

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

**CONTOOCOOK VALLEY SCHOOL BOARD
+
School Board Meeting**

Tuesday, September 18, 2018

SAU Office

7:00 p.m.

MINUTES

BOARD

Rich Cahoon, Dick Dunning,
Jim Fredrickson, Janine Lesser,
Niki McGettigan, Stephan Morrissey,
Linda Quintanilha, Kristen Reilly,
Pierce Rigrod, Crista Salamy,
Myron Steere, Jerome Wilson

Asher MacLeod, CVEA Rep

ADMINISTRATION

Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Tim Markley, H.R.
Ben Moenter, Student Serv.
Gib West, CVHS
Stephanie Syre-Hager, AES
Colleen Roy, GES
Larry Pimental, PES
Jim Elder, GBS
Anne O'Bryant, SMS
Kathie Morrocco, Pierce

1. Call to Order and Pledge of Allegiance

Myron Steere called the meeting to order at 7:01 p.m. The Pledge of Allegiance was recited.

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

a. September 4, 2018

Stephan Morrissey moved to accept the minutes of September 4, 2018. Dick Dunning second. Jim Fredrickson, Crista Salamy, and Linda Quintanilha abstained. All else in favor. Motion carried.

3. Points of Pride

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

4. Public Comment

None.

Stephan Morrissey suggested that a statement be made that identifies, to those present, that tonight's meeting is being recorded tonight.

John Anderson introduced himself and reported that he is recording the meeting for the CVEA.

5. Consent Agenda

a. Personnel

- Co-Curricular Stipends

Tim Markley referenced the co-curricular stipends listed for reference only.

6. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

The Communication Committee meeting scheduled on September 25th was moved to a start time of 5:30 p.m. and the Budget and Property Committee meeting on the same night was moved to a 7:00 p.m. start.

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.

The ATC Committee meeting scheduled on October 11th will not take place; instead ATC Committee members will attend the ATC PAC meeting on October 17th.

A Public Hearing to expend trust fund dollars for special education purposes was added on October 2nd at 7:00 p.m. at the SAU.

The School Board Budget Work Session will take place on Saturday, November 2nd at 8:30 a.m. at the SAU.

The November 20th Policy and School Board meetings were moved to November 27th.

b. Field Trip Requests (Board Vote Required)

1) ConVal High School – grade 9-12 students will travel on May 2-4, 2019 by bus to Montreal, Canada see a professional performance and engage in social bonding and team building as well as an hour long workshop with professional musicians from the Montreal Symphony Orchestra.

Dick Dunning moved to approve the field trip request. Stephan Morrissey. Stephan suggested that the group visit a specific museum. Jim Wickham estimated that approximately 90 students will attend.

Unanimous.

c. Field Trip Requests (Board Vote Required)

1) South Meadow School – eighth grade students will travel on April 15-19th by bus to Washington, D.C., to visit historical sights. This trip relates to the U.S. History curriculum.

Dick Dunning moved to approve the field trip request. Jerome Wilson second. Unanimous.

d. Football Helmet Discussion (Board Vote)

John Reitnauer and Chris Lundsted were present to speak about Football Helmets. There has been controversy whether or not to go forward with the InSite ImPACT helmets.

Mr. Reitnauer thanked the Board for their continued support to have an athletic trainer at ConVal.

Mr. Lundsted distributed the Concussion Management Protocol (see attached). Any athlete who receives impact to the head is removed from the game and evaluated for concussion. It provides information on the status of that athlete's brain at that time. If any deficits are present, the athlete is removed from activity and put through the concussion protocol. Parents are contacted and directed to contact their primary health provider. The baseline test is done prior to every season. It can be used for comparison purposes. Rest is in order. Once no symptoms exist and the athlete is cleared by their physician, they take the test again and return to five days of increasing intensity leading to full play. The impact test is a computerized test that measure five variables.

In terms of prevention, there are direct impacts and whiplash mechanisms. Education; how to correctly hit- kids go through "heads up" training. Athletes are no longer to tackle with the head and are taught to lead with their shoulder to make contact. Neck strengthening is incorporated into every practice to strengthen the neck and head control. How many concussions are typical in football each year? The average has been 6-8 per season. How do other sports compare? Soccer would follow, hockey and lacrosse see a few.

John said that the InSite technology involves sensors that measure impact and sends an alert when the impact exceeds the threshold. The technology is basically a recognition tool. Limitations include the threshold not being the same for each athlete. As a result, discrepancies result between what registers and what the athletic trainer might assess. There is no literature on the effectiveness of this technology.

Chris said that the biggest concern that he has with this technology is with the threshold. It does not account for every single impact with every single athlete on the field.

Stephan Morrissey said that he is hearing concern with the technology and what the athletic trainer sees. Confirmed.

Chris said that this technology is not as wide-spread as originally thought to be. There is no evidence to support effectiveness. Is there anything else we can be doing to prevent concussion?

John said that no one in Division II are using these helmets. They came out two years ago. John and Chris would like to put efforts into educating parents, players, and coaches on concussion prevention.

Dick Dunning asked if this technology might be one more benefit to support the athletic trainer and potentially capture information that the trainer might not have. Chris said that at this level, we handle concussions very conservatively. In terms of prevention, the headless tackling is important.

John Reitnauer said that the technology is changing so quickly, there might be something better available sooner than the use of the technology spoken about tonight. All of the coaches take a course before their season on how to recognize concussion. Referees often bring concern forward if they see something.

Rich Cahoon moved to take the recommendation of the athletic trainer to not use the money previously approved for the InSite football helmets. Pierce Rigrod second.

Dick Dunning asked if it made sense to take some of the funds previously approved for helmet technology and use it for neck strengthening equipment. Confirmed.

Myron said that it is a capital reserve item so further discussion would be needed.

Crista Salamy opposed. All else in favor. Motion carried.

Rich Cahoon asked if the funds could be put back in the capital reserve if not used. Confirmed.

Dick Dunning asked if a proposal could be brought forward to increase neck strengthening equipment. Myron said that the athletic director will bring a proposal forward.

e. Superintendent Goals/SAU Goals

Kimberly referenced the Superintendent Goals (see attached). There is a goal to look at the implications of universal preschool, another to review and report out on the allocation of resources across the Math and Science departments at CVHS by June 30, 2019, and a third to prepare an implementation plan for a single model that proposes a long-term sustainable organizational structure for the CV School District.

Further discussion will occur in non-public session.

7. Reports

a. Student Representative – Marina McMahon/Molly Janoch

Marina McMahon reported that everyone is getting back into the swing of school. Student Council will hold a retreat later this week.

b. Teacher Representative – Asher MacLeod

Asher MacLeod reported that the CVEA had a booth at the Antrim Festival.

Myron Steere asked why the CVEA did not accept the boards offer to have the negotiation meetings in public since the CVEA is eager for more transparency. Asher agreed to seek information and report back.

c. Strategic Plan Committee – Bernd Foecking

Janine Lesser reported a request for 4.12.2 – evaluation of software – to move the completion date out to June 30, 2019.

Janine Lesser motioned to move the due date out to June 30, 2019 for 4.12.2. Second. Unanimous.

d. ATC Committee – Stephan Morrissey

Stephan Morrissey reported that the new Director of the ATC, Jen Kiley, was introduced at the last meeting. Programs and participation rates were discussed. In October, the committee will attend the PAC meeting to better understand that piece.

In addition, discussion about Nashua Community College programming took place. They may be offering a soft roll-out of courses moving to more in the future.

Stephan Morrissey reported that there is a limitation to how many credits a student can take using VLACS or outside credits. Policy updates are needed. Rich Cahoon said that there are five policies involved. Several have not been updated since 2008. They are on the future items on the Policy Committee list. One policy references a policy that we do not have, which is a significant hole. It also references the student handbook, which does not share limitations. Rich suggested moving the policies to the Education Committee to assure that we have all of the policies and to examine if participation should be limited.

Rich Cahoon moved all of the IH policies to the Education Committee. Stephan Morrissey second. Unanimous.

e. Education Committee – Crista Salamy

Linda Quintanilha reported that two major topics; assessments and the policy to share the assessment schedule with the board were discussed. In addition, a presentation about K-4 emotional behavior curriculum was shared. We have been using Responsive Classroom as a tool. More tools are being brought into the classroom. A consistent curriculum across the elementary schools is the goal. Teachers will be surveyed over a period of weeks to allow input to be shared and received.

f. Building Committee – Bob Edwards

Bob Edwards shared a report (see attached). When Hutter put out the bids for different aspects of the project, some of the pricing came back high. Some received no bids at all. Our facilities staff jumped on board and took on much of this work. Meetings of the Building Committee took place over the summer at strategic points in time. The schedule was tight. Cost savings were realized in several areas. John Pirkey, district Master Electrician, and his personal dedication to the job, allowed all of the electrical work to get completed.

Changes, additions, and deletions were decided upon during the summer. The final numbers are not in yet. It is estimated that the job will come in under \$200,000 of what was proposed. \$950K from the trust funds was approved but not anticipated to result in that figure. Inspections by the town for plumbing and electrical have taken place and were passed. There is an open house on September 20th. The rooms will be set up so that parents and teachers will get an understanding of how the classrooms will operate. The work is impressive. The final punch list is still in process. The Certificate of Occupancy will result soon after. Special thanks to the ConVal team of Tim Grossi, John Pirkey, and to Jack Hakala from Hutter Construction and to the Committee members.

A final memorandum to the school board will be forthcoming. Soon after, a vote to release the committee will follow.

8. Old Business

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

- JFABD: Admission of Homeless Students

Linda Quintanilha moved to approve the policy as presented. Rich Cahoon second. Unanimous.

- JICI: Dangerous Weapons On School Property

Linda Quintanilha moved to approve the policy as presented. Rich Cahoon second. Unanimous.

b. Policy –R Discussion

- CB-R: Duties of the Superintendent

No additional duties have been received since this policy was reviewed. This will remain as is, no vote needed.

c. School Model Implementation Committee Appointments

Kimberly Saunders reported that an AdHoc Committee is under formation. A list of names for potential volunteers was shared. It is up to the board to appoint members.

Rich Cahoon asked about the subcommittee structure. (see 8d. below).

Crista Salamy, Stephan Morrissey (transportation), Jim Fredrickson (financials), Janine Lesser and Pierce Rigrod also volunteered to sit on a subcommittee. Four board members are needed therefore Crista withdrew her name.

Dick Dunning said that we are asking people to do a lot of work to bring forward a warrant article that he does not feel will pass. He suggested looking at what Fall Mountain did. It would be a win/win situation that addresses multiple concerns. He would rather see time and energy invested on a model that could go forward.

Kimberly Saunders said that if the board wants the information about Fall Mountain forward, she can bring information at the next meeting.

Rich Cahoon said that Marian provided this information once. It is a great idea. It is worth looking at.

Myron Steere said that if the board agrees, Kimberly can bring information forward. Confirmed.

d. Implementation Committees and Subcommittees

Forming one main committee and several subcommittees to look at specific areas was discussed. i.e. enrollment and programming areas, transportation, financials, building and infrastructure, community impact, phasing etc.

9. New Business

a. 1st Read Policy

- AC: Non-Discrimination

- GBJ: Personnel Records

- JIHB: Searches Of Student Automobiles On School Property

Rich Cahoon referenced these policies as first reads. Please review these policies and provide feedback to the Policy Committee.

b. Fresh Fruits & Vegetables Program

Kimberly Saunders shared information on the Fresh Fruits and Vegetables Program. The cost is approximately \$30,000. Both middle schools have asked if they could be considered for participation. Further conversation should take place in non-public session.

Rich Cahoon summarized the program. Last year, the district voted to backfill money not received by grants to continue this program.

This did not appear in the food service contract because it was grant funded.

c. Expenditure Report

- Budget Transfers (Board Vote Required)

Two budget transfers were asked – a transfer from SVHS Special Education Salaries to District Special Education Contracted Services in the amount of \$61,628.00 and another from District Special Education Psychology Salaries to District Special Education Contracted Services in the amount of \$140,855.00.

Stephan Morrissey moved to authorize the transfers. Dick Dunning Second. Unanimous.

10. Public Comment

None.

11. Approval of Manifests (Board Vote Required)

Kimberly Saunders certified that manifests listed by number totaling \$433,265.56 and Payroll totaling \$846,084.09 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.

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

a. Student

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

a. Personnel

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

a. Legal

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

a. Negotiations

Stephan Morrissey moved to enter into non-public session in accordance with RSA 91-A:3,II for matters of personnel, legal, and negotiations at 8:23 p.m. Unanimous on a roll call vote.

Stephan Morrissey moved to exit non-public session at 9:45 p.m. Dick Dunning second. Unanimous.

Stephan Morrissey moved to seal the minutes of non-public session as follows:

Personnel for a period of 5 years

Negotiations for a period of 6 months

Negotiations for a period of one year

Legal for a period of 10 years

Legal for a period of 10 years

Personnel for a period of 5 years.

Dick Dunning second. Unanimous.

Linda Quintanilha moved to adjourn at 9:47 p.m. Pierce Rigrod second. Unanimous.

Respectfully submitted,

Brenda Marschok

ConVal High School Concussion Management Protocol

In the event that a student athlete suffers a blow to the head or fall that results in concussion-like symptoms, the following protocol will be initiated by the athletic trainer. Symptoms of a concussion include the following, but are not limited to:

Headache	Nausea/Vomiting	Confusion
Blurry vision	Memory loss	Dizziness
Sensitivity to light/noise	Loss of Consciousness	Feeling sluggish/slowed down

If an athlete's symptoms include **loss of consciousness, memory loss, or nausea/vomiting**, then the athlete will be referred to a physician for further evaluation. Clearance from that physician will then be required by the athletic trainer prior to making the decision for return to play for the athlete.

All ConVal athletes will perform the ImPACT test prior to the start of their respective season. This test will stand as their 'baseline' test and needs to be updated every two years.

The post-injury ImPACT test will be conducted one day following the injury and then at weekly intervals until baseline test scores are achieved. If an athlete becomes asymptomatic prior to day 7, the test may be administered at that time.

Once the athlete has been asymptomatic for 24 hours and baseline ImPACT scores have been achieved, the athlete may begin a progressive return to play process. **No athlete will immediately enter a game.** The athlete must complete a full-contact practice without any return of symptoms before being cleared for full participation.

The athlete's return to play will progress as follows:

Day one: Low impact aerobic activity, such as stationary bike or elliptical. Target intensity should be <70% max heart rate. Activity should be done for 15-20 minutes.

Day two: Higher impact aerobic activity, such as jogging, sprinting and agility drills. Target intensity should be 70-85% max heart rate. Activity should be done for 20 minutes.

Day three: Athlete may participate in non-contact drills in practice with team.

Day four: Athlete may participate in full contact practice with team.

Day five: Return to normal, pre-injury participation.

If the athlete remains asymptomatic for 24 hours following a given day of the progression, they will move onto the next day. If at any time symptoms return, the athlete will be removed from activity and regress to the previous stage once symptoms resolve.

The athletic trainer will make the final decision to clear an athlete for full participation. This decision will be based on the following criteria: Symptoms and duration of symptoms, ImPACT test results, physician clearance, and the ability of the athlete to progress from light to high intensity activity without return of symptoms.

Football Helmets

1. What do we do to prevent concussions
 - Current concussion protocol at ConVal
 - Neck strength - 4 way neck exercise
 - Proper hitting technique
 - USA Football's Heads Up Tackling
 - Future prevention practices
 - Dr. Swartz - huTT : helmetless Tackling Technique

2. What the technology can do
 - InSite Impact Response System - sensors are inserted into the helmet to alert sideline staff when major impacts happen during a game or practice. Using a five-zone sensor pad in the liner of the helmet, the system measures impact severity and sends an alert when a single impact or a sequence of hits to the head exceeds a predetermined threshold. The system also tracks a player's history of impact exposure
 - It's a recognition tool

3. Limitations
 - The threshold is not applicable for all impacts/athletes
 - Concern with threshold - discrepancies between an impact ATC believes to be concussive, but does not exceed "threshold"
 - Some concussions come from whiplash and will not register on the helmet
 - It's not a prevention tool
 - No current literature on effectiveness of technology

4. Our recommendation
 - Product is two years old - other companies releasing new technology
 - There are only about 15 colleges using them
 - No research available supporting any effect on concussion numbers
 - We should continue to put our efforts into concussion prevention

SMART Goal

GOAL: By June 2019, report out on the implications of universal preschool; through research related to effectiveness, cost, implementation, resources needed, and current programming to determine whether or not it is the most effective preschool model for the school district.

Task	Resources Needed	Start Date (put on calendar)	Benchmark and Date (for completion)	Measurable Outcome/Evidence
Director of Special Education and Director of Student Services to meet and to review current tuition costs and current number of preschool students.	Past and current billing data from finance department	9/1/2018	12/30/2018	To analyze the cost implication/baseline
Reviewing census data around estimated number of potential preschool students	Census student enrollment projections/review Impact Monadnock Gap Analysis 2017	9/1/2018	12/30/2018	Determine a estimated range of students to develop number of students and cost
Develop definition of universal preschool	Research universal preschool models	10/15/2018	12/30/2018	Develop consistent working definition of universal preschool to inform the review
Obtain and review relevant research related to the benefits, costs, policy and effectiveness of universal preschool	Find and review research	10/15/2018	2/15/2019	A detailed list of information to provide a better understanding of how to proceed.
Physical plan and resource implications of universal preschool	Collaborate with Tim Grossi	1/7/2019	2/15/2019	List of physical implications and resource needs of universal preschool
Presentation of implications of Universal Preschool based on ConVal community factors such as educational, economic and geographic challenges	Community Programs enrollment/day care setting needs	2/15/2019	3/15/2019	Present to SAU Leadership Team and present or share with ACLT
Recommendations to School Board	Time to share with School Board	3/15/2019	6/1/2019	Recommendations to the school board about how to move forward with their goal regarding the implications of universal preschool

SMART Goal

**GOAL: Review and report out on the allocation of resources across the Math and Science departments at CVHS by June 30, 2019.
(English and Social Studies to be considered for examination in 2019-2020).**

Task	Resources Needed	Start Date (put on calendar)	Benchmark and Date (for completion)	Measureable Outcome/Evidence
List of courses by department and subject, including remedial, regular, honors, and advanced placement offerings for the last two years (include credit recovery options, 5th Block options, and summer session options)	CVHS Course Catalog School Counselors Department Heads	Beginning of Quarter 1 - Math Beginning of Quarter 3 - Science	End of Quarter 1 - Math End of Quarter 3 - Science	Define the different levels of courses offered-- i.e., remedial, regular, honors, and advanced placement. Identify typical pathways, progressions, or tracks taken by students. Describe how students are placed within a course. Explore and detail students' opportunities to access higher level classes within a department.
Analyze department budgets--curriculum materials/resources, supplies, fees, etc.	2017-2018 Expenditures 2018-2019 Expenditures	Beginning of Quarter 1 - Math Beginning of Quarter 3 - Science	End of Quarter 1 - Math End of Quarter 3 - Science	Data spreadsheet that outlines expenditures per student per course
Student assignment by course (include credit recovery options, 5th Block options, and summer session options) disaggregated by IEP status, Section 504 status, F/R Lunch status for the last two years (Note: This data will also include information on number of sections and class size.)	Student assignments from PowerSchool	Beginning of Quarter 1 - Math Beginning of Quarter 3 - Science	End of Quarter 1 - Math End of Quarter 3 - Science	Identified data has been collected and organized in such a way that it can be analyzed for existing patterns/trends.
Teacher assignment by course, years of experience, level and type of degree for the last two years	HR spreadsheet for teachers' years of experience, PowerSchool for teachers' assignments, Single Sign-on for teachers' level and type of degree, for the last 2 years.	Beginning of Quarter 1 - Math Beginning of Quarter 3 - Science	End of Quarter 1 - Math End of Quarter 3 - Science	Identified data has been collected and organized in such a way that it can be analyzed for existing patterns/trends.
Bring data to ConVal High School's Leadership Team (CVLT), Building-level SWIFT Team, and individual departments for analysis. If needed, identify next steps for addressing/redressing identified inequities.	Collected data Protocol to guide the groups analysis of the data Objective/Outside Facilitator (Ideally someone with expertise in guiding conversations about equity) Scheduled time to meet with the identified groups	Beginning of Quarter 2 - Math Beginning of Quarter 4 - Science	End of Quarter 2 - Math End of Quarter 4 - Science	1. Process for analyzing data for potential equity issues. 2. Identified patterns/trends observed in the data. 3. If needed, possible next steps for addressing/redressing inequities.
Report on the (a) analysis of data, (b) any significant findings/conclusions, and if needed, (c) share possible/recommended next steps for addressing/redressing identified inequities.	Analysis of Math and Science data from each group (CVLT, CVHS SWIFT Leadership Team, Math Department, and Science Department), as well as possible next steps for addressing/redressing existing inequities	June 1, 2019	June 30, 2019	Presentation to School Board A clear process, clear routines/structures for collecting equity data, analyzing equity data, and making data-informed decisions to address/redress inequities

SMART Goal

GOAL: By December 2018, prepare an implementation plan for a single model that proposes a long-term sustainable organizational structure for the ConVal School District.

Task	Resources Needed	Start Date (put on calendar)	Benchmark and Date (for completion)	Measureable Outcome/Evidence
ACLT determine/distill models into a single model	Time (ACLT Meetings)	8/2/2018	9/21/2018	Comprehensive model that outlines the best educational practices and intentions for a sustainable organizational structure
Establish the Implementation Committee and have Board appoint members	Names of volunteers	9/1/2018	9/30/2018	Board appoints members to the committee
Establish sub committees to Review and analyze feasibility of the model	Time for meetings and follow up, Time, Vital records information, Financial information regarding towns, programming information, building and infrastructure timelines, staffing information, transportation information, geographical information	10/10/2018	10/10/2018	Subcommittee formed
Work with committee and subcommittee to develop an implementation plan for a 4 school model. 2 PK-3 1- 4-6 and 1- 7-12		10/17/2018	20-Nov-18	Written implementation plan
Share Implementation plan with the Board	Board meeting	4-Dec-18	4-Dec-18	Plan shared with Board

To: School Board Members, SAU 1
From: Bob Edwards, Chair, Science Lab Renovation Project
Re: Update-Project progress and completion
Date: September 17, 2018

As school board members are aware, preparing for this initiative began prior to the end of the school year as teachers and Conval staff worked very hard to ensure that Hutter Construction had complete access to immediately begin their work knowing that the estimated completion schedule would be mid-September.

The Building Committee has met over the summer at different strategical times, with as much Committee participation as possible, based on individual summer schedules and commitments.

Committee members viewed the demolition process, cement block construction, and occasions when multiple construction phases were engaged simultaneously. We observed mid-point construction with painting, electrical, ventilation-duct work, plumbing re-works, floor preparation, cabinetry installation and finish work. Mr. West, Tim and the teachers worked closely with the planning and implementation of Plan B to accommodate student learning and their safety prior to the students return to classes on August 30th. Plan B also allowed for ease of operation for construction personnel enabling them to continue working, which allowed them to adhere to their already very tight construction completion schedule.

The Board may recall that because of the tight construction schedule and the demand for commercial building trades this year, some bid requests received no responses or were unacceptably expensive. Tim, his staff, and Hutter Construction jumped in and completed the tasks to ensure the continuity of work and at or under the original Guaranteed Maximum Price (GMP).

Through working locally, all the cabinetry was contracted and installed by local tradespeople and the quality and aesthetics are excellent. Furniture was acquired at a considerable cost savings as was the electrical work completed by Conval's Master Electrician John Pirkey and his team. A very special thanks is extended to John for his personal commitment and tireless dedication to getting the electrical work completed and approved by Peterborough's code enforcement personnel! A job well done!

The Committee met numerous times to review changes, additions, price considerations and ultimately voted to make changes that the Committee believed were within its level of authority. Decisions included, but were not limited to, decisions relative to hazardous waste remediation, added insulation, furniture, ventilation, flooring changes, electrical, plumbing, display case design, white boards and control additions, removal of lockers and replacement wader storage and closet finish.

In terms of the total project cost, inclusive of School District and Hutter Construction associated cost under their GMP, the Committee witnessed considerable cost savings in electric, ventilation, furniture expense, and other work categories. The savings is preliminarily estimated to be in the area of \$200,000. The estimate is considered preliminary due to finalization of under-counter ADA appliances costing much more than standard appliances, other adds and finalizing the project's final costs and any last minute punch-list adjustments. The project will exhaust the Bond funding of \$1MM but the Trust Fund use will not be as high as the \$950,000 allocated for the project.

The Project was about a three month initiative beginning around June 25 with demolition and was predicted to receive final inspections on or about September 25th. With all key inspection approvals in place, the Certificate of Operation is expected within 5-7 days. On September 20th (Parents Open House), the rooms will be set-up as functioning science labs ready for student use once the CO is received. The last few items include the fume roof top hood that will be installed with no disruption to student learning. A few punch items will be addressed once the final walk-through with facilities and Hutter Construction personnel is completed.

A special thanks to the Conval team, Tim Grossi, John Pirkey, and to Jack Hakala from Hutter Construction who saw to it that it all came together after a late start. I'd like to thank the Committee members, Kimberly Saunders, Jim Fredrickson, Dick Dunning, Carol Young, Tim Grossi, Maura Milne, Gib West, Michelle Voto and Casey Jordon as student representative who made every effort to participate in meetings as time allowed and for offering their constructive thoughts and ideas. I also appreciate the support of Brenda Marschok as Scribe and Coordinator, and from school board members Jim Fredrickson and Dick Dunning for their help and guidance with the day to day financial decisions and project inspections during the summer.

Lastly, I am certain that all of us are very pleased and proud with the results of this initiative. I also invite the School Board to view the improvements either at the open house September 20th or at a separate time. The four classrooms are bright, welcoming and smell new! Some contrast with just one floor up!

Once the final touches and installations are in place and the CO is in hand, the Committee will issue a completion statement to the School Board and we will release the Committee.

Thank you for the opportunity to serve.

Sincerely,

Bob Edwards