

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

**106 Hancock Road
Peterborough, New Hampshire**

CONTOOCCOOK VALLEY SCHOOL BOARD

Tuesday, January 21, 2020

School Board Meeting

SAU Office

7:00 p.m.

Agenda

- 1. Call to Order and Pledge of Allegiance**
- 2. Non-Public Session: RSA 91-A: 3, II (If Required)**
 - a. Negotiations**
- 3. Acceptance of School Board Meeting Minutes (Board Vote Required)**
 - a. January 7, 2020 (pg. 1-6)**
 - b. January 14, 2020 (pg. 7-9)**
- 4. Points of Pride**
- 5. Public Comment**
- 6. Consent Agenda**
 - a. Personnel**
 - 1) Co-Curricular Nominations (pg. 10-11)
- 7. Superintendent's Report and Presentation of Business**
 - a. Monthly Events Calendar (pg. 12-14)**
 - b. Accept Gift/Donation (Board Vote Required) (pg. 15)**
 - 1) Great Brook School requests authorization to accept from: Steven W. Crowe Foundation
c/o Michael Crowe, the gift/donation of \$500.00 for the purpose of Basketball Uniforms
 - c. Research Proposal Approval (Board Vote Required)**
- 8. Reports**
 - a. Student Representative** – Lorien Tyne/Abby Kamieniecki
 - b. Teacher Representative**
 - c. Education Committee** – Jerry Wilson
 - d. Communications Committee** – Niki McGettigan
- 9. Old Business**
 - a. Finalize Proposed Warrant (pg. 16-17)**
- 10. New Business**
 - a. Review for approval proposed revisions to CVHS's Student Handbook – Dr. Forrest (pg. 18-25)**
 - b. Set CVHS Date of Graduation**
 - c. 1st Read Policy**
 - GBCA: Staff Conflict of Interest (pg. 26)
 - d. Default Budget and Recommendations**
- 11. Public Comment**
- 12. Approval of Manifests (Board Vote Required)**
- 13. Non-Public Session: RSA 91-A: 3, II (If Required)**
 - a. Negotiations**
 - b. Personnel**
 - c. Legal**

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**

CONTOOCOOK VALLEY SCHOOL BOARD

PUBLIC HEARING

Proposed 2019-2020 Budget

Tuesday, January 7, 2020

SAU #1 Office

7:00 PM

(Snow Date - January 9, 2020 @ 7:00 p.m. @ SAU)

Per RSA: 40:13, II-a (c), a public hearing on the proposed budget is required.

School Board Meeting

Immediately Following Public Hearing

AGENDA

BOARD

Rich Cahoon, Richard Dunning,
Alan Edelkind, Jim Fredrickson,
Katherine Heck, Janine Lesser,
Niki McGettigan, Stephan Morrissey,
Linda Quintanilha, Kristen Reilly,
Tim Theberge, Jerome Wilson

Abby Kamieniecki, Student Rep.

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Tim Markley, H.R.
Lori Schmidt, B.A.
Tim Grossi, Facilities
Cari Christian-Coates, Student Services
Mark Schaub, Technology
Michelle Voto, CVHS
Jim Elder, GBS
Anne O'Bryant, SMS
Kathie Morrocco, Pierce School
Kat Foecking, FES
Colleen Roy, GES
Amy Janoch, HES
Larry Pimental, PES
Fabi Woods, TES
Jen Kiley, ATC

MINUTES

1. Call to Order and Pledge of Allegiance

Stephan Morrissey called the School Board meeting to order at 7:50 p.m. The Pledge of Allegiance was recited.

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

a. December 19, 2019

Dick Dunning moved to accept the minutes of December 19, 2019. Jerry Wilson second. Tim Theberge, Kristen Reilly, Janine Lesser, and Linda Quintanilha abstained. All others in favor. Motion carried.

3. Points of Pride

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

4. Public Comment

None.

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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.

5. Consent Agenda

a. January 1, 2020 Enrollment

Tim Markley referenced the current enrollment for January. He noted very little change since December.

b. Personnel

1. Nomination

Emily Bennett – Title 1 Teacher, Pierce School

Dick Dunning moved to approve the nomination of Emily Bennett. Janine Lesser second. Unanimous.

Jill Evelyn - Student Support, CVHS

Dick Dunning moved to approve the nomination of Jill Evelyn. Jerry Wilson second. Unanimous.

2. Resignation

Tim Markley reported the resignation of Robin Kennedy, CVHS

Dick Dunning moved to accept the resignation of Robin Kennedy. Jerry Wilson second. Linda Quintanilha and Tim Theberge abstained. All others in favor. Motion carried.

3. Justification for Staffing Increase – South Meadow School Request for 1:1 Paraeducator

Linda Quintanilha moved to approve the staffing increase as outlined. Dick Dunning second. Unanimous.

6. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

Communication Committee will meet at 5:30 on January 14th.

Budget & Property Committee was cancelled on January 14th.

Education Committee will meet at 5:00 p.m. on January 16th.

b. Accept Gift/Donations (Board Vote Required)

1. Superintendent's Office requests authorization to accept a gift/donation of 100 chairs, 27 tables, and cabinetry valued at \$9,050.00 from Rivermead, Peterborough for the purpose of outfitting areas throughout the District.

Dick Dunning moved to accept the donation as shared. Jerry Wilson second. Unanimous.

c. Field Trip Requests (Board Vote Required)

- 1) ConVal High School – grade 10-12 students will travel in April 2021 by air to Italy, to focus on art. This will be a first-hand experience with many art works that are discussed in class, cultural exposure and historical context.

Tim Theberge moved to approve the trip to Italy as outlined. Jerry Wilson second. Unanimous.

d. Review Answers to Francetown Community Forum

Kimberly Saunders referenced information related to the questions asked at the Francetown Community Forum shared with the board. She asked for direction on what the board needs from her in order to formally respond. A member of the audience requested a copy of the document being referred to. Kimberly Saunders replied by saying that it is a working document in draft form and a formal response will be released to the public once it is no longer a draft.

As an example, "what happens to the building if a school is closed?" There is no plan to close a school so it is difficult to address the question specifically.

Rich Cahoon suggested splitting the responses in two. Some pieces are specific to a particular school while others are not. Those that are not specific can be responded to more quickly. The board began to separate the questions out. Linda Quintanilha suggested that Communication Committee respond.

Rich Cahoon suggested releasing the staffing recommendation; seven are required in a school regardless of enrollment at a minimum.

Kimberly Saunders said that her understanding is that the board has asked her to provide the information. The board needs to prioritize the questions. Some questions are broad i.e. what happens to teachers and staff?

Dick Dunning said that some questions can be answered while others cannot. The board could respond.

Rich Cahoon said that the Francetown specific discussion has been occurring for over a month. This budget contains staffing at a level commensurate with this recommendation. In our budget meeting, staffing to seven at a minimum is required.

Stephan Morrissey suggested that since this is the first time he has seen this documentation that more time be allowed to process.

Jim Fredrickson said that this was an issue that was brought up; "When is a school too small?" He said that we need to bring the volume down and take a look at this at the Communication Committee level. He does not feel that Francestown is a target any more than some others. It is not an immediate threat. Our budget clearly reflects this.

Rich Cahoon said that he disagrees, a specific recommendation came forward about a specific elementary school.

Janine Lesser said that Communication should meet on the 14th rather than the 16th to discuss further.

Linda Quintanilha said that we are not putting forward a warrant article to close Francestown.

Kevin Pobst Francestown, said that there is no need to scramble to answer these questions in January.

Niki McGettigan said that in order to answer these questions well it will require research and time.

Alan Edelkind said that the board has said that FES reassignment is not on the table this year. The questions are related to consolidation. There is an article proposed that outlines how to deal with consolidation for all of the schools. The questions can be used as a basis for a study.

Stephan Morrissey said that they wanted to be able to respond to Francestown to alleviate their fears. The proposed warrant article will lay out a plan for this conversation.

Rich agreed with Alan's statement. It is important to say that he has read school board minutes from other schools, ours are phenomenal but are not a transcript.

7. Reports

a. Student Representative – Lorien Tyne/Abby Kamieniecki

Abby Kamieniecki reported that student council is planning Spirit Week for the end of April. Student Council members are going to NYC for youth service opportunities. Interact Club has been helping families in need by cutting wood.

b. Teacher Representative

None.

8. Old Business

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

- EHAB: Data Governance and Security

Rich Cahoon moved to adopt policy EHAB as presented. Linda Quintanilha second. Unanimous.

b. Budget Discussion

1. Adopt FY'21 Budget

Tim Theberge moved to adopt Version 5.1 of the FY'21 budget. Rich Cahoon second. Unanimous.

2. Default Budget Calculation

Kimberly Saunders said that the default is not a budget, it is a calculation. The difference is \$1,422,486.45 should a default result.

Lori Schmidt noted that the bond should be \$540K even and not \$540,200.00.

If the voters do not support the budget, \$1,422,486.45 would be cut.

Linda Quintanilha asked about one-time expenses. Kimberly clarified that if we repair doors every year, it is not a one-time expense.

Dick Dunning said that we should emphasize the default budget. This entire school district is in the cross hairs. If you want to support what we presently have, we need to get out and vote. We are reaching a point where we cannot continue to do what we are doing unless you can support \$50M. For towns that do not support this budget, they cannot ask for their cake and eat it too.

Jim Fredrickson said that last year the default would have been a cut of \$1.25M. It is even bigger this year.

Katherine Heck said that last year, some of the cuts were provided. At what point does that get shared?

Kimberly Saunders said that she is happy to have that discussion.

Janine Lesser asked about the discussion yearly about contractual items.

Kimberly said that district was receiving advice that the bus contract cannot be in the default. It can because by law, we have to transport students to get to school. Other contracts might not be included in the default calculation. At the end of the day, we will meet obligations that are contractual. We will meet the budget elsewhere.

Katherine Heck said that she would like to know what the cuts would be in the event of a default. It is important for the community to know what cuts would be faced should the budget fail.

Kristen Reilly agreed.

Stephan Morrissey asked the administration to compile this information.

Kimberly reminded the board that if they are going to have administration work to develop and publish a list, that they need to follow through with it. Linda Quintanilha confirmed that if we say that we are going to cut a program and people come forward to support it that we need to stick to it. Rich Cahoon suggested that positions will be the focus and that can be shared generically.

9. New Business

a. Proposed Warrant Article

Alan Edelkind spoke about a proposed warrant article. It is similar to that proposed last year with changes. The first change is that it is non-advisory. The second is going to use the wording from the DRA and making it a non-lapsing appropriation. The intent is the same as last year. The warrant Mr. Edelkind proposed reads:

Shall the Contoocook School District vote to raise and appropriate the sum of \$75,000 for the purpose of contracting with the appropriate services to assist in the completion of a comprehensive analysis and implementation plan detailing the financial, educational and social impacts that any school closure or student redistribution might have on both students and towns. This analysis and implementation plan will be submitted to the ConVal School District prior to proposing to the voters any plan for any school closure or student redistribution in the ConVal School District. This sum to come from the June 30, 2020 fund balance with no additional amount to be raised from taxation. This special warrant article will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the analysis is completed or by June 30, 2022 whichever is sooner. The ConVal School Board recommend this appropriation. (Majority Vote Required)

Alan Edelkind said that no action was taken last year. We need a comprehensive plan. We need to know the educational impacts, financial impacts etc. The only way to do this is by a formal study. An outside source might be needed to perform this work. This is an emotional topic. There are not many that understand the facts behind it. The emotion will always be there but the hope is to mitigate it through facts. The analysis must be completed before a proposal can come forward.

Alan Edelkind moved to add this warrant article to the warrant. Dick Dunning second.

Kimberly Saunders asked if this relates only to the Articles of Agreement or to school closure. Redistribution can be made without changes to the Articles of Agreement.

Rich Cahoon said that in order for this to override the authority of the Articles of Agreement, it would have to amend the current Articles of Agreement and require a 2/3's vote.

Linda Quintanilha suggested tabling this for legal consult. Kimberly Saunders said that there is not enough time.

Rich Cahoon said that he is not clear why the School Board would place this on the warrant. The most direct way to do that would be to add \$75,000 to the budget for this. If this fails, we are not spending money on this because "no means no".

Kimberly Saunders said that if the board felt this was what they wanted to proceed with, they could place this in the budget.

Katherine Heck said that she does not know the proper format to ask the board if this is what they want to do and take it off the warrant.

Tim Theberge said that he understands the role of the board and the ConVal District and that of what the town is responsible. It is unclear why the district would be responsible on what the impact is on the town for closing that school. He is unsure he would spend money on learning the impact on a town. Unless there is new research that answers the questions, it sounds like our towns don't look like other towns that have done this type of study.

Stephan Morrissey said that we once tried to conduct this work and were unsuccessful. A board member can bring a warrant forward for consideration. This is very broad. We are not looking at closing a specific school.

Alan Edelkind said that this is not requesting an RFP. This is asking for an outside resource to work within the confines to produce this study. Alan further said that we reference the study from 2018. He agreed that that study should be looked at. Alan wants to put the proposal on the table for a board vote.

Linda Quintanilha said that she does not recall where the board put forward a warrant to change the Articles of Agreement to close a school. When it has, it has come from the public. She does not see the need to spend the money. The board has never proposed closing a school.

Alan Edelkind asked Linda Quintanilha if what we are saying is that we are taking consolidation off the table.

Rich Cahoon said he agrees in theory, but not really. The topic that drew him to the board was school closure. We should be prepared for the discussion of school closure. If schools get too small, we have to have the conversation. As this is listed, there are a diminishing number of consulting firms that will return calls for \$75,000. If you put it in a warrant we have to use it where stated. We might want to focus on only one area or other areas not listed. We can't do the whole study for \$75,000. Flexibility on where to spend the \$75,000 would be necessary.

Katherine Heck said that the warrant is telling the public that the board is going to do something.

Dick Dunning said that if this is something that the board wants to do, we should find \$75,000 in the budget and conduct a study.

Alan Edelkind agreed that he sees how it ties the board's hands but that is not necessarily a bad thing. He did not understand the issue of \$75,000. He suggested leaving the money out for the moment, do we want to be able to do this work to satisfy the public that we have an analysis and a study? The money is not the issue.

Linda Quintanilha asked if the board can let it go and when a town comes forward and says that they have had enough, a plan will come forward.

Jerry Wilson suggested a demographic study. Tim Theberge reminded the board that the 2020 census is underway.

Rich Cahoon said that the enrollment numbers are not going to change much. He does not want to tie the board's hands. We have been scraping money out of the middle schools and larger schools to fund the elementary school model. He knows that people don't want to hear it but he knows as a seven year board member that it has been done. Rich Cahoon said that the proposed warrant reads what would otherwise be advisory.

Stephan Morrissey said that a board has proposed a warrant article. Sense of the board?

In favor: Katherine Heck, Alan Edelkind

Opposed: Rich Cahoon, Linda Quintanilha, Tim Theberge, Janine Lesser, Dick Dunning, Kristen Reilly, Jerry Wilson, Jim Fredrickson, and Niki McGettigan

Motion failed.

Stephan Morrissey said that we would not close a school absent a study.

Rich Cahoon proposed that a demographic study be conducted. He suggested an alternative demographer.

Rich Cahoon moved to ask the board to have the Superintendent get numbers on what it would cost to get updated numbers. Linda Quintanilha second. Unanimous.

b. Trust Funds

Jim Fredrickson said that the proposal is to use \$542,000 in separate warrant article to do parking lots other than the high school.

Rich Cahoon said that part of the rationale to bundle the parking lots was to get pricing. Are they tied together or do we pay more if we only get half done. The numbers we had were based on bulk pricing. If half gets turned down do we have the money to do the other half at higher pricing?

Rich Cahoon asked the board about the issue with the parking lots several years ago. He asked how solid the number is on the high school parking lot. Tim Grossi said that in the past, we had an estimate without knowing about what lay under the parking lot in terms of stumps etc. Mr. Grossi said that he was given an estimate in 2013 for the whole parking lot and then a plan for A & B. He will know more in the next week about the viability of the estimate.

Rich Cahoon said that field work at PES was a potential trust fund issue. Does it fall under capital or athletic trust fund? The approval to fund it from the athletic trust was confirmed.

c. Draft Warrant

Kimberly referenced a copy of the draft warrant. Article 3 was moved to become Article 4 and Article 4 to become Article 3.

d. Expenditure and Encumbrance Report (Board Vote Required) – Lori Schmidt

Rich Cahoon moved to accept the Expenditure Report and to adopt an encumbrances therein. Linda Quintanilha second. Unanimous.

10. Public Comment

Kevin Pobst, Francestown, raised two points. He spoke about if and when there is a community process to discuss when a school is too small. The information Rich mentioned about spending money on the smaller schools by transfer from the larger. This is important information. The community engagement process is very important. The FES issue is a result from three shots; through the minutes that resulted with a motion and a second to reassign the kids from Francestown. The second shot was to have a forum that the Town of Francestown did not ask for. There was no point in having that meeting at that time. It undermined the message; have a special meeting in Francestown with no plan to close it. Mr. Pobst said that it was unnecessary. Thirdly, you don't need to scramble around to get answers to questions unless you are going to reassign or close a school. Don't do it if you have no plan. Get it right if you plan to do something.

Brad Howell, Francestown, said that the number one thing the board will need is to have the support of people and their understanding along with their trust. Answers were promised but not delivered, trust will be lost. The

board has been dealing with this for years, it is important that the process is transparent. He suggested that if there is a forum, that you answer questions there. Just be honest. There is a better way to proceed.

Steve Chamberlin, Frankestown, said that he thought the board was being thoughtful when trying to address concerns. The comment about it being emotional is disingenuous. The Frankestown community has information in minutes to reassign students at FES. Discussion has taken place that there was no real sense directed at FES but more one for small schools. He asked the administration to address the recommendation that it was not the intent. He asked the board to be thoughtful about parking lots. When talking about funding streams for parking lots, one for the high school and one for the others leaves the impression that schools are being treated differently. Mr. Chamberlin asked for specific information about what led to that administration recommendation but has not heard back yet. In closing, he said that this issue has been brought up and Frankestown was put in a position. Frankestown has always supported the budget. He asked that concerns be recognized with respect.

Kimberly Saunders said that she received two requests from FES residents and she outlined the response to those questions. No follow-up questions were received. She reported that show was unaware that there was a feeling that a response was missing.

Rich Cahoon said that we do not have a Right to Know process in this state. We have a public records request process.

Stephan Morrissey said that the process when someone makes a proposal gets motioned and then goes into conversation and then is voted or tabled. Such is that with Frankestown, the motion was tabled. He shared his concern with enrollments. In a down year, we will get a petition from twenty-five voters to close a school.

Rich Cahoon called Point of Order, to close the conversation.

Bob Edwards, Antrim, said that the board should reconsider Public Comment where important things are discussed. Public Comment is not allowed until after important discussions have occurred.

Further, Mr. Edwards said that it is the board's fiduciary responsibility to do a comprehensive study.

11. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that manifests listed totaling \$752,624.98 and Payroll totaling \$1,630,921.94 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.

Dick Dunning moved to approve the manifests as read. Jerry Wilson second. Unanimous.

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

a. Negotiations

b. Personnel

c. Legal

Rich Cahoon moved to enter into Non-Public Session in accordance with RSA 91-A:3,II at 10:01 p.m. for matters of negotiation. Unanimous on a roll call vote.

Linda Quintanilha moved to exit non-public session at 10:26 p.m. Second. Unanimous.

Dick Dunning motioned to seal the minutes of non-public session for a period of five years. Rich Cahoon second. Unanimous.

Linda Quintanilha motioned to adjourn at 10:26 p.m. Dick Dunning second. Unanimous.

Respectfully submitted,

Brenda Marschok

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

CONTOOCCOOK VALLEY SCHOOL BOARD

Tuesday, January 14, 2020

School Board Meeting

SAU Office
7:00 p.m.

BOARD

Rich Cahoon, Richard Dunning,
Alan Edelkind, Jim Fredrickson,
Katherine Heck, Janine Lesser,
Niki McGettigan, Stephan Morrissey,
Crista Salamy, Tim Theberge,
Jerome Wilson

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Lori Schmidt, B.A.

1. Call to Order and Pledge of Allegiance

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

2. Public Comment

Bob Edwards, Antrim, referenced several questions he has presented to the School Board Chair for discussion.

Stephan Morrissey shared Mr. Edwards questions as follows:

- That as much information as possible be provided about the proposed solar project. Stephan said that the discussion is still in legal. It has not been settled yet. If done before Deliberative Session that information will be shared. If not, then the warrant article will have to be pulled from the warrant.
- With regard to the paving article, and also the Petition Warrant Article, none have been voted by the board, will they be voted on tonight?

3. Old Business

a. Other Warrant Articles

None.

b. Finalize Warrant Articles

Dr. Kimberly Saunders said that the Warrant is still in Draft form and still requires legal review.

Stephan Morrissey read the warrant articles as they stand today for review and a vote on the recommendation statement as follows:

Article 1: *Shall the Contoocook Valley School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$50,565,303? Should this article be defeated, the default budget shall be \$49,142,816, which is the same as last year, with certain adjustments required by previous action of the Contoocook Valley School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.*

It was noted that the figure \$50,565,303 should read \$50,565,103 and that the figure \$49,142,816 should read \$49,142,616.

Dick Dunning moved to recommend Article 1 as read with changes. Jerry Wilson second. Unanimous.

Jim Fredrickson will speak to this Article at Deliberative Session on February 4th.

Article 2: *Shall the Contoocook Valley School District vote to raise and appropriate the sum of \$550,000 to be added to the Contoocook Valley School District Building Capital Reserve Fund, previously established? This sum to come from June 30, 2020 fund balance available for transfer on July 1, 2020, with no amount to be raised from taxation.*

Dick Dunning moved to recommend Article 2 as read. Rich Cahoon second. Unanimous.
Katherine Heck will speak to this Article at Deliberative Session.

Article 3: *Shall the Contoocook Valley School District vote to raise and appropriate the sum of \$25,000 to be added to the Health Trust Fund as previously established? This sum to come from June 30, 2020 fund balance available for transfer on July 1, 2020 with no amount to be raised from taxation.*

Dick Dunning moved to recommend Article 3 as read. Jerry Wilson second. Unanimous.
Dick Dunning will speak to this Article at Deliberative Session.

Article 4: *Shall the Contoocook Valley School District vote to raise and appropriate the sum of \$25,000 to be added to the Contoocook Valley School District Athletic Trust Fund, previously established? This sum to come from June 30, 2020 fund balance available for transfer on July 1, 2020, with no amount to be raised from taxation.*

Dick Dunning moved to recommend Article 4 as read. Jerry Wilson second. Unanimous.
Rich Cahoon will speak to this Article at Deliberative Session.

Article 5: *Shall the Contoocook Valley School District raise and appropriate the sum of up to \$542,000 for the purpose of paving and resurfacing at Pierce Elementary School, Dublin Consolidated School, Francetown Elementary School, Greenfield Elementary School, Hancock Elementary School, Peterborough Elementary School, and Temple Elementary School.*

Dick Dunning moved to recommend Article 5 as read. Jerry Wilson second.

Rich Cahoon said that he still needs someone to assure him about the price of these things. Kimberly reported that Tim Grossi has calls in to confirm pricing. She said that this is the correct figure.

Unanimous.

Tim Theberge will speak to this Article at Deliberative Session.

Article 6: *Shall the District authorize its Board to negotiate a lease of property or an easement agreement with ReVision Energy, Inc. on such terms and conditions as it deems to be in the best interest of the District for the purpose of Revision Energy, Inc. installing a solar panel array and related equipment at the High School property and further to authorize the Board to enter into a Power Purchase Agreement with [name of financing party] for a term not to exceed 20 years on such terms and conditions as the Board deems to be in the best interest of the District, with the understanding that the Board may decline to enter into either of these agreements if it deems the terms and conditions not to be in the best interest of the District.*

Stephan Morrissey said that the agreement still needs to be in place.

Dick Dunning moved to recommend, as read, with stipulations. Jerry Wilson second.

Tim Theberge said that this does not lay that out. Tim Theberge asked if a roof installation is the only option. No, it says "ConVal property".

Rich Cahoon asked if the contract terms can be altered at District Meeting.

Katherine Heck asked at any time after, if this gets voted, there is no language about a buyout. Does that prohibit us from going into a buyout? If you are going to enter into a multi-year agreement, the details need to be spelled out at the onset. If it is not listed at the onset, can we still enter into a buyout? She would like to know that from legal counsel. Kimberly Saunders will consult with our attorney.

Is the term 20 years; other terms had been discussed?

Rich Cahoon asked if we put a contract on the ballot we cannot change it. Since this is a letter of intent, what if the words are modified at district meeting and do not comply with the contract? Putting it on the warrant without a contract was questioned. It would be good to know before the next board meeting.

Moved the vote:

In Favor: Richard Dunning, Alan Edelkind, Jim Fredrickson, Katherine Heck, Janine Lesser, Niki McGettigan, Jerome Wilson

Opposed: Tim Theberge, Crista Salamy

Abstained: Rich Cahoon

Jim Fredrickson moved to reconsider. Niki McGettigan second. Back to discussion.

A sense to vote next week after questions are answered was asked.

Unanimous to reconsider.

Rich Cahoon moved to table. Jim Fredrickson second. Unanimous.

Jim Fredrickson will speak to this Article at Deliberative Session.

Article 7: *Shall the Contoocook Valley School District accept the reports of Agents, Auditors, Committees, and Officers chosen?*

Dick Dunning moved to recommend Article 7 as read. Tim Theberge second. Unanimous.

Niki McGettigan will speak to this Article at Deliberative Session.

Article 8: *Shall the Contoocook Valley School District appoint the salaries of the School Board and fix the annual compensation of any other officers or agents of the District as follows: School Board Chair, \$1500; each member, \$1000; Treasurer, \$2,500; Moderator, \$300?*

Dick Dunning moved to recommend as presented. Jerry Wilson second. Unanimous.

Janine Lesser will speak to this Article at Deliberative Session.

Article 9: *To see if the District will vote to set the reimbursement rate for facilities utilized by the District that are controlled by another entity. The District shall pay a percentage of agreed costs calculated as follows: (hours per day utilized by District multiplied times the annual days utilized) divided by (twenty-four hours multiplied times three hundred sixty-five days) equals District percentage. The Controlling Entity shall pay the District for agreed maintenance incurred and utility costs for the facility at a rate calculated as follows: (One hundred percent minus District percentage).*

Submitted by petition. We do not provide legal information until Deliberative Session.

Katherine Heck asked in the petition, it gives specific directive to the district by setting a rate. We cannot control what the other entity wants to do. That language may not be valid.

Rich Cahoon said that because it is a petition warrant article, if it is not legally binding and is advisory then he had no issue.

Rich asked for a legal opinion that this infringes with the role of the board; we negotiate and enter into agreements.

Jim Fredrickson noted that there are already previous agreements in place.

Dick Dunning moved to table Article 9 for a vote to recommend or not recommend. Tim Theberge second. Unanimous.

4. Public Comment

None.

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

a. Personnel

b. Legal

Dick Dunning motioned to enter into non-public session in accordance with RSA 91-A:3,II at 7:29 p.m. for matters of personnel and legal. Jerry Wilson second. Unanimous on a roll call vote.

Dick Dunning moved to exit non-public session at 8:09 p.m. Jerry Wilson second. Unanimous.

Tim Theberge motioned to seal the first two conversations in non-public for a period of one year to seal the minutes of the third subject for a period of five years. Rich Cahoon second. Unanimous.

Tim Theberge motioned to adjourn at 8:10 p.m. Jerry Wilson second. Unanimous.

Respectfully submitted,

Brenda Marschok

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

CONTOOCOOK VALLEY SCHOOL DISTRICT

**January 21, 2020
Personnel Agenda**

Co-Curricular Nominations:

See Attached

Name	Last Name	DAC	Position	Stipend Amt	FTE
Athletic					
Jim	Aborn	CVHS	Track Assistant - Spring	\$2,790.39	1
Todd	Bennett	CVHS	Track Assistant - Spring	\$2,790.39	1
Kevin	Carne	CVHS	Lacrosse - Girls JV	\$2,790.39	1
Gregory	Crisp	CVHS	Hockey Ice - Boys Assistant	\$1,860.26	1
Lance	Flamino	CVHS	Track Coed - Spring	\$4,290.23	1
Amanda	Hinton	CVHS	Softball - Varsity	\$3,487.99	1
Gloria	Morison	CVHS	Tennis - Girls Varsity	\$2,790.39	1
Kelly	Shirk	CVHS	Softball - Assistant	\$2,790.39	1
Courtney	Smith	CVHS	Track Assistant - Spring	\$2,790.39	1
Derek	Sorbello	CVHS	Lacrosse - Girls Varsity	\$3,487.99	1
Chris	Turner	CVHS	Hockey Ice - Boys Varsity	\$3,790.29	1
Jessica	Weeks	CVHS	Softball - JV	\$2,790.39	1
Michael	Young	CVHS	Tennis - Boys Varsity	\$2,790.39	1
Non-Athletic					
Leslie	Holcombe	CVHS	Interact	\$1,600.00	1

January 2020

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

February 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 District Meeting Part I (Deliberative Session) @ 6:00 pm @ ConVal High School Gym	5	6 SNOW DATE: District Meeting Part I	7	8
9	10	11 Communication Committee @ 5:15 pm @ SAU Budget & Property Committee @ 6:00 pm @ SAU	12	13 Education Committee Mtg. @ 5:30 pm @ SAU ATC Committee Mtg. @ 7:00 pm @ SAU	14	15
16	17	18	19	20 Policy Committee @ 6:00 pm @ SAU School Board Mtg. @ 7:00pm @ SAU	21	22
23	24	25	26	27	28	29

March 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 Policy Committee @ 6:00 pm @ SAU School Board Mtg. @ 7:00 pm @ SAU	4	5	6	7
8	9	10 Voting Day!	11	12	13	14
15	16	17 Policy Committee @ 6:00 pm @ SAU School Board Mtg. @ 7:00 pm @ SAU	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NEW HAMPSHIRE PUBLIC SCHOOLS
SCHOOL ADMINISTRATIVE UNIT #1

CONTOOCCOOK VALLEY SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Road, Peterborough, NH, 03458-1197

Telephone: 603-924-3336

Fax: 603-924-6707

Dr. Kimberly Saunders
Superintendent of Schools
ksaunders@conval.edu

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

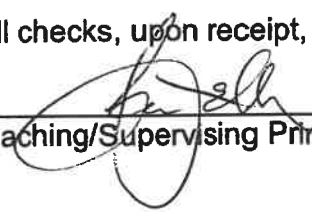
TO: Contoocook Valley School Board
FROM: Great Brook School
DATE: 1/6/20
RE: REQUEST TO ACCEPT A GIFT OR DONATION

The Great Brook School requests authorization to accept from:

Name/Address: Steve W. Crowe Foundation, c/o Michael Crowe
348 Old Dublin Rd., Peterborough, NH 03458

the following gift/donation of: a check valued at * \$ 500.00
for the purpose of: Basketball uniforms

*All checks, upon receipt, should be sent to Accounts Receivable at the SAU Office.


Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received _____

Date Approved by School Board _____

Date Not Approved by School Board/Reason: _____

Date Check Received by SAU: _____

Form Updated: April 2019

WARRANT

THE STATE OF NEW HAMPSHIRE

To the Inhabitants of the Contoocook Valley School District consisting of the Towns of Antrim, Bennington, Dublin, Frankestown, Greenfield, Hancock, Peterborough, Sharon, and Temple qualified to vote in District affairs:

You are hereby notified to meet at **ConVal High School** at 184 Hancock Rd., (Route 202 North) in Peterborough on the **fourth day of February, 2020** next at **6 o'clock in the evening** for the first session of the Annual School District Meeting (snow date: sixth day of February next at 6 o'clock in the evening), to deliberate upon the warrant articles listed below. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended; (b) warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended; and, (c) no warrant article shall be amended to eliminate the subject matter of the article. An amendment that changes the dollar amount of an appropriation in a warrant article shall not be deemed to violate this provision.

You are further notified to meet at the following places in the Town of your residence:

Antrim	Antrim Town Hall	8 a.m. – 7 p.m.
Bennington	Pierce Elementary School	8 a.m. – 7 p.m.
Dublin	Dublin Town Hall	8 a.m. – 7 p.m.
Frankestown	Frankestown Town Hall	10 a.m. – 7 p.m.
Greenfield	Greenfield Town Hall	10 a.m. – 7 p.m.
Hancock	Hancock Town Office	8 a.m. – 7 p.m.
Peterborough	Peterborough Community Center	8 a.m. – 7 p.m.
Sharon	Sharon Meeting House	11 a.m. – 7 p.m.
Temple	Temple Town Hall	7 a.m. – 7 p.m.

on the **tenth day of March** next for the second session of the Meeting (polls will be open for voting by official ballot at the second session)

Article 01: Operating Budget-School District-SB2

Shall the Contoocook Valley School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$50,565,103? Should this article be defeated, the default budget shall be \$49,142,616, which is the same as last year, with certain adjustments required by previous action of the Contoocook Valley School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (The ConVal School Board RECOMMENDS adoption of this article by a unanimous vote.)

Article 02: Appropriate to Building Reserve Fund from Fund Balance

Shall the Contoocook Valley School District vote to raise and appropriate the sum of \$550,000 to be added to the Contoocook Valley School District Building Capital Reserve Fund, previously established? This sum to come from June 30, 2020 fund balance available for transfer on July 1, 2020, with no amount to be raised from taxation. (The ConVal School Board designates this article as a SPECIAL warrant article.) (The ConVal School Board RECOMMENDS adoption of this article by a unanimous vote.)

Article 03: Appropriate to the Athletic Trust Fund from Fund Balance

Shall the Contoocook Valley School District vote to raise and appropriate the sum of \$25,000 to be added to the Contoocook Valley School District Athletic Trust Fund, previously established? This sum to come from June 30, 2020 fund balance available for transfer on July 1, 2020, with no amount to be raised from taxation. (The ConVal School Board designates this article as a SPECIAL warrant article.) (The ConVal School Board RECOMMENDS adoption of this article by a unanimous vote.)

Article 04: Appropriate to Health Trust Fund from Fund Balance

Shall the Contoocook Valley School District vote to raise and appropriate the sum of \$25,000 to be added to the Health Trust Fund as previously established? This sum to come from June 30, 2020 fund balance available for transfer on July 1, 2020 with no amount to be raised from taxation.

(The ConVal School Board designates this article as a SPECIAL warrant article.)

(The ConVal School Board RECOMMENDS adoption of this article by a unanimous vote.)

Article 05: Raise and Appropriate the Amount Set Forth for Paving

Shall the Contoocook Valley School District raise and appropriate the sum of up to \$542,000 for the purpose of paving and resurfacing at Pierce Elementary School, Dublin Consolidated School, Francestown Elementary School, Greenfield Elementary School, Hancock Elementary School, Peterborough Elementary School, and Temple Elementary School. (The ConVal School Board designates this article as a SPECIAL warrant article and RECOMMENDS adoption of this article.)

Article 06: Purchase Power Agreement

Shall the District authorize its Board to negotiate a lease of property or an easement agreement with ReVision Energy, Inc. on such terms and conditions as it deems to be in the best interest of the District for the purpose of Revision Energy, Inc. installing a solar panel array and related equipment at the High School property and further to authorize the Board to enter into a Power Purchase Agreement with Revision Solar Impact Partners, LLC and/or Blue Haven Solar, LLC for a term not to exceed 20 years on such terms and conditions as the Board deems to be in the best interest of the District, with the understanding that the Board may decline to enter into either of these agreements if it deems the terms and conditions not to be in the best interest of the District. (VOTE TABLED AT 1/7 MTG. – RECOMMENDATION PENDING)

Article 07: Accept Reports of Agents and Auditors

Shall the Contoocook Valley School District accept the reports of Agents, Auditors, Committees, and Officers chosen?

Article 08: School Board Salaries

Shall the Contoocook Valley School District appoint the salaries of the School Board and fix the annual compensation of any other officers or agents of the District as follows: School Board Chair, \$1500; each member, \$1000; Treasurer, \$2,500; Moderator, \$300? (The ConVal School Board RECOMMENDS adoption of this article by a unanimous vote.)

Article 09: Petitioned Warrant Article

To see if the District will vote to set the reimbursement rate for facilities utilized by the District that are controlled by another entity. The District shall pay a percentage of agreed costs calculated as follows: (hours per day utilized by District multiplied times the annual days utilized) divided by (twenty-four hours multiplied times three hundred sixty-five days) equals District percentage. The Controlling Entity shall pay the District for agreed maintenance incurred and utility costs for the facility at a rate calculated as follows: (One hundred percent minus District percentage). . (VOTE TABLED AT 1/7 MTG. – RECOMMENDATION PENDING)

Article 10: School Board Members

To choose Contoocook Valley School District Officers as follows: Six (6) Members of the School Board; one (1) from the Town of Antrim for a term of three (3) years; one (1) from the Town of Dublin for a term of two (2) years; one (1) from the Town of Francestown for a term of three (3) years; one (1) from the Town of Greenfield for a term of one (1) year; one (1) from the Town of Peterborough for a term of three (3) years; one (1) from the Town of Sharon for a term of three (3) years.

Excerpt on VLACS from Current Handbook (p. 17):

Virtual Learning Academy Charter School (VLACS)

Students have the opportunity to enroll in free, online courses through the Virtual Learning Academy Charter School (VLACS). VLACS is a public charter school that was approved by New Hampshire's Department of Education in 2007. VLACS is a fully-accredited, state-approved public school.

Courses cover a wide variety of subject areas and topics that change from year to year. Current lists of available courses can be provided be viewed at vlacs.org. VLACS also has available, through a partnership with local colleges, E-start classes where students can earn dual high school and college credit. There is a separate registration process and fees for these classes. More information can be found on the [VLACS website](http://vlacs.org).

VLACS Enrollment Procedures

- Prior to registering for a VLACS course, students are strongly encouraged to meet with their school counselor to review their transcript and discuss how VLACS coursework may meet, or expand upon, the required 26 subject credits required for graduation..
- Students and their parent/guardian are responsible for the registration process and must complete the registration process directly through VLACS. Due to VLACS guidelines, school counselors cannot register students for these courses. Students must list ConVal as their school of record when registering.
- Following completion of the VLACS course, students must request an official VLACS transcript to be sent to the school counselor to ensure the credit is transferred to their ConVal High School transcript.
- Students taking a VLACS course, or courses, for graduation requirements are strongly encouraged to complete the VLACS course(s) by April 1 st of their senior year. This will ensure that
 - students are able to request that VLACS send an official transcript to ConVal's School Counseling Department; and
 - the School Counseling Department is able to confirm that the students have met the graduation requirements and will be eligible to graduate with their classmates.

Proposed VLACS Revisions to Current Handbook:

Virtual Learning Academy Charter School (VLACS)

Students have the opportunity to enroll in free, online courses through the Virtual Learning Academy Charter School (VLACS). VLACS is a public charter school that was approved by New Hampshire's Department of Education in 2007. VLACS is a fully-accredited, state-approved public school.

Courses cover a wide variety of subject areas and topics that change from year to year. Current lists of available courses can be provided be viewed at vlacs.org. VLACS also has available, through a partnership with local colleges, E-start classes where students can earn dual high school and college credit. There is a separate registration process and fees for these classes. More information can be found on the [VLACS website](http://vlacs.org).

Taking a VLACS Course During the School Day

- Starting in their sophomore year, students have the option of using one of their four blocks of class time each semester to take a VLACS online course.
- In order to build a VLACS block into their daily schedule, students must meet with their school counselor and complete a VLACS approval form.

Additional Guidelines for Taking a VLACS Course

- Prior to registering for VLACS courses that students are planning to take outside of the school day, students are strongly encouraged to meet with their school counselor to review their transcript and discuss how VLACS coursework may meet, or expand upon, the required 26 subject credits required for graduation.
- Students and their parent/guardian are responsible for the registration process and must complete the registration process directly through VLACS. Due to VLACS guidelines, school counselors cannot register students for these courses. Students must list ConVal as their school of record when registering.
- Students must adhere to VLACS policy on [Student Code of Conduct and Acceptable Use](#).
- If a student wants to take a VLACS course in place of a required CVHS course, the VLACS course needs to be reviewed and approved by the building principal and the district's assistant superintendent.
- Students taking a VLACS course, or courses, for graduation requirements are strongly encouraged to complete the VLACS course(s) by April 1 st of their senior year. This will ensure that
 - students are able to request that VLACS send an official transcript to ConVal's School Counseling Department; and
 - the School Counseling Department is able to confirm that the students have met the graduation requirements and will be eligible to graduate with their classmates.
- Following completion of the VLACS course, students must request an official VLACS transcript to be sent to the school counselor to ensure the credit is transferred to their ConVal High School transcript.

- VLACS course grades will be incorporated into a student's CVHS transcript the same way that the grades of a student who has transferred into ConVal from another high school are incorporated into a student's CVHS transcript.
 - Credit will be awarded and added to the ConVal transcript for all transfer credits based on the actual course letter grade which is awarded by VLACS
- VLACS courses can be considered when determining if a student is eligible to participate in an athletic or co-curricular program.
 - Students relying on a VLACS course, or courses, to meet the eligibility requirements outlined in ConVal High School's Student Handbook will need to provide the following:
 - If students are using a VLACS course to meet the requirement of having passed three courses in the academic quarter prior to participation in the athletic or co-curricular program, students will need to provide evidence of successfully completing the VLACS course during ConVal High School's previous academic quarter.
 - If students are using a VLACS course to meet the requirement of being enrolled in three courses in the *current* academic quarter, the academic quarter in which students are participating in the athletic or co-curricular program, students will need to provide evidence that they are currently enrolled in the course *and actively making progress towards completing the course*.
- Requests for exceptions to the above guidelines will be reviewed and approved/denied by the building principal and the assistant superintendent.

Note: Additional information about the above guidelines can be found in Appendix B of this Handbook.

Appendix B. Virtual Learning Academy Charter School (VLACS)

Starting in their sophomore year, students have the option of using one of their four blocks of class time each semester to take a VLACS online course.

- *Why start sophomore year?* The decision to make this option available starting in their sophomore year was based upon the belief that students' freshman year is a critical transition year in which they are getting to know (and be a part of) a new school community, building new relationships with staff members and fellow students, adjusting to a new schedule, further developing their executive functioning/organizational skills, strengthening their ability to communicate with others and advocate for themselves, participating in core courses, etc.
- *Why limit students to only one class block during a school day?* ConVal Regional High School provides a 1:1 learning environment for students--i.e., each student is provided a Chromebook for their use. When the school transitioned to a 1:1 learning environment, a commitment was made to support the development of blended learning opportunities which focus on "blending together" in robust, technology-enabled learning environments:
 - excellent face-to-face instruction,
 - collaborative experiences that support students learning with and from each other, and
 - an emphasis on critical thinking, complex problem solving, and effective communication.

Since VLACS courses limit students' access to face-to-face instruction during the school day, as well as limit students' opportunities to engage in collaborative experiences that support

students learning with and from each other, the decision was made to limit time during the school day to one class block each semester.

In order to build a VLACS block into their daily schedule, students must meet with their school counselor and complete an approval form which both the student and parent/guardian will be required to sign, acknowledging that they understand and agree to adhere to the content presented in the form. The content of the form will ensure that the students and their parents/guardians understand:

- VLACS is a separate, distinct high school with its own set of expectations, policies, and procedures.
 - Students and their parent/guardian are responsible for the registration process and must complete the registration process directly through VLACS. Due to VLACS guidelines, school counselors cannot register students for these courses. Students must list ConVal as their school of record when registering.
 - Following completion of the VLACS course, students must request an official VLACS transcript to be sent to the school counseling office to ensure the credit is transferred to their ConVal High School transcript.
- Established guidelines related to students taking a VLACS course during the school day, as well as the resources and support that will be provided to students by CVHS
- Sign a FERPA form which gives VLACS permission to share information with appropriate CVHS staff regarding students' progress and performance in the VLACS courses that they are taking during the school day.

Students who take a VLACS course during the school day will need to meet the following expectations:

- Students will report to the library for their VLACS block.
- Students will work in the area/spot assigned to them by the librarians.
- Students will use the available time to make appropriate progress through the course.
- Students will adhere to the VLACS policy on Student Code of Conduct and Acceptable Use. Policy violations witnessed by supervising staff will be reported to VLACS.
- Students will regularly share with supervising staff the progress they have made through VLACS courses—e.g., lessons completed, assessments taken, performance on assessment, etc.
- If students get “stuck” and feel they can not move forward with a particular lesson or assignment, students are expected to use the remaining time to (a) develop a plan for getting “unstuck,” (b) message the VLACS teacher to schedule a time to meet virtually, and/or (c) reflect on their experience taking an online course—e.g., what do they like about the online course, what do they not like about the course, what do they feel is helping them to be successful in the course, what is keeping them from being successful in the course, set goals for themselves based on their reflection, etc.
 - *Note:* Because VLACS teachers are often teachers who teach at a different high school during the school day, their availability to meet virtually to support and help their students is often limited to times that fall outside of the school day.

ConVal High School will provide the following resources to students who are taking a VLACS course during the day:

- Daily block of scheduled time (approx. 80 minutes)
- Appropriate work space
- Access to a laptop computer or a desktop computer if the VLACS course requires capabilities beyond what the students' assigned Chromebook can provide.
- Supervision of the time and space by ConVal High School staff members who have attended and completed training provided by VLACS.

Supervising, trained staff will:

- Report daily attendance to the school office.

- Monitor students' progress and performance in their VLACS course.
- Help students to address any technology issues that surface.
- Confer with students and provide feedback as students work to develop skills and strategies that will help them to be more successful in their efforts to complete an online course—set goals for themselves, self-monitor their progress, ask for and access help from the VLACS teacher, etc.
 - *Important Note:* Students will be expected to seek out help from the VLACS teacher, rather than a CVHS teacher, when they have questions or need additional help with specific course content. The reason behind this expectation stems from the fact that today's students will have more opportunities than ever before to engage in online courses during their secondary and post-secondary educational experiences. With that, the opportunity to try out an online course during the school day is not only an opportunity to engage in learning about course content and meeting graduation requirements, it is also an opportunity to experience taking an online course—explore the similarities and differences between online courses and more traditional classroom-based courses, learn strategies that will help them be more successful in future online courses that they may take, etc.

If a student wants to take a VLACS course in place of a required CVHS course, the VLACS course will need to be reviewed and approved by the building principal and the district's assistant superintendent.

- The review will focus on whether or not the core content of the VLACS course matches the core content of the CVHS course. If yes, then the student will be able to take the VLACS course in place of the required CVHS course. If no, then the student will be able to take the VLACS course as an elective course.
- Since core, required courses often play a key role in supporting students to learn key content and skills that will better enable them to successfully participate in higher-level courses, CVHS wants to make sure that taking a VLACS course in place of a required CVHS course does not compromise students' ability to successfully participate in future classes.

Students taking a VLACS course, or courses, to meet graduation requirements are *strongly encouraged* to complete the VLACS course no later than April 1st of their senior year. This will ensure that

- students are able to request that VLACS send an official transcript to ConVal's School Counseling Department; and
- the School Counseling Department is able to confirm that the students have met the graduation requirements and will be eligible to graduate with their classmates.

VLACS course grades will be incorporated into a student's CVHS transcript the same way that the grades of a student who has transferred into ConVal from another high school are incorporated into a student's CVHS transcript.

- Credit will be awarded and added to the ConVal transcript for all transfer credits based on the actual course letter grade which was awarded by VLACS.

A VLACS course can be considered when determining if a student is eligible to participate in an athletic or co-curricular program.

- Students relying on a VLACS course, or courses, to meet the eligibility requirements outlined in ConVal High School's Student Handbook will need to provide the following:
 - If students are using a VLACS course to meet the requirement of having passed three courses in the academic quarter prior to participation in the athletic or co-curricular program, students will need to provide evidence of successfully completing the VLACS course during ConVal High School's previous academic quarter.

- If students are using a VLACS course to meet the requirement of being enrolled in three courses in the *current* academic quarter, the academic quarter in which students are participating in the athletic or co-curricular program, students will need to provide evidence that they are currently enrolled in the course *and actively making progress towards completing the course*. (Note: If approved, information in this bullet point would require that the eligibility section in the handbook would need some revision.)

The following recommendation is for students who want to/plan to take a VLACS course outside of the school day:

- Although not required, students who are planning to take a VLACS course outside of the school day are strongly encouraged to meet with their school counselor to review their transcript and discuss how VLACS coursework may meet, or expand upon, the required 26 subject credits required for graduation.

Excerpt from Current Handbook (p. 36):

Academic Performance and Eligibility

In order to be eligible for a ConVal High School athletic or co-curricular program, a student must have passed a minimum of three (3) units of work in the quarter previous to participation and be currently enrolled in three (3) units of work in the quarter of participation.

Eligibility status is determined on the day that official report cards are distributed to students.

Note: An incomplete is not considered a passing grade for purposes of eligibility.

A student may regain eligibility by making up academic deficiencies, failures, or incompletes of the regular school year through approved academic/credit recovery programs.

Proposed Revisions to Current Handbook:

Academic Performance and Eligibility

In order to be eligible for a ConVal High School athletic or co-curricular program, a student must have passed a minimum of three (3) courses of work in the quarter previous to participation and be currently enrolled in three (3) courses of work in the quarter of participation.

- If students are using a VLACS course to meet the requirement of having passed three courses in the academic quarter prior to participation in the athletic or co-curricular program, students will need to provide evidence of successfully completing the VLACS course during ConVal High School's previous academic quarter.
- If students are using a VLACS course to meet the requirement of being enrolled in three courses in the *current* academic quarter, the academic quarter in which students are participating in the athletic or co-curricular program, students will need to provide evidence that they are currently enrolled in the course *and actively making progress towards completing the course*. Students will be asked to provide evidence of progress made towards completing the course at mid-quarter. Additional check-ins will be scheduled if there are any concerns that the student is not making appropriate progress.

Eligibility status is determined on the day that official report cards are distributed to students.

Note: An incomplete is not considered a passing grade for purposes of eligibility.

A student may regain eligibility by making up academic deficiencies, failures, or incompletes of the regular school year through approved academic/credit recovery program.

Excerpt from Current Handbook (p. 16):

Transfer Credits

Credit will be awarded and added to the ConVal transcript for all transfer credits based on the actual course letter grade which was awarded by the sending school.

Proposed Revisions to Current Handbook:

Transfer Credits

Transfer credits will be awarded and added to students' ConVal transcript. The weighting of grades for all transfer credits will be based on the *letter* grade awarded by the sending school.

GBCA – Staff Conflict of Interest

Employees shall not engage in, or have a financial interest in, any activity that raises a reasonable question of conflict of interest with their duties and responsibilities as members of the school staff. This includes but is not limited to:

1. Employees shall not participate for financial remuneration in outside activities wherein their position on the staff is used to sell goods or services to pupils or their parents.
2. Employees who have patented or copyrighted any device, publication, or other item shall not receive royalties for use of such item in the district schools, without expressed approval of the ConVal School Board.
3. Employees shall not engage in any type of work where the source of information concerning customer, client, or employer originates from information obtained through the school system, except as provided by the parents.
4. Pursuant to policies EHAB and EHB, school employees shall not solicit or sell for personal gain any educational materials or equipment in the attendance areas served by the school to which they are assigned. Nor shall any employee make available the use of obtained confidential information for personal gain.
5. Nor will any employees make available lists of names of students or parents to anyone for sales purposes, without expressed approval of the ConVal School Board.
6. Neither staff members nor members of their household shall engage in commercial transactions with the school district in an amount in excess of \$5000 per fiscal year, without the express approval of the School Board.
7. Employees shall not provide private standardized individually administered evaluations to students enrolled in the District.
8. Employees shall not provide private educational services to students enrolled in the District, except as set forth in Policy GCQAB, Tutoring for Pay.

~~Pursuant to the To avoid nepotism in the supervision of personnel, the Board directs that no employee be assigned to a position where the employee would be supervising or responsible to a relative, or to a member of their household.~~

Category: P

See also GCQAB, GCQA

1st Read: ~~June 7, 2014~~ January 21, 2020

2nd Read: ~~September 6, 2014~~

Adoption: ~~October 18, 2014~~