

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Road

Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, October 18, 2022

Immediately Following Public Hearing(s) at 7:00 p.m.

Physical Location: SAU #1 Board Room

Livestream Link: <https://www.youtube.com/c/ConValEvents>

Minutes

- 1. Call to Order and Pledge of Allegiance**
- 2. Points of Pride**
- 3. Public Comment**
- 4. Consent Agenda**
 - a. Acceptance of School Board Meeting Minutes**
 - 1) October 4, 2022 (pg. 1-4)
 - b. Personnel (pg. 5-6)**
 - 1) Resignation – October 2022
 - 2) 2022-2023 Co-Curricular Notifications
- 5. Superintendent's Report and Presentation of Business**
 - a. School Board Requests**
 - b. Monthly Events Calendar (pg. 7-8)**
- 6. Reports**
 - a. Student Representative – Katherine Craig**
 - b. Teacher Representative**
 - c. Budget & Property Committee – Jim Fredrickson**
 - d. Education Committee- Stephen Ullman**
 - e. Policy Committee – Crista Salamy**
- 7. Old Business**
 - a. Legislative Update**
- 8. New Business**
 - a. RFI Update**
 - b. Expense and Encumbrances (Board Vote Required) (pg. 9-11)**
 - c. Field Trip Proposal (Board Vote Required) (pg. 12)**
 - 1) South Meadow School, 8th grade students, travel to Washington, DC from April 17th – 21st, 2023 as part of the 8th grade curriculum for Social Studies.
 - d. Position Justifications (pg. 13)**
- 9. Public Comment**
- 10. Approval of Manifests (Board Vote Required)**
- 11. Non-Public Session: RSA 91-A: 3, II (If Required)**
 - a. Legal**
 - b. Personnel**
 - c. Negotiations**
 - d. Student**

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Road
Peterborough, New Hampshire
CONTOOCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, October 4, 2022
7:00 p.m.

Physical Location: SAU #1 Board Room

Livestream Link: <https://www.youtube.com/c/ConValEvents>

Minutes

BOARD

Tom Burgess, Keira Christian,
Richard Dunning, Alan Edelkind,
Jim Fredrickson, Katherine Heck,
Greg Kriebel, Janine Lesser,
Kevin Pobst, Crista Salamy,
Doug Sutherland, Liz Swan,
Stephen Ullman

Katherine Craig, Student Rep.

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Lori Schmidt, B.A.
Carrie James, H.R.
Tim Conway, SMS
Beth Gibney, Pierce/FES
Heather McKillop, CVHS
Larry Pimental, PES
Colleen Roy, GES

1. Call to Order and Pledge of Allegiance

Janine Lesser called the meeting to order at 7:02 p.m.

2. Points of Pride

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

3. Public Comment

Matt Craig, Sharon, shared that he has one student at ConVal High School. He was present to speak about the e-hall pass system and the impact on students. He understands that the system is broken and asked for change. Mr. Craig said that if you talk to the kids, they are skipping water breaks and are unable to maneuver the system with staff and administration who are not executing it properly. Mr. Craig reported having mapped out the schedule and looked at the policy to learn more about what is going on.

Mr. Craig said that it is almost impossible to get kids through the bathroom system on breaks. It is a capacity issue. The kids on the ground floor are having issues and it is a health issue.

Mr. Craig asked the high school to do something with this in a positive way.

4. Consent Agenda

a. Acceptance of School Board Meeting Minutes

1) September 20, 2022

b. Personnel

1) June 2024 Retirements

a. Michelle Brezovec

b. Lawrence Bourgoine

c. Donna Clark

2) Resignation

a. Carole Storro – October 28, 2022

3) 2022-2023 Co-Curricular Notifications

Stephen Ullman shared his sadness to see Carole Storro's resignation.

Liz Swan shared that Donna Clark will be missed as well.

Kimberly Saunders added that Larry Bourgoine and Michelle Brezovec will also be missed.

5. Superintendent's Report and Presentation of Business

a. School Board Requests

Kimberly Saunders reported working through one request related to assignment of principals.

b. Monthly Events Calendar

An Expenditure of Trust Fund Money Public Hearing is needed as well as another to spend unexpended revenue for extraordinary needs on October 18th. This has to take place two weeks prior if a special meeting is needed on November 1st.

Katherine Heck moved to hold a public hearing for the purposes outlined. Keira Christian seconded. Unanimous.

Discussion took place about scheduling the School Board Budget Work Session on the first Saturday of November. Further discussion took place about holding the meeting on another day as a result of the inability for the Business Administrator to attend a Saturday meeting.

Dick Dunning said that the purpose of the meeting is to hear administrators discuss their proposed budget. He said that this could take place on a Saturday with the Superintendent present to answer questions. Dick was in favor of a Saturday meeting.

Stephen Ullman suggested a Friday night meeting beginning at 5:00 p.m.

Six board members were in favor of meeting on a Saturday after polled.

Five were in favor on an alternate day with the Business Administrator.

Two were in favor of either.

Dick Dunning said that a Saturday meeting or some other night meeting will result in the same information. It is an intake meeting. At this point the Superintendent will be able to answer questions.

Kevin Pobst shared that it was no slight on the Business Administrator; the past two work session meetings have been run by Kimberly.

c. October 1st Enrollment Update

Kimberly Saunders referenced October 1st enrollment information.

6. Reports

a. Student Representative – Katherine Craig

Katherine Craig reported a lot of yellow around school in support of Suicide Prevention. Katherine also reported that 1,840 lbs. of food was donated for Tackle NH Hunger. The Peterborough Library is collaborating with the high school. A parent session on the college application process took place. A Unified Soccer vs. JV Girls Soccer game took place with the support of the spirit team. The Volleyball team has won most of their games in a season with the season still underway. Lastly, a group of students are organizing a cleanup of the courtyard as well as discussing a plan for use.

b. Teacher Representative

None.

c. Communication Committee – Alan Edelkind

Alan Edelkind reported sending out a report on a synopsis of what the Communication Committee is about. He outlined the community forum scheduled on November 10th. Topics for the forum will include renovation of the two middle schools, ATC, and the high school. In addition, the Strategic Plan will be discussed. An open question and answer period will take place. Upcoming activities will be communicated.

Alan asked if childcare should or should not be provided for the forum. In the past, childcare had been offered and no one came. He suggested a questionnaire on this topic to determine the need.

A meet and greet was suggested as well from 8-9 that night. It would be an informal get together where members of the audience, School Board, and administration could chat.

Liz Swan shared information on the importance of having people attend in person. She said that the meet and greet would help create connections. It is about the board being there for everyone in the district and not just the community we represent. Meeting on a personal level would benefit. To make this happen, the board needs to be present. Many different ways to invite people should take place.

Alan Edelkind said that this all goes together while also being separate. It allows for people to ask questions and be part of the forum.

Alan asked if anyone would like to work with administration about the presentation for the Strategic Plan they should reach out to Alan.

Articles for publication were discussed at the last meeting. Five articles would be outlined; Strategic Plan, Board Goals, Budget, School Safety Audit, and why choose a public school.

Lastly, a monthly newsletter would be a one-page summary of school board activities for the month was also discussed.

Katherine Heck asked if there are action items for the board requiring a board vote.

Alan Edelkind said that childcare is a topic. Janine Lesser said that Kimberly Saunders would likely do the survey on childcare.

Keira Christian shared having a conflict on November 3rd. Katherine shared having a conflict the entire week. Crista Salamy and Stephen Ullman also had a conflict.

d. Selectmen's Advisory Committee- Kevin Pobst

Kevin Pobst reported that Janine Lesser and Alan Edelkind shared the goals that administration had established for the year as well as the board goals at the last SAC meeting.

e. Equity Committee – Liz Swan

Liz Swan reported that the best way to move forward with a subcommittee of sorts on Diversity, Equity, Inclusion, and Accessibility. The Superintendent was directed to have a Superintendent Committee for this purpose.

f. Strategic Plan Committee – Janine Lesser

Janine Lesser reported that the format of the plan was reviewed by our public relations firm and current draft. The Superintendent gave the committee a deadline to submit comments. A timeline was established taking the plan to final approval. The final draft will be ready for the public by November 1st and released for public input at the community forum. Feedback will be gathered from the community. A final plan will be ready for School Board vote in early December.

There is a current draft available to the Strategic Plan Committee.

g. Policy Committee – Crista Salamy

Crista Salamy reported meeting this evening. Policies discussed will go to various committees including Communication, and Wellness. Dress code will be discussed at further length.

7. Old Business

a. Legislative Update

Katherine Heck reported that of the LSR's presented, 68 deal with school districts. Katherine attended the delegate assembly. The resolution ConVal submitted was not adopted because another covers it with broader language. What NHSBA and the delegate assembly bring forward is important to review. NHSBA has pulled out of the National School Board Association. Establishing a new national level school board organization is hoped. Katherine asked the board to vote to write a letter in support of funding the 7.5% or more to the retirement system. There is legislation to propose that. This will help advocate.

Stephen Ullman moved to have the board write a letter in support. Greg Kriebel seconded the motion. Unanimous.

Janine Lesser will work with Katherine Heck to write the letter.

Stephen Ullman reported that candidates from both parties will appear at the Antrim Town Hall for candidate's night organized by the Lions Club. District 30 consists of Bennington and Antrim in the ConVal district.

b. Policies 2nd Read/Adoption

- FF: Naming of District Buildings and Facilities and Dedication of Areas

Liz Swan moved to adopt this policy as presented. Katherine Heck seconded. Unanimous.

- EBB: School Safety

Katherine Heck moved to adopt this policy as presented. Alan Edelkind seconded. Unanimous.

- JICI: Dangerous Weapons on School Property

Liz Swan moved to adopt this policy as presented. Katherine Heck seconded. Unanimous.

8. New Business

a. Committee Report Template

Janine Lesser reminded the board that Katherine Heck and Greg Kriebel brought a proposal to do away with committees and do the work in the School Board meetings.

Janine Lesser said that we might not do the best job of reporting out on subcommittee meetings at board meetings.

Katherine Heck pointed out that the Board had a similar conversation last summer on this topic. This was a board directive from over a year ago.

Board Chairs were asked to take a look at the template to report out on committee meetings at board meetings.

Minutes of the meeting were referenced as an excellent source of information.

Katherine Heck said that Alan's format outlines where action is needed and she appreciated that.

Kevin Pobst asked if the board meeting templates would be available to the public. Confirmed.

A two-minute recess was called at 7:57 p.m.

b. RFI Update

Alan Edelkind shared an update on the Request for Information (RFI) sent to 14 companies with two responses. Contact information on those that did not respond will be used to connect to learn and share more. Other companies and organizations will be pursued. Progress is underway.

c. Expense and Encumbrances (Board Vote Required)

Lori Schmidt reported that in August placements were still being finalized. Overages in electricity and fuel are not fully expending. Both are being watched closely as the winter season is entered into.

Dick Dunning motioned to accept the Expense Report and encumbrances therein. Katherine Heck seconded. Unanimous.

9. Public Comment

None.

10. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that manifests totaling \$1,503,517.26 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 seconded. Unanimous.

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

a. Legal

b. Personnel

Alan Edelkind moved to enter into Non-Public Session in accordance with RSA 91-A:3,II for matters of legal and personnel at 8:06 p.m. Katherine Heck seconded. Unanimous on a roll call vote.

Dick Dunning motioned to exit Non-Public Session at 8:34 p.m. Greg Kriebel seconded. Unanimous.

Dick Dunning motioned to seal the minutes of Non-Public Session for a period of 10 years. Greg Kriebel seconded. Unanimous.

Greg Kriebel motioned to adjourn at 8:35 p.m. Katherine Heck seconded. Unanimous.

Respectfully submitted,

Brenda Marschok

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL DISTRICT

October 18, 2022
Personnel Agenda

Resignation – October 2022:

FES

Laura Seale

Kindergarten Teacher

2022-2023 Co-Curricular Notifications:

See Attached

| First | Last | DAC | Position | Stipend Amt | FTE |
|------------------|----------|-----|------------------------------|-------------|------|
| Athletics | | | | | |
| Catrina | Young | GBS | Cross Country | \$ 889.44 | 0.5 |
| Ellen | Kidd | GBS | Cross Country | \$ 889.44 | 0.5 |
| Cassie | Anderson | GBS | Hockey Field | \$ 2,134.65 | 1 |
| Joseph | Wright | GBS | Soccer - Boys | \$ 2,134.65 | 1 |
| Riley | Beliveau | GBS | Soccer - Girls | \$ 2,134.65 | 1 |
| Cassie | Anderson | GBS | Director - Athletic 1st Half | \$ 1,093.50 | 0.45 |
| Catrina | Young | GBS | Director - Athletic 1st Half | \$ 1,093.50 | 0.45 |
| Pete | Ketchum | GBS | Director - Athletic 1st Half | \$ 243.00 | 0.10 |
| Paul | Simpson | SMS | Volleyball | \$ 1,200.00 | 1 |
| Tod | Silegy | SMS | Director - Athletic 1st half | \$ 2,430.00 | 1 |
| Tod | Silegy | SMS | Soccer - Boys A Team | \$ 2,134.65 | 1 |

| | | | | | |
|---------------------|------------|------|----------------------------|-------------|---|
| Non-Athletic | | | | | |
| Deb | Quinn | DCS | Teacher In Charge | \$ 2,500.00 | 1 |
| Kately | Goodington | HES | Teacher In Charge | \$ 2,500.00 | 1 |
| Jennifer | Sutton | BES | Teacher In Charge | \$ 2,500.00 | 1 |
| Carolann | Tebbetts | CVHS | Art/VPA Depart. Head | \$ 3,000.00 | 1 |
| Rachel | Bowman | CVHS | Library/Media Dept. Head | \$ 2,500.00 | 1 |
| Elizabeth | Moore | CVHS | English Dept. Head | \$ 4,500.00 | 1 |
| Gretchen | Lima | CVHS | Health/Wellness Dept. Head | \$ 2,500.00 | 1 |
| Sam | Winslow | CVHS | Math Dept. Head | \$ 4,500.00 | 1 |
| Andria | Johnson | CVHS | Science Dept. Head | \$ 3,000.00 | 1 |
| Greg | Leonard | CVHS | Social Studies Dept. Head | \$ 4,500.00 | 1 |
| Elizabeth | Concannon | CVHS | World Language Dept. Head | \$ 2,500.00 | 1 |

October 2022

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

November 2022

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|-----------|---|---|------------------------------|---|------------------------------|---|
| | | 1 Policy Committee Mtg. @ SAU @ 6:00 pm School Board Mtg. @ SAU @ 7:00 pm | 2 | 3 | 4 | 5 School Board/Budget Work Session @ 8:30 am @ SAU Office |
| 6 | 7 | 8 Budget & Property Committee Mtg. @ SAU @ 6:00 pm | 9 | 10 Community Forum @ CVHS Lucy Hurlin Theatre @ 6:00 pm | 11 District Closed | 12 |
| 13 | 14 Food Service/Wellness Mtg. @ SAU @ 6:00 pm | 15 Policy Committee Mtg. @ SAU @ 6:00 pm School Board Mtg. @ SAU @ 7:00 pm | 16 | 17 Communication Committee Mtg. @ SAU @ 5:30 pm | 18 | 19 |
| 20 | 21 Education Committee Mtg. @ SAU @ 5:30 pm | 22 | 23 District Closed | 24 District Closed | 25 District Closed | 26 |
| 27 | 28 | 29 | 30 | | | |

ConVal School District
Expense and Encumbrance Report
September 2022

page 1 of 3

| Object Code | Account Description | Budget | Adjustments | Adjusted Budget | MTD | YTD | Encumbrance | Balance | % Available | Notes |
|-------------|---|------------|-------------|-----------------|-----------|-----------|-------------|-----------|-------------|-------|
| 100 | SALARIES | 27,571,389 | - | 27,571,389 | 1,970,187 | 3,075,246 | 22,820,670 | 1,675,472 | 6.08% | |
| 200 | EMPLOYEE BENEFITS | 12,501,316 | - | 12,501,316 | 964,529 | 1,491,844 | 10,593,005 | 416,467 | 3.33% | |
| 300 | PURCHASED PROFESSIONAL & TECHNICAL SERVICES | 3,380,734 | 1,050 | 3,381,784 | 249,416 | 439,367 | 2,367,976 | 574,440 | 16.99% | |
| 400 | PURCHASED PROPERTY SERVICES | 1,214,316 | (1,050) | 1,213,266 | 33,736 | 79,511 | 385,662 | 748,094 | 61.66% | |
| 500 | OTHER PURCHASED SERVICES | 4,269,562 | 608 | 4,270,170 | 264,889 | 478,351 | 3,295,975 | 495,844 | 11.61% | |
| 600 | SUPPLIES | 2,693,981 | (608) | 2,693,373 | 216,722 | 517,471 | 1,291,478 | 884,424 | 32.84% | |
| 700 | PROPERTY | 579,179 | - | 579,179 | 19,796 | 28,726 | 167,682 | 382,771 | 66.09% | |
| 800 | OTHER OBJECTS | 350,559 | - | 350,559 | 24,123 | 59,223 | 75,086 | 216,250 | 61.69% | |
| 900 | OTHER USES OF FUNDS | 1,540,000 | - | 1,540,000 | - | 185,000 | 355,000 | 1,000,000 | 64.94% | |
| | | 54,101,036 | - | 54,101,036 | 3,743,398 | 6,354,738 | 41,352,533 | 6,393,764 | 11.82% | |

Notes

ConVal School District
Expense and Encumbrance Report
September 2022

page 2 of 3

| Object Code | Account Description | Budget | Adjustments | Adjusted Budget | MTD | YTD | Encumbrance | Balance | % Available | Notes |
|-------------|--------------------------------------|------------|-------------|-----------------|-----------|-----------|-------------|---------|-------------|-------|
| 110 | REGULAR SALARIES | 17,746,108 | - | 17,746,108 | 1,301,787 | 1,448,104 | 15,636,914 | 661,090 | 3.73% | |
| 111 | PARAPROFESSIONAL SALARIES | 3,046,764 | - | 3,046,764 | 212,803 | 212,803 | 2,702,023 | 131,939 | 4.33% | |
| 112 | ADMIN ASSISTANTS | 1,219,856 | - | 1,219,856 | 98,720 | 218,404 | 992,907 | 8,546 | 0.70% | |
| 113 | CUSTODIAL/MAINTENANCE | 579,309 | - | 579,309 | 39,320 | 121,817 | 365,952 | 91,541 | 15.80% | |
| 114 | ADMINISTRATOR | 2,800,178 | - | 2,800,178 | 214,881 | 650,239 | 2,135,058 | 14,881 | 0.53% | |
| 115 | DEPARTMENT HEADS | 25,000 | - | 25,000 | 680 | 680 | 21,820 | 2,500 | 10.00% | |
| 119 | SUPPORT SERVICES | 960,679 | - | 960,679 | 67,479 | 178,517 | 644,903 | 137,259 | 14.29% | |
| 120 | TEMPORARY SALARIES | 1,155,994 | - | 1,155,994 | 29,432 | 235,029 | 319,778 | 601,187 | 52.01% | |
| 130 | OVERTIME | 37,500 | - | 37,500 | 5,084 | 9,655 | 1,315 | 26,530 | 70.75% | |
| 211 | HEALTH INSURANCE | 5,538,844 | - | 5,538,844 | 430,592 | 566,568 | 4,643,360 | 328,917 | 5.94% | |
| 212 | DENTAL INSURANCE | 209,663 | - | 209,663 | 16,292 | 20,494 | 171,636 | 17,533 | 8.36% | |
| 213 | LIFE INSURANCE | 48,299 | - | 48,299 | 3,654 | 6,357 | 35,694 | 6,248 | 12.94% | |
| 214 | LONG TERM DISABILITY | 67,625 | - | 67,625 | 5,289 | 7,390 | 52,143 | 8,092 | 11.97% | |
| 220 | FICA | 1,832,919 | - | 1,832,919 | 145,902 | 228,849 | 1,591,066 | 13,004 | 0.71% | |
| 231 | NON - TEACH RETIRE | 777,430 | - | 777,430 | 63,214 | 124,487 | 643,635 | 9,308 | 1.20% | |
| 232 | TEACHER RETIRE | 3,884,960 | - | 3,884,960 | 296,771 | 428,746 | 3,426,395 | 29,819 | 0.77% | |
| 250 | UNEMPLOYMENT COMP | 22,500 | - | 22,500 | - | - | 22,556 | (56) | -0.25% | |
| 260 | WORKERS' COMP | 101,990 | - | 101,990 | - | 101,990 | - | - | 0.00% | |
| 299 | OTHER BENEFITS - LT CARE & ANNUITIES | 17,085 | - | 17,085 | 2,815 | 6,962 | 6,520 | 3,603 | 21.09% | |
| 321 | PROF SERVICES | 108,755 | - | 108,755 | 24,207 | 28,681 | - | 80,074 | 73.63% | |
| 322 | STAFF SERVICES | 88,817 | - | 88,817 | 2,682 | 3,434 | - | 85,383 | 96.13% | |
| 323 | PUPIL SERVICES | 1,046,007 | - | 1,046,007 | 29,778 | 47,965 | 969,215 | 28,827 | 2.76% | |
| 330 | PURCHASED/PROF | 1,868,619 | 1,050 | 1,869,669 | 144,756 | 297,422 | 1,229,579 | 342,667 | 18.33% | |
| 340 | STATISTICAL SERVICES | 31,036 | - | 31,036 | 20,625 | 27,375 | - | 3,661 | 11.80% | |
| 380 | PURCH SERVICES | 237,500 | - | 237,500 | 27,368 | 34,490 | 169,182 | 33,828 | 14.24% | |
| 411 | WATER/SEWER | 63,676 | - | 63,676 | 2,551 | 2,798 | 58,985 | 1,893 | 2.97% | |
| 420 | ENVIRONMENTAL DISPOSAL | 900 | - | 900 | - | - | - | 900 | 100.00% | |
| 421 | DISPOSAL | 48,476 | - | 48,476 | 4,508 | 13,173 | 35,603 | (300) | -0.62% | |
| 422 | SNOW PLOWING | 129,536 | - | 129,536 | - | - | 129,536 | - | 0.00% | |
| 430 | REPAIR/MAINT | 198,738 | - | 198,738 | 7,302 | 14,654 | 48,084 | 136,001 | 68.43% | |
| 431 | STRUCTURAL REPAIRS & MAINTENANCE | 317,962 | - | 317,962 | 6,842 | 12,736 | 17,397 | 287,829 | 90.52% | |
| 432 | ELECTRICAL REPAIRS & MAINTENANCE | 32,650 | - | 32,650 | 2,718 | 2,890 | 9,627 | 20,134 | 61.66% | |
| 433 | MECHANICAL REPAIRS & MAINTENANCE | 259,044 | - | 259,044 | 1,603 | 2,584 | 12,329 | 244,131 | 94.24% | |
| 434 | HVAC REPAIRS & MAINTENANCE | 93,290 | - | 93,290 | 2,555 | 7,159 | 5,887 | 80,245 | 86.02% | |
| 435 | SAFETY REPAIRS & MAINT | 21,014 | - | 21,014 | - | - | 4,340 | 16,674 | 79.35% | |
| 436 | Copier Repairs | 15,350 | - | 15,350 | 1,303 | 10,678 | 4,672 | 0 | 0.00% | |
| 440 | RENTAL | 3,500 | (1,050) | 2,450 | - | - | 2,550 | (100) | -4.08% | |
| 443 | Equip Rental: Copiers | 25,980 | - | 25,980 | 4,131 | 12,393 | 13,586 | 0 | 0.00% | |
| 449 | Equip Rental - Postage Meter | 4,200 | - | 4,200 | 222 | 445 | 3,431 | 324 | 7.71% | |
| 510 | OTHER TRANSPORTATION | 239,980 | - | 239,980 | 8,641 | 8,641 | 149,426 | 81,914 | 34.13% | |
| 519 | PUPIL TRANSPORTATION | 2,729,622 | - | 2,729,622 | 178,965 | 234,811 | 2,283,277 | 211,534 | 7.75% | |

ConVal School District
Expense and Encumbrance Report
September 2022

page 3 of 3

| | | | | | | | | | | | |
|-----|------------------------|------------|-------|------------|-----------|-----------|---|-----------|------------|-----------|----------|
| 520 | INSURANCE | 118,650 | - | 118,650 | - | 118,650 | - | 118,650 | - | 0.00% | |
| 530 | Telephone / Web access | 253,615 | - | 253,615 | 22,085 | 22,085 | - | 44,512 | 210,238 | (1,136) | -0.45% |
| 531 | Cellular Phones | 21,860 | - | 21,860 | 1,391 | 1,391 | - | 4,172 | 16,528 | 1,160 | 5.31% |
| 534 | POSTAGE | 16,847 | 125 | 16,972 | 2,566 | 2,566 | - | 3,817 | 9,339 | 3,816 | 22.48% |
| 540 | ADVERTISING | 25,000 | - | 25,000 | 2,632 | 2,632 | - | 4,411 | 17,589 | 3,000 | 12.00% |
| 550 | PRINTING | 8,500 | - | 8,500 | - | - | - | - | - | 8,500 | 100.00% |
| 561 | TUITION | 776,246 | 483 | 776,729 | 46,746 | 46,746 | - | 55,983 | 543,990 | 176,756 | 22.76% |
| 580 | MILEAGE | 79,242 | - | 79,242 | 1,865 | 1,865 | - | 3,354 | 65,588 | 10,300 | 13.00% |
| 610 | GENERAL SUPPLIES | 734,725 | (608) | 734,117 | 84,830 | 84,830 | - | 103,762 | 167,703 | 462,652 | 63.02% |
| 615 | TESTING SUPPLIES | 25,669 | - | 25,669 | 1,920 | 1,920 | - | 1,920 | 6,453 | 17,296 | 67.38% |
| 622 | ELECTRICITY | 445,637 | - | 445,637 | 42,855 | 42,855 | - | 71,067 | 379,926 | (5,356) | -1.20% A |
| 623 | BOTTLED GAS | 30,950 | - | 30,950 | 8,627 | 8,627 | - | 8,627 | 22,187 | 136 | 0.44% |
| 624 | FUEL OIL | 422,208 | - | 422,208 | 637 | 637 | - | 637 | 352,093 | 69,478 | 16.46% A |
| 640 | BOOKS | 84,573 | - | 84,573 | 536 | 536 | - | 1,544 | 13,381 | 69,648 | 82.35% |
| 641 | PERIODICALS | 21,021 | - | 21,021 | 3,257 | 3,257 | - | 11,601 | 2,387 | 7,034 | 33.46% |
| 649 | OTHER INFO SOURCES | 3,610 | - | 3,610 | 330 | 330 | - | 330 | 238 | 3,043 | 84.29% |
| 650 | SOFTWARE SUPPORT | 530,587 | - | 530,587 | 55,011 | 55,011 | - | 291,139 | 150,204 | 89,244 | 16.82% |
| 656 | GASOLINE | 395,000 | - | 395,000 | 18,719 | 18,719 | - | 26,844 | 196,906 | 171,250 | 43.35% |
| 733 | NEW FURNITURE | 6,890 | - | 6,890 | - | - | - | - | 2,308 | 4,582 | 66.50% |
| 734 | OTHER TECH EQUIPMENT | 20,961 | - | 20,961 | - | - | - | - | - | 20,961 | 100.00% |
| 737 | REPL FURNITURE | 44,313 | - | 44,313 | - | - | - | 3,738 | 15,455 | 25,120 | 56.69% |
| 738 | REPL EQUIPMENT | 467,675 | - | 467,675 | 8,004 | 8,004 | - | 8,004 | 147,844 | 311,826 | 66.68% |
| 739 | OTHER EQUIPMENT | 39,341 | - | 39,341 | 11,792 | 11,792 | - | 16,984 | 2,075 | 20,282 | 51.55% |
| 810 | DUES & FEES | 197,106 | - | 197,106 | 24,123 | 24,123 | - | 42,638 | 63,218 | 91,250 | 46.29% |
| 830 | DEBT SERVICE INTEREST | 28,453 | - | 28,453 | - | - | - | 16,585 | 11,868 | - | 0.00% |
| 890 | MISCELLANEOUS | 125,000 | - | 125,000 | - | - | - | - | - | 125,000 | 100.00% |
| 910 | DEBT SERVICE PRINCIPAL | 540,000 | - | 540,000 | - | - | - | 185,000 | 355,000 | - | 0.00% |
| 930 | TRUSTS/ IC | 1,000,000 | - | 1,000,000 | - | - | - | - | - | 1,000,000 | 100.00% |
| | | 54,101,036 | - | 54,101,036 | 3,743,398 | 3,743,398 | - | 6,354,738 | 41,312,897 | 6,433,400 | 11.89% |

Notes

A Anticipate requesting budget request, but waiting to gauge based on winter season.

**CONTOOCOOK VALLEY SCHOOL DISTRICT
FIELD TRIP PROPOSAL**

1. Name: Ed Lowy / AHT Grade: 8 School: South Meadow
2. Destination: Philadelphia, PA; Washington DC; Gettysburg, PA; Lancaster, PA
3. Date(s) of Trip: April 17-22 2023 Time(s): From All Day to All Night
4. Description of Trip:
8th grade students will travel to Historic Places from American History. Students will write a research paper based on the places we travel to become the experts on those places. SMS is not using a tour company
5. How will this trip relate to your program and/or curriculum? We are planning this trip ourselves.
8th grade curriculum studies everything American History. we will visit the 8 major documents the students study and the places where they happened.

6. Transportation will be by: Bus Co. Wilson Bus. Private Car _____ Other _____
(Private cars require completion of District Use of Private Vehicle Form by individual drivers)

7. Ratio of Adults: 8 to Number of Students: 75

Edward Lowy 10-4-22
Staff Signature Date

Corway 10/4/22
Principal Signature Date

SCHOOL USE ONLY: All items must be checked before the Principal/Assistant Principal will sign

- N/A Bus Form If Necessary
☒ Fee Paid By Students
☒ Chaperones Listed On The Reverse
☒ Permission Slips To Parents/Guardians Prepared
☒ Office Notified With Accurate Lists of Students

- ☒ Kitchen Notified If Lunches Would Be Affected
☒ UA Team Notified
☒ Posted on Events Calendar
☒ Notified Nurse to prepare Medicine
☒ CPR/First Aid Trained: _____ (Name)

SCHOOL BOARD APPROVAL REQUIRED FOR TRIPS OF MORE THAN TWO (2) DAYS (REFER TO FIELD TRIP POLICY IICA).

Proposal forms must be submitted to the Principal by April 1st, to the Superintendent by May 1st and approved by the School Board no later than the August meeting for trips during the new school year

Date Received at SAU Office _____ Date Approved/Not Approved by School Board _____
(Please Circle One)

Superintendent/Board Chairman Signature _____



CONVAL School District

Justification for Staffing Increase

Present State: The ConVal School District is in need of three paraprofessionals for the 2022-2023 school year to support student Individualized Education Plan (IEP) needs.

Recommended Addition/Change: Add 3 paraprofessionals for the 2022-2023 school year

Estimated Financial Impact:

2022-2023: \$81,216