

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Rd.

Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, November 3, 2020

6:30 p.m.

Physical Location: ConVal High School Library

184 Hancock Rd.

Peterborough, NH

Virtual Location:

<https://us02web.zoom.us/j/81896057771?pwd=YVNHNDBUaU05K3g2eDZVL1d2RFBnQT09>

Meeting ID: 818 9605 7771

Password: 2pymD4

Phone: +1 646 558 8656 US

Meeting ID: 818 9605 7771

Password: 478166

AGENDA

1. Call to Order and Pledge of Allegiance
2. Right to Know for Public Meeting Emergency Declaration
3. Non-Public Session: RSA 910A:3,II (6:30 pm – 7:15 pm)
4. Acceptance of School Board Meeting Minutes (Board Vote Required)
 - a. October 6, 2020 (pg. 1-5)
 - b. October 20, 2020 (pg. 6-9)
 - c. October 27, 2020 (pg. 10-13)
5. Points of Pride
6. Public Comment
7. Consent Agenda
 - a. Personnel
 - 1) Paraprofessional Justification (pg. 14)
8. Superintendent's Report and Presentation of Business
 - a. Monthly Events Calendar (pg. 15-16)
 - b. November 1, 2020 Enrollment Update (pg. 17-18)
 - c. ConVal School District Reopening Update & Local COVID Data Update
 - d. Classroom Management Data
 - e. COVID Personnel Information (pg. 19)
9. Reports
 - a. Teacher Representative – Larry Bourgoine
 - b. Policy Committee – Janine Lesser
 - c. Budget & Property Committee – Jim Fredrickson
 - d. Selectmen's Advisory Committee – Tim Theberge
 - e. Equity Committee – Linda Quintanilha
10. Old Business
 - a. NESDEC Services (pg. 20)
 - b. Unanticipated Costs Due to COVID-19 (pg. 21)
11. New Business
 - a. Requisition Approvals (Board Vote Required) – Lori Schmidt
 - b. Expenditure and Encumbrance Report - Lori Schmidt (pg. 22-24)
 - c. Unanticipated Costs
 - d. Bussing
 - e. Food Service
 - f. Athletic Spectators
12. Public Comment
13. Approval of Manifests (Board Vote Required)
14. Non-Public Session: RSA 91-A:3,II (If Required)

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Rd.

Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, October 6, 2020

6:30 p.m.

Physical Location: ConVal High School Library

184 Hancock Rd.

Peterborough, NH

Virtual Location:

<https://us02web.zoom.us/j/81301860553?pwd=Y0plQnBOak5kOE1RMS9lSUIYUTBOZz09>

Meeting ID: 813 0186 0553

Password: MJD5Ba

Phone: +1 646 558 8656 US

Meeting ID: 813 0186 0553

Password: 474574

MINUTES

BOARD

Rich Cahoon, Richard Dunning,
Alan Edelkind, Jim Fredrickson,
Katherine Heck, Janine Lesser,
Kevin Pobst, Robert Short, Jr.,
Tim Theberge (7:31 pm), Stephen Ullman,
Jerome Wilson

Greg Leonard, CVEA

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Lori Schmidt, B.A.
Tim Grossi, Facilities
Carrie James, H.R.
John Reitnauer, CVHS A.D.

1. Call to Order and Pledge of Allegiance

Rich Cahoon called the meeting to order at 6:30 p.m. The Pledge of Allegiance was recited.

2. Right to Know for Public Meeting Emergency Declaration

Rich Cahoon read the "Right to Know for Public Meeting Emergency Declaration" as a result of a quorum of the board not physically present.

3. Non-Public Session: RSA 910A:3,II (6:30 pm – 7:15 pm)

Stephen Ullman moved to enter into non-public session at 6:33 p.m. for legal matters. Dick Dunning second. Unanimous on a roll call vote.

Dick Dunning moved to exit non-public session at 7:20 p.m. Janine Lesser second. Unanimous on roll call vote.

Dick Dunning moved to seal the minutes of non-public session for a period of five years for legal and also personnel. Stephen Ullman second. Unanimous on a roll call vote.

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

a. September 15, 2020

Stephen Morrissey moved to accept the minutes of September 15, 2020. Dick Dunning second. Janine Lesser abstained. All others in favor on a roll call vote. Motion carried.

b. September 22, 2020

Jim Fredrickson motioned to accept the minutes of September 22, 2020. Dick Dunning second.

Katherine Heck amended the minutes to include that the purchase recommendation for technology included 100 Chromebook charging stations from FireFly at a cost of \$325.00 each for \$32,500.00 total and also for 30 replacement Lenovo laptops at a cost of \$929.00 each for a total of up to \$28,429.80.

Discussion took place about the original motions not having included that information but rather a more overarching motion. Katherine Heck requested that in future motions, that amounts be stated.

5. Points of Pride

Kimberly Saunders reported that Mary Reagan Riffle has been named a Commended Student in the 2021 National Merit Scholarship. 34,000 Commended Students are placed among the top 50,000 scores of more than 1.5 million students who entered the competition.

Kimberly Saunders reported that we are now fully implementing our reopening plan. She said that there is an incredible effort on behalf of the teaching staff, administration, and employees of ConVal School District. Teachers are teaching in ways and in places they could never have imagined. Not every district is having the same type of experience with our teachers that we are. Our staff is wonderful and working hard to provide as much normalcy as possible.

6. Public Comment

None.

7. Consent Agenda

a. Personnel

- 1) Retirements – November 2020
 - a. Brianne Bastarache, Title 1 Teacher
- 2) Retirements – June 2021
 - a. Vicki McCloskey, School Psychologist
- 3) Retirements – June 2022
 - a. Sandy Aborn, GES, Gr. 2 Teacher
 - b. John Szep, PES, Physical Education Teacher

Dick Dunning moved to accept the retirements as listed. Janine Lesser second. Unanimous on a roll call vote.

8. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

Negotiations will meet on October 7th. School Board will meet for a remote only meeting on October 27th at 6:30 p.m. to discuss athletics.

b. October 1, 2020 Enrollment Update

Kimberly Saunders said that enrollment numbers continue to move. An updated document will be issued because of the in's and outs of in person and remote learners.

Rich Cahoon said that the numbers are remarkable compared to what other districts are seeing. It is a testament to the employees and the faith the communities have in them. The impact on adequacy will be known by early November.

c. ConVal School District Reopening Update & Local COVID Data Update

Kimberly Saunders shared present COVID data. We continue to have strong data both locally and regionally. We do have one case in Antrim. Because the state uses a range of 1-4, we agreed to use the higher number; so, 4 is placed. There are 500 active cases in the state with 20 hospitalized. We continue to have small numbers in our area with no hospitalizations. Students in our schools who are quarantining are low. Absentee numbers are in par with what they typically are at this time of year. Our data looks really good. Very few staff have been out sick this year. Kimberly said that a reminder will be sent out from the Monitoring Team reminding that our numbers look great, but that we need to stay vigilant. We are fully implementing our reopening plan.

Feedback on how technology is working?

Rich Cahoon asked that awards for student perfect attendance not be given this year; it sends the wrong message. Confirmed.

d. Accept Gift/Donation (Board Vote Required) (pg. 10)

- 1) Francestown Elementary School requests authorization to accept from: Francestown Conservation Commission, the gift/donation of \$500.00 for the purpose of supporting work on pollinator gardens with Cornucopia help.

Dick Dunning moved to accept the donation as listed. Janine Lesser second with gratitude. Unanimous on a roll call vote.

9. Reports

a. Teacher Representative – Greg Leonard

Greg Leonard said that we have students and teachers under tents each day. It is nice to see how colleagues are working with kids. The technology piece has had glitches along the way. For the most part, there were no glitches out on the athletic fields teaching. The announcements can be heard when broadcasting from the school. The middle schools are experiencing some tech issues as he understands it.

When working with both in person and remote students, it takes a bit to fit the two pieces together. Greg said that it was amazing to have students in front of him today. Students received headphones with microphones which allowed discussion and they could hear each other. Greg also reported that teachers are doing amazing work and are working very hard. It is for the best interest of students. He said that he believes students appreciate it and he feels that teachers feel the same.

b. Education Committee – Niki McGettigan

Jerry Wilson said that focus areas for meeting agendas was the intent. Action steps from the Strategic Plan and looking at deadlines was a focus. The curriculum renewal cycle was a consideration. New pilot programs will hold off until we get through the current school year.

Ann Forrest added that the review cycle of digital resources and getting the system into place was discussed as a focus as well.

c. Equity Committee – Linda Quintanilha

Rich Cahoon reported that the Equity Committee decided to put a hold on pilots.

Ann Forrest said that middle school was discussed and will return to a conversation on the middle school schedule at the next meeting.

d. Selectmen's Advisory Committee- Tim Theberge

Tim Theberge said that the meeting focused on reopening procedures. Discussion on GOFERR funds took place in terms of where the towns were at with them. FEMA's change of policy on PPE was discussed as well.

Tim Theberge asked if there is any consideration about adjusting the 5 minutes between classes at the high school to determine if it is sufficient for students to potentially travel from one end of campus to another. Is there enough time for transition? Kimberly Saunders reminded that we are in day two and that time for administration to review is needed.

10. Old Business

a. Athletics Proposal from ConVal High School

John Reitnauer reported that last week, the decision was made for a reevaluation date of September 25th to resume athletic competition. The recommendation not to do that because students would be sent off campus and returning for academic classes was made. Mr. Reitnauer said that we, as an athletic department, are looking to shut skills and drills down on October 22nd. It will give each cohort an equal amount of time with coaches and teammates.

John Reitnauer said that a decision on winter was going to be made on October 6th. But, no guidance has been given from the NHIAA. He has not heard back from Winchendon about ice time but he has heard back from Keene that they are able to accommodate if we are going to play hockey. Scheduling meetings are coming on Thursday. A plan for restarting winter events will be needed. The NHIAA may push start dates from November 30th to later in the school year. A decision on winter sports is asked for on October 26th.

Rich Cahoon asked about skiing. John Reitnauer said that if a decision was made on October 6th, that would have been the decision. However, we are allowing students to leave to compete and return to classes. The decision was made not to go forward as a result with fall sports because it could jeopardize the cohort system in place.

Rich Cahoon said that it is the possibility that students who compete in athletic competition that they be required to participate in classes remotely.

John Reitnauer said that is the only way that would allow students to compete, to educate remotely until their last competition date and quarantine period before being allowed back live.

Rich Cahoon said that a recommendation to return or not return to competition by risk level will be asked on October 26th. Students, if allowed to compete, would remote for education. Rich clarified that there is no option to compete and return to school in person. Confirmed.

Kevin Pobst said that he suspects that if skiing were allowed that students could be placed in the same cohort. John Reitnauer said that he sees that as an equity issue.

Rich Cahoon said that he sees this as an issue for other parents who would question why this sport and not others.

Kimberly Saunders said that we did look at the cohort piece to consider team-based cohorts. When we looked at it, it caused significant concerns around equity. It was examined.

Stephen Ullman asked that if it is presently recommended that low risk sports compete, would it mean that there were a gold alpine team and a gold alpine team. John Reitnauer confirmed that whatever cohort were in school in a given week would be the one to compete.

Katherine Heck asked if Alpine and Nordic were to compete as blue and gold that they would have to remain remote during their season. John said that depending what cohort they were in, they would be competing against students from other districts. Katherine asked if they are going from the mountain to home, why would we separate them if they had to stay remote. John said that the majority will stay remote, we could race them as one team.

Katherine asked if the other sports, to the extent possible, could not compete, would they be allowed to have skills and drills. John said that would be his hope. But, being indoors during that time of year is of concern for lack of air flow. He would have to look at that very very hard.

Katherine Heck further asked if we could do something like an "if/then statement" about going remote or a family decision. When we come to a vote, if/then statements would be helpful. It might not be completely clear to families. Keeping schools open is most important. The decision made should allow families time to think it through. John said that he could rework the language.

Katherine Heck said that it is a full board decision and she appreciates the effort to give students an athletic experience but keeping students in schools is most important.

Rob Short, Jr. agreed and said that he would like to see students go to competition and that they be required to go remote for education. It is important to an athlete.

Rich Cahoon said that this decision will be delayed until October 26th. Sense of the board was confirmed.

b. Communication Addressing MLT and Sentinel Reporting Inaccuracies on FEMA Funding

Rich Cahoon said that whenever there is correspondence going out to Select boards, from now on, we will copy the School Board reps for that town on that correspondence so that they will know what is going on.

Kimberly Saunders said that we can combine the initial COVID cost article that we were writing with helping people understand those costs and what we were planning on getting from FEMA along with what we will have to use in the general fund. Rather than just say that the article was significantly inaccurate, it could clarify that we are not going town to town asking for money to the tune of \$3M.

Janine Lesser asked if the Communication Committee should work on this or Guilfoil. Kimberly Saunders said that it would be helpful for the Communication Committee to start.

Rich Cahoon said that it would be good to put Jim Fredrickson's document on our website because of its complexity. He encouraged the Communication Committee to refer people to our website.

Rich said that local media are understaffed and under pressure and it would be good to provide them with the detail of complex issues.

11. New Business

a. NHSBA Resolutions 2021 (Board Vote Required)

Katherine Heck shared a resolution she wrote for COVID funding to be reimbursed by the State for remote and in person models. Adequacy is already too low. Receiving \$157 per child is inadequate. The State should address the needs to reopen schools safely while adhering to State and Federal guidelines.

Rich Cahoon said that he thought it was very well done. Typically, we would vote to put this forward. Board members will receive a packet of other resolutions from other districts to vote on. Tim Theberge will also have another resolution.

Dick Dunning moved to bring Katherine's resolution forward. Second.

Janine Lesser said that she worried that this goes on for three years.

Katherine said that she believes the COVID impact will affect future budgets and how districts will move forward. We will continue to have COVID affect. It is something to consider.

Tim Theberge said that some of this is about messaging. Even if the timing is off, it is worth sending the message.

Rich Cahoon said that these resolutions are guidance on the focus.

Unanimous on a roll call vote.

Tim Theberge said that he sent a resolution out that deals with the last mile broadband. It is an issue he has been working on. There are issues with broadband. This specifically sends the message that NH did well with remote but it is an equity for those underserved. This is an attempt to make it clear that there is value to remote learning and it worked well for many students. This may continue to be an ask during non-pandemic times. The need to access curriculum will be part of what education looks like. Without access, it is a problem. It is about building to the future needs.

Rich Cahoon said that a vote could be taken at the next board meeting.

Stephen Ullman noted the budget line item for hotspots to connect students.

Rich Cahoon returned to the agenda item on approval of minutes. He said that Brenda's responsibility and job is to record motions as made. Rather than ask her to extract numbers from documents, we should try to make our motions including the words that we want to see in the minutes. With that in mind, the motion on requisitions should be made considering this.

b. Requisition Approvals (Board Vote Required) – Lori Schmidt

Lori Schmidt reported the need for an additional nurse in one of our schools. We have an obligation to provide suicide prevention; NAMI will provide training. Quadient includes postage leases and ongoing contracts. We had not renewed a software tool used in classrooms, BrainPop, which is reflected in the requisition requests.

Katherine Heck moved to accept the requisition requests in the amount of \$35,434.27. Dick Dunning second.

Rob Short asked if additional columns to reflect if this was initially budgeted and what the budget line item is could be added.

Unanimous on a roll call vote.

c. Expenditure and Encumbrance Report - Lori Schmidt

Lori Schmidt said that she will provide this report for each meeting with a cutoff date of the Thursday prior to meeting. Lori said \$4.4M has been unencumbered. \$1.1M is associated with temporary salaries, which include substitutes, athletic, co-curricular stipends, and summer curriculum work. We don't know what is happening with these topics. As a result, we really have \$3M unencumbered.

Dick Dunning moved to accept the Encumbrance Report and the encumbrances therein as presented. Katherine Heck second. Unanimous on a roll call vote.

12. Public Comment

Kristin Proctor asked about the remainder of fall sports; specifically, golf. She asked if two golfers could go to tournament. It is outside, following social distancing. Parents take students to events so there is no mixing of cohorts. The deadline to register is October 8th at 3:00 p.m.

Rich Cahoon said that procedurally, this is difficult, because the board does not respond to public comment because that is not how it works. Rich further said that we have to post agenda items and vote on them as they come up. He said that the board will ask the Superintendent to confer with the Athletic Director to deal with this question. Confirmed.

Hunter asked if there is a way to ask our Athletic Director if we can do the same to salvage a soccer season this year. Rich Cahoon said that the purpose of this is public comment rather than question and answer procedurally. The board has voted not to move forward with athletic competition.

Celeste Lunetta spoke in support of bringing kids back out to participate in sports.

13. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that manifests listed totaling \$258,088.34 and Payroll totaling \$1,897,023.79 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. Jim Fredrickson second. Unanimous on a roll call vote.

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

None.

Dick Dunning motioned to adjourn at 8:56 p.m. Janine Lesser second. Unanimous on a roll call vote.

Respectfully submitted,

Brenda Marschok

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Rd.
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School Board Meeting

**Tuesday, October 20, 2020
6:30 p.m.**

**Physical Location: ConVal High School Library
184 Hancock Rd.
Peterborough, NH**

**Virtual Location:
<https://us02web.zoom.us/j/82697125458?pwd=d0M5MTRFb0JuaXhJMndZaUh0WEZwZz09>**

Meeting ID: 826 9712 5458
Password: d5xrpP
Phone: +1 646 558 8656 US
Meeting ID: 826 9712 5458
Password: 577450

MINUTES

BOARD

Rich Cahoon, Richard Dunning,
Alan Edelkind, Jim Fredrickson,
Katherine Heck, Janine Lesser,
Kevin Pobst, Linda Quintanilha,
Robert Short, Jr., Tim Theberge,
Jerome Wilson

Greg Leonard, CVEA

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Lori Schmidt, B.A.
Carrie James, H.R.
Cari Christian-Coates, Student Serv.
Larry Pimental, PES
Amy Janoch, HES
Fabi Woods, TES

1. Call to Order and Pledge of Allegiance

Rich Cahoon called the meeting to order. The Pledge of Allegiance was recited.

2. Right to Know for Public Meeting Emergency Declaration

Rich Cahoon read the *"Right to Know for Public Meeting Emergency Declaration"*.

3. Non-Public Session: RSA 91-A:3,II (6:30 pm – 7:15 pm)

Tim Theberge moved to enter into non-public session in accordance with RSA 91-A:3,II for matters of negotiation and legal at 6:35 p.m. Dick Dunning second. Unanimous on a roll call vote.

Janine Lesser motioned to exit non-public session at 7:24 p.m. Dick Dunning second. Unanimous on a roll call vote.

Tim Theberge moved to seal the minutes of non-public session for legal, student safety, and negotiations for five (5) years. Dick Dunning second. Unanimous on a roll call vote.

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

a. September 29, 2020

Janine Lesser moved to accept the minutes of September 29, 2020 as presented. Jerry Wilson second. Unanimous on a roll call vote.

5. Points of Pride

Kimberly Saunders said that we are moving into our last five weeks of in-person learning. Teachers are working outside and promoting outdoor learning. Parents have reached out to thank specific teachers and share what is happening for their children. Laura Carr is working as a remote teacher and she is balancing students need for comfort with what is going on in the world right now and students' academic needs.

6. Public Comment

Rich Cahoon offered public comment, which he reminded is not a Question & Answer time, but rather time to make comment.

Bill Taylor, Peterborough, said that he does not understand the risk levels of the categories. What makes it a minimal or substantial level? More to come on this topic later on the agenda.

7. Consent Agenda

a. Personnel

1) Paraprofessional Justification(s)

Kimberly Saunders referenced the need for additional paraprofessionals, one is specific to a new student and another is the result of a student moving between cohorts. They are anticipated this year only.

Linda Quintanilha moved to approve the Paraprofessional requests. Dick Dunning second. Unanimous on a roll call vote.

Rich Cahoon asked the funding source for these positions. This is exactly why we have a Special Education Trust; is this where the funding would come? Kimberly Saunders said that this is unanticipated. A public hearing would be required to come from the trust.

Jim Fredrickson asked if we are comfortable that there is room in the budget. Lori Schmidt said that there are options. One position is covered by the encumbrance.

8. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

Equity Committee will meet at 4:30 pm rather than 5:30 pm on October 27th. A Budget & Property Committee work session to discuss the Capital Improvement Plan was scheduled on Friday, October 30th from 9:00 to 10:30 a.m.

Equity Committee and Education Committee need to be reassigned dates; more to come.

b. ConVal School District Reopening Update & Local COVID Data Update

Kimberly Saunders invited Ed Walker, Peterborough Fire Chief and also Health Officer in to speak. He is also on the COVID Monitoring Team.

In terms of decision making, there is a clear protocol by meeting every morning to review data. Data is reviewed and a color level is determined. Phases are based on the recommendations of the Center for Disease Control (CDC). Blue is low, green moderate, yellow is significant mitigation, and red are shelter in place recommendations. The CDC does not spell out a number of cases as an indicator because in small communities, 1% of a community could be 8 or 9 people to create a closure in a school. In a red phase, it would be large scale and uncontrollable transmission. Orange/yellow is large scale transmission with significant COVID but it is very local; we know where it comes from and we can trace it back. Minimal to moderate transmission is when exposure can be seen in different settings with potential for a quick uptick with lack of controls in place.

We also spent a lot of time looking at the context and the environment. Situational awareness is important. There is an uptick around us but we are able to say confidently that we are in the green category in the nine towns in our community. Information is updated and sent to the entire team. Team make up was shared.

Data is reviewed and the team decides where we are in the four categories. There is some concern about the uptick. What are the decision levers? Trends in cases, and where in the community they are located are considered. At this point, the team feels strongly that we are still very much in the green while watching our communities. We are in the same place as when we decided to open. What we are seeing on the school side is that people are being cautious and careful.

Ed Walker said that looking at where these cases are coming from is important. He shared information about positive cases. It is important to separate out the spread. What we are seeing locally is from events. The ConVal School District is one of the few that currently has no active cases in students and staff. He credits this to what the communities are doing with outside space, outdoor learning, and lack of some sport activity. We need to push out to everyone in our district, the importance of pushing through the fatigue and getting through this. He credited issues with his crew with complacency.

Rich Cahoon asked if absenteeism is up or down compared to other years. Kimberly Saunders said that it is about the same. There are some days that are higher or lower, but in general it is average.

Athletic recommendations will be the topic of next week's board meeting and will be posted in advance of the meeting on the website.

9. Reports

a. Teacher Representative – Greg Leonard

Greg Leonard reported that students are appreciating education and having a good time. He said that staff are feeling a significant amount of stress related to being in a pandemic and due to the fact that we are doing things differently. Stress is higher at the middle schools in particular where changes were more significant. Wellness is a part of our recent professional development with a focus on supporting teachers through this process.

b. Policy Committee – Janine Lesser

Janine Lesser reported meeting on October 8th where a schedule was set up for the work that lies ahead through January. Title IX policies have begun review and will be worked on further. Significant progress is underway.

c. Strategic Plan Committee – Tim Theberge

Tim Theberge said that the meeting was focused on getting the Strategic Plan back on target. The committee looked at the timeline and what it should be. Membership was discussed. The initial proposal is for 20-22 members as opposed to the former 10. A targeted invitation vs. open invite is considered. Progress should be forthcoming in the upcoming months.

d. Communication Committee – Janine Lesser

Janine Lesser reported that the Roles and Responsibilities of the Communication Committee and Communication firm were discussed. Best utilizing services was discussed. Very happy with firm so far. Conversation about misinformation about reopening expenditures took place and how-to best remedy. Jim Fredrickson wrote a piece that he will fine tune and put on the website. The upcoming budget activity was discussed. Discussion around public communications on the topic of Monadnock Tent and Event was discussed. Jim will write a piece about adaptations of our HVAC systems in the district.

e. Education Committee – Jerry Wilson

Jerry Wilson said that the meeting focused on the assessment schedule. Each year, a variety of standardized tests are administered. An interim assessment has been asked of by the State. We asked for a waiver which was rejected. October testing therefore is underway. A suggestion to look at student performance data, compared to this fall, to identify areas of concern was voiced.

10. Old Business

a. NHSBA Resolutions 2021 (Board Vote Required)

Two resolutions have been proposed. Katherine Heck proposed one that was voted and submitted.

Tim Theberge submitted a second, which deals with last mile broadband access. Our district struggles with broadband access, even more so with remote expectations. In order to provide robust learning, Wi-Fi is needed?

A viable solution is asked to complete last mile in Tim's resolution. Work on a fiber solution is underway in Dublin. Greenfield is likely to follow as a result of currently having zero fiber.

Alan Edelkind asked if anything could be done in the resolution to fund retroactively for those towns already underway. Tim said that although NH is inadequate, up until the CARES act, little money has been spent on broadband. He did not incorporate funding from the state in the language. It was not his intent.

Robert Short, Jr., said that bonded is inadequate, we should put in cable or fiber. He said that a higher level should be pushed.

Katherine Heck moved to accept the proposal that Tim Theberge put forward as a resolution. Dick Dunning second. Unanimous on roll call vote.

11. New Business

a. Health Insurance Buyout

Carrie James said that the current benefit option for a health insurance buyout is available for full-time eligible employees to receive a buyback for those who do not access insurance with the district.

The proposed solution is to offer this to all employees. Currently, two employees not previously eligible would now cost \$5,378.94. In general terms for each person who declines and receives the buyback, the district saves money.

Kevin Pobst moved to approve the insurance buyout to full-time employees not previously offered. Dick Dunning second.

Why did this come up? It was our initiative when reviewing benefits and looking at the inequities; it seemed unfair.

Robert Short, Jr. asked if someone gets the buyback, are they no longer eligible. Carrie said that if they had a qualifying event it would be prorated.

Katherine Heck asked to amend the motion to contain the dollar amount of up to \$5,378.94.

Rich Cahoon asked if those eligible need to be on our insurance for one year. Carrie confirmed, unless they are new.

Kevin Pobst accepted the amendment as proposed by Katherine as did Dick Dunning.

Robert Short, Jr. opposed. All others in favor on a roll call vote. Motion carried.

b. Requisition Approvals (Board Vote Required) – Lori Schmidt

Lori Schmidt referenced requisitions.

Dick Dunning moved to approve the requisitions in the amount of \$28,038.20. Jim Fredrickson second.

Kevin Pobst said that he appreciated the report provided several meetings ago with year to date information.

Unanimous on roll call vote.

c. Expenditure and Encumbrance Report - Lori Schmidt

Lori Schmidt reported most of the expenses are encumbered (the larger amounts). Payroll, benefits, routine expenditures are encumbered. As we make payments, some requisitions are estimates, and the differences would be closed out.

Jim Fredrickson moved to accept the expenditure report and adopt any encumbrances therein. Dick Dunning second. Katherine Heck abstained. All others in favor on a roll call vote. Motion carried.

d. DOE 25 & MS 25 (Board Vote Required)

Kimberly Saunders referenced the School Financial Report and MS 25. She said that there is concern that it is October 19th and that this is the first the Board is seeing it. This is based on the timing of our audit, which we have little control. We are working on adjusting the timing of future audits.

The Board will need to consider the option to retain the unreserved fund balance just for this year. If that is something that the Board would want to do, the Board needs to decide before this is submitted. It should be noticed.

After discussion, the Board directed administration to request authorization, Pursuant to Emergency Order #38, to utilize its fiscal year 2020 unrestricted fund balance in the amount of up to \$570,837 to fund these necessary health/safety expenditures.

Rich Cahoon said that we can't vote tonight but we can discuss it.

Dick Dunning said that we should retain it. Tim Theberge agreed. Any questions about the process?

Katherine Heck said that we would need to consult immediately to get the ball rolling. Towns are waiting on this to set the tax rate. She was in favor of retaining funds.

Should we proceed to retain for next meeting? Consensus was in agreement.

Jim Fredrickson asked what steps will occur so towns can set tax rates. Balance determination and submittal will follow.

Once the DOE 25 is submitted, the DRA will determine if it is sound.

e. Projected Adequacy

Lori Schmidt said that the State provides an estimate of adequacy aid for the subsequent year by November 15th. The actual adjusted report is \$77,513.00 less in adequacy aid for this fiscal year than anticipated when the budget was prepared. Reductions translate to decreased adequacy aid.

What years are ADM #'s based on? Last year's 19/20 was used.

12. Public Comment

Kristin Larson said that her daughter is a junior and has not been allowed to attend school more than two days. She urged that the calendar be revisited to allow more in person learning days.

13. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that the manifests listed totaling \$937,742.39 and Payroll totaling \$958,861.96 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 presented. Jim Fredrickson second. Unanimous on a roll call vote.

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

Tim Theberge moved to enter non-public session for matters of negotiation in accordance with RSA 91-A:3,II. Dick Dunning second. Unanimous on a roll call vote.

Linda Quintanilha moved to exit non-public session at 8:47 p.m. Tim Theberge second. Unanimous on a roll call vote.

Tim Theberge moved to seal the minutes of non-public session for a period of 5 years. Dick Dunning Second. Unanimous on a roll call vote.

Linda Quintanilha motioned to adjourn at 8:51 p.m. Tim Theberge second. Unanimous on a roll call vote.

Respectfully submitted,

Brenda Marschok

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Rd.

Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, October 27, 2020

6:30 p.m.

Physical Location: None

Virtual Location:

<https://us02web.zoom.us/j/85332755063?pwd=RUxrTDJOQ0dVYIN5UTZZMGM0ZzJKZz09>

Meeting ID: 853 3275 5063

Password: zyl21F

Phone: +1 646 558 8656 US

Meeting ID: 853 3275 5063

Password: 986706

MINUTES

BOARD

Rich Cahoon, Richard Dunning,
Alan Edelkind, Jim Fredrickson,
Katherine Heck, Janine Lesser,
Kevin Pobst, Linda Quintanilha,
Robert Short, Jr., Tim Theberge,
Stephen Ullman, Jerome Wilson

Greg Leonard, CVEA

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Lori Schmidt, B.A.
Carrie James, H.R.
Tim Grossi, Facilities
Heather McKillop, CVHS
John Reitnauer, CVHS A.D.

1. Call to Order and Pledge of Allegiance

Rich Cahoon called the meeting to order at 6:30 p.m.

2. Right to Know for Public Meeting Emergency Declaration

Rich Cahoon read the "Right to Know for Public Meeting Emergency Declaration".

3. Non-Public Session: RSA 910A:3,II (6:30 pm – 7:15 pm)

a. Negotiations

Tim Theberge moved to enter into non-public session at 6:35 for matters of legal and negotiations.

Dick Dunning second. Unanimous on a roll call vote.

Tim Theberge moved to exit non-public session at 7:13 p.m. Linda Quintanilha second. Unanimous on a roll call vote.

Tim Theberge moved to seal the minutes of non-public session for matters of negotiations and legal for a period of five (5) years. Dick Dunning second. Unanimous on a roll call vote.

Tim Theberge moved that the Board ratify the Collective Bargaining Agreement (CBA). Stephen Ullman Second. Dick Dunning abstained. All else in favor. Motion carried.

4. Public Comment

Matt Craig, Sharon, urged the board to consider the additional risk of contracting COVID with contact in winter sports. He urged the board to be adults and reduce risk rather than increase risk through sports. He said that the seriousness of this pandemic must be considered.

Kevin Proctor, referenced an email that he sent to the board this weekend. He said that he is in full support of the winter sports proposal for several reasons. The value of sports and extracurricular activities is important. Students are told to get involved and join clubs and sports to be part of a community. Sports and extracurricular activities allow

students access to buildings and ownership. Competition teaches many things to young athletes. Lessons learned transcend into the classroom.

At the conclusion of the two-minute period for individuals to make public comment, consideration to allow Mr. Proctor additional time was made.

Robert Short, Jr. moved to allow one (1) additional minute for Mr. Proctor to continue. Linda Quintanilha second. Unanimous on a roll call vote.

Kevin Proctor said that the proposal allows parents to make a decision for their student to participate in sports. We will remote already and will be quarantined by January 11th. Knowing this, if parents know that remote will be required, parents will make their decision.

Brady Proctor, Antrim, said that he is the only athlete to participate in a fall sport this year. It is his senior year and it was so important. The board has the opportunity to give every winter athlete the same opportunity. He said that mental health is important when looking at the safety and success of students at ConVal. This might provide an outlet for students where they might not otherwise have one. COVID guidelines are not being asked to violate but simply to follow the NHIAA guidelines.

5. ConVal High School Athletics

Rich Cahoon referenced a copy of the plan included in tonight's packet. He said that there are multiple options.

Rich said that we will take a motion to accept the recommendation and a second and then discuss. A vote will occur.

Katherine Heck moved to adopt the administration recommendation on high school athletics. Alan Edelkind second.

John Reitnauer said that the proposal is that ConVal would move forward with any winter athletic programs that the NHIAA approves to run. Following dates set up by the Executive Council last Friday, we would begin on November 30th with a skills and drills period that would run through December 11th. Team practices would begin December 14th. The first date of competition would be January 11th. During remote time, we would have cohorts combined to form teams. A Regional Schedule would be built; it would be shortened; playing teams within a one-hour drive. Athletes who participate would stay remote once we return to in person on January 19th through their final competition and an additional 14 days to allow one to quarantine.

Risk levels – basketball – moved into the moderate level with ice hockey. Wrestling is high level risk. Others are low risk. Indoor track is also moderate level.

Heather McKillop said that if, at a time, our district moved to red category, there would not be any sports playing. The COVID Monitoring Team meets and compares data daily. If there were trends that indicated it was not safe to go forward, that information would inform decision making. Health and safety have to be the priority for all.

Tim Theberge asked since wrestling is the only high-risk sport, could we just drop that sport off and then moderate, and then low, or is this an all or nothing.

John Reitnauer said that if that is the recommendation of the board, we could go in that direction and run skills and drills only.

Rich Cahoon asked John Reitnauer his recommendation. John Reitnauer said that it will have a lot to do with where we are in relation to COVID cases in our area. He does have a concern about wrestling.

Alan Edelkind asked if with option one, is it all or nothing, or is it still based on risk level? Could lower levels still play if high risk was deemed not able to play?

John Reitnauer said that wrestling and ice hockey are higher risk. He would think that high risk activity would be looked at and reevaluated after hearing from the NHIAA.

Alan Edelkind asked if the recommendation could be modified to say that winter sports that are determined to be eligible would continue to play. Only those sports deemed safe to play would be played. John Reitnauer agreed.

Kevin Pobst said that we could amend the motion to read that we will go along with the NHIAA and COVID monitoring team.

Dr. Saunders said that the COVID Monitoring Team looks at data across the state and within district. Student absenteeism and illness is looked at. A Red Level designation would be a clearing of buildings and sending everyone home. If the COVID Monitoring Team should look specifically at sports, it is a different direction for them. She said that John Reitnauer sits on the monitoring team.

Rich Cahoon said that the role of the board is to set the outer limit.

Heather McKillop said that part of the plan is that parents would sign a waiver.

Katherine Heck said that some winter sports are played off campus at other facilities. If those facilities become unavailable, that would determine the future of certain sports.

Kimberly Saunders said that there are no indoor track venues available. Ice rinks are closed until Sunday. We began conversations with Keene Ice knowing that prep schools might not allow others to use their ice.

John Reitnauer said that Hampshire Dome in Milford has an indoor track that can be used. UNH and others are not opening their indoor tracks.

Rich Cahoon said that some others have made the requirement that students cannot participate in outside competition.

Linda Quintanilha said that requirement would be a must. What is the accountability and how will it be enforced?

Tim Theberge said that those that play in a club sport forfeit their ability to compete in ConVal sports.

John Reitnauer said that language could easily be added to the draft.

Kevin Pobst said that he is uncomfortable with that as a policy as a blanket statement. There are lots of competition that skiers participate in across the season.

Rich Cahoon said that another action will be needed on spectators.

Kevin Pobst amended that motion not to include high risk sports and only include moderate and low sports. Stephen Ullman second.

The amended motion would read to adopt the recommendation of administration with interscholastic participation in only level 1 and 2 sports.

Katherine Heck asked if we are eliminating skills and drills for that group or only competitive play.

Kevin Pobst said that the intention is interscholastic competition.

Stephen Ullman said that he sees dangers in wrestling practice.

Kevin Pobst said that he does not see how wrestling could move forward safely.

Linda Quintanilha said that we have got to a place where this is not our gig. We all have opinions. We have people running around without masks. This should be left to administration.

Heather McKillop asked of the possibility that a sport move from one tier to another. If that occurs, that would have to be followed.

Stephen Ullman said that there may be promotion or demotion from one level to another. Broad language means that this applies to low and moderate activities.

Heather McKillop said that if a sport were to move from moderate to high, that we would follow.

Kimberly Saunders said that the board asked for a proposal.

Kevin Pobst withdrew his motion to amend.

Alan Edelkind agreed that it should be an administrative decision. We could leave it open ended to include the winter sports that are eligible. "Sports that are determined to be eligible by administration" might be the words used.

Stephen Ullman withdrew his second.

Rich Cahoon noted language about a 14-day quarantine requirement after sport competition ends.

Tim Theberge said that the District should adopt the requirement that athletes will not participate in club sports.

Stephen Ullman said that original language conveys to families the seriousness of this. Not only athletes, but siblings of athletes must go remote beyond a 14-day quarantine.

Kimberly Saunders said that it is household members and not just siblings; not everyone lives with their siblings.

Katherine Heck said that in March, our basketball team was headed into an important game. During that week, we went from having fans, to no fans, to cancelling completely. She said that she feels that administration will make the right decisions.

Adopting the administration recommendation is the vote on the table.

Tim Theberge moved to amend the administration recommendation to add the requirement that student athletes that seek to play under the ConVal Proposal will not participate in club sports. Dick Dunning second.

Discussion on amendment:

Kevin Pobst said that he would like to see it apply sport by sport as the administration sees fit.

Tim Theberge said that his intent is for students not to participate in sports outside of ConVal.

Linda Quintanilha moved to amend to include the words "high risk" in front of "club" and that exceptions may be made at the discretion of administration.

Tim Theberge and Dick Dunning accepted the change to their motion and second.

It leaves us with you cannot participate in club sports.

Tim Theberge said that he would be comfortable with moderate and high risk. Tim further said that students are required to agree that they will not to participate in moderate or high-risk sports.

Heather McKillop asked how that would be monitored with fidelity. John Reitnauer said that he was unsure how that would be monitored as well. We would have to trust that people would do the right thing.

Rich Cahoon said that you will know when there is contact tracing. If a waiver said that you are agreeing not to do this, it is an accountability issue.

Linda Quintanilha said that once administration kicks a kid off a basketball team we (the board) will have to have administration's back.

Roll Call to amend the Motion to adopt the recommendation of administration as presented with the exception that interscholastic competition of high and medium risk sports would require no competition of club sports except at the discretion of administration.

In favor: Jim Fredrickson, Dick Dunning, Janine Lesser, Jerry Wilson, Stephen Ullman, Tim Theberge, Alan Edelkind, Robert Short, Jr. , Kevin Pobst, Linda Quintanilha

Opposed: Katherine Heck

Motion carried.

The motion now on the floor is:

To adopt the recommendation of administration as presented with the exception that interscholastic competition of high and medium risk sports would require no competition of club sports except at the discretion of administration.

In favor: Jim Fredrickson, Dick Dunning, Janine Lesser, Jerry Wilson, Stephen Ullman, Tim Theberge, Robert Short, Jr. , Kevin Pobst, Katherine Heck

Abstained: Linda Quintanilha

Opposed: Alan Edelkind

The Recommendation is adopted as presented.

6. Retention of Fund Balance for COVID-19 related expenditures per Emergency Order #38 (Board Vote Required)

Executive Order 38 allows us to retain our unreserved fund balance through a properly noticed meeting.

We anticipated receiving \$1M in FEMA funding. That money is not going to be coming. Additional CAREs dollars were awarded to the district to just under \$500K. It leaves us a little shy in the dollars that we need to make up.

The recommendation is to deduct the initial \$250K anticipated fund balance and retain the remaining amount.

James Fredrickson moved that pursuant to the State of New Hampshire Governor's Emergency Order #38, the Superintendent is directed to prepare a letter to be signed by the entire Board for submittal to NH Department of Education seeking approval to make emergency expenditures associated with the COVID-19 pandemic in the amount of \$320,836.58 utilizing a portion of the District's Unassigned Fund Balance.

| | |
|--|--------------|
| Total current Unassigned Fund Balance: | \$570,836.58 |
|--|--------------|

| | |
|--|--------------|
| Amount to be retained for COVID-19 expenditures: | \$320,836.58 |
|--|--------------|

| | |
|---|--------------|
| Amount remaining for Unreserved Fund Balance: | \$250,000.00 |
|---|--------------|

Katherine Heck second.

Katherine Heck shared her appreciation for the effort to preserve and recoup. We have met our commitment we made to towns

Unanimous on a roll call vote.

7. MS 25 and DOE 25

Lori Schmidt said that she believed the reports would need to be amended based on the vote just taken. It is actually the MS 24 that would address action just taken. The MS 25 and DOE 25 need to be submitted as presented last week. Need signatures by end of day Wednesday.

8. Public Comment

None.

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

None.

Dick Dunning motioned to adjourn at 8:30 p.m. Robert Short, Jr. second. Unanimous on a roll call vote.

Respectfully submitted,

Brenda Marschok



CONVAL School District
Justification for Staffing Increase
Paraprofessional



Present State: ConVal School District has 1 student new to the District with an Individualized Educational Plan (IEP) that requires paraprofessional support.

Recommended Addition/Change: Add 1 Paraprofessional position

Estimated Financial Impact:

2020-2021: \$28,723 + Benefits = \$37,340

November 2020

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|-----------|---|---|---|---|---|-----------|
| 1 | 2 | 3 Policy Committee Mtg. @ 5:00 p.m. School Board Mtg. @ 6:30 pm | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 Budget & Property Committee @ 5:30 pm | 11 Veteran's Day – District Closed  | 12 Strategic Plan Committee Mtg. @ 5:00 pm Communication Committee Mtg. @ 6:00 pm | 13 | 14 |
| 15 | 16 | 17 Policy Committee Mtg. @ 5:00 p.m. School Board Mtg. @ 6:30 pm | 18 | 19 | 20 | 21 |
| 22 | 23 Education Committee Mtg. @ 5:00 pm | 24 | 25 Thanksgiving Recess – District Closed. | 26 Thanksgiving Day!  | 27 Thanksgiving Recess – District Closed. | 28 |
| 29 | 30 Equity Committee Mtg. @ 5:30 pm | | | | | |

December 2020

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

9/30/2020 1:03 PM

| | Grade 5 | Grade 6 | Grade 7 | Grade 8 | Total | In Person | Remote |
|--|-----------------------------|---------|---------|---------------|-------|-----------|--------|
| GBS # of Students | 62 | 50 | 74 | 70 | 256 | 210 | 46 |
| # of Teachers* | | | | | 16 | | |
| Ratio | | 16.00 | | | | | |
| SMS # of Students | 72 | 88 | 90 | 104 | 354 | 260 | 94 |
| # of Teachers* | | | | | 20 | | |
| Ratio | | 17.70 | | | | | |
| Total Students | | | | | | | |
| GBS and SMS | 134 | 138 | 164 | 174 | 610 | 470 | 140 |
| CVHS # of Students | 174 | 173 | 173 | 188 | 708 | 544 | 164 |
| Ratio | | 12.5 | | | | | |
| CVHS enrollment numbers do NOT include ATC students from other Districts | | | | | | | |
| Enrollment numbers may include tuitioned-in students | | | | | | | |
| | Includes Preschool students | | | PreK to 4 | 707 | 588 | 119 |
| | | | | 5-8 | 610 | 470 | 140 |
| | | | | 9-12 | 708 | 544 | 164 |
| | | | | Total 2020-21 | 2025 | 1602 | 423 |
| Total Enrollments | | | | | | | |
| | 2012-13 | 2342 | 2019-20 | 2074 | | | |
| | 2011-12 | 2434 | 2018-19 | 2109 | | | |
| | 2010-11 | 2534 | 2017-18 | 2143 | | | |
| | 2009-10 | 2755 | 2016-17 | 2234 | | | |
| | 2008-09 | 2855 | 2015-16 | 2169 | | | |
| | 2007-08 | 2969 | 2014-15 | 2239 | | | |
| | 2006-07 | 3104 | 2013-14 | 2325 | | | |

| Description | | Cost (Salary & Benefits) | Gen Fund | ESSER (Title 1 Schools) | FY 20 Encumbrance | Retained FB |
|-----------------------------|-----------------------------|-----------------------------|-------------------|----------------------------|----------------------|-------------------|
| Staff & Benefits | | | | | | |
| BES | School Nurse (RN) | 100,224.84 | - | 100,224.84 | - | - |
| BES/FES | School Counselor | 62,690.09 | 31,345.04 | 31,345.04 | - | - |
| CVRES | Remote 2nd grade | 61,544.25 | - | - | - | 61,544.25 |
| GBS | Para blended | 28,886.17 | - | - | - | 28,886.17 |
| GBS | Student Support | 85,893.96 | - | - | - | 85,893.96 |
| GBS | Para - blended learning lab | 57,610.00 | 57,610.00 | - | - | - |
| GES | grade 1/2 | 52,301.41 | - | - | - | 52,301.41 |
| PES | Para - blended learning lab | 57,610.00 | 57,610.00 | - | - | - |
| PES | grade 3 | 52,301.41 | 52,301.41 | - | - | - |
| SMS | Para blended | 43,185.95 | - | - | - | 43,185.95 |
| SMS | Para blended | 38,742.80 | 16,371.64 | - | - | 22,371.16 |
| SMS | Para blended | 26,465.39 | - | - | - | 26,465.39 |
| SMS | Para - blended learning lab | 57,610.00 | 57,610.00 | - | - | - |
| SPED | OT | 67,676.26 | - | - | 67,676.26 | - |
| TES / DCS | School Counselor | 63,422.96 | 63,422.96 | - | - | - |
| ESY extra hours | | 6,980.73 | - | - | 6,980.73 | - |
| | | 863,146.21 | 336,271.06 | 131,569.88 | 74,656.99 | 320,648.29 |

Still trying to fill positions



New England School Development Council
Celebrating over seventy years of service to education

October 2020

Ms. Kimberly Rizzo Saunders
SAU #01 - ConVal RSD
106 Hancock Road
Peterborough, NH 03458

Dear Ms. Rizzo Saunders:

We have recently mailed to all NESDEC affiliated superintendents the data forms for our **Enrollment Projection Service** and **Special Education Trend Report**. These services are offered at **no cost** to NESDEC affiliates. The enrollment projection service provides an annual **10-year enrollment forecast**. We have greatly enhanced our enrollment projection reports (sample enclosed), and will be emailing them in a PowerPoint format to superintendents. Last year, NESDEC developed enrollment forecasts for over 280 school districts throughout New England. The Special Education Trend Report (sample enclosed) is an excellent management tool for school leaders. The report provides a straightforward review and analysis of personnel allocation and expenditures for special education services.

NESDEC also offers additional services at discounted rates to its affiliates related to school planning, including our comprehensive Demographic Report and Long-Range School Facilities Master Plan. For more information about our **Planning** services, as well as information about NESDEC's highly-regarded **Executive Search** and **Legal** services, which are also offered at a discount to our affiliates, please refer to the enclosed brochures or visit our website, www.nesdec.org.

Through our association with the National School Development Council (NSDC), all Superintendents in NESDEC affiliated districts receive, at no cost, a subscription to the *Journal for Leadership and Instruction*, the professional research publication of NSDC. Also available to NESDEC affiliates is the **National School Development Council Award for Academic Growth and Student Leadership in Learning**, an award to be presented to deserving high school seniors in the district.

My reason for writing at this time is to ask you to consider affiliating SAU #01 - ConVal RSD with NESDEC at one-half the regular rate. Under our Initial Year Incentive Program (IYI), **your district could be affiliated for the first year at \$1555** (this represents one-half of the regular price of \$3110 based on approximately 2145 students). Also, in order to better reflect the nature of our relationship, you can be invoiced for Enrollment Forecasting services instead of our regular affiliation/service fee. As an incentive for your consideration, if you decide to affiliate for Calendar 2021 and complete the enclosed affiliation application before **November 30**, we will grant affiliate status for **November and December 2020 at no cost**. This will be in time for you to take advantage of our no-cost enrollment projection and special education trend report services for this year and, again, for Calendar 2021, as well as being eligible for significant discounts on other NESDEC services.

If you have any questions about affiliation or our services, please call me at NESDEC or call a colleague who serves on our Board of Directors (list enclosed). We look forward to welcoming you to NESDEC.

Very truly yours,


Arthur L. Bettencourt, Ed.D.
Executive Director

Unanticipated Costs Due to COVID-19 & Related Funding Source

As Presented to B&P Committee on 10/21/2020

| Description | Unanticipated Costs | Anticipated Funding * | | | | | Proof |
|-----------------------------------|---------------------|-----------------------|------------------|-------------------|--------------------------|----------------------------------|-------------------|
| | | Gen Fund | Other Grants | ESSER Grant | 10/15/20 CARES Award *** | Retained Unassigned Fund Balance | FY 20 Encumbrance |
| <u>Staffing</u> | 863,146.21 | 336,271.05 | - | 131,569.88 | | 320,648.29 | 74,556.99 |
| <u>Technology / Communication</u> | 473,228.48 | 276,217.08 | 45,915.10 | 90,726.30 | | - | - |
| <u>Sanitizing</u> | 22,571.83 | - | - | - | 22,571.83 | - | - |
| <u>PPE & Thermometers</u> | 155,476.78 | - | - | - | 155,476.78 | - | - |
| <u>Outdoor Classrooms</u> | 739,905.35 | 522,494.64 | - | 10,782.46 | 206,628.25 | - | - |
| <u>HVAC</u> | 103,031.75 | 93,004.13 | - | 10,027.62 | | - | - |
| <u>Contracted Services</u> | 960,607.50 | 505,697.50 | - | 69,000.00 | | - | 385,910.00 |
| <u>Miscellaneous</u> | 45,935.44 | 31,093.44 | - | - | 14,842.00 | - | - |
| Total | 3,363,903.34 | 1,764,777.84 | 45,915.10 | 312,106.26 | 399,518.86 | 320,648.29 | 460,566.99 |

* Trust funds are another source of funding. This column is excluded from this report because there are no assigned expenses.

*** The projected award has increased to \$413,600.

Contoocook Valley School District

* Monthly Board Report (Object Report)

Fiscal Year: 2020-2021

From Date: 10/16/2020 To Date: 10/30/2020
☐ Include pre encumbrance ☐ Print accounts with zero balance ☒ Filter Encumbrance Detail by Date Range
☐ Exclude inactive accounts with zero balance

| Account Number | Description | Budget | Adjustments | GL Budget | Current | YTD | Balance | Encumbrance | Budget Bal | % Rem |
|--------------------|----------------------------------|--------------|-----------------|-----------------|--------------|----------------|-----------------|-----------------|----------------|----------|
| 21.000.0000.00.110 | REGULAR SALARIES | \$0.00 | \$16,052,020.48 | \$16,052,020.48 | \$587,201.40 | \$3,234,465.95 | \$12,817,554.53 | \$12,309,612.98 | \$507,941.55 | 3.16% |
| 21.000.0000.00.111 | PARAPROFESSIONAL SALARIES | \$0.00 | \$2,582,501.51 | \$2,582,501.51 | \$135,652.15 | \$619,355.50 | \$1,963,146.01 | \$2,182,395.36 | (\$219,248.35) | -8.49% |
| 21.000.0000.00.112 | ADMN ASSISTANTS | \$0.00 | \$1,146,678.72 | \$1,146,678.72 | \$50,761.46 | \$329,405.72 | \$817,273.00 | \$859,907.04 | (\$42,634.04) | -3.72% |
| 21.000.0000.00.113 | CUSTODIAL/MAINTENANCE | \$0.00 | \$536,493.82 | \$536,493.82 | \$20,025.94 | \$183,539.70 | \$352,954.12 | \$384,023.82 | (\$31,069.70) | -5.79% |
| 21.000.0000.00.114 | ADMINISTRATOR | \$0.00 | \$2,698,326.43 | \$2,698,326.43 | \$97,453.32 | \$889,250.75 | \$1,809,075.68 | \$1,733,425.39 | \$75,650.29 | 2.80% |
| 21.000.0000.00.115 | DEPARTMENT HEADS | \$0.00 | \$25,000.00 | \$25,000.00 | \$993.60 | \$4,967.96 | \$20,032.04 | \$20,032.04 | \$0.00 | 0.00% |
| 21.000.0000.00.119 | SUPPORT SERVICES | \$0.00 | \$901,889.37 | \$901,889.37 | \$32,676.88 | \$261,546.43 | \$640,342.94 | \$600,919.23 | \$39,423.71 | 4.37% |
| 21.000.0000.00.120 | TEMPORARY SALARIES | \$0.00 | \$1,133,835.25 | \$1,133,835.25 | \$61,409.61 | \$142,417.34 | \$991,417.91 | \$10,918.09 | \$980,499.82 | 86.48% |
| 21.000.0000.00.130 | OVERTIME | \$0.00 | \$34,500.00 | \$34,500.00 | \$3,384.37 | \$21,197.57 | \$13,302.43 | \$0.00 | \$13,302.43 | 38.56% |
| 21.000.0000.00.211 | HEALTH INSURANCE | \$0.00 | \$5,495,630.09 | \$5,495,630.09 | \$289,837.43 | \$1,274,607.62 | \$4,221,022.47 | \$4,076,687.97 | \$144,334.50 | 2.63% |
| 21.000.0000.00.212 | DENTAL INSURANCE | \$0.00 | \$197,440.02 | \$197,440.02 | \$11,822.99 | \$58,082.13 | \$138,357.89 | \$180,707.83 | (\$41,349.94) | -20.94% |
| 21.000.0000.00.213 | LIFE INSURANCE | \$0.00 | \$38,784.12 | \$38,784.12 | \$110.44 | \$622.46 | \$38,161.66 | \$2,128.48 | \$36,033.18 | 92.91% |
| 21.000.0000.00.214 | LONG TERM DISABILITY | \$0.00 | \$53,947.43 | \$53,947.43 | \$2,663.09 | \$15,028.66 | \$38,918.77 | \$51,377.50 | (\$12,458.73) | -23.09% |
| 21.000.0000.00.220 | FICA | \$0.00 | \$1,871,540.42 | \$1,871,540.42 | \$71,202.82 | \$411,035.58 | \$1,460,504.84 | \$1,303,422.71 | \$157,082.13 | 8.39% |
| 21.000.0000.00.225 | ADMIN ANNUITY | (\$7,005.00) | \$7,005.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 21.000.0000.00.231 | NON - TEACH RETIRE | \$0.00 | \$598,377.49 | \$598,377.49 | \$28,643.96 | \$175,411.31 | \$422,966.18 | \$470,840.87 | (\$47,874.89) | -8.00% |
| 21.000.0000.00.232 | TEACHER RETIRE | \$0.00 | \$3,109,453.87 | \$3,109,453.87 | \$124,407.00 | \$702,328.08 | \$2,407,125.79 | \$2,412,599.50 | (\$5,473.71) | -0.18% |
| 21.000.0000.00.260 | WORKERS' COMP | \$98,125.04 | \$24,641.00 | \$122,766.04 | \$0.00 | \$98,125.04 | \$24,641.00 | \$0.00 | \$24,641.00 | 20.07% |
| 21.000.0000.00.299 | Reallocated expenditures | \$7,005.00 | \$0.00 | \$7,005.00 | \$735.00 | \$10,738.80 | (\$3,733.80) | \$7,974.60 | (\$11,708.40) | -167.14% |
| 21.000.0000.00.320 | PRESENTERS | \$0.00 | \$17,000.00 | \$17,000.00 | \$0.00 | \$0.00 | \$17,000.00 | \$0.00 | \$17,000.00 | 100.00% |
| 21.000.0000.00.321 | PROF SERVICES | \$0.00 | \$103,500.00 | \$103,500.00 | \$17,718.00 | \$69,210.26 | \$34,289.74 | \$0.00 | \$34,289.74 | 33.13% |
| 21.000.0000.00.322 | STAFF SERVICES | \$0.00 | \$84,525.00 | \$84,525.00 | \$2,250.00 | \$3,915.98 | \$80,609.02 | \$0.00 | \$80,609.02 | 95.37% |
| 21.000.0000.00.323 | PUPIL SERVICES | \$0.00 | \$761,880.00 | \$761,880.00 | \$19,641.20 | \$129,287.43 | \$632,592.57 | \$983,264.57 | (\$350,672.00) | -46.03% |
| 21.000.0000.00.330 | PURCHASED/PROF | \$0.00 | \$1,682,201.93 | \$1,682,201.93 | \$16,678.44 | \$408,448.01 | \$1,273,753.92 | \$1,101,889.14 | \$172,064.78 | 10.23% |
| 21.000.0000.00.340 | STATISTICAL SERVICES | \$0.00 | \$34,060.00 | \$34,060.00 | \$0.00 | \$0.00 | \$34,060.00 | \$0.00 | \$34,060.00 | 100.00% |
| 21.000.0000.00.360 | PURCH SERVICES | \$0.00 | \$175,150.00 | \$175,150.00 | \$12,521.18 | \$60,052.47 | \$115,097.53 | \$110,253.09 | \$4,844.44 | 2.77% |
| 21.000.0000.00.411 | WATER/SEWER | \$0.00 | \$62,697.00 | \$62,697.00 | \$0.00 | \$4,839.78 | \$57,857.22 | \$47,310.22 | \$10,547.00 | 16.82% |
| 21.000.0000.00.421 | DISPOSAL | \$0.00 | \$44,040.00 | \$44,040.00 | \$0.00 | \$13,073.78 | \$30,966.22 | \$25,773.00 | \$5,193.22 | 11.79% |
| 21.000.0000.00.422 | SNOW FLOWING | \$0.00 | \$179,800.00 | \$179,800.00 | \$0.00 | \$0.00 | \$179,800.00 | \$0.00 | \$179,800.00 | 100.00% |
| 21.000.0000.00.430 | REPAIR/MAINT | \$0.00 | \$172,780.00 | \$172,780.00 | \$1,227.93 | \$25,317.14 | \$147,462.86 | \$36,734.56 | \$110,728.30 | 64.09% |
| 21.000.0000.00.431 | STRUCTURAL REPAIRS & MAINTENANCE | \$0.00 | \$95,800.00 | \$95,800.00 | \$0.00 | \$3,458.64 | \$92,341.36 | \$2,429.45 | \$89,911.91 | 93.85% |
| 21.000.0000.00.432 | ELECTRICAL REPAIRS & MAINTENANCE | \$0.00 | \$125,400.00 | \$125,400.00 | \$0.00 | \$47,120.58 | \$78,279.42 | \$20,154.12 | \$58,125.30 | 45.35% |
| 21.000.0000.00.433 | MECHANICAL REPAIRS & MAINTENANCE | \$0.00 | \$43,450.00 | \$43,450.00 | \$0.00 | \$5,440.20 | \$38,009.80 | \$9,777.14 | \$28,232.66 | 64.98% |
| 21.000.0000.00.434 | HVAC REPAIRS & MAINTENANCE | \$0.00 | \$74,000.00 | \$74,000.00 | \$0.00 | \$61,922.76 | (\$17,922.76) | \$3,793.59 | (\$21,716.35) | -28.35% |

Contoocook Valley School District

* Monthly Board Report (Object Report)

Fiscal Year: 2020-2021

☐ Include pre encumbrance
☐ Exclude inactive accounts with zero balance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

From Date: 10/16/2020 To Date: 10/30/2020

| Account Number | Description | Budget | Adjustments | GL Budget | Current | YTD | Balance | Encumbrance | Budget Bal | % Rem |
|-------------------------|------------------------------|---------------|-----------------|-----------------|----------------|-----------------|-----------------|-----------------|----------------|----------|
| 21.000.0000.00.440 | BUILDING RENTAL | \$0.00 | \$3,500.00 | \$3,500.00 | \$0.00 | \$0.00 | \$3,500.00 | \$0.00 | \$3,500.00 | 100.00% |
| 21.000.0000.00.442 | Equip Rental: Charging Carts | \$0.00 | \$6,500.00 | \$6,500.00 | \$540.03 | \$2,160.12 | \$4,339.88 | \$4,320.24 | \$19.64 | 0.30% |
| 21.000.0000.00.510 | OTHER TRANSPORTATION | \$0.00 | \$280,409.96 | \$280,409.96 | \$0.00 | \$0.00 | \$280,409.96 | \$0.00 | \$280,409.96 | 100.00% |
| 21.000.0000.00.519 | PUPIL TRANSPORTATION | \$0.00 | \$2,545,542.55 | \$2,545,542.55 | \$203,957.12 | \$425,729.02 | \$2,119,813.53 | \$1,841,049.58 | \$278,763.95 | 10.95% |
| 21.000.0000.00.520 | INSURANCE | (\$98,125.04) | \$218,226.00 | \$120,100.96 | \$0.00 | \$99,989.00 | \$20,111.96 | \$0.00 | \$20,111.96 | 16.75% |
| 21.000.0000.00.530 | Telephone / Web access | \$0.00 | \$381,144.00 | \$381,144.00 | \$23,328.27 | \$116,061.30 | \$265,082.70 | \$206,407.31 | \$58,675.39 | 15.39% |
| 21.000.0000.00.531 | Cellular Phones | \$0.00 | \$20,600.00 | \$20,600.00 | \$1,512.69 | \$10,439.67 | \$10,160.33 | \$37,540.89 | (\$27,380.56) | -132.92% |
| 21.000.0000.00.534 | POSTAGE | \$0.00 | \$17,185.00 | \$17,185.00 | \$2.60 | \$3,767.49 | \$13,417.51 | \$3,838.11 | \$9,579.40 | 55.74% |
| 21.000.0000.00.540 | ADVERTISING | \$0.00 | \$25,000.00 | \$25,000.00 | \$0.00 | \$2,397.32 | \$22,602.68 | \$22,352.68 | \$250.00 | 1.00% |
| 21.000.0000.00.550 | PRINTING | \$0.00 | \$16,650.00 | \$16,650.00 | \$0.00 | \$348.00 | \$16,302.00 | \$0.00 | \$16,302.00 | 97.91% |
| 21.000.0000.00.561 | TUITION | \$0.00 | \$734,949.24 | \$734,949.24 | \$28,310.50 | \$148,016.13 | \$586,933.11 | \$534,344.13 | \$52,588.98 | 7.16% |
| 21.000.0000.00.580 | MILEAGE | \$0.00 | \$90,475.00 | \$90,475.00 | \$837.33 | \$4,283.78 | \$86,191.22 | \$27,914.72 | \$58,276.50 | 64.41% |
| 21.000.0000.00.610 | GENERAL SUPPLIES | \$0.00 | \$659,809.20 | \$659,809.20 | \$12,359.69 | \$371,240.72 | \$288,568.48 | \$194,609.96 | \$93,958.52 | 14.24% |
| 21.000.0000.00.615 | TESTING SUPPLIES | \$0.00 | \$19,080.00 | \$19,080.00 | \$0.00 | \$4,424.34 | \$14,655.66 | \$971.06 | \$13,684.60 | 71.72% |
| 21.000.0000.00.622 | ELECTRICITY | \$0.00 | \$456,856.00 | \$456,856.00 | \$0.00 | \$101,543.98 | \$355,312.02 | \$337,950.02 | \$17,362.00 | 3.80% |
| 21.000.0000.00.623 | BOTTLED GAS | \$0.00 | \$16,170.00 | \$16,170.00 | \$0.00 | \$4,690.21 | \$11,479.79 | \$11,373.92 | \$105.87 | 0.65% |
| 21.000.0000.00.624 | FUEL OIL | \$0.00 | \$367,469.00 | \$367,469.00 | \$0.00 | \$248.58 | \$367,220.42 | \$367,220.42 | \$0.00 | 0.00% |
| 21.000.0000.00.640 | BOOKS | \$0.00 | \$72,148.74 | \$72,148.74 | \$2,026.50 | \$8,417.22 | \$63,731.52 | \$1,083.19 | \$62,648.33 | 86.83% |
| 21.000.0000.00.641 | PERIODICALS | \$0.00 | \$22,906.99 | \$22,906.99 | \$120.18 | \$10,534.01 | \$12,372.98 | \$861.75 | \$11,511.23 | 50.25% |
| 21.000.0000.00.649 | OTHER INFO SOURCES | \$0.00 | \$2,750.00 | \$2,750.00 | \$0.00 | \$122.55 | \$2,627.45 | \$0.00 | \$2,627.45 | 95.54% |
| 21.000.0000.00.650 | SOFTWARE SUPPORT | \$0.00 | \$350,310.00 | \$350,310.00 | \$0.00 | \$227,840.16 | \$122,469.84 | \$107,909.30 | \$14,560.54 | 4.16% |
| 21.000.0000.00.656 | GASOLINE | \$0.00 | \$217,800.00 | \$217,800.00 | \$10,106.58 | \$23,988.15 | \$193,811.85 | \$77,011.85 | \$116,800.00 | 53.63% |
| 21.000.0000.00.733 | NEW FURNITURE | \$0.00 | \$8,984.49 | \$8,984.49 | \$0.00 | \$2,717.94 | \$6,266.55 | \$0.00 | \$6,266.55 | 69.75% |
| 21.000.0000.00.734 | OTHER EQUIPMENT | \$0.00 | \$20,933.43 | \$20,933.43 | \$0.00 | \$4,927.18 | \$16,006.25 | \$0.00 | \$16,006.25 | 76.46% |
| 21.000.0000.00.737 | REPL FURNITURE | \$0.00 | \$21,160.00 | \$21,160.00 | \$0.00 | \$169.99 | \$20,990.01 | \$409.04 | \$20,580.97 | 97.26% |
| 21.000.0000.00.738 | REPL EQUIPMENT | \$0.00 | \$429,245.98 | \$429,245.98 | \$0.00 | \$5,063.81 | \$424,182.17 | \$31,097.01 | \$393,085.16 | 91.58% |
| 21.000.0000.00.739 | OTHER EQUIPMENT | \$0.00 | \$123,229.78 | \$123,229.78 | \$0.00 | \$115,201.47 | \$8,028.31 | \$230,729.56 | (\$222,701.25) | -180.72% |
| 21.000.0000.00.810 | DUES & FEES | \$0.00 | \$221,419.35 | \$221,419.35 | \$50.00 | \$46,393.97 | \$175,025.38 | \$45,846.77 | \$129,178.61 | 58.34% |
| 21.000.0000.00.830 | DEBT SERVICE INTEREST | \$0.00 | \$83,532.50 | \$83,532.50 | \$0.00 | \$44,125.00 | \$39,407.50 | \$39,407.50 | \$0.00 | 0.00% |
| 21.000.0000.00.890 | MISCELLANEOUS | \$0.00 | \$135,000.00 | \$135,000.00 | \$0.00 | \$0.00 | \$135,000.00 | \$134,999.90 | \$0.10 | 0.00% |
| 21.000.0000.00.910 | DEBT SERVICE PRINCIPAL | \$0.00 | \$540,000.00 | \$540,000.00 | \$0.00 | \$185,000.00 | \$355,000.00 | \$355,000.00 | \$0.00 | 0.00% |
| 21.000.0000.00.930 | TRUSTS/IC | \$0.00 | \$670,000.00 | \$670,000.00 | \$600,000.00 | \$670,000.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Fund: General Fund - 21 | | \$0.00 | \$48,943,336.16 | \$48,943,336.16 | \$2,472,169.70 | \$11,934,054.74 | \$37,009,281.42 | \$33,562,401.20 | \$3,446,880.22 | 7.04% |

Contoocook Valley School District

* Monthly Board Report (Object Report)

Fiscal Year: 2020-2021

☐ Include pre encumbrance

☐ Exclude inactive accounts with zero balance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

From Date: 10/16/2020 To Date: 10/30/2020

| Account Number | Description | Budget | Adjustments | GL Budget | Current | YTD | Balance | Encumbrance | Budget Bal % Rem |
|----------------|-------------|--------|-----------------|-----------------|----------------|-----------------|-----------------|-----------------|----------------------|
| Grand Total: | | \$0.00 | \$48,943,336.16 | \$48,943,336.16 | \$2,472,169.70 | \$11,934,054.74 | \$37,009,281.42 | \$33,562,401.20 | \$3,446,880.22 7.04% |

End of Report