

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

**106 Hancock Road**

**Peterborough, New Hampshire**

**CONTOOCOOK VALLEY SCHOOL BOARD**

**School Board Meeting**

**Tuesday, April 5, 2022**

**7:00 p.m.**

**Physical Location: SAU #1 Board Room**

**Livestream Link: <https://www.youtube.com/watch?v=MbNwmDGV6i8>**

**Agenda**

- 1. Call to Order and Pledge of Allegiance**
- 2. Points of Pride**
- 3. Student Representative – Abby Kamieniecki**
- 4. Public Comment**
- 5. Consent Agenda**
  - a. Acceptance of School Board Meeting Minutes**
    - 1) March 15, 2022 (pg. 1-4)
  - b. Personnel**
    - 1) Co-Curricular Notifications (pg. 5-6)
  - c. April 1, 2022 Enrollment Update (pg. 7-8)**
  - d. MS-22 Signing**
- 6. Superintendent's Report and Presentation of Business**
  - a. Monthly Events Calendar (pg. 9-10)**
  - b. School Board Requests**
  - c. Field Trip Request**
- 7. Reports**
  - a. Teacher Representative – Cheryl Jessie**
  - b. Policy Committee – Katherine Heck**
  - c. Education Committee**
  - d. Communication Committee- Janine Lesser/Alan Edelkind**
  - e. Budget & Property Committee – Jim Fredrickson**
  - f. Food Service Committee – Dick Dunning**
  - g. Selectmen's Advisory Committee – Tim Theberge**
- 8. Old Business**
  - a. Legislative Update**
  - b. Reopening Plan**
  - c. 2<sup>nd</sup> Read/Adoption (Board Vote Required) (pg. 11-28)**
    - JICG: Tobacco Products Ban Use and Possession in and on School Facilities and Grounds
    - GBED: Tobacco Products Ban Use and Possession in and on School Facilities and Grounds
    - ADC: Tobacco Products Ban Use and Possession in and on School Facilities and Grounds
    - IK: Earning of High School Credit
    - ILBAA: High School Graduation Competencies
    - IMBC: Alternative Credit Options
    - IHAM: Health Education and Exemption from Instruction
- 9. New Business**
  - a. 1<sup>st</sup> Read Policy**
    - IHCD/LEB: Advanced Coursework/Advanced Enrollment (pg. 29-30)
  - b. HealthSmart Program Adoption (Board Vote Required) (pg. 31)**
  - c. Great Brook School Handbook Addendum (pg. 32)**
  - d. Budget Transfers (Board Vote Required) (pg. 33)**
  - e. Town Appropriations and Payment Schedule**
- 10. Public Comment**

11. Approval of Manifests (Board Vote Required)
12. Non-Public Session: RSA 91-A: 3, II (If Required)
  - a. Negotiations
  - b. Legal
  - c. Personnel

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**School Board Meeting**  
**Tuesday, March 15, 2022**

**7:00 p.m.**

**Physical Location: SAU #1 Board Room**

**Livestream Link: <https://www.youtube.com/watch?v=KlibRPqMrsU>**

**Minutes**

**BOARD**

Tom Burgess, Keira Christian,  
Richard Dunning, Jim Fredrickson,  
Katherine Heck, Greg Kriebel,  
Janine Lesser, Kevin Pobst,  
Crista Salamy, Liz Swan,  
Tim Theberge, Stephen Ullman

Abby Kamieniecki, Student Rep.

**ADMINISTRATION**

Dr. Kimberly Saunders, Supt.  
Dr. Ann Forrest, Asst. Supt.  
Lori Schmidt, B.A.  
Cari Christian-Coates, Student Serv.  
Carrie James, H.R.  
Kat Foecking, GBS

**1. Call to Order and Pledge of Allegiance**

**Kimberly Saunders called the meeting to order at 7:01 p.m. The Pledge of Allegiance was recited.**

**2. Introduction and Swearing in of Returning and New Board Members**

Board members were sworn in prior to the start of tonight's meeting.

**3. Call for Election of Officers – Superintendent**

Kimberly Saunders opened up the meeting for nominations for School Board Chair.

**Stephen Ullman moved to nominate Tim Theberge for School Board chair. Kevin Pobst second. Crista Salamy abstained. All else in favor on a roll call vote. Motion carried.**

The meeting was turned over to Tim Theberge.

**Stephen Ullman moved to nominate Janine Lesser for School Board Vice-Chair. Kevin Pobst second. Crista Salamy abstained. All else in favor on a roll call vote. Motion carried.**

**4. Committee Assignments and Requests**

Tim Theberge asked board members to send him the names of committees they would like to be assigned. Vacancies on Education and Equity remain open.

**5. Points of Pride**

Kimberly Saunders shared various Points of Pride as reported to her by administrators. Kimberly also shared attending the premier of the PBS Pierce School turtle premier. In addition, Rachael Bowman has been selected as the School Librarian of the Year. Lastly, ConVal defeated Hopkinton in Granite State Challenge.

**6. Student Representative – Abby Kamieniecki**

Abby Kamieniecki reported that a blood drive is being held on Friday.

In addition, a CTE class taught by Sarah Grossi is collecting donations to donate to End 68 Hours of Hunger.

**7. Public Comment**

None.

## **8. Consent Agenda**

### **a. Acceptance of School Board Meeting Minutes**

1) March 1, 2022

### **b. Personnel**

1) Nominations

2) Co-Curricular Notifications

### **c. March 1, 2022 Enrollment Update**

Crista Salamy asked about the background for the Interim Assistant Principal position. Kimberly shared the background that led to this position.

**The consent agenda was adopted.**

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

### **a. Election Results**

Kimberly Saunders reviewed the Election Results, by article, and shared the yes/no vote counts and percentages that each passed by. Article 12 failed having received only 31% favorability.

School Board member votes were shared as well.

### **b. Monthly Events Calendar**

The committee meetings will continue as currently scheduled.

### **c. School Board Requests**

Two School Board Requests were referenced relating to Tax Rates and also a request to add start and end times into the website for School Board meetings and subcommittees as well as posting materials shared at board meetings.

Liz Swan extended gratitude to the voters who supported the budget and warrant articles. She said that this is great and this is reminder to keep an open mind going forward.

## **10. Reports**

### **a. Teacher Representative – Cheryl Jessie**

None.

### **b. Policy Committee – Katherine Heck**

Katherine Heck reported that several policies come tonight for a first read. Please email comments on these policies to Katherine prior to the second read, in writing.

Policies on advanced coursework and also wellness will be coming for review as well.

### **c. Building Committee – Jim Fredrickson**

Jim Fredrickson shared information on the modernization proposed at the high school and middle schools. Funding sources were touched on. Construction RFP and Cost Estimates will be needed. The schedule is very aggressive. We may also want to wait for costs to come down.

In terms of conceptual design, an architect will be engaged to consider options and other schools will be looked at. Jim shared a timeline leading to an award for the projects. A formal building committee will be formed.

A construction manager RFP will be needed as well. A Public Hearing will be required. Managing all of this work will be complex. The ATC renovation will be a multi-district project.

## **11. Old Business**

### **a. Legislative Update**

Tim Theberge reported that the SBA sends out a summary of what is taking place.

Public Comments would require a three-minute time allotment rather than at two.

Katherine said that it only pertains to schools and must be an open comment period. We are already doing what is required.

Tim also referenced a proposal to bounce board members off a board should they miss two meetings. That has gone to committee for further discussion.

Katherine Heck referenced a bill relative to teaching discrimination which was tabled today. Other bills were outlined; one of which spoke to emergency remote learning.

Six bills on Education Freedom Accounts were addressed today. Other legislation underway were shared.



## **b. Reopening Plan**

Nothing new to report.

## **12. New Business**

### **a. 1<sup>st</sup> Read Policy**

- JICG: Tobacco Products Ban Use and Possession in and on School Facilities and Grounds
- GBED: Tobacco Products Ban Use and Possession in and on School Facilities and Grounds
- ADC: Tobacco Products Ban Use and Possession in and on School Facilities and Grounds
- IK: Earning of High School Credit
- ILBAA: High School Graduation Competencies
- IMBC: Alternative Credit Options
- IHAM: Health Education and Exemption from Instruction

The above seven policies were referenced for a first read. Please send any comments, in writing, to Katherine Heck in advance of the first meeting in April.

### **b. Expenditure and Encumbrance Report – Lori Schmidt**

Lori Schmidt said that monies received from trust funds needs to be spent first.

**Jim Fredrickson moved to approve the Expenditure Report and to approve the encumbrances therein. Dick Dunning second. Crista Salamy abstained. All else in favor. Motion carried.**

### **c. Keene State Leadership Academy**

Fifteen participated in the previous Keene Cohort, of which eleven have served in leadership capacities since. Cost is approximately \$1,000 per course. Grant funded. In the end, certified principals will be available to step into leadership positions.

Kimberly Saunders asked a sense of the board to move forward with this.

Dick Dunning said that it is a good idea. How would members of ConVal School District be made aware of this potential and how would they submit interest? Kimberly Saunders said that staff would be notified, some would be approached, information would be included in the "Pay Day Memo" as well.

Kevin Pobst asked the cost on the last go around. Kimberly Saunders said that the cost is approximately \$45-\$50K and was grant funded. It would be slightly less this time as a result of combining with Hillsborough. It would start in the fall likely.

**Katherine Heck moved to direct administration to move forward with this program. Crista Salamy second.**

Katherine Heck asked if the motion should include funding. Kimberly Saunders said that she will look for grant funding first before requesting funding from the budget.

**Unanimous.**

### **d. Last Day of School**

Kimberly Saunders reported three snow days to date. The last day of school, half-day, on June 17th is suggested.

**Katherine Heck moved that June 17th is the last day of school. Crista Salamy second. Unanimous.**

### **e. Dallas – World Competition**

Kimberly Saunders shared that the Great Brook School robotics team has qualified for the world competition.

This is a tremendous honor for these students to participate in this competition. Typically, the district tries to help in some way.

Kimberly Saunders asked the board to support these students with the opportunity. There are funds in the health insurance line.

**Katherine Heck moved to transfer \$16K to allow these students to compete. Liz Swan second.**

Rick Mellin said that this is a fantastic opportunity. 500 teams are registered. ConVal is one of seven teams who qualified. Twenty-two teams at State finals of which ConVal came in third.

**Unanimous.**

## **13. Public Comment**

None.

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

Lori Schmidt certified that manifests listed, totaling \$1,836,708.99, 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.**

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

**a. Negotiations**

**b. Legal**

**c. Personnel**

**Janine Lesser moved to enter into Non-Public Session in accordance with RSA 91-A: 3,II for negotiations, personnel and legal.**

**Keira Christian second. Unanimous on a roll call vote.**

**Janine Lesser moved to exit Non-Public Session at 8:33 p.m. Keira Christian second. Unanimous.**

**Dick Dunning moved to seal the minutes of Non-Public Session for a period of five years. Katherine Heck second. Unanimous.**

**Katherine Heck moved that the last day of school for 10-month employees and students is June 17th. Second. Unanimous.**

**Stephen Ullman motioned to adjourn at 8:34 p.m. Liz Swan second. Unanimous.**

Respectfully submitted,

Brenda Marschok

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

**CONTOOCOOK VALLEY SCHOOL DISTRICT**

**April 5, 2022**

**Personnel Agenda**

**Co-Curricular Notifications:**

See Attached

## Notice of Stipend Positions

First	Last	DAC	Position	Stipend Amt	FTE
<b>Athletics</b>					
Kevin	Carne	CVHS	Lacrosse-Girls Assistant	\$ 2,846.20	1
Marc	Gallagher	CVHS	Lacrosse-Boys JV	\$ 2,846.20	1
Nicholas	Duffy	CVHS	Lacrosse-Boys JV Assistant	\$ 2,846.20	1
Greg	O'Brien	CVHS	Track Assistant - Spring	\$ 2,846.20	1



# ConVal School District

## PreK - 4 Student / Teacher Ratios ENROLLMENT 2021-2022

April 1, 2022

Grade	Total	70	143	142	140	141	160	796
SCHOOL	Preschool	Kindergarten	1st Grade	2nd Grade	3rd Grade	3rd & 4th	4th Grade	Total
AES	# of Students	28	25	20	26	14	7	146
	# of Sections	2	2	2	2	1	1	
	Ratio	14.0	12.5	10.0	13.0	14.0	16.0	17.0
BES	# of Students	18	14	14	12	11	17	72
	# of Sections	2	1	1	1	1	1	
	Ratio	9.0	14.0	14.0	12.0	11.0	17.0	
DCS	# of Students	13	11	8	8	13	6	51
	# of Sections	1	1	1	1	1	1	
	Para					Classroom Para		
	Ratio	13.0	11.0	8.0	8.0	19.0	19.0	
FES	# of Students	9	13	8	8	8	10	48
	# of Sections	2	2	2	2	2	2	
	Ratio	15.0	15.0	15.0	15.0	15.0	15.0	
GES	# of Students	13	20	13	13	14	19	90
	# of Sections	1	1	1	1	1	1	
	Ratio	13.0	15.5	13.0	13.0	14.0	19.0	
HES	# of Students	12	9	19	19	10	10	72
	# of Sections	1	1	1	1	1	1	
	Ratio	12.0	9.0	19.0	19.0	10.0	10.0	
PES	# of Students	17	48	49	43	54	64	275
	# of Sections	1	3	3	3	3	4	
	Ratio	17.0	16.0	16.3	14.33	18.0	16.0	
TES	# of Students	7	6	11	11	8	10	42
	# of Sections	1	1	1	1	1	1	
	Para		Classroom Para	Classroom Para	Classroom Para	Classroom Para	Classroom Para	
	Ratio	7.0	17.0	17.0	17.0	8.0	10.0	
* Teaching Principal Para								Total Elem. Students PreK-4
Enrollment numbers may include tuitioned-in students								796

3.31.2022



April 1, 2022

	<u>Grade 5</u>	<u>Grade 6</u>	<u>Grade 7</u>	<u>Grade 8</u>	<u>Total</u>	<u>In Person</u>
<b>GBS</b>						
# of Students	52	58	56	73	239	239
# of Teachers*					16	
<b>Ratio</b>						
				14.94		

<b>Total Students</b>					
<b>GBS and SMS</b>	123	142	147	164	576

Includes Preschool students	PreK to 4	796	796
	5-8	576	576
	9-12	650	650
<b>Total</b>	<b>2021-22</b>	<b>2022</b>	<b>2022</b>

3/31/2022 11:25 AM



# April 2022

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

# MAY 2022

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



# JICG – Tobacco Products Ban Use and Possession in and on School Facilities and Grounds

State law prohibits the use of any tobacco product, E-cigarette, or liquid nicotine in any facility or upon any grounds maintained by the District. Students and minors are further prohibited from possessing such items in or upon any facility, school vehicle, or grounds owned or maintained by the District.

**A. Definitions :** *These definitions shall also include any amendments to the referenced statutes as the same may be amended or replaced from time to time.*

“Tobacco product(s)” means any product containing tobacco including, but not limited to, cigarettes, smoking tobacco, cigars, chewing tobacco, snuff, pipe tobacco, smokeless tobacco, and smokeless cigarettes, as well as any other product or item included in RSA 126-K:2, XI as the same may be amended or replaced from time-to-time.

*“Device” means any product composed of a mouthpiece, a heating element, a battery, and electronic circuits designed or used to deliver any aerosolized or vaporized substance including, but not limited to, nicotine or cannabis. Devices may include, but are not limited to, hookah, e-cigarette, e-cigar, e-pipe, vape pen, e-hookah, as well as any other object or item defined in RSA 126-K:2, II-a.*

“E-cigarette” means any electronic smoking device composed of a mouthpiece, a heating element, a battery, and electronic circuits that provides a vapor of pure nicotine mixed with propylene glycol to the user as the user simulates smoking. This term shall include such devices whether they are manufactured as e-cigarettes, e-cigars, or e-pipes, or under any other product name as well as any other product or item included in RSA 126-K:2, II-a as the same may be amended or replaced from time-to-time.

*“E-liquid” means any liquid, oil, or wax product containing, but not limited to, nicotine or cannabis intended for use in devices used for inhalation as well as any other substance included or defined in RSA 126-K:2, II-c.*

“Liquid nicotine” means any liquid product composed either in whole or in part of pure nicotine and propylene glycol and manufactured for use with e-cigarettes, as well as any other product or item included in RSA 126-K:2, III-a as the same may be amended or replaced from time-to-time.

“Facility” is any place which is supported by public funds and which is used for the instruction of students enrolled in preschool programs and in all grades maintained by the District. This definition shall include all administrative buildings and offices and areas within facilities supportive of instruction and subject to educational



administration, including, but not limited to, lounge areas, passageways, rest rooms, laboratories, classrooms, study areas, cafeterias, gymnasiums, maintenance rooms, and storage areas.

#### B. Students

No student shall purchase, attempt to purchase, possess or use any tobacco product, **device** E-cigarette, **E-liquid** or liquid nicotine in any facility, in any school vehicle, while attending any school-sponsored event, or anywhere on school grounds maintained by the District.

Enforcement of the prohibition against students shall initially rest with building principals, or their designees, who may also report any violation to law enforcement, for possible juvenile, criminal or other proceedings as provided under state law. Additional consequences may be administered pursuant to printed student conduct rules.

#### C. Employees

No employee shall use any tobacco product, **device**, E-cigarette, **E-liquid**, or liquid nicotine, in any facility, in any school vehicle or anywhere on school grounds maintained by the District.

Initial responsibility for enforcement of this prohibition shall rest with building principals, or their designees. Any employee(s) who violate(s) this policy is subject to disciplinary action which may include warning, suspension or dismissal. Violations may also be referred to appropriate law enforcement and/or other appropriate agencies for criminal or other proceedings as provided under state law.

#### D. All other persons

No visitor, contractor, vendor or other member of the public, shall use any tobacco product, **device**, E-cigarette, **E-liquid**, or liquid nicotine in any facility, in any school vehicle, or anywhere on school grounds maintained by the District.

The building principal(s), and where appropriate, other site supervisor (athletic director, vehicle driver, etc.), or their designee(s), shall have the initial responsibility to enforce this section, by requesting that any person who is violating this policy to immediately cease the use of tobacco products, E-cigarette or liquid nicotine. After this request is made, if any person refuses to refrain from using such products in violation of this policy, the principal, site supervisor, or designee may contact the appropriate law enforcement agency(ies) for possible criminal or other proceedings as provided under state law.

#### E. Implementation and Notice – Administrative Rules and Procedures.

The Superintendent shall establish administrative rules and procedures to implement this policy, which rules and procedures may be building level and/or district-wide. Rules and procedures relating to student violations and resulting disciplinary consequences should be developed in consultation with building principal(s).

The Superintendent, working with the building principal(s), shall provide annual notice to employees, students and parents of the pertinent provisions of this policy (e.g., student or staff handbook) along with applicable administrative regulations and procedures, which may include prescribed consequences for violations of this policy. Such notice should include information that violation of this Policy could lead to criminal or other such proceedings.

Signs shall be placed by the District in all buildings, facilities and school vehicles stating that the use of tobacco products is prohibited.

**Legal References:**

*RSA 155:64 – 77, Indoor Smoking Act*

*RSA 126-K:2, Definitions*

*RSA 126–K:6, Possession and Use of Tobacco Products by Minors*

*RSA 126-K:7, Use of Tobacco Products on Public Educational Grounds Prohibited*

**Category: Priority-Required by Law**

**See also: ADB, GBEC, GBED, JICG, & JICH**

District Revision History:

First Read: March 19, 2019

Second Read: April 2, 2019

Adopted: April 2, 2019

First Read: March 15, 2022

Second Read: April 5, 2022

Adopted:



# GBED – Tobacco Products Ban Use and Possession in and on School Facilities and Grounds

State law prohibits the use of any tobacco product, E-cigarette, or liquid nicotine in any facility or upon any grounds maintained by the District. Students and minors are further prohibited from possessing such items in or upon any facility, school vehicle, or grounds owned or maintained by the District.

**A. Definitions :** ***These definitions shall also include any amendments to the referenced statutes as the same may be amended or replaced from time to time.***

“Tobacco product(s)” means any product containing tobacco including, but not limited to, cigarettes, smoking tobacco, cigars, chewing tobacco, snuff, pipe tobacco, smokeless tobacco, and smokeless cigarettes, as well as any other product or item included in RSA 126-K:2, XI as the same may be amended or replaced from time-to-time.

***“Device” means any product composed of a mouthpiece, a heating element, a battery, and electronic circuits designed or used to deliver any aerosolized or vaporized substance including, but not limited to, nicotine or cannabis. Devices may include, but are not limited to, hookah, e-cigarette, e-cigar, e-pipe, vape pen, e-hookah, as well as any other object or item defined in RSA 126-K:2, II-a.***

“E-cigarette” means any electronic smoking device composed of a mouthpiece, a heating element, a battery, and electronic circuits that provides a vapor of pure nicotine mixed with propylene glycol to the user as the user simulates smoking. This term shall include such devices whether they are manufactured as e-cigarettes, e-cigars, or e-pipes, or under any other product name as well as any other product or item included in RSA 126-K:2, II-a as the same may be amended or replaced from time-to-time.

***“E-liquid” means any liquid, oil, or wax product containing, but not limited to, nicotine or cannabis intended for use in devices used for inhalation as well as any other substance included or defined in RSA 126-K:2, II-c.***

“Liquid nicotine” means any liquid product composed either in whole or in part of pure nicotine and propylene glycol and manufactured for use with e-cigarettes, as well as any other product or item included in RSA 126-K:2, III-a as the same may be amended or replaced from time-to-time.

“Facility” is any place which is supported by public funds and which is used for the instruction of students enrolled in preschool programs and in all grades maintained by the District. This definition shall include all administrative buildings and offices and areas within facilities supportive of instruction and subject to educational



administration, including, but not limited to, lounge areas, passageways, rest rooms, laboratories, classrooms, study areas, cafeterias, gymnasiums, maintenance rooms, and storage areas.

#### B. Students

No student shall purchase, attempt to purchase, possess or use any tobacco product, **device** E-cigarette, **E-liquid** or liquid nicotine in any facility, in any school vehicle, while attending any school-sponsored event, or anywhere on school grounds maintained by the District.

Enforcement of the prohibition against students shall initially rest with building principals, or their designees, who may also report any violation to law enforcement, for possible juvenile, criminal or other proceedings as provided under state law. Additional consequences may be administered pursuant to printed student conduct rules.

#### C. Employees

No employee shall use any tobacco product, **device**, E-cigarette, **E-liquid**, or liquid nicotine, in any facility, in any school vehicle or anywhere on school grounds maintained by the District.

Initial responsibility for enforcement of this prohibition shall rest with building principals, or their designees. Any employee(s) who violate(s) this policy is subject to disciplinary action which may include warning, suspension or dismissal. Violations may also be referred to appropriate law enforcement and/or other appropriate agencies for criminal or other proceedings as provided under state law.

#### D. All other persons

No visitor, contractor, vendor or other member of the public, shall use any tobacco product, **device**, E-cigarette, **E-liquid**, or liquid nicotine in any facility, in any school vehicle, or anywhere on school grounds maintained by the District.

The building principal(s), and where appropriate, other site supervisor (athletic director, vehicle driver, etc.), or their designee(s), shall have the initial responsibility to enforce this section, by requesting that any person who is violating this policy to immediately cease the use of tobacco products, E-cigarette or liquid nicotine. After this request is made, if any person refuses to refrain from using such products in violation of this policy, the principal, site supervisor, or designee may contact the appropriate law enforcement agency(ies) for possible criminal or other proceedings as provided under state law.

#### E. Implementation and Notice – Administrative Rules and Procedures.

The Superintendent shall establish administrative rules and procedures to implement this policy, which rules and procedures may be building level and/or district-wide. Rules and procedures relating to student violations and resulting disciplinary consequences should be developed in consultation with building principal(s).

The Superintendent, working with the building principal(s), shall provide annual notice to employees, students and parents of the pertinent provisions of this policy (e.g., student or staff handbook) along with applicable administrative regulations and procedures, which may include prescribed consequences for violations of this policy. Such notice should include information that violation of this Policy could lead to criminal or other such proceedings.

Signs shall be placed by the District in all buildings, facilities and school vehicles stating that the use of tobacco products is prohibited.

#### **Legal References:**

*RSA 155:64 – 77, Indoor Smoking Act*

*RSA 126-K:2, Definitions*

*RSA 126–K:6, Possession and Use of Tobacco Products by Minors*

*RSA 126-K:7, Use of Tobacco Products on Public Educational Grounds Prohibited*

**Category: Priority-Required by Law**

**See also: ADB, GBEC, GBED, JICG, & JICH**

*District Revision History:*

*First Read: March 19, 2019*

*Second Read: April 2, 2019*

*Adopted: April 2, 2019*

*First Read: March 15, 2022*

*Second Read: April 5, 2022*

*Adopted:*



# ADC – Tobacco Products Ban Use and Possession In and On School Facilities and Grounds

State law prohibits the use of any tobacco product, E-cigarette, or liquid nicotine in any facility or upon any grounds maintained by the District. Students and minors are further prohibited from possessing such items in or upon any facility, school vehicle, or grounds owned or maintained by the District.

**A. Definitions :** *These definitions shall also include any amendments to the referenced statutes as the same may be amended or replaced from time to time.*

“Tobacco product(s)” means any product containing tobacco including, but not limited to, cigarettes, smoking tobacco, cigars, chewing tobacco, snuff, pipe tobacco, smokeless tobacco, and smokeless cigarettes, as well as any other product or item included in RSA 126-K:2, XI as the same may be amended or replaced from time-to-time.

*“Device” means any product composed of a mouthpiece, a heating element, a battery, and electronic circuits designed or used to deliver any aerosolized or vaporized substance including, but not limited to, nicotine or cannabis. Devices may include, but are not limited to, hookah, e-cigarette, e-cigar, e-pipe, vape pen, e-hookah, as well as any other object or item defined in RSA 126-K:2, II-a.*

“E-cigarette” means any electronic smoking device composed of a mouthpiece, a heating element, a battery, and electronic circuits that provides a vapor of pure nicotine mixed with propylene glycol to the user as the user simulates smoking. This term shall include such devices whether they are manufactured as e-cigarettes, e-cigars, or e-pipes, or under any other product name as well as any other product or item included in RSA 126-K:2, II-a as the same may be amended or replaced from time-to-time.

*“E-liquid” means any liquid, oil, or wax product containing, but not limited to, nicotine or cannabis intended for use in devices used for inhalation as well as any other substance included or defined in RSA 126-K:2, II-c.*

“Liquid nicotine” means any liquid product composed either in whole or in part of pure nicotine and propylene glycol and manufactured for use with e-cigarettes, as well as any other product or item included in RSA 126-K:2, III-a as the same may be amended or replaced from time-to-time.

“Facility” is any place which is supported by public funds and which is used for the instruction of students enrolled in preschool programs and in all grades maintained by the District. This definition shall include all administrative buildings and offices and areas within facilities supportive of instruction and subject to educational administration, including, but not limited

to, lounge areas, passageways, rest rooms, laboratories, classrooms, study areas, cafeterias, gymnasiums, maintenance rooms, and storage areas.

#### B. Students

No student shall purchase, attempt to purchase, possess or use any tobacco product, **device** E-cigarette, **E-liquid** or liquid nicotine in any facility, in any school vehicle, while attending any school-sponsored event, or anywhere on school grounds maintained by the District.

Enforcement of the prohibition against students shall initially rest with building principals, or their designees, who may also report any violation to law enforcement, for possible juvenile, criminal or other proceedings as provided under state law. Additional consequences may be administered pursuant to printed student conduct rules.

#### C. Employees

No employee shall use any tobacco product, **device**, E-cigarette, **E-liquid**, or liquid nicotine, in any facility, in any school vehicle or anywhere on school grounds maintained by the District.

Initial responsibility for enforcement of this prohibition shall rest with building principals, or their designees. Any employee(s) who violate(s) this policy is subject to disciplinary action which may include warning, suspension or dismissal. Violations may also be referred to appropriate law enforcement and/or other appropriate agencies for criminal or other proceedings as provided under state law.

#### D. All other persons

No visitor, contractor, vendor or other member of the public, shall use any tobacco product, **device**, E-cigarette, **E-liquid**, or liquid nicotine in any facility, in any school vehicle, or anywhere on school grounds maintained by the District.

The building principal(s), and where appropriate, other site supervisor (athletic director, vehicle driver, etc.), or their designee(s), shall have the initial responsibility to enforce this section, by requesting that any person who is violating this policy to immediately cease the use of tobacco products, E-cigarette or liquid nicotine. After this request is made, if any person refuses to refrain from using such products in violation of this policy, the principal, site supervisor, or designee may contact the appropriate law enforcement agency(ies) for possible criminal or other proceedings as provided under state law.

#### E. Implementation and Notice – Administrative Rules and Procedures.

The Superintendent shall establish administrative rules and procedures to implement this policy, which rules and procedures may be building level and/or district-wide. Rules and



procedures relating to student violations and resulting disciplinary consequences should be developed in consultation with building principal(s).

The Superintendent, working with the building principal(s), shall provide annual notice to employees, students and parents of the pertinent provisions of this policy (e.g., student or staff handbook) along with applicable administrative regulations and procedures, which may include prescribed consequences for violations of this policy. Such notice should include information that violation of this Policy could lead to criminal or other such proceedings.

Signs shall be placed by the District in all buildings, facilities and school vehicles stating that the use of tobacco products is prohibited.

**Legal References:**

*RSA 155:64 – 77, Indoor Smoking Act*

*RSA 126-K:2, Definitions*

*RSA 126–K:6, Possession and Use of Tobacco Products by Minors*

*RSA 126-K:7, Use of Tobacco Products on Public Educational Grounds Prohibited*

**Category: Priority-Required by Law**

**See also: ADB, GBEC, GBED, JICG, & JICH**

*District Revision History:*

*First Read: March 19, 2019*

*Second Read: April 2, 2019*

*Adopted: April 2, 2019*

*First Read: March 15, 2022*

*Second Read: April 5, 2022*

*Adopted:*

# IK – Earning of High School Credit

*Related Policies: BAAA, IKF, ILBA, ILBAA & IMDB*

## **A. Demonstration of Mastery**

Students can earn course credit by demonstrating mastery of the required coursework and material. Mastery is defined in Board policy ILBAA as “a high level of demonstrated proficiency with regard to a competency.”

Student assessment of master outside of normal classwork is the responsibility of the building Principal.

Credit will be awarded upon satisfactory demonstration and mastery of the required course competencies. Additionally, credit may also be awarded if a student is able to demonstrate learning experience in compliance with the district-specified curriculum and assessment standards.

## **B. Transfer Credits from Other Approved Schools**

Students can receive credits toward graduation for courses from another approved school subject to this Section.

1. Awarding of Credit for Similar Courses from an Approved School. The building Principal shall grant credit for any similar courses or programs that have been satisfactorily completed at any other approved schools. For the purposes of this paragraph B, when reviewing the issue of whether a course or program is "similar", the Principal shall consider District course descriptions and curricula, course syllabi, District and graduation competencies per Board policy ILBAA, and any other relevant information provided by the parent/guardian of the transferring student, and/or the approved school at issue.

Approved schools include New Hampshire public schools, charter schools, public academies, approved public or private tuition program schools, and all schools in Vermont and Maine that are members of an interstate school district with schools in New Hampshire.

2. Denial of Award Credit for Courses from Another School

The building Principal will provide a timely and written notification of denial to award credit. The written denial shall include a justification for denial, including discussion of criteria set out in paragraph B.1 and any other factors that support the Principal's denial.

Upon written request by the parent/guardian, such denial can be submitted for review to the Superintendent, who may override or modify the Principal's denial. Any further review shall be subject to the provisions of Board policy BAAA.

**Legal References:**

*RSA 193-E:3-f, Approval of Courses and Programs*

*N.H. Dept. of Education Administrative Rule - Ed 306.02(e), Credit*

*N.H. Dept. of Education Administrative Rule - Ed 306.04(a)(15), How Credit Can Be Earned*

*N.H. Dept. of Education Administrative Rule - Ed 306.04(a)(16), How A Credit Used To Track Achievement Of Graduation Competencies*

*N.H. Dept. of Education Administrative Rule - Ed 306.27, High School Curriculum, Credits, Graduation Requirements, and Co-Curricular Program*

**Category:** *Priority/Required by Law*

District Revision History:

1st Reading: December 2, 2008

2nd Reading: January 4, 2009

Adopted: January 4, 2009

1<sup>st</sup> Read: March 15, 2022

2<sup>nd</sup> Read: April 5, 2022

Adopted:



# ILBAA – High School Graduation Competencies

For the purposes of assessment of high school course work through the demonstration of student mastery of course competencies, the following definitions are established:

- (1) "Competencies" means student learning targets that represent key content-specific concepts, skills, and knowledge applied within or across content domains. Specific and required types of competencies include district competencies and graduation competencies.
- (2) "District competencies" mean specific types of competencies that are common across the district and organized in developmental progressions that lead to achievement of graduation competencies.
- (3) "Graduation competencies" means specific types of competencies that are common across the district and define learning expectations for each student for graduation from high school.
- (4) "Mastery" means a high level of demonstrated proficiency with regard to a competency.

Course credit will be awarded through the demonstration of a student's mastery of the competencies of the course. Course credit granted through demonstration of mastery will be counted through traditional methods. Grades and credit granted through demonstration of mastery will be included in the student's grade point average. Students must be enrolled in the particular course in order to receive course credit.

Students who are involved in an approved extended learning opportunity to satisfy course requirements in whole or in part shall demonstrate mastery through a method or methods as approved by the course instructor, as specified in Policy IHBH.

Credit may be used to fulfill prerequisites for other courses and/or subject area credit requirements for graduation. Credit will not be granted, however, for a course in a subject area lower in course sequence than one for which the student has already earned credit.

The Superintendent shall establish rules for implementing this policy in cooperation with the high school Principal and shall be responsible for ensuring that all high school courses include appropriate competency assessments. Competency Assessments will be selected, conducted, and reviewed in conjunction with the provisions of Policy ILBA.

Assessments shall be aligned with clearly defined educational standards that specify what students should know and be able to do. The assessment items and tasks shall be valid and appropriate representations of the standards students are expected to achieve. Assessment standards, tasks, procedures, and uses shall be fair to all students.

## **Legal References:**

*Ed 306.02(d), Competencies*

*Ed 306.02(g), District competencies*

*Ed 306.02(j), Graduation competencies*

*Ed 306.02(l), Mastery*

*Ed 306.04(a)(16), Tracking Achievement of Graduation Competencies*

**District Policy History:**

1st Reading: October 28, 2008

2nd Reading: December 2, 2008

Adopted: December 2, 2008

**District Revision History:**

1<sup>st</sup> Read: March 15, 2022

2n Read: April 5, 2022

Adoption:



## IMBC – Alternative Credit Options

The Board encourages increased educational options for students. Credit may be earned through alternative methods outside of regular classroom-based instruction offered by the district schools. Awarding of credits to be applied toward high school graduation will be determined by the high school principal, and will be granted only if the request fulfills the following:

The request is submitted with a plan to achieve competency that meets or exceeds the rigorous academic standards required by the school for students enrolled in a credit course offered by the school.

- The plan includes clear expectations for performance.
- The plan includes clearly defined methods and expectations for assessment.
- Verification of the plan's merit can be evaluated in a timely fashion and does not cause unnecessary burden on the resources of the administration.

~~The Board encourages increased educational options for hospitalized or homebound students, dropouts, suspended or expelled students, young athletes, or other atypical students for whom regular classrooms are not practical or effective. It is hoped that such offerings will serve as a motivator for students with different learning styles.~~

Students earning credit via alternative methods will participate in all assessments required by the statewide education improvement and assessment program.

The Board directs the Superintendent to establish regulations and procedures for implementing this policy that will include:

- Definitions of allowable alternative learning opportunities
- Reasonable limits on the number of approved alternative courses that can be administered each school year, both school-wide and per student
- The number of alternative credits each student may use toward graduation requirements
- Application and approval process
- Criteria for determining which requests satisfy a particular subject area requirement
- Identification of person(s) responsible for approval, supervision, and monitoring progress
- Requirements that alternative opportunities meet the same rigorous academic outcomes as traditional classroom delivery
- Assurance of student safety including physical and technological



- Assurance of equal access for all students
- Assurance that approved alternative learning opportunities are consistent with all policies of this board
- The procedure will be made available to the public through the ConVal School District website and the ConVal Regional High School Student Handbook.

It is the policy of the Board that alternative methods for the awarding of credit may include:

- Competency testing in lieu of enrollment under the provisions of Board policy ILBAA
- Interdisciplinary credit
- Satisfactory completion of course requirements at:
  - an approved school under the provisions of Board policy IK;
  - an approved home education program (see Board policies IK and Board policy IHBG, and N.H. Dept. of Education Rule Ed 315).
- Demonstration of mastery of required coursework and material, pursuant to Board policy IK.
- Extended learning opportunities under the provisions of Board policy IHBH
- Distance, online, or virtual learning opportunities under the provisions of Board policy IMBA
- College Credit, including credit earned through Dual and/or Concurrent Enrollment under Board policy IHCD/LEB
- Early Graduation under Board policy IKFA
- 7th and 8th grade coursework meeting the standards of Board policy IMBD

If a student demonstrates knowledge and abilities on a placement pre-test developed by the school district for a particular course, the student shall not receive credit for the course, but shall be allowed to take a more advanced level of the subject or an elective.

### Funding

Unless otherwise recommended by the Superintendent and approved by the Board, under ordinary circumstances students or their parents/guardians are responsible for all related expenses including tuition and textbooks. The District may pay the fee for expelled students who are permitted to take courses in alternative settings. If paid by the District and the course is not completed, the student must reimburse the district for the expenses.

### Legal References:

*RSA 193-A, Home Education*

*RSA 193-E:3-f, Approval of Courses and Programs*

N.H. Dept. of Education Administrative Rules:  
Ed 306.04(a)(13), Alternative Means of Earning Credit  
Ed 306.14(a)(14), Alternative Means Of Demonstrating Achievement Of Graduation Competencies  
Ed 306.21, Alternative Programs  
Ed 306.26(f), Credit for 7th & 8th Grade Course Work  
Ed 306.27(ad), Early Graduation  
Ed 315, Home Education Programs

**Category: Priority/Required by Law**

**Related Policies: IHBG, IHBH, IHCD/LEB, IK, IKFA, ILBAA, IMBA & IMBD**

**District Policy History:**

1<sup>st</sup> Read: June 3, 2014

2<sup>nd</sup> Read: August 19, 2014

Adopted: August 19, 2014

**District Revision History:**

1<sup>st</sup> Read: March 15, 2022

2<sup>nd</sup> Read: April 5, 2022

Adopted:

# IHAM – Health Education and Exemption from Instruction

Consistent with Department of Education requirements, health and physical education, including instruction about parts of the body, reproduction, **sexuality education**, and related topics, will be included in the instructional program. Sexuality education shall include instruction relative to abstinence, consent, and sexually transmitted infections.

Instruction must be appropriate to grade level, course of study, and development of students and must occur in a systematic manner. The Superintendent will require that faculty members who present this instruction receive continuing in-service training, which includes appropriate teaching strategies and techniques.

Parents and legal guardians shall be notified by e-mail, other written means, website/social media postings or phone call, not less than two (2) weeks in advance of use of the curriculum course material to be used for instruction of human sexuality or human sexual education. Such notice will be delivered via email, other direct written means, website/social media posting, or phone call. To the extent practicable, a school district shall make curriculum course materials available to parents or legal guardians for review upon request. Accordingly, the notice will identify and provide contact information for the Principal or other staff member a parent or guardian should contact to arrange an opportunity to inspect the curriculum course material.

## Opt-Out Procedure and Form

Parents/guardians, or individual students over eighteen years of age, who do not want their child or themselves to participate in a particular unit of health or sex education instruction are allowed to have their child opt-out of such instruction.

Parents/guardians who wish to have their child opt-out of such instruction are required to complete the district opt-out form and state the particular unit of curriculum in which the student is not to participate. Any student who is made exempt by request of the parent/guardian under this policy may be given an alternative assignment sufficient to meet state requirements for health education. The alternative assignment will be provided by the health or physical education teacher in conjunction with the Principal.

Parents/guardians who do not want their child to participate in a particular health-related program, health unit, or physical education must complete a Health or Physical Education Opt-Out Form. Opt-Out forms are available from either the health education teacher or the Principal. Opt-Out requests must be submitted annually and are valid only for the school year in which they are submitted.



In accordance with the federal Protection of Pupil Rights Amendment, as a School District that receives federal Department of Education funds, the Superintendent shall develop procedures to allow the parent/guardian of a student to inspect any instructional material used as part of the educational curriculum for the student. The procedures will provide reasonable access to instructional material within a reasonable period of time after the request is received.

**Legal References:**

**20 U.S.C §1232h, (c)(1)(C), Protection of Pupil Rights**

**RSA 186:11, IX, Instruction as to Intoxicants and Sexually Transmitted Diseases**

**RSA 186:11, IX-c, Objectionable Course Material**

**RSA 186:11, IX-e Notice to Parents/Guardian Required**

*NH Code of Administrative Rules, Section Ed 306.40, Health Education Program*

*NH Code of Administrative Rules, Section Ed 306.41, Physical Education Program*

*RSA 186:11, IX-b, Health and Sex Education*

*Appendix IHAM-R, Health or Physical Education Opt-Out Form*

Category: P

See also, IHAM-R

1st Reading: January 20, 2011

2nd Reading: February 15, 2011

Adopted: February 15, 2011

1<sup>st</sup> Read: March 15, 2022

2<sup>nd</sup> Read: April 5, 2022

Adopted:

## **Reviewed by CV Education Committee**

### **NHSBA IHCD/LEB - ADVANCED COURSE WORK/ADVANCED PLACEMENT COURSES & STEM DUAL & CONCURRENT ENROLLMENT PROGRAM**

*Category: Priority/Required by Law*

*Identical policy: LEB†*

*Related policy: IKF*

#### **A. Advanced Course Work/Advanced Placement Courses**

Any student who is capable of and wishes to do advanced course work or take advanced placement classes while in high school should be permitted to do so. School district administrators and school counselors will aid students who wish to enroll in such courses. If advanced course work or advanced placement courses are not available within the School District, administrators or school counselors are instructed to assist students in identifying alternative means of taking such classes. This may include taking courses through the Dual and Concurrent Enrollment Program, at a different public school, a private school, through distance education courses, or other suitable means.

Any student who has met the course-work prerequisites may enroll in a course. Credit may be given, provided the course comports with applicable District policies and state standards. The District will not be responsible for any tuition, fees, or other associated costs incurred by the student for enrollment in such courses.

#### **B. STEM Dual and Concurrent Enrollment Program**

High School and Career Technical Education Center qualified students in grades 10 through 12 may participate in the Dual and Concurrent Enrollment Program, through which a student may earn both High School and College credits by enrolling in STEM (science technology, engineering, and mathematics), STEM-related courses designated by the Community College System of New Hampshire ("CCSNH"), and/or career and technical education courses.

The Superintendent shall be responsible for coordinating any agreements with CCSNH, and other measures necessary to implement and maintain the Dual and Concurrent Enrollment Program within the District. The Superintendent shall also designate a point of contact for the program who can provide for student counseling, support services, course scheduling, managing course forms and student registration, program evaluation, course transferability, and assisting with online courses. The Superintendent or his/her designee shall establish regulations for the program which, among other things, will:

1. Require compliance with measurable educational standards and criteria approved by the CCSNH;



2. Require that courses meet the same standard of quality and rigor as courses offered on campus by CCSNH;
3. Require that program and courses comply with the standards for accreditation and program development established by the National Alliance for Concurrent Enrollment Partnerships;
4. Establish criteria for student eligibility to participate in the program;
5. Establish standards for course content;
6. Establish standards for faculty approval;
7. Establish program coordination and communication requirements;
8. Address tuition, fees, textbooks and materials, course grading policy, data collection, maintenance, and security, revenue and expenditure reporting, and a process for renewal of the agreement;
9. Require annual notification to high school students and their parents of Dual and Concurrent Enrollment opportunities; and
- ~~10. Set out how any Dual and Concurrent Enrollment courses correlate with a Career Readiness Credential under Board policy HKFG.~~

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**Legal References:**

*RSA 188-E:25 through RSA 188-E:26-28*

*Ed 306.14(a)(6), Advanced Course Work*

**District Policy History:**

*First reading:*

*Second reading/adopted:*

**District revision history:**

**First Read: April 5, 2022**

**Second Read:**

**Adoption:**

Key: Yellow highlights indicate a change from current ConVal Policy.



# MIDDLE SCHOOL HEALTHSMART PROGRAM

- Consistency of Programming K-8
- Middle School Scope and Sequence
- Aligned to the National Health Education Standards
- Meets the 15 Characteristics of an Effective Health Education Curriculum defined by the CDC
- Addresses the core competencies outlined the Collaborative for Academic, Social and Emotional Learning (CASEL)
- Supports teachers to meet the competencies outlined in the Danielson Framework for Teaching
- Not to exceed - \$15,000

Recommended change to the GBS handbook to take effect immediately:

**Current GBS Handbook Language:**

Headgear including hats, hoodies, and caps are not allowed unless permitted for religious, medical, or other reasons by school administration.

**Proposed GBS Handbook Language:**

"Head coverings worn for religious or medical reasons are always permissible. Other head coverings such as, but not limited to, hats, bandanas, or hoods, are permissible in hallways if they do not pose a safety concern, are not a distraction to the educational environment, school appropriate and consistent with all other dress code guidelines. Head coverings may only be worn during class with permission and as set forth by the expectations of individual teachers."

# Budget Transfer Requests

5-Apr-22

1	Account	Description	Debit	Credit
	21.330.1310.10.330	CVHS Fire Professional Services	\$10,000.00	
	21.330.1310.10.330	CVHS Industrial Arts Prof Services		\$10,000.00

To transfer money to support two additional students in welding class.