

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Road

Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, October 17, 2017

7:00 p.m.

SAU Office

- 1. Call to Order and Pledge of Allegiance**
- 2. Accept School Board Meeting Minutes (Board Vote Required)**
 - a. October 3, 2017** (pg. 1-4)
- 3. Points of Pride**
- 4. Public Comment**
- 5. Consent Agenda**
 - a. Personnel** (pg. 5-6)
 - 1) Retirements June 2019
 - 2) Notice of Stipend Positions 2017-2018
 - b. Board Requests**
- 6. Superintendent's Report and Presentation of Business**
 - a. Monthly Events Calendar** (pg. 7-8)
 - b. Field Trip Requests (Board Vote Required)** (pg. 9-10)
 - 1) South Meadow School – eighth grade students will travel on April 16-20th by bus to Philadelphia, PA, Washington, D.C., and Gettysburg, PA to visit historical sights. This trip follows the 8th grade history curriculum.
 - 2) South Meadow School and ConVal High School students will travel on January 11-16, 2018 by Airplane to Orlando, FL to perform at Walt Disney World.
 - c. Accept Gift/Donations (Board Vote Required)** (pg. 11-12)
 - 1) ConVal Band requests authorization to accept a gift/donation of musical instruments valued at \$2,219.97 from John Friede for use by students in instrumental classes.
 - 2) Dublin Consolidated School requests authorization to accept a gift/donation of \$1,500 from the Dublin Community Foundation for the purpose of The Circus Inc. evening at DCS.
- 7. Reports**
 - a. Student Representative** – Lily Denehy
 - b. Teacher Representative** – Patrick Cogan/Linda Compton
 - c. Strategic Plan Committee** – Pierce Rigrod
 - d. ATC Committee** – Stephan Morrissey
 - e. Annual Bradley Kidder Law Conference** – Jim Fredrickson
- 8. Old Business**
 - a. School Board Goals** (pg. 13)
 - b. 2nd Read Policy/Adoption (Board Vote Required)** (pg. 14-19)
 - ADB/GBEC: Drug-free Workplace/Drug-free Schools
 - BEDC: Quorum
 - ECAF: Audio and Video Surveillance on School Buses
- 9. New Business**
 - a. 1st Read Policy** (pg. 20-23)
 - BCB: Board Member Conflict of Interest
 - IHBAD: Independent Special Education Evaluation
 - b. Expenditure Report** (pg. 24-26)
 - c. Board Budget Guidance**
- 10. Public Comment**
- 11. Approval of Manifests (Board Vote Required)**
- 12. Non-Public Session: RSA 91-A:3,II (If Required)**
 - a. Negotiations**
 - b. Personnel**

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.

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Road
Peterborough, New Hampshire

CONTOOCCOOK VALLEY SCHOOL BOARD

Tuesday, October 3, 2017

School Board Meeting

7:00 p.m.

SAU Board Room

Minutes

BOARD

Rich Cahoon, Richard Dunning,
Bernd Foecking, Janine Lesser,
Niki McGettigan, Stephan Morrissey,
Pierce Rigrod, Crista Salamy,
Myron Steere, Jerome Wilson

Lily Denehy, Student Rep.

ADMINISTRATION

Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Tim Markley, H.R.
Mindy Ryan, B.A.
Gib West, CVHS
Nicole Pease, DCS
Kat Foecking, FES
Colleen Roy, GES,
Helena Bates, PES
Fabiola Woods, TES

1. Call to Order and Pledge of Allegiance

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

2. Moment of Silence – Nick Seymour

A moment of silence took place in memory of Nick Seymour, former ConVal graduate and teacher.

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

a. September 19, 2017

Dick Dunning motioned to accept the minutes of September 19, 2017. Stephan Morrissey second.

Niki McGettigan abstained. All else in favor. Motion carried.

4. Points of Pride

Kimberly Saunders shared various Points of Pride as reported to her from administrators.

5. Public Comment

None.

6. Consent Agenda

a. Personnel

- 1) Retirement – Kay Jamison – June 2019
- 2) Retirement Jane Gnade – June 2019
- 3) Retirement – Judith Parsons – June 2019

Stephan Morrissey moved to approve the June 2019 retirements as read with thanks. Dick Dunning second. Unanimous.

4) Notice of Stipend Positions – Athletic

Tim Markley referenced the notice of stipend positions as informational for the board.

b. Enrollment Report – October 1, 2017

Tim Markley noted the October 1, 2017 enrollment report included in the agenda packet.

MISSION STATEMENT

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c. Board Requests – Adequacy

Kimberly Saunders referenced adequacy information. Superintendent Saunders reported that this is the way that she understands that adequacy will be decreased by 4% each year through 2040-2041.

7. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

Education Committee will not meet on October 16th as a result of just having met on the 2nd. Budget & Property Committee was moved to 5:30 on October 24th and Communications was moved to 6:30 on the 24th as well. Education Committee will meet on November 13th at 5:30 rather than November 20th.

b. ATC SMART Goals

John Reitnauer and Michelle Voto were present to share information related to the ATC SMART Goals.

Ms. Voto shared information about work recently conducted in conjunction with the ATC and gathering historical data. John Reitnauer reported on work on data trends for enrollment for the past several years. Labor trends for the Monadnock area were used for comparison purposes. The ATC has been open for twenty-two years. Data reflected a dip in enrollment when the courses transitioned from semester long courses to year-long courses from 12/13 to 13/14. Since moving back to semester long courses, enrollment has increased. There has been an 86% decline in area school ATC enrollments over the past six years and a 29% decline in ConVal ATC enrollments over the past 6 years. Dick Dunning said that the decline may not be as dramatic as it seems when factoring in the overall decline in enrollment at CVHS. In the past, over 1200 students were enrolled, now down to 743.

Discussion took place about "Completer" status. Reasons for the decline were discussed. Certain figures in the grant have to be identified before receiving grant dollars. The drop in the Accounting program is a result of the lack of bringing in a qualified staff member when the previous teacher left the district.

Cabinetmaking and Millwork was deemed no longer approved in 2015 due to a lack of credentialing for the staff member. Computer Engineering Technology pathways were reconfigured to allow classes being already taught separated into two tracks; allowing Running Start. As a result, an increase in participation has been realized.

Cooking and Related Culinary Arts was in place up until 2011/2012. This was not a state approved CTE Program.

Therefore, funding was not available for this program. It does not follow the state framework. Early Childhood Education and Teaching has gone through a number of changes; it was Early Childhood, Elementary Education, and now Teachers of Multiple Levels. The program was updated in 2014/2015 to a Teacher Education Program at multiple levels. Engineering has been multiple things. Currently, four different levels are being taught. Students are able to take four different years of being involved with college level courses. Film/Video and Photographic Arts numbers have been up and down. A new teacher came in four years ago and the program now has a waiting list. Fire Science/Fire Fighting is a new program as of 2016/2017. Last year, seven students were in Firefighter I program. Success here allows students to move into the EMT Program. Two students will make that move. Discussion took place about looking at additional programming that would allow students who are not eligible to become EMT's until age 18 to remain engaged in the program. Not all students who want to become an EMT want to be a firefighter and vice versa. Graphic Design was not a part of CTE in 2011/2012. In 2012/2013 it became a state approved program. It is a strong program and works in conjunction with photography. Health Professions involved Health Occupations and LNA course work. Anatomy and Physiology (A&P) I and II was offered. Health Explorations was a robust internship piece where students were immersed in health careers of interest. In 2013/2014, the program was deemed not to be a State Approved CTE Program. The instructors were not credentialed. In addition, Conant began their own A&P program which had an impact in the program.

Employment Trends based on Economic and Labor Market data was shared.

Goals – Three new programs for CTE Programming

- 1) By September 2018, offer a new CTE Manufacturing Program that aligns to the State DOE competencies and industry standards with an embedded internship component.
- 2) By September 2018, offer a new CTE Accounting Program that aligns to the State DOE competencies and industry standards. (Not a lot of capital investment required)
- 3) By September 2020, offer a new CTE Health Science Program that aligns to State DOE competencies and industry standards with an embedded internship component. To work in concert with Fire Science – EMT and LNA certifications.

The ATC is in a transition with the career counseling area. Apprenticeship programs are being looked into. Students participating in internships at the hospital are gaining valuable experiences.

Employment trend data for the field of Manufacturing was shared. The population employed in this area is aging; 32% of the working population in Manufacturing are 55 and older. These are clean manufacturing positions that result in livable wages. What is the advantage to a student coming out of this program over someone coming in off the street? Do they come in at a higher level wage? The opportunity for advanced education is one benefit. A commitment to get the program off the ground exists. It would be great if the local companies could work in a commitment to start these students at a higher step than one off the street.

c. Curriculum Renewal Cycle

Dr. Forrest distributed a fresh copy of the current Curriculum Renewal Cycle. This will go before the Education Committee next.

d. Accept Gift/Donation (Board Vote Required)

- 1) ConVal High School requests authorization to accept a gift/donation of used SCBA equipment from the Peterborough Fire Department for the purpose of training for ConVal's Firefighter training program.

Stephan Morrissey moved to accept the gift as read. Dick Dunning second. Unanimous.

e. Accept Gift/Donation (Board Vote Required)

- 1) ConVal High School requests authorization to accept a gift/donation of \$20,000.00 from The Luther Family for the purpose of a one button studio, autoclave, lab benches, and landscaping.

Stephan Morrissey moved to accept the gift with many thanks. Dick Dunning second. Unanimous.

8. Reports

a. Student Representative – Lily Denehy

Lily Denehy reported that Homecoming was last week. Football was well attended. This week, the Field Hockey team is holding a clinic with the middle school team.

Gib West reported that Nick Seymour will be honored at Friday night's football game. Players will wear Nick's number on their helmet.

b. Teacher Representative – Patrick Cogan/Linda Compton

None.

c. Strategic Plan Committee - Pierce Rigrod

Pierce Rigrod reported that updates to the Strategic Plan were discussed. The past survey was mentioned as a starting point for the bi-annual survey. Questions will be reviewed. School Board goals were discussed. Language is being worked on to arrive at actionable goals. Board goals will be developed and brought to the next board meeting for a vote.

d. Budget & Property Committee – Dick Dunning

Dick Dunning reported that Jim Fredrickson will be Vice-Chair. End of year financial review is forthcoming. Initial cost for four labs was provided at \$1.6M not including furniture and equipment (\$88K). Bonding additional lab(s) was discussed pending the result of the 2016/2017 end of year balance. Jim Fredrickson will send Antrim a recommendation on the Antrim Gym Floor.

e. Communications Committee – Stephan Morrissey

Stephan Morrissey reported that Kristen Reilly and Janine Lesser are underway in developing a Communication Plan.

f. Selectmen's Advisory Committee – Bernd Foecking

Bernd Foecking reported that a presentation on demographics was shared. An update on the Strategic Plan was shared in terms of the two models presented.

g. Education Committee – Crista Salamy

Crista Salamy reported that a policy on field trips was reviewed. Discussion on this policy resulted in no proposed changes and sending it back to Policy Committee. The fees part falls under the policy.

In November, the committee will look at a policy for fees potentially and how it would be constructed for five categories of fees. In addition, waiving athletic fees for the remainder of this year will be asked. This will allow time to figure out total cost for athletics.

Dick Dunning moved to waive spring athletic fees. Pierce Rigrod second.

Rich Cahoon asked the urgency with this now if it has to be laid out.

Pierce Rigrod said that a clear problem statement is sought. Dick said that we want to waive spring because we have done it for fall and winter. This would be equitable. For clarity, it would be for this year at this point. Pierce Rigrod said that looking at this further will allow for a thorough review. He believes that we don't want to go back and forth on this from one year to the next.

Kimberly urged everyone to look at the minutes; she believes this was tabled.

Dick Dunning modified his motion to bring forward that fees for Running Start, Advanced Placement fees, and any academic course requirement fees would be covered by district funding. Rich Cahoon second.

Education Committee will lay it all out.

Pierce said that we have a table of all of the fees listed. Color coding the fees was suggested.

Jerome Wilson asked the final cost. Running Start was already budgeted. AP was approximately \$9K; tri-folds for science fairs totaled \$120.00.

This is athletic fees and course requirement fees. \$9,300 in course required fees, not including Running Start, and what we haven't collected in athletic fees.

Unanimous.

9. Old Business

a. Fees (Board Vote Required)

Discussed and voted under agenda 8g.

b. Open Positions

Tim Markley reported three open positions; PES Principal, CVHS Principal, and Student Services Director. These positions will be opened up for application. Ray & Associates will conduct recruiting for the high school principal position.

Dick Dunning moved to advertise three positions. Second.

What happened to the possibility of a study in the Student Services Department. Kimberly reported that a presentation will be given to the board in November. Several different configurations will be shared.

Unanimous.

10. New Business

a. 1st Read Policy

- ADB – Drug-Free Workplace/Drug-Free Schools
- GBEC – Drug-Free Workplace/Drug Free Schools
- BEDC – Quorum
- ECAF – Audio and Video Surveillance On School Buses

Rich Cahoon referenced these policies for a first read. The field trip policy was discussed at tonight's Policy Committee meeting as well.

11. Public Comment

A question was asked from a community member present, about the company who is recruiting for the high school principal position; will they also recruit for the PES Principal position? No. Will they be referred to the PES position? Tim Markley said that the scope of the two positions is quite different.

A more aggressive approach for the PES Principal position was asked.

Dick Dunning said that candidates for a high school principal position would be pursuing secondary education. He hears the desire to search more aggressively for the PES position.

12. Approval of Manifests (Board Vote Required)

Mindy Ryan certified that manifests totaling \$301,412.95 and Payroll totaling \$1,690,792.22 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.

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

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

a. Negotiations

b. Personnel

c. Superintendent Evaluation

Stephan Morrissey motioned to enter into non-public session in accordance with RSA 91-A:3,II for negotiations at 8:49 p.m. Unanimous on a roll call vote.

Pierce Rigrod moved to exit non-public session at 9:04 p.m. Stephan Morrissey second. Unanimous.

Stephan Morrissey motioned to seal the minutes of non-public session for two years. Dick Dunning second. Unanimous.

Stephan Morrissey motioned to adjourn at 9:05 p.m. Dick Dunning second. Unanimous.

Respectfully submitted,

Brenda Marschok

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL DISTRICT

October 17, 2017

Personnel Agenda

Retirements June 2018:

HES

Jean Robins

Grade 4 Teacher

Retirements June 2019:

CVES

Lucius Parshall

Music Teacher

GBS

Peter Ketchum

Physical Ed Teacher

Notice of Stipend Positions 2017-18:


Attached

Name/Coach	DAC	Position	Stipend Amt	FTE
ATHLETIC				
Weeks, Jessica	CVHS	Basketball - Varsity Girls Assistant	\$2,656.00	1
SUPPLEMENTAL				
Fabianski, Karen	CVHS	Robotics	\$1,000.00	0.5
Kostecki, Eric	CVHS	ADP Director 1st Semester	\$1,900.00	0.5
Kostecki, Eric	CVHS	ADP Director 2nd Semester	\$1,900.00	0.5
Landau, Paul	CVHS	Weight Room Instr/Supervision 1st Sem	\$1,500.00	1
Mitschmyer, Karrie	CVHS	Yearbook Semester 1	\$2,000.00	1
Morris, Gil	CVHS	Robotics	\$1,000.00	0.5
Riley, Deb	CVHS	ADP English 2nd Semester	\$1,800.00	1

October 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Education Committee @ 5:30 p.m. @ SAU	3 Policy Committee @ 6:00 p.m. @ SAU School Board Mtg. @ 7:00 p.m. @ SAU	4	5	6	7
8	9	10	11	12 Strategic Plan @ 6:00 pm @ SAU ATC Committee @ 7:00 p.m. @ SAU	13	14
15	16 Education Committee @ 5:30 p.m. @ SAU	17 Policy Committee @ 6:00 p.m. @ SAU School Board Mtg. @ 7:00 p.m. @ SAU	18	19	20	21
22	23	24 Budget & Property Committee @ 5:30 pm @ SAU Communications Committee @ 6:30 pm @ SAU	25	26 Selectmen's Advisory Committee @ 7:00 p.m. @ SAU	27	28
29	30	31	30			

November 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4 School Board Budget Work Session @ 8:30- 2:00 pm @ SAU
5	6	7 Policy Committee Mtg. @ 6:00 pm @ SAU School Board Mtg. @ 7:00 pm @ SAU	8	9 Strategic Plan Committee Mtg. @ 6:00 pm @ SAU ATC Committee Mtg. @ 7:00 pm @ SAU	10	11
12	13 Education Committee @ 5:30 pm @ SAU	14	15	16	17	18
19	20	21 Policy Committee @ 6:00 pm @ SAU School Board Mtg. @ 7:00 pm @ SAU	22	23 Thanksgiving Day 	24	25
26	27	28 Budget & Property @ 5:30 pm @ SAU Communication Committee @ 6:30 pm @ SAU	29	30 Selectmen's Adv. Committee @ 7:00 pm @ SAU		

CONTOOCOOK VALLEY SCHOOL DISTRICT FIELD TRIP PROPOSAL

1. Name: Edward Lowy Grade: 8 School: SMS
2. Destination: Philadelphia, PA, Washington D.C., Gettysburg, PA
3. Date(s) of Trip: April 16-20, 2018 Time(s): From 6am to 10pm daily
4. Description of Trip:
The 8th grade will be traveling to significant places from American History. They will see sights like Independence Hall, the Gettysburg Battle field, and many sites in Washington D.C.
5. How will this trip relate to your program and/or curriculum?
This trip will follow along with the 8th grad history curriculum. The students will be able to visit Independence Hall where the Dec. of Independence was signed & see the actual document at the National Archives in Washington D.C. Many other places will be visited as well!
6. Transportation will be by: Wilson Bus Co. ☒ Private Car ☐ Other ☐
(Private cars require completion of District Use of Private Vehicle Form by individual drivers)
7. Ratio of Adults: 1 to Number of Students: 9
Edward Lowy 5/22/17 [Signature]
Staff Signature Date Principal Signature Date

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

- | | |
|--|--|
| <input type="checkbox"/> Bus Form If Necessary | <input type="checkbox"/> UA Team Notified |
| <input type="checkbox"/> Fee Paid By _____ | <input type="checkbox"/> Posted on Events Calendar |
| <input type="checkbox"/> Chaperones Listed On The Reverse | <input type="checkbox"/> Notified Nurse to prepare |
| <input type="checkbox"/> Permission Slips To Parents/Guardians Prepared | <input type="checkbox"/> Medicine |
| <input type="checkbox"/> Office Notified With Accurate Lists of Students | <input type="checkbox"/> First Aid/CPR Certified Staff |
| <input type="checkbox"/> Kitchen Notified If Lunches Would Be Affected | <input type="checkbox"/> Member Attending |
- *****

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 _____ Date Approved/Not Approved by School Board _____
(Please Circle One)

Superintendent/Board Chairman Signature _____

CONTOOCOOK VALLEY SCHOOL DISTRICT
FIELD TRIP PROPOSAL

1. Name: CV Dance + SMS Dance + Drama Grade: 5-12 School: SMS + CV
2. Destination: Orlando, Florida Walt Disney World
3. Date(s) of Trip: Jan. 11, 2018 - Time(s): From Thur to Tuesday
4. Description of Trip: Jan. 16, 2018 (MLK weekend - 3 school days)
A performing arts experience at Walt Disney World. A theater + dance workshop is included as well as a performance on the
5. How will this trip relate to your program and/or curriculum? Disney springs stage for dancers.
The Workshop + Performance fulfill many of the National Core Arts standards.
- create, perform, respond + connect
Expose the groups to the highest level of performance, learn teamwork + discipline, learn tips for creating a performance resume + audition.
6. Transportation will be by Bus Co. Private Car Other Bus to airport + airplane
(Private cars require completion of District Use of Private Vehicle Form by individual drivers)
7. Ratio of Adults: 5-6 to Number of Students: 30-50
- Staff Signature: Kimberly Wall Date: 1/23/17 Principal Signature: [Signature] Date: 1/23/17

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

- | | |
|---|--|
| <input checked="" type="checkbox"/> Bus Form If Necessary | <input type="checkbox"/> UA Team Notified |
| <input checked="" type="checkbox"/> Fee Paid By _____ | <input type="checkbox"/> Posted on Events Calendar |
| <input checked="" type="checkbox"/> Chaperones Listed On The Reverse | <input type="checkbox"/> Notified Nurse to prepare |
| <input checked="" type="checkbox"/> Permission Slips To Parents/Guardians Prepared | <input type="checkbox"/> Medicine |
| <input checked="" type="checkbox"/> Office Notified With Accurate Lists of Students | <input type="checkbox"/> First Aid/CPR Certified Staff |
| <input checked="" type="checkbox"/> Kitchen Notified If Lunches Would Be Affected | <input type="checkbox"/> Member Attending |

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 _____ Date Approved/Not Approved by School Board _____
(Please Circle One)

Superintendent/Board Chairman Signature _____

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

Kimberly Saunders
Superintendent of Schools
ksaunders@conval.edu

Dr. Ann Forrest
Assistant Superintendent of Schools
aforrest@conval.edu

TO: Contoocook Valley School Board

FROM: Jim Wickham

DATE: 10/2/17

RE: REQUEST TO ACCEPT A GIFT OR DONATION

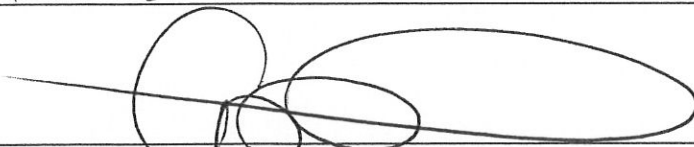
The ConVal Band School requests authorization to accept from:

Name/Address: John Friede

(603) 490-6644 jwfriede@gmail.com

the following gift/donation of: Musical Instruments valued at \$ 2,219.97

for the purpose of: use by students in instrumental classes


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

RECEIVED OCT - 6 2017

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:

Nicole Pease

DATE:

9/28/17

RE:

REQUEST TO ACCEPT A GIFT OR DONATION

The Dublin Consolidated School requests authorization to accept from:

Name/Address: Dublin Community Foundation
P.O. Box 1036, Dublin, NH 03444

the following gift/donation of: a check valued at \$ 1,500.00

for the purpose of: The Circus Inc. evening at DCS.

Nicole Pease

Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received _____

Date Approved by School Board _____

Date Not Approved by School Board/Reason: _____

School Board Goals	Possible Objectives: efforts or actions are intended to attain or accomplish;	Outputs/SAU Role
Goal 1 Enhance existing business and community partnerships that result in high value educational and post-graduate career pathways	1.1 ATC programs and private industry - support and make clear and necessary improvements and resources for current and future ATC programming 1.2 Articulate the mutual benefits to students with input from partners, Conval School District and students (ATC and other partnerships) 1.3 Identify strategic investments necessary to industry or community partnerships that are of greatest benefits to students. 1.4 Clarify ATC goals and participation levels, ed value and identify current or future student internships and apprenticeships that lead to in-demand career opportunities through partners or others 1.5 Schedule and/or attend public forums at schools, selectman and at industry events	High value partnerships (#); expanded ATC/ED programming involving partners. Description of mutual potential/future benefits that extend beyond current benefits. \$ that extend ATC, such as manufacturing, plumbing, electrical List CVHS internships/apprenticeships and compare against other districts; solicit and add new high value internships # of events hosted or attended
Goal 2 The District will complete organizational structures that are educationally sound, equitable and financially efficient.	2.1 Complete reconfiguration and consolidation models and work for unified vote. 2.1.1 Resolve questions that affect educational and/or financial equity 2.1.2 Measure indirect community impacts on housing values, disposition of land/buildings. 2.1.3 Effectively plan and hold public forums structured to allow for public feedback and use other feedback loops that provide a statistically representative response. 2.1.4 Vote on what option/s voters should consider in 2019.	Complete the concepts as final reports Complete equity report Engage a consultant to study effects # of forums; # of participants; conduct a survey Unified Board vote
Goal 3 Adopt and Publish a comprehensive communications plan for the school district and resource the same.	3.1 Define the purpose and goals of a communication plan and ownership 3.3.1 Determine a list of current communications needs for the District (teacher's contract, budget, reorganization. 3.4. Review plans from other districts 3.5 Identify the appropriate outlets and mechanics for communications from the District 3.6 Write a usable plan. 3.7 Publish a Plan	1 page statement; Communications to Board Needs assessment SAU review Based on survey feedback on news sources Plan written and useful. Plan on CV website; plan implemented

REV1 10/10/2017

S. - Specific

ADB – Drug-Free Workplace/Drug-Free Schools

The ConVal School District will provide a drug-free workplace in accordance with the Drug-Free Schools and Communities Act of 1988 and Amendments of 1989 and the Drug-free workplace requirements for Federal contractors, 41 U.S.C. §701. In compliance with these requirements, the District will:

1. Notify all employees, in writing, that the unlawful manufacture, distribution, dispensation, possession, or use of illicit drugs and alcohol is prohibited in the District's workplace and that any violation is subject to disciplinary action. Notification will be accomplished by distribution of this policy to all employees.
2. Provide a drug-free awareness program to inform employees about:
 - a. The dangers of illicit drugs in the workplace;
 - b. The District's policy of maintaining a drug-free workplace;
 - c. Available drug and alcohol counseling, rehabilitation, and employee assistance and/or re-entry programs; and
 - d. The penalty/penalties that may be imposed on employees for drug and alcohol violations occurring in the workplace.
3. Notify employees that, as a condition of employment in the District, they will agree to and abide by the terms of the policy, and will notify the District of any drug statute conviction resulting from workplace conduct within five days of the conviction.
4. Establish the following as grounds for disciplinary action:
 - a. Working under the influence of alcohol or illegal drugs, no matter where consumed.
 - b. Having an unsealed container of alcohol or consuming alcohol on school property. (Any employee who finds any type of container of alcohol on school property should report it to the administration as soon as possible.)
 - c. Possessing or distributing controlled substances on school property.
5. Alert the local law enforcement agency of suspected violations of the policy.
6. Take any of the following disciplinary actions (either alone or in combination) regarding an employee who is in violation of the policy:
 - a. Suspension.
 - b. Termination of employment.
 - c. Satisfactory participation in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health or law enforcement, or other appropriate agency.
7. Make a good faith effort to continue to maintain a drug-free workplace through implementation of all the provisions of this policy. In so doing, the District will conduct a biennial review of its programs to determine their effectiveness and to ensure that the disciplinary sanctions are consistently enforced and changes are implemented, if needed.

ADB – Drug-Free Workplace/Drug-Free Schools

8. Post at each school and in each school bus Drug-Free School Zone signs with a map of the drug-free zone around each school. The signs will be those provided by the New Hampshire Department of Education, as required by RSA 193-B:3, I; Ed. Part 316.

Legal References:

41 USC §8101 *Et. seq.*, *Drug-free workplace requirements for Federal contractors, and Federal grant recipients*

RSA Chapter 193-B, *Drug Free School Zones*

Ed. Part 316

Category: P

See also: GBEC, GBED, JICG & JICH

First Read: October 3, 2017

Second Read: October 17, 2017

Adopted:

GBEC – Drug-Free Workplace/Drug-Free Schools

The ConVal School District will provide a drug-free workplace in accordance with the Drug-Free Schools and Communities Act of 1988 and Amendments of 1989 and the Drug-free workplace requirements for Federal contractors, 41 U.S.C. §701. In compliance with these requirements, the District will:

1. Notify all employees, in writing, that the unlawful manufacture, distribution, dispensation, possession, or use of illicit drugs and alcohol is prohibited in the District's workplace and that any violation is subject to disciplinary action. Notification will be accomplished by distribution of this policy to all employees.
2. Provide a drug-free awareness program to inform employees about:
 - a. The dangers of illicit drugs in the workplace;
 - b. The District's policy of maintaining a drug-free workplace;
 - c. Available drug and alcohol counseling, rehabilitation, and employee assistance and/or re-entry programs; and
 - d. The penalty/penalties that may be imposed on employees for drug and alcohol violations occurring in the workplace.
3. Notify employees that, as a condition of employment in the District, they will agree to and abide by the terms of the policy, and will notify the District of any drug statute conviction resulting from workplace conduct within five days of the conviction.
4. Establish the following as grounds for disciplinary action:
 - a. Working under the influence of alcohol or illegal drugs, no matter where consumed.
 - b. Having an unsealed container of alcohol or consuming alcohol on school property. (Any employee who finds any type of container of alcohol on school property should report it to the administration as soon as possible.)
 - c. Possessing or distributing controlled substances on school property.
5. Alert the local law enforcement agency of suspected violations of the policy.
6. Take any of the following disciplinary actions (either alone or in combination) regarding an employee who is in violation of the policy:
 - a. Suspension.
 - b. Termination of employment.
 - c. Satisfactory participation in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health or law enforcement, or other appropriate agency.
7. Make a good faith effort to continue to maintain a drug-free workplace through implementation of all the provisions of this policy. In so doing, the District will conduct a biennial review of its programs to determine their effectiveness and to ensure that the disciplinary sanctions are consistently enforced and changes are implemented, if needed.

GBEC – Drug-Free Workplace/Drug-Free Schools

8. Post at each school and in each school bus Drug-Free School Zone signs with a map of the drug-free zone around each school. The signs will be those provided by the New Hampshire Department of Education, as required by RSA 193-B:3, I; Ed. Part 316.

Legal References:

41 USC §8101 Et. seq., Drug-free workplace requirements for Federal contractors, and Federal grant recipients

RSA Chapter 193-B, Drug Free School Zones

Ed. Part 316

Category: P

See also: ADB, GBED, JICG & JICH

First Read: October 3, 2017

Second Read: October 17, 2017

Adopted:

BEDC – Quorum

A simple majority of the ConVal School Board shall constitute a quorum for the transaction of business.

Participating Electronically from a Remote Location

When it is not reasonably practical for a member to attend in person, the member may attend via telephone, skype, or other electronic means. RSA 91-A:2, III. The following is required:

1. The member participating electronically must identify anyone present at the location the member is participating from.
2. All votes taken during the meeting must be by taken by roll call vote.
3. The public attending the meeting and all members must be able to simultaneously hear or see communication between the member participating remotely and those participating in person. No meeting shall be conducted by electronic mail or any other form of communication that does not permit the public to hear, read, or otherwise discern the meeting discussion contemporaneously at the meeting location specified in the meeting notice.
4. Except for an emergency meeting, if a member is allowed to participate electronically from a remote location, there must be a quorum of the school board physically present at the location specified in the meeting notice. Except in an emergency, the members participating electronically from a remote location will not count towards satisfying the quorum requirement.
5. When, in an emergency, the quorum requirement is satisfied in part by one or more members participating electronically from a remote location, the facts requiring immediate action before a physical quorum can be gathered shall be included in the minutes of the meeting.

Legal References:

RSA 91-A:2, Meetings Open to the Public

Category: R

First Read: October 3, 2017

Second Read: October 17, 2017

Adopted:

ECAF – Audio And Video Surveillance On School Buses

Video cameras may be used on school buses to monitor student behavior. Audio recordings in conjunction with video recordings may also be captured on school buses, in accordance with the provisions of RSA 570-A:2.

Notification of such recordings is hereby established in this policy and in Policy JICK – Pupil Safety and Violence Prevention. The Superintendent or his/her designee will ensure that there is a sign prominently displayed on the school buses informing the occupants of the school buses that such video and audio recordings are occurring.

The Superintendent is charged with establishing administrative procedures to address the length of time, which the recording is retained, ownership of the recording, limitations on who may view and listen to the recording, and provisions for erasing or destroying the recordings.

All recordings shall be retained for a period not to exceed ten (10) days, unless the Superintendent, or designee, determines that the recording is relevant to a disciplinary proceeding.

Recordings may be viewed only by the following persons and only after expressly authorized by the Superintendent:

- Superintendent or designee
- Business Administrator
- Building Administrator
- Law Enforcement Officers
- Transportation Contractor Official

Parents/Guardians of a student against who a recording is being used as part of a disciplinary proceeding will be permitted to view and listen to the recording. No other individuals shall be entitled to view or listen to the recording without the express authorization of the Superintendent.

Legal References:

RSA 570-A:2, Capture of Audio Recordings on School Buses Allowed

Category: R

See also: EEA, JICK, JRA

First Read: October 3, 2017

Second Read: October 17, 2017

Adopted:

BCB – Board Member Conflict Of Interest

As elected officials, ConVal School Board members owe a duty of loyalty to the general public in protecting the school district's interests. Therefore, the Board declares that a conflict of interest is a personal and/or pecuniary interest that is immediate, definite, and demonstrable and which is or may be in conflict with the public interest.

A Board member shall not participate in, or influence in any way, the discussion, bid specifications, or vote on any contract, service, collective bargaining issue, or personnel matter, where the Board member has, or appears to have, a direct personal and/or pecuniary interest. A Board member shall not purchase from or furnish for hire to the District any labor, equipment, goods, commodities, personal property, real estate, services, or supplies with a value in excess of \$200.

As used in this policy, the term "Board member" includes a member of the Board members' immediate family (i.e., spouse, child, siblings, and parents) and anyone residing in the Board members' household.

A Board member shall not have any direct personal and/or pecuniary interest in a contract with the school district, nor shall he or she furnish directly any labor, equipment, or supplies to the District.

In the event a Board member is employed by a corporation or business or has a secondary interest in a corporation or business which furnishes goods or services to the School district, the Board member shall declare his interest and refrain from debating, discussing, or voting upon the question of contracting with the company.

It is not the intent of this policy to prevent the District from contracting with corporations or businesses because a Board member is an employee of the firm. The policy is designed to prevent placing a Board member in a position where his interest in the public schools and his interest in his place of employment (or other indirect interest) might conflict, and to avoid appearances of conflict of interest even though such conflict may not exist. Through the use of open competitive bidding or recusal of any Board member who has a conflict of interest, the Board will seek to obtain the best value for the district while avoiding impropriety or the appearance of impropriety.

Nepotism

The Board will not employ hire any teacher or other employee if such teacher or other employee is the father, mother, brother, sister, wife, husband, son, daughter, son-in-law, daughter-in-law, sister-in-law, or brother-in-law of the Superintendent or any member of the Board.

This shall not apply to any person within such relationship or relationships who has been regularly employed by the Board prior to the inception of the relationship, the adoption of this policy, or a Board member's election.

Vendor Relations

Except as set forth above, the District shall not purchase supplies, materials, or services from a member of the Board or from a member of his or her household or from a firm in which a Board member holds a major interest.

BCB – Board Member Conflict Of Interest

Legal References:

*Marsh v. Hanover, 113 NH 667 (1973) and
Atherton v. Concord, 109 NH 164 (1968)
RSA 95:1, Public Officials Barred From Certain Private Dealings*

Category: R

See also: BBFE

First Read: October 17, 2017

Second Read:

Adopted:

IHBAAD – Independent Special Education Evaluation

The State and Federal special education laws require that the ~~SAU #1~~ ConVal School District evaluate children with disabilities who are in need of special education and related services. The districts evaluate children upon referral for special education and re-evaluate educationally disabled children at least once every three years or when conditions warrant a re-evaluation.

The schools in ~~SAU #1~~ ConVal School Board are is committed to ensuring that each child's IEP team bases its decision on high quality, reliable and educationally sound special education evaluations.

As a result, the ~~SAU #1 schools have~~ ConVal School District has established the following list of criteria for all special education evaluations the district conducts, obtains or funds.

Unique circumstances may justify deviation from these criteria. If a parent or district staff member is aware of such unique circumstances, they should inform the student's special education teacher, building LEA or District special education administrator immediately.

1. The evaluation must comply with the relevant provisions of the State and Federal Special Education Laws, including 34 C.F.R. 300.530-300.536 and NH Code of Administrative Rules Ed 1107.
2. The evaluator must hold a valid license or certification in the field related to the known or suspected disability. The evaluator must have extensive training and experience in evaluation in the area(s) of concern and be able to interpret the instructional implications of evaluation results
3. All tests administered will be the current version of the test. The test must be norm referenced for the individual evaluation appropriate for the age and educational level of the child and measure the same cognitive, motoric and achievement skills as district tests, and meet the same standards of technical adequacy for reliability and validity.
4. The cost of the evaluation shall not exceed the usual and customary rate for such evaluations. The school district will not pay for the evaluation until it receives the evaluator's report.
5. The evaluator must review educational records located in the student's local public school and other relevant educational records.
6. The evaluator must either: a) observe the child in one or more educational settings; or b) make at least one contact with the child's general education teacher for the purpose of determining how the student is progressing in the general curriculum. In addition, evaluators are encouraged to make additional contacts with other involved general and special education teachers and related service providers.

IHBAAD – Independent Special Education Evaluation

7. The evaluator must be permitted to directly communicate and share information with members of the IEP team, the district's Special Education Administrator or the administrator's designees. The evaluator must also release the assessments and results, including any parent and teacher questionnaires, to members of the IEP team, the Special Education Administrator or the administrator's designees.
8. All evaluation reports will include the appropriate standardization and reporting methods as designed by the test publishers.
9. The district shall be entitled to inspect and obtain copies of the evaluator's records directly pertaining to the student being evaluated, including any records created by third parties. However, those records will not be deemed accessible to any school district personnel other than the evaluator, unless and until the district exercises its right to inspect or obtain copies of those records from the evaluator.

Parents have a right [34 C.F.R. 300.502(b)(2)] to request an independent educational evaluation at school district expense when the parent disagrees with the school district's evaluation. The provision for independent educational evaluation cannot be invoked by a parent who has refused to consent to a district evaluation.

The schools in SAU #1 ConVal School District may deny a request for an independent educational evaluation at public expense and initiate a due process hearing to demonstrate that the district's evaluation was appropriate.

A parent always has the right to get an independent educational evaluation at his or her own expense. The team must consider the results of any independent educational evaluation, regardless of who pays for it, if the evaluation meets the district's criteria in decisions about the provision of a free and appropriate public education for the child.

~~1st Board Reading: October 17, 2006~~
~~Board Adoption: November 7, 2006~~

1st Read: October 17, 2017
2nd Read:
Adopted:

2017-2018 Expense Report

11-Oct-17

Account Number		Description	2017-2018 Budget	2017-2018 Transfers	2017-2018 Adjusted Budget	2017-2018 Expense	2017-2018 Encumbered	Balance	Account Notes
Line #									
1	21.000.0000.00.110	REGULAR SALARIES	\$13,836,429.00	-\$349,481.70	\$13,486,947.30	\$2,225,338.14	\$10,658,160.10	\$603,449.06	4.47%
2	21.000.0000.00.111	PARA SALARIES	\$2,160,588.00	\$224,330.35	\$2,384,918.35	\$424,486.46	\$1,960,431.89	\$0.00	0.00%
3	21.000.0000.00.112	ADMIN ASSIST SALARIES	\$1,092,670.00	\$14,201.35	\$1,106,871.35	\$281,534.34	\$825,337.01	\$0.00	0.00%
4	21.000.0000.00.113	CUSTODIAL/MAINTEN SALARIES	\$608,340.00	\$0.00	\$608,340.00	\$171,823.18	\$395,335.76	\$41,181.06	6.77%
5	21.000.0000.00.114	ADMINISTRATOR SALARIES	\$2,322,933.00	\$96,232.50	\$2,419,165.50	\$678,967.41	\$1,654,540.20	\$85,657.89	3.54%
6	21.000.0000.00.115	DEPARTMENT HEADS	\$31,500.00	\$11,500.00	\$43,000.00	\$6,825.24	\$36,174.76	\$0.00	0.00%
7	21.000.0000.00.119	SUPPORT SERVICES	\$735,557.00	\$ 0.00	\$735,557.00	\$182,086.54	\$495,715.22	\$57,755.24	7.85%
8	21.000.0000.00.120	TEMPORARY SALARIES	\$1,086,786.00	\$ 0.00	\$1,086,786.00	\$230,611.43	\$266,659.56	\$589,515.01	54.24%
9	21.000.0000.00.130	OVERTIME	\$48,000.00	\$ 0.00	\$48,000.00	\$10,542.20	\$0.00	\$37,457.80	78.04%
10	21.000.0000.00.211	HEALTH INSURANCE	\$5,451,225.00	-\$ 4,170.78	\$5,447,054.22	\$1,745,429.12	\$3,353,031.08	\$348,594.02	6.40%
11	21.000.0000.00.212	DENTAL INSURANCE	\$230,500.00	\$ 0.00	\$230,500.00	\$93,479.30	\$130,988.95	\$6,031.75	2.62%
12	21.000.0000.00.213	LIFE INSURANCE	\$43,560.00	\$ 0.00	\$43,560.00	\$11,277.00	\$0.00	\$32,283.00	74.11%
13	21.000.0000.00.214	LONG TERM DISABILITY	\$49,500.00	\$ 0.00	\$49,500.00	\$11,634.87	\$0.00	\$37,865.13	76.50%
14	21.000.0000.00.220	FICA	\$1,677,095.00	\$ 0.00	\$1,677,095.00	\$312,838.29	\$1,204,745.53	\$159,511.18	9.51%
15	21.000.0000.00.225	HRA ACCOUNT	\$ 14,721.00	\$ 0.00	\$14,721.00	\$7,005.00	\$0.00	\$7,716.00	52.41%
16	21.000.0000.00.231	NON - TEACH RETIRE	\$520,016.00	\$ 69,965.34	\$589,981.34	\$142,691.98	\$447,289.36	\$0.00	0.00%
17	21.000.0000.00.232	TEACHER RETIRE	\$2,795,082.00	-\$ 69,965.34	\$2,725,116.66	\$479,732.06	\$2,078,635.98	\$166,748.62	6.12%
18	21.000.0000.00.260	UNEMPLOYMENT	\$ 47,000.00	\$ 0.00	\$47,000.00	\$0.00	\$0.00	\$47,000.00	100.00%
19	21.000.0000.00.270	ADMIN ANNUITY	\$ 0.00	\$ 0.00	\$0.00	\$0.00	\$0.00	\$0.00	
20	21.000.0000.00.320	PRESENTERS	\$17,600.00	\$ 0.00	\$17,600.00	\$77.00	\$0.00	\$17,523.00	99.56%
21	21.000.0000.00.321	STAFF TUITION	\$78,890.00	\$ 0.00	\$78,890.00	\$48,354.39	\$0.00	\$30,535.61	38.71%
22	21.000.0000.00.322	STAFF SERVICES	\$102,900.00	\$ 0.00	\$102,900.00	\$14,199.33	\$0.00	\$88,700.67	86.20%
23	21.000.0000.00.323	PUPIL SERVICES	\$116,230.00	\$ 0.00	\$116,230.00	\$42,808.15	\$417,131.13	-\$343,709.28	Psychologist and additional services -295.71%
24	21.000.0000.00.330	PURCHASED/PROF	\$1,367,887.00	\$ 3,372.50	\$1,371,259.50	\$363,166.37	\$857,762.43	\$150,330.70	10.96%
25	21.000.0000.00.340	STATISTICAL SERVICES	\$30,000.00	\$ 0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	100.00%

2017-2018 Expense Report

2017-2018 Expense Report							11-Oct-17	
Account Number		Description	2017-2018 Budget	2017-2018 Transfers	2017-2018 Adjusted Budget	2017-2018 Expense	2017-2018 Encumbered	Balance
Line #								Account Notes
26	21.000.0000.00.380	SCHOOL BOARD SERVICES	\$161,000.00	\$ 0.00	\$161,000.00	\$56,343.78	\$80,000.00	\$24,656.22 15.31%
27	21.000.0000.00.411	WATER/SEWER	\$56,400.00	\$ 0.00	\$56,400.00	\$17,186.31	\$18,413.69	\$20,800.00 36.88%
28	21.000.0000.00.421	DISPOSAL	\$40,800.00	\$ 0.00	\$40,800.00	\$8,877.50	\$26,245.50	\$5,677.00 13.91%
29	21.000.0000.00.422	SNOW PLOWING	\$198,000.00	\$ 0.00	\$198,000.00	\$0.00	\$0.00	\$198,000.00 100.00%
30	21.000.0000.00.430	REPAIR/MAINT	\$290,690.00	\$ 0.00	\$290,690.00	\$64,940.27	\$161,409.68	\$64,340.05 22.13%
31	21.000.0000.00.431	STRUCTURAL REPAIRS	\$182,400.00	\$ 0.00	\$182,400.00	\$26,666.83	\$65,563.00	\$90,170.17 49.44%
32	21.000.0000.00.432	ELECTRICAL REPAIRS	\$32,700.00	\$ 0.00	\$32,700.00	\$8,501.39	\$16,174.28	\$8,024.33 24.54%
33	21.000.0000.00.433	MECHANICAL REPAIRS	\$38,600.00	\$ 0.00	\$38,600.00	\$8,839.13	\$10,886.50	\$18,874.37 48.90%
34	21.000.0000.00.434	HVAC REPAIRS	\$30,000.00	\$ 0.00	\$30,000.00	\$39,439.14	\$46,411.06	-\$55,850.20 -186.17% Prior Year Purchase Orders
35	21.000.0000.00.440	BUILDING RENTAL	\$3,500.00	\$ 0.00	\$3,500.00	\$0.00	\$0.00	\$3,500.00 100.00%
36	21.000.0000.00.442	EQUIPMENT RENTAL	\$1,000.00	\$ 0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00 100.00%
37	21.000.0000.00.450	RENTAL	\$2,000.00	\$ 0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00 100.00%
38	21.000.0000.00.510	FIELD TRIP ATHLETIC	\$250,517.00	\$ 0.00	\$250,517.00	\$23,544.45	\$77,657.79	\$149,314.76 59.60%
39	21.000.0000.00.519	PUPIL TRANSPORTATION	\$2,374,125.00	\$ 0.00	\$2,374,125.00	\$266,387.77	\$1,742,546.98	\$365,190.25 15.38%
40	21.000.0000.00.520	INSURANCE	\$252,730.00	\$ 0.00	\$252,730.00	\$243,146.00	\$0.00	\$9,584.00 3.79%
41	21.000.0000.00.530	TELEPHONE /WEB ACCESS	\$129,500.00	-\$ 9,250.00	\$120,250.00	\$27,242.75	\$92,876.11	\$131.14 0.11%
42	21.000.0000.00.531	CELLULAR PHONES	\$30,000.00	\$ 0.00	\$30,000.00	\$7,205.06	\$21,674.94	\$1,120.00 3.73%
43	21.000.0000.00.534	POSTAGE	\$17,950.00	-\$ 6.65	\$17,943.35	\$3,914.71	\$3,943.72	\$10,084.92 56.20%
44	21.000.0000.00.540	ADVERTISING	\$22,000.00	\$ 9,256.65	\$31,256.65	\$8,622.56	\$22,634.09	\$0.00 0.00%
45	21.000.0000.00.550	PRINTING	\$21,300.00	\$ 0.00	\$21,300.00	\$2,258.90	\$750.00	\$18,291.10 85.87%
46	21.000.0000.00.561	TUITION	\$1,374,030.00	\$ 0.00	\$1,374,030.00	\$153,164.72	\$850,392.95	\$370,472.33 26.96%
47	21.000.0000.00.580	MILEAGE	\$93,320.00	\$ 0.00	\$93,320.00	\$9,080.76	\$14,295.99	\$69,943.25 74.95%
48	21.000.0000.00.590	MISC PURCH SERV	\$15,000.00	\$ 0.00	\$15,000.00	\$1,557.69	\$4,151.00	\$9,291.31 61.94%
49	100.0000.00.622	ELECTRICITY	\$446,100.00	\$ 0.00	\$446,100.00	\$92,218.04	\$324,360.69	\$29,521.27 6.62%
50	100.0000.00.623	BOTTLED GAS	\$10,420.00	\$1,900.00	\$12,320.00	\$0.00	\$12,295.00	\$25.00 0.20%

2017-2018 Expense Report

11-Oct-17

Account Number	Description	2017-2018 Budget	2017-2018 Transfers	2017-2018 Adjusted Budget	2017-2018 Expense	2017-2018 Encumbered	Balance	Account Notes
Line #								
51	21.000.0000.00.624 FUEL OIL	\$346,670.00	-\$ 1,900.00	\$344,770.00	\$667.14	\$0.00	\$344,102.86	99.81%
52	21.000.0000.00.656 PROPANE / GASOLINE	\$202,780.00	\$ 0.00	\$202,780.00	\$25,138.13	\$27,302.47	\$150,339.40	74.14%
53	21.000.0000.00.610 SUPPLIES	\$848,024.00	-\$ 602.98	\$847,421.02	\$226,716.61	\$394,478.24	\$226,226.17	26.70%
54	21.000.0000.00.615 TESTING SUPPLIES	\$ 16,760.00	\$ 0.00	\$16,760.00	\$1,971.69	\$375.08	\$14,413.23	86.00%
55	21.000.0000.00.640 BOOKS	\$ 97,268.00	-\$ 197.02	\$97,070.98	\$21,131.92	\$38,716.92	\$37,222.14	38.35%
56	21.000.0000.00.641 PERIODICALS	\$24,139.00	\$ 0.00	\$24,139.00	\$10,273.12	\$2,261.35	\$11,604.53	48.07%
57	21.000.0000.00.649 OTHER INFO SOURCES	\$ 4,120.00	\$ 500.00	\$4,620.00	\$928.80	\$1,811.45	\$1,879.75	40.69%
58	21.000.0000.00.650 SOFTWARE SUPPORT	\$238,315.00	-\$ 1,995.00	\$236,320.00	\$106,897.26	\$71,567.15	\$57,855.59	24.48%
59	21.000.0000.00.733 NEW FURNITURE	\$20,970.00	\$ 0.00	\$20,970.00	\$6,630.98	\$1,552.73	\$12,786.29	60.97%
60	21.000.0000.00.734 OTHER EQUIPMENT	\$ 200.00	\$ 0.00	\$200.00	\$0.00	\$0.00	\$200.00	100.00%
61	21.000.0000.00.737 REPL FURNITURE	\$35,100.00	\$ 0.00	\$35,100.00	\$4,573.18	\$5,496.81	\$25,030.01	71.31%
62	21.000.0000.00.738 REPL EQUIPMENT	\$71,743.00	\$ 5,789.78	\$77,532.78	\$25,662.22	\$36,597.98	\$15,272.58	19.70%
63	21.000.0000.00.739 NEW EQUIPMENT	\$ 48,699.00	-\$ 1,619.00	\$47,080.00	\$340,761.20	\$144,284.24	-\$437,965.44	-930.26% Prior Year Purchase Orders
64	21.000.0000.00.810 DUES & FEES	\$151,068.00	\$ 1,995.00	\$153,063.00	\$55,267.39	\$8,622.21	\$89,173.40	58.26%
65	21.000.0000.00.830 DEBT SERVICE INTEREST	\$ 87,435.00	\$ 0.00	\$87,435.00	\$43,717.50	\$0.00	\$43,717.50	50.00%
66	21.000.0000.00.890 MISCELLANEOUS	\$ 63,200.00	\$ 145.00	\$63,345.00	\$4,617.66	\$6,586.66	\$52,140.68	82.31%
67	21.000.0000.00.910 DEBT SERVICE PRINCIPAL	\$360,000.00	\$ 0.00	\$360,000.00	\$0.00	\$0.00	\$360,000.00	100.00%
68	21.000.0000.00.930 TRANS TO FOOD SERVICE			\$0.00			\$0.00	
69	TOTAL	\$43,155,582.00	\$0.00	\$43,155,582.00	\$9,429,000.36	\$29,114,275.22	\$4,612,306.42	
70	PY ENCUMBRANCES	\$862,518.55						
71	21.000.0000.00.930 TRANS TO TRUST FUNDS							
72	UNRESERVED FUND BALANCE			\$0.00			\$0.00	
73	Total	\$44,018,100.55		\$43,155,582.00			\$ 4,612,306.42	\$ 0.00