OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Road

Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, September 20, 2016

School Board Meeting SAU Office 7:00 p.m.

- 1. Call to Order and Pledge of Allegiance
- 2. Accept School Board Meeting Minutes (Board Vote Required)
 - a. September 6, 2016 (pg. 1-3)
- 3. Points of Pride
- 4. Public Comment
- 5. Consent Agenda
 - a. Personnel
 - 1) Nominations Jennifer Ahlquist, Stephanie Smart (pg. 4)
 - 2) Retirement Joan Lavoie Tazelaar June 2018 (pg. 4)
 - 3) Stipends (pg. 5-6)
 - 4) Job Description –Careers in Education (1st Read) (pg. 7-8)
 - b. Board Requests
- 6. Superintendent's Report and Presentation of Business
 - a. Monthly Events Calendar (pg. 9-10)
 - b. Field Trip Request (Board Vote Required) (pg. 11-12)
 - 1) ConVal High School students will fly to Ecuador in April 2017 to participate in community engagement, physical challenge, and develop life skills such as teamwork and leadership.
 - c. Accept Gift/Donation (Board Vote Required)
 - The ConVal School District requests authorization to accept a gift/donation totaling \$14,392.00 from The Peterborough Area Youth Soccer for the purpose of enhancing or creating an outdoor soccer space.
 - d. Accept Gift/Donation (Board Vote Required) (pg. 13)
 - The ConVal School District requests authorization to accept a gift/donation totaling \$2,275.00 from the New Hampshire Arts Council for the purpose of supporting an artist residency with Marek Bennett on environmental science and civic engagement.
 - e. Summer and Opening Days Professional Development Ann Allwarden & Kimberly Saunders
 - f. NHSBA Resolutions (pg. 14-18)
 - g. Study Recommendation
 - h. Executive Summary
- 7. Reports
 - a. Student Representative Maeve Newman
 - b. Teacher Representative Patrick Cogan
 - c. Strategic Plan Committee Pierce Rigrod
 - d. Budget & Property Committee Dick Dunning
 - 1) CVSD Athletic Trust & Batting Tunnel Discussion (Board Vote Required)
- 8. Old Business
 - a. Primex Agreement Reauthorization (Board Vote Required) (pg. 19-21)
 - b. 2nd Read Policy/Adoption (Board Vote Required)
 - JBAA Sexual Harassment Students (pg. 22-25)
- 9. New Business
 - a. 1st Read Policy
 - IKFB Graduation Regalia (pg. 26)
 - b. MS25 School Board Signing Marian Alese
- 10. Public Comment
- 11. Approval of Manifests (Board Vote Required)
- 12. Non-Public Session: RSA 91-A:3,II (If Required)

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.

- a. Negotiations b. Personnel c. Legal Advice

OFFICE OF THE SUPERINTENDENT OF SCHOOLS 106 Hancock Road

Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, September 6, 2016 SAU Office

School Board Meeting Immediately Following Public Hearing

BOARD

Rich Cahoon, Richard Dunning, Bernd Foecking, Janine Lesser, David Martz, Stephan Morrissey, Linda Quintanilha, Pierce Rigrod, Crista Salamy

Patrick Cogan, CVEA Maeve Newman, Student Rep.

ADMINISTRATION

Kimberly Saunders, Supt. Dr. Ann Allwarden, Asst. Supt. Marian Alese, B.A. Tim Markley, H.R. Dr. Rick Matte, Student Services Brian Pickering, CVHS

1. Call to Order and Pledge of Allegiance

Pierce Rigrod called the meeting to order at 7:04 p.m. The Pledge of Allegiance was recited.

2. Accept School Board Meeting Minutes (Board Vote Required)

a. August 23, 2016

Stephan Morrissey moved to accept the minutes of August 23, 2016. Dick Dunning second. Janine Lesser, Crista Salamy, and Linda Quintanilha abstained. All else in favor. Motion carried.

3. Points of Pride

Kimberly Saunders reported out on various points of pride as reported to her from administrators and shared information about a grant. In addition she shared that ConVal is one of the cooperating organizations with regard to systems of care which will provide wrap around services to students in need. This will provide us with someone on site to coordinate wrap around services.

4. Public Comment

None.

David Martz thanked the board for the plant sent to him after his accident. Pierce Rigrod shared the boards concern during this time and how pleased they were to learn that he would be alright.

5. Consent Agenda

a. Personnel

Tim Markley reported the resignation of Mark Gebo from school counselor at SMS.

Stephan Morrissey moved to accept the resignation as shared. Dick Dunning second. Unanimous.

Discussion took place about what would happen if in the event of a resignation, the board did not accept the resignation.

b. September 1, 2016 Enrollment Update

Tim Markley referenced the September 1st enrollment data. Overall, K-12, we are down 19 students.

MISSION STATEMENT

c. Board Requests

Kimberly Saunders referenced a board request that was received.

6. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

The School Board and subcommittee meeting schedule for both September and October was reviewed. No additions were made.

b. Executive Summary

Kimberly Saunders referenced the reports she has been sending to board members.

7. Reports

a. Student Representative- Maeve Newman

Maeve Newman reported that new student day went very well. Girls' Varsity Field Hockey played Oyster River on Friday, and won 2-1. A mini college fair took place recently. Freshmen will elect their class officials on Friday.

b. Teacher Representative - Patrick Cogan

Patrick Cogan reported lots of positive energy in the schools. Clubs have begun, sporting events have begun, and NHDI will begin soon. In addition, Mr. Cogan reported that Krystal Morin, along with student chorus, will hike Mt. Monadnock and sing when they reach the summit.

c. School Board Work Session - Pierce Rigrod

Pierce Rigrod reported that the retreat was well organized and a good use of time. Presentations were clear and provided a better understanding of how proficiency will be measured.

The board developed goals and SMART goals. Big take-a-ways have to do with the bond and the ATC. Those at the retreat felt that putting forward a bond at this stage would be difficult to do. There are missing pieces.

The board felt that more work and focus on the ATC is needed before moving forward.

Kimberly Saunders reported that the board feedback was taken back to administrators last week. The Administrators were able to reflect on their goals and adjust accordingly.

d. Communication Committee - Stephan Morrissey

Stephan Morrissey reported that areas where communications was needed were identified.

8. Old Business

a. Bond Discussion

Crista Salamy asked why not move forward with the bond just for the science labs. How did the decision not to move forward with a bond evolve? Pierce Rigrod said that bond passage would be successful if more coordinated rather than go back for multiple bonds.

Kimberly Saunders noted the School Board Goal: Finalize plans for the renovation of CVHS and prepare bond proposal.

Brian Pickering spoke about the NEASC report and the indicator for providing resources for learning with respect to the science labs.

Rich Cahoon shared his view that NEASC is a third party and some school districts do not subscribe to NEASC. Students from those districts still go on to college.

Is curriculum being held back with current science labs? The current science labs are not able to provide the type of science education that needs to be delivered in 2016; they are sub-standard.

The high school is working in conjunction with Hutter Construction about the labs and other needs at the high school that need to be addressed.

Brian Pickering asked the board what they need to know to further the bond discussion. He will provide information needed. The response was that a clear, articulated plan that addresses the physical needs and educational needs at the high school is needed. Should the parking lot be packaged into the bond?

Marian Alese said that information on where we currently are with respect to a proposed bond was scheduled for further discussion at next week's Budget & Property Committee meeting.

b. Report from Primex Facilitated Discussion (Board Vote Required)

Pierce Rigrod reported that two additional meetings will follow with regard to an equity analysis.

Linda Quintanilha moved to accept the report. Stephan Morrissey second. The comment "in order as identified by the Board" was identified to mean that it was the order discussed and not the order of importance or priority. Unanimous.

c. 2nd Read Policy/Adoption (Board Vote Required)

- EEAB – Video and Audio Recording for Instructional and Professional Development Purposes Stephan Morrissey moved to adopt this policy as read. Dick Dunning second. Unanimous.

9. New Business

a. 1st Read Policy

- JBAA - Sexual Harassment - Students

Rich Cahoon referenced this policy for a first read. Send feedback to members of the Policy Committee and copy Kimberly Saunders.

10. Public Comment

None.

11. Approval of Manifests (Board Vote Required)

Marian certified that the manifests listed have been reviewed by her and found to be proper charges against Contoocook Valley School District for goods and/or services received and have been properly processed prior to their submittal to the School Board.

Stephan Morrissey motioned to approve the manifests as read. Dick Dunning second. Unanimous.

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

None.

Linda Quintanilha motioned to adjourn at 7:49 p.m. Second. Unanimous.

Respectfully submitted,

Brenda Marschok

OFFICE OF THE SUPERINTENDENT OF SCHOOLS Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL DISTRICT

September 20, 2016 Personnel Agenda

2016-17 Nominations:

PES

Jennifer Ahlquist

School Counselor

\$38,233

SMS

Stephanie Smart

School Counselor

\$38,535

June 2018 Retirement

PES

Joan Lavoie Tazelaar

Special Education Teacher

		STIPENDS			
Non-Athletic					
Name	DAC	Position	Stipend Amt	FTE	Season
Amanda Bastoni	CVHS	The Link	\$2,905.00	1.00	Aug
Amanda Bastoni	CVHS	Yearbook	\$4,233.00	1.00	Aug
Ben Putnam	CVHS	Club - Art	\$647.40	1.00	Aug
Bruce Dodge	CVHS	Drama - Musical Tech Director	\$1,238.36	1.00	
Bruce Dodge	CVHS	Drama - Play Tech Director Fall		0.50	Aug
			\$619.18		Fall
Bruce Dodge	CVHS	Drama - Play Tech Director Spring	\$619.18	0.50	Spring
Christopher Heider	CVHS	History Club	\$788.50	0.50	Aug
Christopher Heider	CVHS	Youth and Government	\$954.50	0.50	Aug
Cynthia Hodgdon	CVHS	Club - German	\$996.00	1.00	Aug
Dana Wood	CVHS	Envirothon	\$1,909.00	1.00	Aug
Elizabeth Halper	CVHS	Drama - Musical Director	\$2,905.00	1.00	Aug
Elizabeth Halper	CVHS	Drama - Program Producer	\$788.50	0.50	Aug
Emily Daniels	CVHS	Class Advisor - Sophomore	\$498.00	0.50	Aug
Eric Bowman	CVHS	History Club	\$788.50	0.50	Aug
Eric Bowman	CVHS	Student Council	\$2,573.00	1.00	Aug
Eric Kostecki	CVHS	Class Advisor - Sophomore	\$498.00	0.50	Aug
Gil Morris	CVHS	Class Advisor - Junior	\$954.50	0.50	Aug
Greg Morris	CVHS	Math Team	\$1,577.00	1.00	Aug
Greg O'Brien	CVHS	Anime	\$996.00	1.00	Aug
Jahna Moncrief	CVHS	Music - All State Strings	\$747.00	1.00	Aug
Jahna Moncrief	CVHS	Music - NE Festival Strings	\$747.00	1.00	Aug
James Wickham	CVHS	Music - All State Band	\$747.00	1.00	Aug
James Wickham	CVHS	Music - Jazz Band	\$1,909.00	1.00	Aug
James Wickham	CVHS	Music - Memorial Day Parade	\$484.72	1.00	Aug
James Wickham	CVHS	Music - Monadnock Valley Festival	\$747.00	1.00	Aug
James Wickham	CVHS	Music - NE Festival Band	\$747.00	1.00	Aug
James Wickham	CVHS	Music - Pep Band	\$747.00	1.00	Aug
Jason Lambert	CVHS	Drama - Festival Director	\$1,909.00	1.00	Aug
lim Wickham	CVHS	Class Advisor - Freshman	\$498.00	0.50	Aug
IoAnn Fletcher	CVHS	Interact	\$1,577.00	1.00	Aug
Judi Bernardi Judy Heddy	CVHS	Class Advisor - Senior Graduation Advisor	\$1,286.50	0.50	Aug
Ken Cloutier	CVHS	Ocean Bowl	\$107.20	0.14	Aug
Ken Cloudel Kimberly Wall	CVHS	Dance Team	\$1,909.00 \$996.00	1.00	Aug
Crystal Morin	CVHS	Drama - Musical Music Director	\$1,672.45	0.65	Aug
Crystal Morin	CVHS	Music - All State Chorus	\$747.00	1.00	Aug Aug
Crystal Morin	CVHS	Music - Monadnock Valley Festival	\$747.00	1.00	Aug
Crystal Morin	CVHS	Music - NE Festival Chorus	\$747.00	1.00	Aug
Crystal Morin	CVHS	Music - Select Chorus	\$1,909.00	1.00	Aug
iz Moore	CVHS	Drama - Play Director	\$1,909.00	1.00	Fall
iz Moore	CVHS	Drama - Program Producer	\$788.50	0.50	Aug
Michael Wozmak CVHS Class Advisor - Senior		\$1,286.50	0.50	Aug	
Mike Young CVHS Golf Club		\$996.00	1.00	Fall	
Moira Milne CVHS Chem Club		\$1,909.00	1.00	Aug	
Vancy Gagnon	CVHS	National Honor Society	\$1,577.00	1.00	Aug
lancy Gagnon	CVHS	Youth and Government	\$954.50	0.50	Aug
Rachel Moore	CVHS	Drama - Musical Choreographer	\$613.54	0.60	Aug
Rachel Moore	CVHS	Drama - Musical Choreographer	\$409.02	0.40	Aug
Robin Kennedy	CVHS	Club - Spanish	\$498.00	0.50	Aug
Sam Winslow	CVHS	Class Advisor - Junior	\$954.50	0.50	Aug

Sherry Nixon	CVHS	Equestrian	\$2,490.00	1.00	Aug
Sherry Nixon	CVHS	Graduation Advisor	\$213.40	0.29	Aug
Velka Pacheco McMahon CVHS		Club - Spanish	\$498.00	0.50	Aug
Athletic					
Ben Bacon	CVHS	Basketball - Varsity Boys Assistant	\$2,656.00	1.00	Winter
Brian Whittemore	CVHS	Wrestling - Varsity	\$4,083.60	1.00	Winter
Courtney McKay	CVHS	Hockey Ice - Girls Varsity	\$4,083.60	1.00	Winter
Dan Fox	CVHS	Lacrosse - Boys JV	\$2,656.00	1.00	Fall
Deb Riley	CVHS	Basketball - Girls Varsity	\$4,083.60	1.00	Winter
Deb Riley	CVHS	Strength & Conditioning - Fall	\$1,660.00	1.00	Aug
Derek Sorbello	CVHS	Lacrosse - Girls Varsity	\$3,320.00	1.00	Spring
Eric Phillips	CVHS	Football - Assistant	\$2,656.00	1.00	Fall
Holly Wilson	CVHS	Skiing - Varsity Alpine	\$2,656.00	1.00	Winter
Jennifer Swasey	CVHS	Special Olympics - Spring	\$1,000.00	1.00	Winter
Jess Weeks	CVHS	Basketball - Girls JV	\$3,320.00	1.00	Winter
Jim Aborn	CVHS	Track Assistant - Winter	\$2,656.00	1.00	Winter
Jon Gullage	CVHS	Lacrosse - Boys Varsity	\$3,320.00	1.00	Fall
Julie Murphy	CVHS	Special Olympics - Fall	\$1,000.00	1.00	Fall
Julie Murphy	CVHS	Special Olympics - Spring	\$1,000.00	1.00	Winter
Julie Murphy	CVHS	Special Olympics - Winter	\$1,000.00	1.00	Winter
Ken Cloutier	CVHS	Baseball - JV	\$2,656.00	1.00	
Kevin Carne	CVHS	Lacrosse - Girls JV	\$2,656.00	1.00	Spring
Kevin Proctor	CVHS	Basketball - Boys Varsity	\$4,083.60	1.00	Spring Winter
Lance Flamino	CVHS	Track - Winter			
Lance Flamino	CVHS	Track Coed - Spring	\$3,320.00	1.00	Winter
Leah Fiasconaro-Conway	CVHS		\$4,083.60	1.00	Spring
Mark Leger	CVHS	Spirit Team - Basketball	\$3,320.00	1.00	Winter
Mary Maughan	CVHS	Hockey Ice - Boys Varsity	\$4,083.60	1.00	Winter
Mary Maughan	CVHS	Special Olympics - Fall	\$1,000.00	1.00	Winter
Mary Maughan	CVHS	Special Olympics - Spring	\$1,000.00	1.00	Spring
Mike Marschok	CVHS	Special Olympics - Winter	\$1,000.00	1.00	Spring
Mike Young	CVHS	Baseball - Varsity Tennis - Boys Varsity	\$3,320.00	1.00	Spring
Russ Freeman	CVHS		\$2,656.00	1.00	Spring
	CVHS	Soccer - Boys Freshman	\$2,656.00	1.00	Fall
		Basketball - Varsity Girls Assistant	\$2,656.00	1.00	Winter
		Basketball - Boys JV	\$3,320.00	1.00	Winter
cott Lilgeberg CVHS Baseball - Assistant		\$2,656.00	1.00	Spring	
Scott McGovern	CVHS	Skiing - Varsity Nordic	\$2,656.00	1.00	Winter
Scott Tracy	CVHS	Hockey Ice - Boys Assistant	\$2,656.00	1.00	Winter
Supplemental					
Laurie Stevens	SMS	Crossing Guard	\$3,900.00	1.00	
Jim Wickham	SMS	Music - All State Strings	\$484.72	1.00	

NEW HAMPSHIRE PUBLIC SCHOOLS

SCHOOL ADMINISTRATIVE UNIT #1 CONTOOCOOK VALLEY SCHOOL DISRICT

DRAFT

POSITION TITLE: Careers in Education Teacher/Multiple Levels - High School

SUPERVISOR:

ATC Director (CVHS)

QUALIFICATIONS/SKILLS:

- Certified or certifiable by the New Hampshire State Department of Education under the Education and Training Cluster: CIP 131206
- Bachelor's Degree required, Master's Degree preferred in relevant major
- At least three (3) years of related teaching experience
- Demonstrated understanding of State Department of Education Career Pathway Plans of Study and required program competencies.
- Ability to establish and maintain effective and collaborative working relationships.
- Ability to communicate effectively with co-workers, administration, community members, parents and students.
- Demonstrated evidence of excellent written and oral communication and organizational skills.
- Ability to prioritize goals and work both independently and collaboratively to achieve them.
- Demonstrated experience with evaluating/improving curriculum, instruction and assessment.

SUMMARY:

This teaching position will work with students who wish to pursue a career in education from early childhood though secondary levels. Courses taught include Child Growth and Development, Teacher Education 1 and Teacher Education 2.

DUTIES AND RESPONSIBILITIES:

- Planning, preparing and delivering lessons from an established curriculum according to the educational needs, abilities and achievement of the all students in the class.
- Discuss with parents, concerns regarding academic performance and behavior as well as communicating success.
- Schedule students to meet during TASC to assist them with organization, study and time management skills.
- Maintain ongoing communication with parents and the greater professional community.
- Be an active member of the Careers in Education/Multiple Levels Program Advisory Committee.
- Attend all required staff and department meetings and professional development

1

1st Read: 9/20/2016 Approved: activities.

ADA MINIMUM QUALIFICATIONS OR STANDARDS REQUIRES:

The physical activity of this position

- Seldomly, Kneeling. Bending legs at knee to come to a rest on knee or knees.
- Seldomly, Crouching. Bending the body downward and forward by bending leg and spine.
- Occasionally, Reaching. Extending hand(s) and arm(s) in any direction.
- Occasionally, Standing. Particularly for sustained periods of time.
- Seldomly, Walking. Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.
- Frequently, Fingering. Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand as in handling.
- Seldomly, Grasping. Applying pressure to an object with the fingers and palm.
- Seldomly, Feeling, Perceived attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of the fingertips.
- Frequently, Talking. Expressing or exchanging ideas by means of the spoken word. Those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.
- Constantly, Hearing. Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discriminations in sound.
- Occasionally, Repetitive motion. Substantial movements (motions) of the wrists, hands, and/or fingers.

The physical requirements of this position

Sedentary work. Exerting up to 10 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.

The visual acuity requirements include color, depth perception, and field of vision.

The worker is required to have close visual acuity to perform an activity such as: preparing and analyzing data and figures; transcribing; viewing a computer terminal; extensive reading; visual inspection involving small defects, small parts, and/or operation of machines (including inspection); using measurement devices; and/or assembly or fabrication parts at distances close to the eyes.

The conditions the worker will be subject to in this position.

The worker is not substantially exposed to adverse environmental conditions (such as in typical office or administrative work).

September 2016

	m	10	17	24	
Saturday				~	
Friday	2	6	16	23	30
Thursday	Т	Strategic Plan @ 6:30 pm @ SAU	15	22	29
Wednesday		7	14	21	28
Tuesday		Policy Comm. @6:00 pm Public Hearing — Policy EEAB @ 7pm School Board Mtg. @ SAU following	Budget & Property @ SAU @ 7:00 pm	20 Policy Comm @ 6:00 pm School Board Mtg. @ SAU @ 7:00 pm	27
Monday		R	12	19	26 Education Comm. @ SAU @ 5:30 pm
Sunday		4	11	18	25

October 2016

Saturday	1	∞	15	22	29	
Sa		7	14	21	78	
Friday				~	8	
Thursday		6 Strategic Plan @ 6:30 pm @ SAU	13	20	27	
Wednesday		ī.	Communications Comm. @ SAU @ 6:00 pm	19	26	
Tuesday		4 Policy Comm. @6:00 pm School Board Mtg. @ SAU @ 7:00 pm	Budget & Property @ SAU @ 7:00 pm	Policy Committee @ 6:00 pm @ GBS School Board Mtg. @ GBS @ 7:00 pm	25	
Monday		m	10 District Closed- Columbus Day	17	24 Education Comm. @ SAU @ 5:30 pm	31
Sunday		2	6	16	23	30

CONTOOCOOK VALLEY SCHOOL DISTRICT FIELD TRIP PROPOSAL

1. Name: JUDITH HEDDY	Grade: 9-12 School: CVHS
2. Destination: ECUADOR	
3. Date(s) of Trip: 4/20 - 4/30/17	Time(s): From to
4. Description of Trip:	
Students will travel !	e Ecuador la porticipa
+ develop life strills su	ent physical charlege
5. How will this trip relate to your program and/or curr	
This relates to his co	wal Hist School
This relates to the co	Like Stills in
students to prepare	Doen for work + colle
after graduation.	
6. Transportation will be by: Bus Co Pri (Private cars require completion of District Use	vate Car Other Place of Private Vehicle Form by individual drivers)
7. Ratio of Adults: to N	Tumber of Students: 5-10
Tude Heddy a/14/16 Staff Signature Date	Buan (Jek 9/14/16
Staff Signature Date	Principal Signature Date
B.	
SCHOOL USE ONLY: All items must be ch	ecked before the Principal/Assistant
Principal will sign	
Bus Form If Necessary	Kitchen Notified If Lunches Would Be Affected
Fee Paid By Chaperones Listed On The Reverse	UA Team Notified Posted on Events Calendar
Permission Slips To Parents/Guardians Prepared	Notified Nurse to prepare Medicine
Office Notified With Accurate Lists of Students	CPR/First Aid Trained:(Name)
SCHOOL BOARD APPROVAL REQUIRED	FOR TRIPS OF MORE THAN TWO (2)
DAYS (REFER TO FIELD TRIP POLICY II	<u>CA</u>).
Proposal forms must be submitted to the Principal by	April 15t to the Correction dead by M. 15t
approved by the School Board no later than the Augus	st meeting for trips during the new school year
Date Received at SAU Office Date Approve	d/Not Approved by School Board
	Cirle One)
Superintendent/Board Chairman Signature	

Expedition Details

Participating School/Organization: Contoocook Valley Reg. High School

Destination: Ecuador

Planned Departure Date: April 20 - 21, 2017

Price: \$3,295

What's included?

Our expedition fees are inclusive, covering the entire program from beginning to end. Below are the typical details of what will be included in your expedition fee:

- Flights & In-Country Costs such as transport, accommodation, food, guides' fees, park fees and local equipment purchase or hire.
- Expedition Equipment such as satellite communication equipment, tents, ropes, harnesses extensive medical supplies and stoves.
- 24-Hour Back-Up from our Operations Center and insurance (medical), all medical treatment until return to country of origin, no expense spared search and rescue and casualty evacuation for all team members. We are associated with the international medical assistance agency, International SOS, which supports the Operations Center and are available 24 hours a day. Before departure, individual medical clearance and medical consultancy as required.
- The World Challenge Program™ of skills development activities spanning the expedition launch to return supported by a personal web portal with over 30 modules from health & hygiene to destination research, a training expedition weekend (select itineraries only), regular meetings with your World Challenge representative, and additional expedition resources.
- Leaders & Expedition Assistants, who have been specifically selected, trained and assessed for the role by World Challenge and has all necessary qualifications.

The Expedition Fee <u>does not</u> cover the following: personal equipment, personal equipment insurance, pocket money, optional rest and relaxation activities (unless otherwise stated), transport within the country of origin, pre-departure accommodation close to airport (if required), vaccinations (if required) or visas (if required). World Challenge reserves the right to surcharge in the event of tax increases imposed by the airlines or in the event of in-country costs increasing as a result of exchange rate fluctuations. Please refer to our Terms and Conditions for more information.

What Happens Next?

We hope that everyone has made the decision to join the expedition team! To do so, simply hand the completed application form to the organizing teacher at your school, along with a check for the first installment, by the date listed below. Once your application has been received by World Challenge you will receive all of the information you need for the adventure ahead.

We urge all interested students to join our first in-school meeting, hosted by World Challenge. Students will learn more about fundraising, the support available to them, and their destination.

For more information, please do not hesitate to contact our Customer Support Team where you can discuss any of your concerns. Customer Support can be contacted at info@wcexpeditions.com, or by phone at 877-333-1060.

World Challenge 8 Essex Center Drive, Peabody MA 01960 P: 877.333.1060 E: Info@wcexpeditions.com W: www.wcexpeditions.com



New Hampshire State Council on the Arts

CELEBRATING COMMUNITY, CREATIVITY AND INNOVATION

August 2, 2016

Amanda Bastoni ConVal Regional High School/SAU 1 184 Hancock Rd Peterborough, NH 03458-2196

RE: Application <u>FY2017 AIE/AIR #9462</u>; To support an artist residency with Marek Bennett on environmental science & civic engagement

Dear Amanda,

On behalf of the New Hampshire State Council on the Arts, I am pleased to inform you that you have been awarded a Artists in Residence Grant for FY2017 in the amount of \$2,275.00. This grant is to be used during the grant period of July 1, 2016 to June 30, 2017 to support the above referenced application.

This prestigious grant award is made possible by appropriations from the Governor and State Legislature and a National Endowment for the Arts grant to the New Hampshire State Council on the Arts. Our funding is intended to benefit communities in New Hampshire and improve the quality of life through the arts. It is important to thank elected officials for their continued support of public funding for the arts. When you contact them, please let them know how this funding will impact people in your community, leverage economic activity, and reach underserved groups and individuals. A question in your final report will ask how successful you were in involving them in your organization's activities so please keep records on how effective your efforts were. We also appreciate you sending us blind copies of any correspondence you send.

In order to receive your check as soon as possible, please process the enclosed contract materials promptly. Because your request did not receive full funding, please complete the enclosed 'Revised Budget' form. Also included in this packet is a final report form for this grant. Final reports are due no later than July 31 of the fiscal year in which the grant was funded. Because we must abide by strict reporting requirements to the state and the NEA, we enforce deadlines with our grantees. Therefore, failure to submit final reports or request and extension will result in an organization becoming ineligible to apply for funds for two years. We thank you in advance for your timely submission of this document.

If you have any questions about this grant or need more information, please contact Julianne Gadoury at 603/271-0791 or julianne.gadoury@dcr.nh.gov. Congratulations on receiving one of these very competitive awards and thank you for contributing to the vitality of the arts in New Hampshire.

Sincerely,

Ginnie Lupi

Director





Phone: (603) 228-2061 or (800) 272-0653 Fax: (603) 228-2351

http://www.nhsba.org

Officers

Donald Austin
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Shannon Barnes 2nd Vice-President, Merrimack

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"CALL" FOR NHSBA RESOLUTIONS

To:

All School Board Chairs All Superintendents

From:

Theodore Comstock, Executive Director

Date:

August 26, 2016

Note:

This mailing is being distributed to Superintendents and School Board Chairs only. It is also available via the NHSBA web site http://www.nhsba.org. Please duplicate and disseminate to other

members of the school board.

Does your school board have a resolution that NHSBA should consider?

Any successes that we realize in the Legislature are due to the participation of our membership throughout the year. It begins with the collection of proposed resolutions in the fall for eventual consideration at our annual Delegate Assembly in January. Proposed resolutions are submitted to the NHSBA Board of Directors for review and recommendations. These suggestions then go to the Delegate Assembly for final action.

NHSBA's positions on major education legislative and regulatory matters are directed by the Official Resolutions adopted by our Delegate Assembly each year. The process of adopting Resolutions is always a major part of our Delegate Assembly (scheduled for January 21, 2017) and represents one of the most important activities of our Association for the entire year.

The purpose of this memorandum is two-fold. First, this is to be considered the "official call" for Resolution proposals from our member school boards. All member boards are encouraged to submit proposals for consideration by the Delegate Assembly. Resolution proposals can cover any education topic viewed as appropriate by your school board and are generally stated as:

NHSBA supports ... or NHSBA opposes...

The Resolution can be directed toward the State Legislature, Congress, the State Board of Education, the State Department of Education, the Association itself, or others as you deem appropriate. Resolutions must be proposed by majority vote of a member school board, but not by an individual member(s) of a school board, non-member school boards, or any school district or SAU staff member.

Executive Director
Dr. Theodore E. Comstock
sklesq@aol.com
NH School Boards Association
25 Triangle Park Drive, Suite 101
Concord, NH 03301

Please be as clear and concise as possible with the wording of your resolution so the intent, as well as the requested action, is understandable. The attached form, using appropriate format, should be used to provide the resolution as well as a brief rationale or explanation of the purpose of the resolution.

All proposed resolutions must be returned to NHSBA by October 21, 2016 for review by the NHSBA Board of Directors. The proposals, including the Board of Directors' recommendation for action on each proposal, will be redistributed to all member districts for review at least 30 days prior to the Delegate Assembly. This will allow ample time for boards to discuss all proposed resolutions and give direction to the board's delegate to the Delegate Assembly on how to vote on a given proposal.

Remember, proposed resolutions must be received in the NHSBA office no later than October 21, 2016.

The second purpose of this memorandum is to provide you with a copy of the NHSBA current set of Resolutions as adopted by the 2016 Delegate Assembly (see attached) and the 2016 NHSBA Policies, Resolutions and Statements of Belief Manual. We encourage you to review the enclosed materials to see whether the subject matter of a resolution that you contemplate submitting is already covered by existing resolutions. This will save you time, and you can then be assured that your idea for a new resolution has already been addressed by actions of previous delegate assemblies. The subject matter (e.g. funding, governance, etc.) of the enclosed resolutions is categorized for your easy reference.

Feel free to call me if you have any questions about the resolution's adoption process or on any proposed resolution you may be considering. NHSBA staff is always ready to help your board get the issues of importance to you on NHSBA's agenda. Don't hesitate to call us.

I cannot over-emphasize the importance of this activity to the direction of NHSBA in the year ahead. I hope you consider this a very high priority. It really is important!

Thank you in advance for your consideration.



New Hampshire School Boards Association

Proposed Resolution for Consideration by the 2017 NHSBA Delegate Assembly

Please duplicate this form to allow for submission of each proposed Resolution on a separate form.

Please remember that proposed Resolutions must be submitted by a majority vote of the local member School Board, not by individual members of the School Board or members of the school district staff.

For additional information, please contact:
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New Hampshire School Boards Association
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Telephone: 603/228-2061 • NH Toll Free: 1-800/272-0653 • Fax: 603/228-2351
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New Hampshire School Boards Association

Resolutions for 2016

Adopted by the 2016 NHSBA Delegate Assembly - January 16, 2016

Local Control and School District Autonomy:

- 1. NHSBA supports state and federal legislation that affirms the responsibility for education resides with the states, which have delegated to local school boards the power and authority to adopt policies, establish priorities, and provide accountability to direct the operation of the schools, including the school system's mission and goals, organization, budget, program, curriculum and services, all essential to the daily operation of schools, consistent with state laws and regulations. (2014)
- 2. NHSBA supports legislative affirmation of the management right associated with teacher evaluation that is an integral component of the requirement that school boards adopt a teacher evaluation policy. Further, NHSBA supports involving teachers and principals by allowing a reasonable opportunity to comment on draft school board evaluation policy, understanding that the school board has the sole prerogative to adopt a local policy it deems appropriate. (2014)
- 3. NHSBA supports the efforts of the National School Boards Association to provide more local governance and flexibility by working with federal officials to ensure passage of all federal legislation and regulations consistent with this goal. (2015)
- 4. NHSBA supports the development of curriculum for use by trained teachers in grades K-12 to educate students in the prevention of sexual abuse, with such curriculum to be developed locally using either a model developed by the New Hampshire Department of Education or by one of the 13 state agencies that already use evidence-based sexual abuse prevention education. (2016)
- 5. NHSBA supports modifying RSA 193:12 to add the following: "Any person who provides false information for the purpose of establishing residency for school attendance or any person who assists in doing so, may be required to remit full restitution to the school district of the improperly attended school." (2016)
- 6. NHSBA supports New Hampshire's adoption of updated requirements in statutes and rules that reflect current document imaging technologies and backup capabilities. (2016)

State Board of Education:

7. NHSBA supports the adoption of statutory language requiring that any statute or New Hampshire Department of Education rule, which mandates the adoption of local school board policies, will expire after five years; and that such statute or rule cannot be renewed without full public hearings, debate and re-authorization by the New Hampshire Legislature. All rules and regulations stipulated by the New Hampshire Department of Education must be submitted to the full New Hampshire Legislature for final consent and approval. (2015)

Public Pension System:

8. NHSBA supports legislation to strengthen the financial health and stability of NHRS, including any potential transition to a cost-saving plan such as hybrid or cash balance plans, based on sound actuary analysis. (2015)





Property & Liability Program

Contribution Assurance Program (CAP) Agreement THIS AGREEMENT AMENDS AND EXTENDS YOUR MEMBERSHIP AGREEMENT PLEASE READ CAREFULLY

Primex³ is offering members in our **Property & Liability Program** an opportunity to stabilize their annual contributions through participation in our Contribution Assurance Program (**CAP**). **CAP** is offered to members who qualify, providing them predictability by limiting the annual contribution increase during a defined period of years (**CAP Period**). By signing this Agreement, you agree to extend your Membership Agreement for **two (2) years** and Primex³ agrees to guarantee that your annual contribution increase will not exceed nine percent (9%) of the prior year's contribution. Because performance matters with Primex³, you may realize an annual increase that is less than the **CAP** through sound risk management and stable underwriting exposures. The annual member contribution will be based upon your exposure base, members' loss experience, and the rates established each year by the Primex³ Board of Trustees.

We are offering this opportunity so that our members can extend their commitment to pooling through the Primex³ programs. Participation in **CAP** for each year of the **CAP Period** is conditioned upon a two-year commitment to participation in the Primex³ Property & Liability Program.

The following CAP Period years qualify for the Contribution Assurance Program (CAP):

FY 2018 July 1, 2017 to June 30, 2018

(maximum 9% increase over July 1, 2016 to June 30, 2017 contribution)

FY 2019 July 1, 2018 to June 30, 2019

(maximum 9% increase over July 1, 2017 to June 30, 2018 contribution)

By signing this Agreement, the Contoocook Valley School District agrees to extend its risk pool membership and participation in the Primex³ Property & Liability Program for two coverage period years, through June 30, 2019. The Contoocook Valley School District agrees and understands it remains bound by and subject to the terms and conditions of the Membership Agreement, Public Entity Coverage Documents and Trust Agreement, and all Trust by-laws, policies and procedures.

The Contoocook Valley School District agrees that the nine percent (9%) maximum increase currently available for this CAP Period does not apply to any other year or period of years, and upon expiration of the CAP Period in this Agreement, any subsequent participation in a Primex CAP will be subject to underwriting review, membership criteria, CAP criteria, determination of contribution and the maximum increase in place for the subsequent CAP Period.

The Contoocook Valley School District further acknowledges that by extending its Membership Agreement for two (2) coverage period years, the Public Entity Coverage Documents, General Conditions Section (L) ("Terminating Participation in Our Program(s)") is suspended during year one (1) of the two (2) year term, as there is no right to cancel or terminate during year one (1) but shall be reinstated for the end of year two (2).

The **Contoocook Valley School District** agrees that failure to provide notice in strict accordance with the Public Entity Coverage Documents, General Conditions Section (L) shall result in automatic renewal of risk management pool membership and continuation in the Primex³ Property & Liability Program, but not continuation of **CAP** which must be separately offered and accepted.

Primex³ acknowledges that the Member is a NH public entity which receives budgetary authorization for appropriations from an annual meeting of its legislative body and pertains to a fiscal year which commences on the following January 1 or July 1, of any given year. The Member also acknowledges that it is legally required to carry insurance coverage. As such, if the legislative body, at such annual meeting for any years that are within the anticipated term of the contract, fails to approve such appropriation, and there are no other lawful means of funding the coverage, this contract may be terminated by the Member by notice to Primex³ made within 30 days of the legislative action at which such funding initiative was defeated and such cancellation shall be effective as of the commencement on the following fiscal year or on the anniversary of the policy, whichever first occurs.

The Member, however, agrees that it shall seek the requisite appropriations in good faith and that the availability of lower cost or otherwise preferable coverage alternatives during the term of this Agreement shall not constitute a good faith and permissible basis on which to fail to pursue the appropriations or assert that appropriations are unavailable. In the event of an early termination, the Member agrees to return the difference between the **CAP** increase and the uncapped contribution.

By affixing my signature below, I am attesting, representing and warranting that I am a duly authorized representative of the governing body of the Contoocook Valley School District with legal authority to contractually bind the Contoocook Valley School District to the terms of this Agreement, and that I understand the commitment being made to membership in the Primex³ risk management pool and participation in the Property & Liability Program.

A. M. ariand Dannes and this	T:11 -	Data
Authorized Representative	Title	Date
of the Governing Body		
Print Name		





RESOLUTION TO ENTER PRIMEX³ Property & Liability Contribution Assurance Program (CAP)

RESOLVED: To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex³) to enter into its **Property & Liability Contribution Assurance Program (CAP)** as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex³ risk management pool membership during the term of the **Property & Liability Contribution Assurance Program (CAP)**. The coverage provided by Primex³ in each year of membership shall be as then set forth in the Coverage Documents of Primex³.

School District adopted on	n of the Governing Board of the Contoocook Valley
	Board:
	Title of Board
	Signature:
	Name:
	Title:duly authorized
	Date:

JBAA - Sexual Harassment - Students

I. PURPOSE

The purpose of this policy is to maintain a learning environment for students that is free from sexual harassment or other improper or inappropriate behavior that may constitute harassment as defined below.

Sexual harassment is against the law and is against school board policy. Any form of sexual harassment is strictly prohibited.

It is a violation of this policy for any student to harass another student through conduct or communication of a sexual nature as defined by this policy.

The District will investigate all complaints, either formal or informal, verbal or written, of sexual harassment and will discipline any student who sexually harasses another student.

II. SEXUAL HARASSMENT/SEXUAL VIOLENCE DEFINED

Sexual harassment of students shall include, but is not limited to, unwelcome sexual advances, requests for sexual favors and other verbal, nonverbal or physical conduct of a sexual nature when:

- 1. The conduct or communication has the purpose or effect of demanding sexual favors in exchange for benefits;
- 2. Submission to or rejection of the conduct or communication is used as the basis for educational decisions affecting a student;
- 3. The conduct or communication is so severe, persistent or pervasive that it has the purpose or effect of unreasonably interfering with a student's educational performance or opportunities; or creates an intimidating, offensive or hostile educational environment.

Relevant factors to be considered will include, but not be limited to: did the student view the environment as hostile; was it reasonable to view the environment as hostile; the nature of the conduct; how often the conduct occurred and how long it continued; age and sex of the complainant; whether the alleged harasser was in a position of power over the student subjected to the harassment; number of individuals involved; age of the alleged harasser; where the harassment occurred; and other incidents of sexual harassment at the school involving the same or other students.

Examples of sexual harassment may include, but not be limited to: physical touching of a sexual nature; displaying or distributing of sexually explicit drawings, pictures and written materials; sexual gestures, comments, or obscene jokes; touching oneself sexually or talking about one's sexuality in front of others; or spreading rumors about or rating other students or others as to appearance, sexual activity, or performance.

III. REPORTING PROCEDURES

1. The Superintendent or his/her written designee is responsible for implementing all procedures of this policy. Additionally, the Superintendent may develop and implement additional administrative regulations in furtherance of this policy.

JBAA - Sexual Harassment - Students, continued

- 2. Any student who believes he or she has been the victim of sexual harassment should report the alleged act(s) immediately to any District employee or the building Principal. If a student initially reports the alleged act to a District employee, that employee teacher shall immediately notify the building Principal, who shall then immediately notify the Superintendent.
- 3. The Board encourages all students and staff members to use the Report Form available from the Principal or Superintendent.
- 4. In each building, the Principal is the person responsible for receiving oral or written reports of sexual harassment. Upon receipt of a report, the Principal will notify the Superintendent immediately without screening or investigating the report. If the report was given verbally, the Principal shall reduce it to written form within 24 hours and then forward it to the Superintendent. Failure to forward any sexual harassment report or complaint as provided herein will result in disciplinary action. If the complaint involves the building Principal, the complaint shall be filed directly with the Superintendent.
- 5. The Board designates the Superintendent as the District Human Rights Officer to receive any report or complaint of sexual harassment. If the complaint involves the Superintendent, the complaint shall be filed directly with the School Board.
- 6. Submission of a complaint or report of sexual harassment will not affect the student's standing in school, grades, eligibility for extra-curricular activities or any other aspect of the student's educational program.
- 7. The use of formal Reporting Forms provided by the District is voluntary. The District will respect the confidentiality of the complainant and the individual(s) against whom the complaint is filed as much as possible, consistent with the School District's legal obligations and the necessity to investigate allegations of sexual harassment and take disciplinary action when the conduct has occurred.

IV. INVESTIGATION AND RECOMMENDATION

The Superintendent, or designated Human Rights Officer, will promptly initiate an investigation upon receipt of a report or complaint alleging sexual harassment. This investigation may be conducted by District officials or by a third-party designated by the School Board.

If District officials conduct the investigation, the investigation should consider the surrounding circumstances, the nature of the sexual advances, the relationship between the parties and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes sexual harassment requires a determination based on all the facts and surrounding circumstances.

The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist

JBAA - Sexual Harassment - Students, continued

of any other methods and documents deemed pertinent by the investigator. Students who are interviewed may have a parent or other representative present.

In addition, the District may take immediate steps, at its discretion, to protect the complainant, students and employees pending completion of an investigation of alleged sexual harassment.

If the Board determines that a third-party designee should conduct the investigation, the District agrees to assent to that party's methods of investigation.

Upon completion of an investigation conducted by either District officials or a third-party, the Superintendent, and Board if appropriate, will be provided with a written factual report and recommended action.

V. SCHOOL DISTRICT ACTION

If the investigating party determines that the alleged conduct constituteds sexual harassment, the Superintendent or Principal may discipline the offending student. Such discipline may include, but is not limited to, detention, in-school suspension, out-of-school suspension, or expulsion. Discipline will be issued in accord with other applicable Board policies. Due to FERPA and other privacy-related laws, the victim will not be informed of what discipline was imposed.

If the investigating party determines that the alleged conduct did not constitute sexual harassment, both the complaining party and the accused will be informed of such. No disciplinary action will be taken.

Conduct which does not rise to the level of sexual harassment as defined by the policy, but is nonetheless inappropriate or is in violation of other Board policies, will be addressed on a case-by-case basis by the Superintendent or Principal, who may still impose discipline or order the offending student to engage in some remedial action.

VI. REPRISAL

The School District will discipline any student who retaliates against any other student who reports alleged sexual harassment or who retaliates against any person who testifies, assists or participates in an investigation, proceeding or hearing relating to a sexual harassment or sexual violence complaint. Retaliation includes, but is not limited to, any form of intimidation, threats, reprisal or harassment.

VII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any student to pursue other avenues of recourse, which may include filing charges with the Commissioner of Education, or the Office of Civil Rights, initiating civil action or seeking redress under state criminal statutes and/or federal law.

JBAA - Sexual Harassment - Students, continued

VIII. SEXUAL HARASSMENT OR SEXUAL VIOLENCE AS SEXUAL ABUSE

Under certain circumstances, sexual harassment or sexual violence may constitute sexual abuse under New Hampshire law. In such situations, the District shall comply with all pertinent laws.

Nothing in this policy will prohibit the School District from taking immediate action to protect victims of alleged sexual abuse.

IX. AGE-APPROPRIATE SEXUAL HARASSMENT POLICY

Per the requirements of Ed 303.01(j), the School Board is required to establish a policy on sexual harassment, written in age appropriate language and published and available in written form to all students. This policy is intended to apply to middle-school and high-school aged students.

The Superintendent and building Principal(s) are charged with establishing policies, rules, protocols and other necessary age-appropriate information or materials for the District's elementary schools.

Category: P

See also: GBAA

Legal References:

Ed 303.01(j), Substantive Duties of School Boards; Sexual Harassment Policy Ed 306.04(a)(9), Sexual Harassment Appendix: GBAA-R, BBA-R

1st Read: September 6, 2016 2nd Read: September 20, 2016

Adopted:

IKFB - Graduation Regalia

Acceptable attire and regalia for graduation ceremonies will be determined by the building Principal, and published in advance in the school handbook. Exceptions and changes will be made only at the discretion of the building Principal.

A student shall have the right to wear a dress uniform issued to the student by a branch of the United States Armed Forces while participating in the graduation ceremony, provided that:

- I. The student has fulfilled all of the requirements for receiving a high school diploma in the state of New Hampshire and the school district and is otherwise eligible to participate in the graduation ceremony;
- II. The student has completed basic training for and is an active member of a branch of the United States Armed Forces.

A student wearing a dress uniform shall not be required to wear any other piece of regalia, or to wear the uniform in a manner inconsistent with the customs and regulations of his/her branch of service.

The policy language regarding military uniforms shall be included in the school handbook.

Category:

Legal Reference:

NHRSA 189:71 Military Uniform

See also IJOC:

1st Read: September 20, 2016

2nd Read: Adopted: