

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

**106 Hancock Rd.**

**Peterborough, New Hampshire**

**CONTOOCOOK VALLEY SCHOOL BOARD**

**School Board Meeting**

**Tuesday, August 7, 2018**

**SAU Office**

**7:00 p.m.**

1. Call to Order and Pledge of Allegiance
2. Non-Public Session: RSA 91-A:3,II
  - a. Student
3. Acceptance of School Board Meeting Minutes (Board Vote Required)
  - a. July 17, 2018 (pg. 1-5)
4. Points of Pride
5. Public Comment
6. Consent Agenda
  - a. Personnel
  - b. Job Description: Teacher of the Deaf and Hard of Hearing (2<sup>nd</sup> Read Approval) (pg. 6-8)
7. Superintendent's Report and Presentation of Business
  - a. Fill the Void – Rob Eichler
  - b. Monthly Events Calendar (pg. 9-10)
  - c. August 1, 2018 Enrollment Update
  - d. Dublin Consolidated School Communication
  - e. Accept Gift/Donation (Board Vote Required) (pg. 11)
    - 1) Great Brook School requests authorization to accept a gift/donation of \$2,000 from the Parents of the Choir (Friends of Music), for the purpose of replacing the GBS Choral Risers.
8. Reports
  - a. Teacher Representative – Patrick Cogan/Shannon Dunning
  - b. Budget & Property Committee – Jim Fredrickson
  - c. Building Committee – Bob Edwards
  - d. School Board Retreat – Myron Steere (pg. 12)
9. Old Business
  - a. ConVal School District Trust Fund Summary (pg. 13-14)
10. New Business
  - a. 1<sup>st</sup> Read Policy
    - AFB: Evaluation of the Superintendent and Goal Setting (pg. 15)
    - IHAMA: Teaching About Alcohol, Drugs, and Tobacco (pg. 16)
    - IIB: Class Size (pg. 17)
  - b. Food Service Deficit (Board Vote Required)
11. Public Comment
12. Approval of Manifests (Board Vote Required)
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

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

**106 Hancock Rd.**

**Peterborough, New Hampshire**

**CONTOOCCOOK VALLEY SCHOOL BOARD**

**School Board Meeting**

**Tuesday, July 17, 2018**

**SAU Office**

**7:00 p.m.**

**MINUTES**

**BOARD**

Rich Cahoon, Dick Dunning  
Bernd Foecking, Jim Fredrickson,  
Janine Lesser, Stephan Morrissey,  
Crista Salamy, Myron Steere,  
Jerome Wilson

**ADMINISTRATION**

Kimberly Saunders, Supt.  
Dr. Ann Forrest, Asst. Supt.  
Tim Markley, H.R.  
Mindy Ryan, B.A.  
Cari Christian-Coates, Student Serv.  
Ben Moenter, Special Education  
Gib West, CVHS  
Nicole Pease, DCS  
Larry Pimental, PES

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

**a. Personnel**

Stephan Morrissey moved to enter into non-public session at 7:02 p.m. for matters of personnel in accordance with RSA 91-A:3,II. Unanimous on a roll call vote of the Board.

Stephan Morrissey moved to exit non-public session at 7:41 p.m. Dick Dunning second. Unanimous.

Stephan Morrissey moved to seal the minutes of non-public session for a period of 10 years. Dick Dunning second. Unanimous.

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

**a. June 19, 2018**

Stephan Morrissey moved to approve the minutes of June 19, 2018. Dick Dunning second.

Dick Dunning moved to amend the minutes under agenda item 8, in the Building Committee report to reflect that the committee authorized, Dick Dunning (not Tim Grossi), Jim Fredrickson, and Bob Edwards to approved bids as they come in. Second. Unanimous

Stephan Morrissey moved to approve the minutes as amended. Rich Cahoon second. Unanimous.

**4. Points of Pride**

Kimberly Saunders reported out on summer professional development taking place. In addition, the Administrative Council/Leadership Team Retreat began today.

Kimberly also reported that she started the National Superintendent Certification Program. This will provide the district with a mentor/mentee relationship. Her mentor is the Superintendent of Philadelphia.

**5. Public Comment**

None.

## **6. Consent Agenda**

### **a. Personnel**

Tim Markley referenced the resignations of Jill Hickox, EST Teacher, and Elizabeth Woodhead, PE/Health Teacher.

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

The addition of a retirement was reported for Gerry Scarano

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

Nominations July 2018 were shared as follows:

Savannah Robert, Grade 3 Teacher, FES

Emma Goodspeed, Grade 4 Teacher, GES

Kathleen MacQueston, Grade 3/4 Teacher, TES

Madison Pineau, Music Teacher, CVES

Rose Marie Scully, Special Education Teacher, GBS

Ashley Sipe, Special Education Teacher, SMS

Heather Stearns, Library/Media Specialist, SMS

Elizabeth Nee, Special Education Teacher, CVHS

Holly Di Rie, Speech/Language Pathologist

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

### **b. Job Description: Teacher of the Deaf and Hard of Hearing (1<sup>st</sup> Read)**

Tim Markley referenced a draft job description for *Teacher of the Deaf and Hard of Hearing* as a first read. This is a new position already in the budget.

### **c. CVHS Letter to Board Re: Edith Bird Bass Scholarship**

Kimberly Saunders referenced a letter included in tonight's packet from ConVal High School thanking Board Members for their support of our students with scholarship monies.

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

### **a. Monthly Events Calendar**

Budget & Property Committee will meet on July 24<sup>th</sup> at 6:00 p.m. rather than 5:30 p.m.

### **b. July 1, 2018 Enrollment Update**

Tim Markley noted very little change in the enrollment data as of July 1, 2018.

### **c. DCS and Multi-Age Classroom**

Kimberly Saunders referenced a recommendation to have a grade 3/4/5 multiage class.

Rich Cahoon asked about the communication plans for this plan with parents. Nicole Pease reported ongoing communication about the possible configuration. Parents have been open to this. Nicole reported that she has communicated with all parents involved.

Dick Dunning shared the potential concern if students don't do well on assessments.

Rich Cahoon asked Nicole Pease to lay out what the communications timeline would be at the first meeting in August. Nicole confirmed.

Crista Salamy noted three positions in once class with 28 students. Rich Cahoon noted that the staff would stay the same if it were not multiage.

### **d. School Board Retreat – July 28<sup>th</sup>**

Kimberly Saunders noted that the School Board Retreat is scheduled for Saturday, July 28<sup>th</sup> and asked the board to communicate if they are unable to attend.

### **e. Electricity Purchase**

Kimberly Saunders reported that Tim Grossi locked in a rate for electricity for two years.

### **f. School Board Requests**

#### **1) Food Service Report**

Kimberly Saunders reported having received a request for this report included in tonight's packet.

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

- 1) ConVal ATC Region 14 Center requests authorization to accept a gift/donation of a Bridgeport Series 1 milling machine totaling \$4,000-\$16,000 from the Manchester School of Technology, for the purpose of using it in the new manufacturing program.

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

- 2) ConVal High School Band requests authorization to accept a gift/donation of \$500 for the purpose of use from the band activity account.

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

Kimberly reported that she will begin a report out to the board as part of her plan each week.

**8. Reports**

**a. Teacher Representative – Asher MacLeod**

None.

**b. Budget & Property Committee – Jim Fredrickson**

Jim Fredrickson reported student activity reports were discussed and actions have been taken. A report in 6 months out will take place. In addition, the Antrim Gym Agreement was discussed. Not paying half of the cost of floor sanding was decided until a meeting with the contractor takes place.

**c. Communication Committee – Niki McGettigan**

Janine Lesser reported that the committee developed a three-month schedule for communications. A major focus is on the budget and reorganization.

Jim Fredrickson exited the meeting at 8:07 p.m.

**Negotiations Committee –Rich Cahoon**

Rich Cahoon reported that negotiations will begin in two days. The Board team proposed holding the first negotiations meeting in public and the CVEA did not agree. Parties may discuss this further and if agreement is reached, future meetings could be open to the public. If agreement is not reached, meetings will not be open to the public and the public will be updated when a tentative agreement is reached or impasse is declared.

**d. Selectmen's Advisory Committee – John Jordan**

John Jordan reported six towns were represented at the last meeting. Impact of the budget and the Factfinder's report was discussed. Funds available in the towns to meet the tax rate were discussed. This could pose problems with the passing of future budgets or contracts.

The return of funds to the district was discussed and the impact on the payment schedule. Monitoring cash flow is important for the towns and the increase without the revenues could be problematic.

Discussion took place about how much of a surplus would be returned. It is hoped that this return can help adjust the payment schedule.

How education is funded in the State of NH was discussed. Letters will be drafted to legislators and senators asking for support. The letter will be asked for signature by the school board and town select boards

**9. Old Business**

**a. PES Grade 1**

Kimberly Saunders shared the justification for adding a first grade teacher at PES.

**Dick Dunning moved to approve the additional first grade teacher. Second. Unanimous.**

**b. Insite Technology**

Kimberly Saunders shared concern after receiving information about technology for football helmets. The anticipated cost is now \$41K. The piece that did not happen was a more thorough discussion with the athletic trainer and a conversation with Primex. Our athletic trainer has shared thoughts on the helmet investment in that the technology is very new and that there is little to no evidence to support their

effectiveness. The application may not prevent concussion. Primex has been clear that we need to follow our present protocol for concussions despite whether or not the helmets are purchased. We were not made aware of this information until the new athletic director came on board.

Myron Steere asked if there is something we can do of a preventative nature. Dick Dunning recalled neck strengthening equipment as a recommendation of Mr. Swasey.

Dick said that he thought that this equipment would not prevent concussion but rather indicate evidence of concussion as a safeguard of the possibility of concussion. Kimberly confirmed and said that there is no research to support that this actually would occur. No one in NH is using this equipment; there is little research.

Rich Cahoon said that if we are not sure that the technology is working, he would be unsure why we would purchase. This is enough reason to revisit the original decision of the board.

**Stephan Morrissey moved to place the decision on hold on the expenditure of monies for the purchase of helmets until next year.**

Rich Cahoon said that we would have to not take the money out and have a new public hearing next year.

Kimberly reported that we are in the process of reconditioning helmets and ordering of new ones on a replacement cycle.

We can't use guardian caps if we are using Insite helmets; will this be revisited? The athletic director and trainer will come to the board meeting.

Rich did not know why they were used in practice and at the discretion of players (Guardian Caps).

Gib West reported that our insurance around this is not specific to type of helmet or presence of technology. The recommendation from Primex is to continue to follow the protocol for concussion based on the athletic trainer's expertise. This technology could augment the expertise but not replace. The technology should not be used to make medical decisions.

We have allocated \$77,000 for helmets for all sports. Can we ask the athletic trainer how we can best spend \$41K to limit exposure for students to concussion? Confirmed.

**Second. Unanimous.**

## **10. New Business**

### **a. Expenditure Report**

Mindy Ryan reported that as of June 30<sup>th</sup>, the budget balance is \$1.4M. Purchase orders still have projects rolling into the new year.

The \$1.4M, less outstanding orders, results in an estimated balance of \$814,328.40 and there is still some analysis that needed to be conducted.

Transfers need approval of the board.

Mindy shared information on transfers and special revenues

**Rich Cahoon moved to approve three transfers. Dick Dunning second. Unanimous.**

**Rich Cahoon moved to approve the general ledger to special revenue transfers. Dick Dunning second. Unanimous.**

## **11. Public Comment**

None.

It was asked if the DCS multiage classroom grades would be taught at the same time in the same class.

The reply was that no, kids would be taught according to ability that is appropriate to their skill level.

The communication that was sent to parents needs review.

Kimberly reported that the communication will be reviewed at the first meeting in August.

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

Mindy Ryan certified that Manifests listed by number below totaling \$1,190,390.39 and Payroll totaling \$3,659,505.17 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. Personnel**

Stephan Morrissey moved to enter into non-public session in accordance with RSA 91-A:3,II for matters of personnel and legal (agenda item 15 below). Unanimous on a roll call vote.

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

**a. Negotiations**

None.

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

**a. Legal**

Stephan Morrissey moved to exit non-public session at 9:15 p.m. Second. Unanimous.

Stephan Morrissey moved to seal the minutes of personnel for a period of 10 years; seal the minutes of personnel #2 for a period of 5 years and for legal matters for a period of 5 years. Dick Dunning second. Unanimous.

Stephan Morrissey moved to adjourn at 9:15. Dick Dunning second. Unanimous.

Respectfully submitted,

Brenda Marschok



**NEW HAMPSHIRE PUBLIC SCHOOLS**  
**SCHOOL ADMINISTRATIVE UNIT #1**  
**CONTOOCH VALLEY SCHOOL DISTRICT**  
**Draft**

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**POSITION TITLE:** Teacher of the Deaf and Hard of Hearing

**SUPERVISOR:** Director of Special Education

**QUALIFICATIONS:**

- At least 3 years' experience working with deaf and hard-of-hearing students in an educational setting with background in oral education/Listening and Spoken Language and total communication requiring sign language proficiency
- New Hampshire Department of Education Teacher of the Deaf/HH certification.
- Master's Degree in or directly related to, Teacher of the Deaf and Hard of Hearing preferred.
- Experience working in an inclusionary educational setting is highly preferred.

**SUMMARY:**

The Teachers of the Deaf/HH will serve and support students who require educational services due to a hearing loss. The Teacher of the Deaf/HH will address the educational, communication, and social/emotional needs of the student and provides guidance to the student's family and school personnel. The Teacher of the Deaf/HH will provide direct service to students, and will effectively consult with a variety of staff and teams to identify students with hearing loss and to address individual student needs.

**DUTIES AND RESPONSIBILITIES:**

- Complete initial and ongoing evaluations to assess academic and behavioral progress using specific assessments for deaf and hard-of-hearing students
- Analyze and interpret a variety of data from various sources: Assessment data, classroom observations, work samples, and interview data for the purpose of making recommendations and/or providing interventions appropriate for a student with hearing loss.
- Develop appropriate Individual Education Plans and 504 Plans for deaf and hard-of-hearing students, PreK through high school levels
- Design and implement instructional lessons appropriate to the student's needs
- Use and maintain appropriate technologies and amplification devices to effectively support students
- Adjust the type of communication used in the classroom to meet the needs of the students with hearing loss
- Work cooperatively and collaboratively in an effective manner with parents, staff and students

- Apply current instructional methodologies used in the education of children with hearing loss
- Educate staff in the unique needs of deaf and hard-of-hearing students in the mainstream setting
- Provide appropriate supervision to ensure student safety
- Prepare and maintain a variety of documents (screenings/assessments, educational plans, progress records, special education forms, activity logs, correspondence and other forms of documentation) for the purpose of documenting activities, providing written reference and/or conveying information
- Participates in staff meetings, workshops, and other professional development experiences for the purpose of staying current in the field of deaf education
- Perform other job related duties as assigned by an administrator as they relate to the efficient functioning of the school(s) and the school district

#### **ADA MINIMUM QUALIFICATIONS OR STANDARDS REQUIRES:**

The physical activity of this position

- Occasionally, Stooping. Bending body downward and forward by bending spine at the waist. This factor is important if it occurs to a considerable degree and requires full motion of the lower extremities and back muscles.
- Occasionally, Kneeling. Bending legs at knee to come to a rest on knee or knees.
- Occasionally, Crouching. Bending the body downward and forward by bending leg and spine.
- Seldom, Crawling. Moving about on hands and knees or hands and feet.
- Occasionally, Reaching. Extending hand(s) and arm(s) in any direction.
- Frequently, Standing. Particularly for sustained periods of time.
- Occasionally, Walking. Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.
- Occasionally, Pushing. Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.
- Occasionally, Pulling. Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion.
- Seldom, Lifting. Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. This factor is important if it occurs to a considerable degree and requires substantial use of upper extremities and back muscles.
- Occasionally, Fingering. Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand as in handling.
- Occasionally, Grasping. Applying pressure to an object with the fingers and palm.
- Constantly, 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.

1<sup>st</sup> Read: 7/17/2018

Approved:



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).

# August 2018

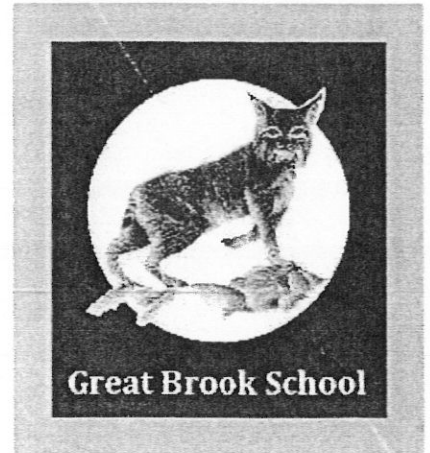
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7 Policy Committee @ 6:00 pm @ SAU School Board @ 7:00 pm @ SAU	8	9 Strategic Plan Committee @ 6:00 p.m. @ SAU ATC Committee Mtg. @ 7:00 p.m. @ SAU	10	11
12	13	14	15	16	17	18
19	20 Education Committee @ 5:30 p.m. @ SAU	21 Policy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

# September 2018

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

# *"G.B.S. Raises the Bar in Music"*

*Friends of Music*  
May 31st 2018



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**To Whom this may concern,**

*The Friends of Music raises money for the GBS Choir Program which benefits concert and trip performances. The Parents of the Choir (Friends of Music) would like to donate thousand dollars (\$2,000) of their funds to go towards replacing the GBS Choral Risers.*

*Sincerely,  
Friends of Music*

## GOALS UPDATE

At the Retreat on Saturday Board goals were set and are as follows:

1. Develop and communicate a warrant article that proposes a long-term sustainable organizational structure for the ConVal School District.
2. Adopt, publish, and implement a comprehensive Board communications plan.
3. Examine and support the equitable distribution of resources at ConVal High School.
4. Review the implications of universally available pre-school within the ConVal School District.
5. Continue to support the enhancement and growth of business and community partnerships that result in high value educational and post-graduate career pathways.

# CONVAL School District Trust Fund Summary

2018-2019 Expenditure Plan					
Fun Purpose	Total \$\$	Public Hearing	ACTUAL COST/\$ reimbursed	Status	Year
Special Education no current plans	\$ -				
Capital Reserve	\$ 964,400.00				
Maintenance Barn	\$ 14,400.00	3/6/2018	\$ 12,287.89		
HS Labs	\$ 950,000.00	1/9/2018	\$ 50,393.07		
Equipment	\$ 125,000.00				
HS Labs Equipment	\$ 50,000.00	1/9/2018			
offset budget	\$ 75,000.00				
Athletics	\$ 174,300.00				
lower field system	\$ 9,000.00	3/6/2018			
ADA Parking	\$ 13,300.00	3/6/2018			
Helmets	\$ 77,000.00				
Offset budget	\$ 75,000.00				
Health Maintenance	\$ 114,201.00				
Offset budget	\$ 114,201.00				
\$150,000 plan to offset budget but GMR came in lower					

2017-2018 Expenditures					
Fun Purpose	Total \$\$	Public Hearing	ACTUAL COST/\$ reimbursed	Status	Year
Special Education	\$ 68,748.00	3/6/2018	\$ 68,748.00	Transferred	2017-18
Athletics bleachers	\$ 18,000.00	3/6/2018	\$ 17,454	Transferred	2017-18



# CONVAL School District Trust Fund Summary

2017-2018 School Year	Special Education	Capital Reserve	Athletics/CoCurricular	Health Maintenance	Equipment	Notes
July 1, 2017 Balance	\$ 565,862.04	\$ 796,105.10	\$ 200,000.20	\$ 300,001.50	\$ 100,000.00	
Transfers In		\$ 250,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	1
Net Income	\$ 11,102.96	\$ 14,317.74	\$ 3,448.68	\$ 5,150.21	\$ 1,834.89	
Transfers Out	\$ 68,748.00	\$ -	\$ 17,454.00	\$ -		
June 30, 2018 Balance	\$ 508,217.00	\$ 1,060,422.84	\$ 285,994.88	\$ 405,151.71	\$ 201,834.89	
As of 7/31/18						
2018-2019 School Year	Special Education	Capital Reserve	Athletics/CoCurricular	Health Maintenance	Equipment	Notes
July 1, 2018 Balance	\$ 508,217.00	\$ 1,060,422.84	\$ 285,994.88	\$ 405,151.71	\$ 201,834.89	
Completed Transfers						
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	
Net Income	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -	
Current Balance	\$ 508,217.00	\$ 1,060,422.84	\$ 285,994.88	\$ 405,151.71	\$ 201,834.89	
Projected Transfers						
Transfers In	\$ -	\$ 250,000.00	\$ 100,000.00	\$ -	\$ 100,000.00	2
Net Income	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfers Out	\$ -	\$ 964,400.00	\$ 174,300.00	\$ 114,201.00	\$ 125,000.00	
Estimated June 30, 2019 Balance	\$ 508,217.00	\$ 346,022.84	\$ 211,694.88	\$ 290,950.71	\$ 176,834.89	
Projected Transfers Out						
Funds to be expended:	\$ -	\$ 964,400.00	\$ 174,300.00	\$ 114,201.00	\$ 125,000.00	
	\$ -	\$ 14,400.00	\$ 9,000.00	\$ 114,201.00	\$ 50,000.00	
	\$ -	\$ 950,000.00	\$ 13,300.00	\$ -	\$ 75,000.00	
	\$ -	\$ -	\$ 77,000.00			
	\$ -	\$ -	\$ 75,000.00			

Notes:

- 1) Warrant Articles Approved - March 2017 . From June 30, 2017 fund balance. Transferred on date
- 1) Warrant Articles Approved - March 2018 . From June 30, 2018 fund balance. Transferred on date

## **AFB -- Evaluation Of The Superintendent And Goal Setting**

The School Board shall annually evaluate the Superintendent based on written criteria as established by the Board. The evaluation shall encompass the Superintendent's position as contained in Board Policy CB – School Superintendent.

The assessment of the Superintendent will consist of three primary areas of performance:

1. Progress on Board goals as established in the annual planning process with agreed measures of performance. The School Board will identify their goals for the Superintendent by August 1 of each year.
2. Progress on professional goals established by the superintendent and agreed by the Board which consists of three to five goals with associated measures of performance. The Superintendent will provide the Board with his/her identified goals by September 1 of each year.
3. Rating of job performance characteristics established by the Board and reviewed by the Superintendent (see current list in CBI-R).

Additionally, the Superintendent will provide a written perspective on his/her performance to be included with the review. The Vice-Chair of the School Board will review the Board's evaluation with the Superintendent once it has been approved by the Board.

The Board will provide the Superintendent with periodic opportunities to discuss Superintendent/ Board relationships. The Superintendent may provide written comments to the Board for evaluation of his/her performance.

It is important to note that circumstances may require some changes to the established criteria for evaluation based on agreement of the Board and Superintendent.

### **Legal References:**

*N.H. Code of Administrative Rules, Section Ed 303.01(k), Substantive Duties of School Boards,  
Superintendent Evaluation  
See CBI-R*

~~1<sup>st</sup> Read: January 7, 2014 August 7, 2018~~

~~2<sup>nd</sup> Read: February 4, 2014~~

~~Adopted: February 4, 2014~~

## IHAMA - Teaching About Alcohol, Drugs, and Tobacco

District personnel shall provide students, parents, and legal guardians with information and resources relative to existing drug and alcohol counseling and treatment for students. ~~The Superintendent shall oversee the development, distribution, and maintenance of a comprehensive list of local, regional, statewide drug and alcohol counseling, and treatment resources which are available to district students.~~ This Information ~~may~~ will be published in student/parent handbooks, posted on district websites, distributed along with other course material during drug and alcohol education, and shall be available through the principal's office, school nurses' office, athletic program offices, guidance offices and other locations deemed appropriate by the principal in each school.

The Superintendent shall be responsible to establish and periodically review the District's guidelines for staff members providing education on the effects of alcohol, other drugs, tobacco, and dealing with abuse. The District shall provide age and developmentally appropriate drug and alcohol education to pupils based upon the needs of the pupils and the community, as a component of the kindergarten through grade 12 health education program. An evidence-based prevention program, approved by the Superintendent, may be used for this purpose.

### Legal References:

*RSA 189:10, Studies*  
*RSA 189:11-d, Drug and Alcohol Education*  
*Ed 306.40, (b)(2) a - Health Education Program.*

*Category: P - Required by Law*

~~1st Read: October 1, 2013~~ *August 7, 2018*

~~2nd Read: October 15, 2013~~

~~Adopted: October 15, 2013~~

## IIB – Class Size

The ConVal School District will adhere to all state laws and regulations pertaining to class size. In the event of scheduling conflicts, staffing shortages, space limitations, fiscal limitations, or other issues that prevent a classroom from adhering to class size regulations, the Superintendent or designee will contact the New Hampshire Department of Education and seek alternative compliance allowances through the applicable State procedures.

The School Board recognizes the many instructional benefits based on reasonable class sizes. To that end, the Board recommends and will make reasonable efforts to support the following class size guidelines:

Grade Level	Number of Students
Kindergarten	15 – 18
Combination Kindergarten/Grade 1*	
Grade 1	18 – 20
Combination Grade 1/Grade 2*	
Grade 2	
Grade 3	20 – 22
Combination Grade 3/Grade 4*	
Grade 4	
Combination Grade 4/Grade 5*	
Grade 5 – Grade 8	22 – 25**
Grade 9 – Grade 12	

\* When considering combining multiple grades into one class, the guidelines for the lowest grade will be used.

\*\*Except for classes that benefit from an increased number of students—e.g., Concert Band.

When class sizes fall below or exceed these guidelines, the staff, administration, and School Board will review all available options and recommendations. Staffing needs, safety, class schedules, as well as material and space allocation will be considered as part of the final decision in adjusting class sizes.

### Legal Reference:

*NH Code of Administrative Rules, Section Ed 306.17, Class Size*

### **Category: R**

1st Read: May 6, 2014 August 7, 2018

2nd Read: June 3, 2014

Adopted: June 3, 2014