.63%
54	21.000.0000.00.624 FUEL OIL	\$344,843.00		\$344,843.00	\$51,303.74	\$293,539.26	\$0.00	0.00%
55	21.000.0000.00.656 PROPANE / GASOLINE	\$238,000.00		\$238,000.00	\$88,240.77	\$139,386.97	\$10,372.26	4.36%
56								
57	21.000.0000.00.610 SUPPLIES	\$768,880.00		\$768,880.00	\$420,242.65	\$245,779.96	\$102,857.39	13.38%
58	00.0000.00.640 BOOKS	\$ 75,103.00		\$75,103.00	\$34,319.72	\$31,297.95	\$9,485.33	12.63%
59	00.0000.00.641 PERIODICALS	\$21,310.00		\$21,310.00	\$12,277.09	\$666.53	\$8,366.38	39.26%
60								

## 2015-2016 Expense Report

12-Jan-16

Line #	Account Number	Description	2015-2016 Budget	2015-2016 Transfers	2015-2016 Adjusted Budget	2015-2016 Expense	2015-2016 Encumbered	Balance	Includedd Approved Transfers	Account Notes
60	21.000.0000.00.649	OTHER INFO SOURCES	\$ 4,125.00		\$4,125.00	\$1,850.91	\$944.79	\$1,329.30	32.23%	
61	21.000.0000.00.650	SOFTWARE SUPPORT	\$209,145.00		\$209,145.00	\$158,217.69	\$10,726.02	\$40,201.29	19.22%	
62	21.000.0000.00.733	NEW FURNITURE	\$ 1,600.00		\$1,600.00			\$1,600.00	100.00%	
63	21.000.0000.00.734	OTHER EQUIPMENT	\$ 0.00		\$0.00			\$0.00	#DIV/0!	
64	21.000.0000.00.737	REPL FURNITURE	\$13,500.00		\$13,500.00	\$6,737.02	\$1,689.21	\$5,073.77	37.58%	
65	21.000.0000.00.738	REPL EQUIPMENT	\$271,147.00	\$13,000.00	\$284,147.00	\$269,458.59	\$14,415.29	\$273.12	0.10%	
66	21.000.0000.00.739	NEW EQUIPMENT	\$ 7,800.00	\$ 25,000.00	\$32,800.00	\$61,927.56	\$18,377.71	-\$47,505.27	-144.83%	Need transfer from CR & Spec Revenue
67										
68	21.000.0000.00.810	DUES & FEES	\$152,360.00		\$152,360.00	\$98,882.81	\$23,915.17	\$29,562.02	19.40%	
69	21.000.0000.00.830	DEBT SERVICE INTEREST	\$109,756.00		\$109,756.00	\$109,755.00		\$1.00	0.00%	
70	21.000.0000.00.890	MISCELLANEOUS	\$ 45,350.00		\$45,350.00	\$7,863.21	\$3,720.00	\$33,766.79	74.46%	
71	21.000.0000.00.910	DEBT SERVICE PRINCIPAL	\$360,000.00		\$360,000.00	\$360,000.00		\$0.00	0.00%	
		TRANS TO TRUST FUNDS			\$0.00			\$0.00	#DIV/0!	
72		TOTAL	\$42,951,575.00	\$748,000.00	\$43,699,575.00	\$19,941,678.00	\$21,029,356.15	\$2,728,540.85		
73		PY ENCUMBRANCES	\$1,031,709.00	-\$748,000.00	\$283,709.00	\$15,302.16		\$268,406.84		
74		Total	\$43,983,284.00	\$ 0.00	\$43,983,284.00	\$19,956,980.16	\$21,029,356.15	\$ 2,996,947.69	6.81%	

## DFEA - Free Admissions

Senior citizens of the District – persons 65 years of age or older – are permitted to attend all activities of the schools, including athletic events, free of charge.

This policy represents a small token of appreciation from the School Board for all that the District's senior citizens have done for the schools over the years.

**Category: O**

1<sup>st</sup> Read: January 5, 2016

2<sup>nd</sup> Read: January 19, 2016

Adopted:

## FBB – Enrollment Projections

Enrollment projections will be prepared ~~on a~~ every five 5-years basis under the direction of the Superintendent and will be reviewed and brought up to date annually.

The projections will take into consideration the following:

- ~~1. Figures from the latest school census~~
2. School registration figures
3. Review of forthcoming changes in town planning and zoning
4. Review of current and planned community land development and housing projects

Whenever construction of new school facilities or the closing of any school buildings is being contemplated, the Board may authorize outside studies made of population trends and school enrollment.

### Legal Reference:

**Category: R**

~~Adopted: April 2, 1991~~

1<sup>st</sup> Read: January 19, 2016

2<sup>nd</sup> Read:

Adopted:

## HCA IJOA K-12 Field Trip Policy

Field trips that support curriculum goals shall be encouraged and shall be planned carefully as an integral part of instructional units. Trips organized by school officials will be considered as school activities and all of the regular school rules and regulations shall be in effect. Annual budgetary provisions may limit the extent of field trips.

### Overnight Trips

Overnight and even more extensive trips require considerably more planning, detail and supervision than area school day trips. The value of these trips is recognized, but only as they relate to established school curriculum. The Superintendent or his/her designee shall have the authority to approve area or regional trips requiring students to spend one or two nights away from home.

### Extensive Travel, Domestic and Overseas

Proposed trips requiring students to be away from home for more than two days shall only be authorized by the Contoocook Valley School Board. The principal shall exercise extensive review of trip proposals before recommending approval through the Superintendent to the School Board. Students participating in extended field trips are expected to pay the full cost for these experiences although school personnel are encouraged to help students earn and/or obtain the resources they might require.

### Non-School Sponsored Trips, Programs or Events

From time to time, the School District may allow outside organizations, or even District employees on behalf of such organizations, to solicit students to participate in special programs, trips or events which are NOT sponsored or sanctioned by, or affiliated in any way with, the School District. These programs may include, but are not limited to, such things as sports camps, summer or school vacation travel, domestic or overseas, are examples of special event trips. Even though the proposed activity is not school sponsored, District employees wishing to take students to special training or special events SHALL secure the approval of the principal or supervising administrator before approaching students and requesting student participation.

When administrative approval to inform and solicit student's involvement is attained, District employees, or outside organizations participating in these events shall make it clear to students and parents that these activities are not school sponsored and that the School District has no liability whatsoever with respect to such trips. Parents of any student(s) participating in such activities, shall sign a form acknowledging the activity is not sponsored by the School District and that the School District shall have no liability for any claim relating to the activity. Any trip literature or permission slips shall contain the wording in bold and capitalized font: "THIS IS NOT A SCHOOL SPONSORED ACTIVITY".

### **Category: R**

**See also IJOC: Volunteers**

~~1st Board Reading: March 20, 2001~~

~~Board Adoption: May 1, 2001~~

1<sup>st</sup> Read: January 19, 2016

2<sup>nd</sup> Read:

Adopted:

## **IKG: Awards and Scholarships**

The Contoocook Valley School District offers a variety of awards and scholarships sponsored by groups and individuals. Any new award must be approved by the Contoocook Valley School Board. The Board will not accept the offer of any award it deems discriminatory. ~~which is discriminatory on the basis of race, color, creed, national origin or sex.~~

A complete list of awards and scholarships is available at the high school guidance Counseling office.

### **Legal Reference:**

**Category: O**

~~April 2, 1991~~

1<sup>st</sup> Read: January 19, 2016

2<sup>nd</sup> Read:

Adopted:

Petition Warrant Article – Received January 12, 2016

In the interest of providing voters with an accurate and detailed assessment of the impact school closures have on communities, we are requesting that an impact study be required for any proposed school closure, consolidation or relocation. It is our opinion that school consolidation, closure or relocation has a substantial impact beyond just our school budget. It is our hope that voters are presented with honest information that assesses the impact such a measure would have on their property values, local businesses, traffic flow, law enforcement and most of all, on our children's futures. For these reasons, we are presenting the following amendment to the Conval School District Articles of Agreement for voter consideration.

To amend paragraph 5 of the Conval School District Articles of Agreement to read as follows:

5. The Contoocook Valley School District (ConVal) shall be responsible for grades one through twelve (1-12) and Kindergartens. Kindergartens were previously authorized by a vote at an annual Cooperative School District meeting. Grades nine through twelve (9-12) shall be educated at the centrally located Senior High School in Peterborough. Grades five through eight (5-8) shall be educated at the Middle Schools in Antrim and Peterborough. Elementary Schools shall be maintained in Antrim, Bennington, Dublin, Frankestown, Greenfield, Hancock, Peterborough, and Temple.

Any proposal, either petitioned, initiated by the school board, or administration considering school closures, consolidation and or relocation must be accompanied by a current, comprehensive and independent impact study that includes evaluating potential changes in property valuation, local business, traffic flow, traffic enforcement, student transportation, student participation in sports, extracurricular activities, class sizes, and community outreach. The impact study shall evaluate each township within the Contoocook Valley Regional School District separately and the final report will be made public at a minimum of three months prior to a public vote on the proposed closure, consolidation or relocation. The definition of "current" in terms of the independent impact study, shall mean a period of three years prior to a public vote. No school closure, consolidation, and or relocation will become effective unless two-thirds of the voters of the District voting shall vote in favor of adopting the measure.