

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Road
Peterborough, New Hampshire

CONTOOCCOOK VALLEY SCHOOL BOARD

School Board Meeting
Tuesday, February 21, 2023
7:00 p.m.

Physical Location: SAU #1 Board Room

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

Agenda

1. Call to Order and Pledge of Allegiance
2. Non-Public Session: RSA 91-A: 3, II (If Required)
 - a. Legal
3. Points of Pride
4. Public Comment
5. Consent Agenda
 - a. Acceptance of School Board Meeting Minutes
 - 1) January 17, 2023 (pg. 1-5)
 - 2) January 31, 2023 (pg. 6-9)
 - 3) February 7, 2023 (pg. 10)
 - b. Personnel (pg. 11-12)
6. Superintendent's Report and Presentation of Business
 - a. School Board Requests
 - b. Monthly Events Calendar (pg. 13-14)
 - c. February 1st Enrollment Update (pg. 15-16)
 - d. Harris Center for Conservation Presentation
 - e. CTE Presentation
7. Reports
 - a. Student Representative – Katherine Craig
 - b. Strategic Organization Planning Committee – Alan Edelkind
 - c. Education Committee – Stephen Ullman
 - d. Food Service/Wellness Committee – Dick Dunning
 - e. Budget & Property Committee – Jim Fredrickson
 - f. Communication Committee – Alan Edelkind
8. Old Business
 - a. Legislative Update
9. New Business
 - a. Accept Gift/Donation (Board Vote Required) (pg. 17-22)
 - 1) Great Brook School requests authorization to accept a check in the amount of \$1,800.00 from The Antrim Lions and Antrim Library for the purpose of paying for two students to go on the 8th grade Washington, D.C. trip.
 - 2) Great Brook School requests authorization to accept a check in the amount of \$900.00 from the Great Brook School PTO for the purpose of paying for a student to go on the 8th grade Washington, D.C. trip.
 - 3) ConVal Athletics requests authorization to accept a check in the amount of \$1,000.00 from The Steven W. Crowe Foundation for the ConVal Basketball Program.
 - 4) The ConVal High School requests authorization to accept a check in the amount of \$2,500.00 from an Anonymous Donor for the purpose of allowing the high school administration to provide fees or equipment for students to participate in co-curriculars when families cannot afford it.
 - 5) South Meadow School requests authorization to accept a check in the amount of \$500.00 from Constance Heinz for the purpose of community assistance to help district families in need.
 - 6) South Meadow School requests authorization to accept a check in the amount of \$3,000.00 from Renew Church, Hancock, NH for the purpose of community assistance to help district families in need.
 - b. School Board Candidates for Chair and Vice-Chair – Q&A
 - Policy BDB: Board Officers (pg. 23-24)
 - c. Expenditure and Encumbrance Report – Lori Schmidt (pg. 25-27)
 - d. Fundraising for CTE Renovation
 - e. CTE Renovation and Programs
10. Public Comment
11. Approval of Manifests (Board Vote Required)
12. Non-Public Session: RSA 91-A: 3, II (If Required)
13. Adjourn

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

School Board Meeting
Tuesday, January 17, 2023
7:00 p.m.

Physical Location: SAU #1 Board Room

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

Minutes

BOARD

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

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Lori Schmidt, B.A.
Cari Christian-Coates, Student Serv.
Carrie James, H.R.
Stephanie Syre-Hager, AES
Tim Conway, SMS
Shawne Hilliard, DCS/HES
Colleen Roy, GES
Larry Pimental, PES
Heather McKillop, CVHS

1. **Call to Order and Pledge of Allegiance**
Janine Lesser called the meeting to order at 7:02 p.m. The Pledge of Allegiance was recited.
2. **Non-Public Session: RSA 91-A: 3, II (If Required)**
Alan Edelkind moved to enter into Non-Public Session in accordance with RSA 91-A:3,II at 7:03 p.m. for matters of negotiation.
Greg Kriebel seconded. Unanimous on a roll call vote.

Dick Dunning moved to exit Non-Public Session at 7:19 p.m. Katherine Heck seconded. Unanimous.

Alan Edelkind moved to seal the minutes of Non-Public Session for matters of Negotiations for five years and in perpetuity for the student matter. Dick Dunning seconded. Unanimous.
3. **Points of Pride**
Kimberly Saunders shared various Points of Pride as reported to her by administrators.

Stephen Ullman shared that Antrim residents are proud of Antrim Elementary School Principal, Stephanie Syre-Hager who just completed her Doctoral work. Congratulations Stephanie!
4. **Public Comment**
None.
5. **Consent Agenda**
 - a. **Acceptance of School Board Meeting Minutes**
 - 1) January 5, 2023
 - b. **Personnel**
The Consent agenda was accepted.
Jim Fredrickson asked that the minutes be reviewed to make sure that the numbers accurately reflect what was decided under agenda 8b.
Jim asked if the minutes could be brought if changes were needed. Confirmed.
6. **Superintendent's Report and Presentation of Business**

a. School Board Requests

Kimberly Saunders said that there are four outstanding Board requests; audit, School Resource Officer, Therapy Dog, ESSER dollar information.

b. Monthly Events Calendar

The Monthly Events Calendar was reviewed with no change.

The Building Committee will meet on the third Wednesday of every month at 1:00 at the SAU.

c. January 1st Enrollment Update

January 1st enrollment information was shared.

d. Preschool Indicators Presentation

Dr. Ann Forrest referenced information about preschool indicators. Increasing access to the preschool program, delivering a high-quality education, and increase kindergarten preparedness are the goals.

Janine Lesser asked when will the board will get the first set of data and know more.

Ann Forrest said that some of the data has been collected. Other data is systematic to what exactly will be pulled. That should be available by the fall of 2023.

7. Reports

a. Student Representative – Katherine Craig

None.

b. Teacher Representative

None.

c. Food Service Committee – Dick Dunning

Dick Dunning reported that Fresh Picks attended the meeting. They are coming forward with a proposal and are looking for board approval. Looking at a different way of delivering meals from South Meadow School to the small schools is sought. Dick shared an example of the packaging. Fresh Picks would like to pilot this and return with a long-term plan. It will keep food warmer and fresher and eliminates serving food in another receptacle. There would be a positive impact on staffing. Software changes would be a part of this implementation.

Dick said that it would make sense to look at two machines; one that could seal a hot meal and another that would sell a cold meal.

Dick encouraged the board to give Fresh Picks the go ahead. A savings is anticipated.

The sense of the board was to give the authority to Fresh picks to move forward with the plan.

Dick Dunning reported that we have \$138,604 in expenditures and budgeted \$82,000. This will be watched closely. Funds have been set aside to cover a loss. Updates will be shared as more is known.

Liz Swan asked if Fresh Picks has shared what the packaging is made of; is it environmentally friendly? Dick said that is a good question, he can ask.

d. Budget & Property Committee – Jim Fredrickson

Jim Fredrickson reported that tomorrow at 1:00 is the first Building Committee meeting.

e. Policy Committee – Crista Salamy

Crista Salamy reported that budget policies were discussed at the last meeting. The policies were revised and come for a first read this evening.

Katherine Heck said that a different copy was included in the packet. She asked that we hold off on moving forward until the correct versions are in the packet and purple folder.

It is important that they be pulled and considered together.

Crista said that KEC/IJL/IGE were discussed. These move for a first read tonight.

In addition, conversation about the Dress Code Policy took place as well as again at tonight's policy committee meeting.

f. Update on March Community Forum – Alan Edelkind

Alan Edelkind said that March 6th is the date of the next Community Forum. It is a Monday night and there will be presentations on a lay man's view of the budget (Liz), administration budget process (Kimberly), proposed budget and warrant articles (Katherine), and tax bills (Jim Fredrickson).

The Question and Answer period will be held differently. In addition, a second moderator is needed. Doug Sutherland volunteered to be the second moderator.

8. Old Business

a. Legislative Update

Kimberly Saunders reported that 215 LSR's that impact education has been narrowed to 137.

HB51 is relative to school districts and towns using warrant articles for lobbying agents. It would mean that the board could not belong to the NHSBA.

Katherine Heck said that it will likely not make it but it would require a warrant article if it moved forward. It is a concern. This does not preclude private industry from having lobbyists. It is important that everyone has a voice. Kimberly further reported two bills related to school building and school building aid.

HB313 relates to the default budget. Katherine said that it would require that in addition to legal calculation; it would reduce the default by any position that was filled by a junior person in the amount of the difference between the senior teacher and the junior teacher. This is an attempt to further reduce the default. Salary lines can be fluid.

HB394 relative to cooperative school districts. It would prohibit how chairs from towns are voted.

Kimberly said that there are several unfunded mandates. Separating out the SAU budget from the school district budget is in the detail. It likely is looking at multi-district SAU's.

HB272 looks to increase the per pupil funding for charter school students.

HB71 repeals a report on the Department of Education funding on charter schools. They are tax funded dollars which is concerning.

Unfunded mandates surround teaching certain information among others.

Several on the 19th will be heard. One is about accelerated graduation from high school.

Minimum Hourly Wage is among the LSR's.

Kimberly asked the board what the best delivery method would be to receive this information.

Janine asked if the Communication Committee might discuss this on Thursday.

Kimberly asked the board what type of information they would like to receive.

Stephen Ullman asked if there is an LSR that removes the income limitations on those eligible to receive education funding. Confirmed.

HB103 as written, eliminates two board members. You would not be allowed to be a board member related to any employee. This is difficult in a small type community.

How should Kimberly best get this information out to the Board?

Janine Lesser said that there are organizations that place this on spreadsheets and highlight those that should be paid attention to.

Katherine Heck asked Kimberly to have this go to the full board or communications. There will be bills that are educationally based that Kimberly might testify. Kimberly should come up with a "top list" where she could be approved to go and submit testimony.

Kimberly said that she worked with the Board Chair in the past on how to move forward on this.

Katherine Heck said that giving the Superintendent latitude to testify to make an impact should be given.

Kimberly said that her concern is that some of the bills need the voice of board members.

Janine asked for suggestion.

Liz Swan asked if the top 10 could be put in a shared Google Doc with the dates that she would like board members to be present in Concord.

Katherine said that the board as a whole would have to agree that it is an issue that we want to take a stand on. A consensus could be provided but not a vote.

What format would be the easiest to manage and look at?

Katherine said that every Friday the schedules are released. The shared drive would be effective.

Katherine said that reinstating the contribution of the retirement is one that is important. Consensus could be taken and a letter sent. HB50 and HB555 were noted.

HB427 talks about requirements for public meetings with a designated time for questions and answers.

One bill directs Cooperative School Districts to require a meeting to be held in each of the towns of a Cooperative School District.

There are more bills filed than ever before.

Dick Dunning asked if anything needs to be done tonight before the opportunity is missed.

Katherine said that HB50 and HB555 as well as two others should be considered.

Jim Fredrickson motioned to approve the School Board Chair to write a letter about HB50 on the retirement system payment. Dick Dunning seconded. Unanimous.

Stephen Ullman motioned to approve the School Board Chair to write a letter of support for HB555 for reducing the unfunded liability for retirement. Dick Dunning seconded. Unanimous.

Kimberly Saunders asked the board if she should go for any unfunded mandate.

Katherine Heck suggested at minimum we sign and oppose. This can be done online.

Each board member has the ability to sign in and submit your yea or nay.

Kimberly Saunders said that there are some unfunded mandates that we would support related to public school teacher salary floors. Great idea, but it is still an unfunded mandate. Until the State steps up on adequacy front or funds some of the unfunded mandates, consideration is needed.

HB427 on public meetings of the board might be worth a trip to Concord. If we have to have a lawyer present at every meeting it would be costly. Janine agreed to testify.

Stephen Ullman moved to have Janine Lesser testify on behalf of the board. Greg Kriebel seconded. Unanimous.

Kimberly said that any board member can go but you cannot speak for the board unless the board votes.

Dick Dunning moved to testify in Concord on behalf of the ConVal School Board on HB103. Stephen Ullman seconded. Unanimous.

Doug Sutherland said that he understands that Kimberly Saunders will put together a document and if anything happens between now and the next School Board meeting one could attend on their own but not on behalf of the board.

9. New Business

a. Policy 1st Read (Board Vote Required)

- KEC/IJL/IGE: Reconsideration of Instructional Materials and Educational Media/Library Collection Development/Library Collection

- DJE: Bidding Requirements

Pulled

- DJB: Purchasing Procedures

Pulled

- JLCD: Administration of Medication in Schools

b. Suspend Policy (Board Vote Required)

- BBBA: Board Member Qualifications

A motion to suspend Policy BBBA that would allow board members to work as substitute teachers in the district is asked.

Katherine Heck said that she understands that this was suspended during COVID. We just talked about HB103 and avoiding conflicts of interest. Suspending this policy sets the example that we are going to testify on a bill related to this.

Janine Lesser said that BBBA talks about salaried positions which is not a substitute teacher.

Katherine Heck shared her concern that it creates a conflict to be both employed and be governance.

Stephen Ullman asked how desperate the need is for substitutes. Administrators present confirmed the desperation.

Dick Dunning said that the conflict of interest must remain in the forefront of our minds. He said that with COVID we got by, he has reservations about suspending this policy. What would be next that we are desperate for? What do we gain?

Stephen Ullman moved to suspend Policy BBBA in light of the substitute problem.

There was no second. The issue dies. The policy remains in place.

c. Field Trip Proposal (Board Vote Required)

1) ConVal Regional High School, 9-12th grade students, travel to Orlando, FL from February 22-26, 2024. Students will participate in workshops with Disney musicians and perform in Disney.

Kimberly Saunders referenced a field trip request that the music department has brought forward.

This request is for 2023.

Katherine Heck moved to approve this request. Greg Kriebel seconded. Unanimous.

d. Expenditure and Encumbrance Report – Lori Schmidt

Lori Schmidt brought attention to electric bills with new rates having been received.

Dick Dunning moved to accept the Expenditure and Encumbrance Report. Jim Fredrickson seconded. Unanimous.

e. Signing of MS-26, Warrant, and Default Budget

The MS-26, Warrant, and Default will require School Board signatures in order to properly post.

f. Fresh Picks Meal Distribution Plan – (Board Vote Required)

Jim Fredrickson moved to adopt the plan. Greg Kriebel seconded. Unanimous.

g. Review of Warrant (Board Vote Required)

The Warrant Article was shared.

Article 1 – Jim Fredrickson moved to recommend this Article. Greg Kriebel seconded. Unanimous.

Article 2 - Jim Fredrickson moved to recommend this Article. Greg Kriebel seconded. Unanimous.

Article 3 - Jim Fredrickson moved to recommend this Article. Greg Kriebel seconded. Unanimous.

Article 4 - Jim Fredrickson moved to recommend this Article. Greg Kriebel seconded. Unanimous.

Article 5 - Jim Fredrickson moved to recommend this Article. Greg Kriebel seconded. Unanimous.

Article 6 - Jim Fredrickson moved to recommend this Article. Greg Kriebel seconded. Unanimous.

Article 7 - Jim Fredrickson moved to recommend this Article. Greg Kriebel seconded. Unanimous.

Open School Board positions include Antrim, Bennington, Frankestown, Hancock, Peterborough, and Sharon.

Board members agreed to speak on the warrant articles at District Meeting as follows:

Article 1 – Jim Fredrickson

Article 2 – Katherine Heck

Article 3- Dick Dunning

Article 4- Tom Burgess

Article 5 – Liz Swan

Article 6 – Katherine Heck

Article 7 – Doug Sutherland

Article 8 – Crista Salamy

Article 9 – Alan Edelkind

Will the Deliberative Session be livestreamed? Kimberly agreed to confirm.

Policy CM allows a copy of the Annual Report to be approved by the Board.

Kimberly said that it is not official until after Deliberative Session.

10. Public Comment

None.

11. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that Manifests listed totaling \$1,197,544.08 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.

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

a. Negotiations

b. Legal

c. Personnel

None.

Liz Swan motioned to adjourn at 8:42 p.m. Katherine Heck seconded. Unanimous.

Respectfully submitted,

Brenda Marschok

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Road

Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, January 31, 2023

7:00 p.m.

Physical Location: SAU #1 Board Room

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

Minutes

BOARD

Richard Dunning, Alan Edelkind,
Jim Fredrickson, Katherine Heck,
Janine Lesser, Kevin Pobst,
Doug Sutherland, Liz Swan,
Stephen Ullman

ADMINISTRATION

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

1. Call to Order and Pledge of Allegiance

Janine Lesser called the meeting to order at 7:03 p.m. The Pledge of Allegiance was recited.

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

a. Negotiations

b. Personnel

Alan Edelkind motioned to enter into non-public session under RSA 91-A:3,II. At 7:04 p.m.

Dick Dunning seconded. Unanimous on a roll call vote.

Dick Dunning motioned to exit Non-Public Session at 7:08 p.m. Alan Edelkind seconded. Unanimous.

Stephen Ullman motioned to seal the minutes of Non-Public Session for a period of five years. Dick Dunning seconded. Unanimous.

3. Points of Pride

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

4. Public Comment

None.

5. Consent Agenda

a. Acceptance of School Board Meeting Minutes

1) January 17, 2023

b. Personnel

The Consent Agenda was accepted.

Kevin Pobst asked how we stand with open positions.

Carrie James provided an update.

6. Superintendent's Report and Presentation of Business

a. School Board Requests

Kimberly Saunders reported that there is a list of School Board requests; two are for presentations and two are for information. Work will be underway.

b. Monthly Events Calendar

The Policy Committee meeting on February 21st will begin at 5:45 p.m. as will all future Policy Committee meetings.

Kimberly Saunders reminded that if a board member's open board position is up for re-election to file your declaration no later than February 3rd.

The Secretary of State letter regarding voting day was reviewed - a requirement for school board members to be present for the counting of ballots and announcement of results is stated.

The towns conduct the election for the school district. A statutory requirement is for a member of the board or a designee at each of the town elections. The governing body can designate a person to oversee.

Stephen Ullman requested a copy of the information.

Katherine Heck said that it is after the polls close and does require a school board member or their designee. It is not the all-day event. Town Moderators can be appointed.

Katherine said that we can assign the role for Peterborough.

Crista Salamy will do it for Antrim.

A Peterborough board member is needed.

Dick Dunning nominated Lori Schmidt to be the representative at the polls on March 14th in Peterborough.

Greg Kriebel seconded the motion. Unanimous.

Let Brenda know who the designated person will be at each polling location by March 1st.

c. Facilities Update

Tim Grossi reported the second round of lead testing was just completed. The first round was in 2019; second in 2022. 2022 testing was more in depth. Inside of the testing, faucets, bubblers, and any place water could be drawn was tested. The second round was 5 parts per billion (ppb) which added additional water supplies to be tagged for hand wash only. We have 148 faucets that tested higher than that and mitigation is being sought. Everything within the law and compliance is being met.

Janine Lesser reported that the original testing was at 15 ppb. 99% of the cases of lead in the bloodstream are from lead dust and not from the water. Children under the age of 6 are the greatest concern.

Children are tested at 12 and 24 months. A certain amount of alarm about the number of faucets that were not compliant was shared.

Greg Kriebel asked if any of these are water fountains.

Tim Grossi confirmed that some were. Faucets have been off since COVID and turned back on for the testing. The faucets are off again. Replacement bubblers with bottle fill stations is being moved toward. Bubblers have been in a replacement cycle seven years ago. Otherwise, more units would have been positive. Everything was tested.

Kevin Pobst asked if it was due to the water source, plumbing, or unit itself.

Tim Grossi said that solder was banned, then the concentration of lead in the manufacturing of faucets. There is a leach from that point of the source. We are not seeing lead in the copper lines in any of the buildings.

Faucets that sit tested higher for lead.

7. Reports

a. Student Representative – Katherine Craig

Katherine Craig said that course selection kicks off this week.

A pep rally to boost school spirit took place last week. There is a focus on community. It was a fun time.

Rehearsals for Shakespeare's "A Midsummer Night's Dream" are upcoming.

ConVal Jazz went to Keene last week

Candygrams are on sale for \$2.00 a bag. A note and candies can be sent to someone you care about.

In sports news, boys' basketball had a double overtime win on Friday. There was a lot of school spirit at this away game.

Unified won against Goffstown on Friday. The Unified Senior game is tomorrow at 4:00 in the CVHS Gym.

b. Teacher Representative

None.

c. Communication Committee – Alan Edelkind

Alan Edelkind said that the Community Forum will take place on March 6th at 6:00 p.m. in the CVHS Lucy Hurlin Theater. Four presentations will be provided. Budget in layman's terms, budget process, proposed budget and warrant articles, and budget process and tax bills.

Two question and answer periods will take place. Two moderators will be in place; one for the in-person audience and one for the online audience. Liz Swan will present and coordinate online questions as moderator.

Five communications are bundled together to let people know that the forum is coming out.

The communications will be reviewed. It will then go to the full School Board for review. Guilfoil Public Relations will review and have the opportunity to suggest changes and post this information.

A Press Release will be posted on February 27th.

Selectmen's Advisory Committee will be included in the communications. They are the frontline in the towns. Communications are out on the shared drive.

Jim Fredrickson shared information on the board webpage and he is working on the fourth.

d. Strategic Organization Planning Committee – Alan Edelkind

Alan Edelkind shared that Strategic Organization Planning Committee (SOPC) and the SOC are ad-hoc committees of the School Board. All recommendations and required actions will be reported to the School Board.

Five returned RFI's have been submitted and are on the shared drive.

The SOPC is only in place to outline the structure and timeline. The SOC is an operational committee.

A second meeting is scheduled this Thursday to wrap up the work of the SOPC and share with the board.

Agenda items discussed were to determine the charter and purpose of the SOPC. Determine the makeup of the committee, determine structure of the committee and subcommittee. Timelines up to the engagement of the outside firm were discussed.

e. Selectmen's Advisory Committee – Janine Lesser

Janine Lesser reported that the proposed budget was shared. Kimberly presented items from the PowerPoint on the budget. Committee work was shared as well.

f. Education Committee

Stephen Ullman reported having met tonight. A proposal for yoga as an elective was made. Yoga could be a lifelong exercise. On February 21st this course will be brought forward for a pilot course.

In addition, Amy Janoch shared information on the Summer Program. A set of summer activities by school level was shared. There is confidence in attracting instructors as well as student enrollment.

8. Old Business

a. Legislative Update

Kimberly Saunders shared a detailed list with summaries of proposed legislation. She asked the board to provide direction on what they would like her to stay on top of. The Bill number is live and linked. The sponsor is linked. The committee that it is being heard in and the date are detailed along with the time and location. As things come in, if it ought to pass or be sent to interim study among other designations, Kimberly will try to keep up on the updates.

Kimberly Saunders said that she is happy to take thoughts from the board. She advised that NHRS and funding legislation be paid attention to along with DOE related items.

Katherine Heck said that over one hundred of the education bills have already been heard. She said that the pace is quick, they move along fast. This is a homework assignment that should be completed this week. Once it passes the full house or the senate, it crosses over to the other.

Permission to speak on bills must be given by February 21st.

Doug Sutherland asked if the list should be gone over and weighed in on what should be the focus. How do we move forward?

Janine Lesser said that designating a high, medium, or low priority is asked with initials next to it.

Katherine Heck said that individual action can take place. But the full weight of the board must be voted by majority vote.

Kimberly said that the same holds true for her; a majority of the board vote is required to direct her to act.

Dick Dunning thanked Katherine Heck for letting him know that if there is an executive session that one cannot testify but can write in.

9. New Business

a. ConVal School District Annual Report (Board Vote Required)

Jim Fredrickson moved to accept the annual report. Dick Dunning seconded. Greg Kriebel abstained. All others in favor. Motion carried.

b. Budget Transfers (Board Vote Required)

Lori Schmidt reported that water bubblers need replacement. Transferring money from the high school account to fund this work is asked.

Jim Fredrickson moved to approve the transfer of funds as requested. Greg Kriebel seconded. Unanimous.

10. Public Comment

None.

11. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that manifests listed, totaling \$1,545,374.02, 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.

Jim Fredrickson moved to approve the manifests as read. Dick Dunning seconded. Unanimous.

12. Adjourn

Dick Dunning motioned to adjourn at 8:04 p.m. Katherine Heck seconded. Unanimous.

Respectfully submitted,

Brenda Marschok

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

School Board Meeting

Tuesday, February 7, 2023

**Immediately Following District Meeting Part 1
(begins at 6:00 p.m. in the ConVal High School Gym)**

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

Minutes

BOARD

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

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Lori Schmidt, B.A.
Carrie James, H.R

1. Call to Order and Pledge of Allegiance

Janine Lesser called the meeting to order at 7:09 p.m. The Pledge of Allegiance was recited.

2. Strategic Organization Planning Committee Recommendation (Board Vote Required)

Janine Lesser asked the Board to consider approving the work of the SOPC.

Alan Edelkind moved for the ConVal School Board to authorize the formation and activation of the Strategic Organization Committee, as detailed in previously distributed documents, relating to its charter, scope and objectives, committee structure, school board member make-up and preliminary milestone timelines.

Dick Dunning seconded the motion.

Unanimous.

Dick Dunning thanked Alan Edelkind for the hours he put into this work. Greg Kriebel seconded that.

3. Adjourn

Greg Kriebel motioned to adjourn at 7:12 p.m. Kevin Pobst seconded. Unanimous.

Respectfully submitted,

Brenda Marschok

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

CONTOOCOOK VALLEY SCHOOL DISTRICT

**February 21, 2023
Personnel Agenda**

2022-2023 Co-Curricular Notifications:

See Attached

**NOTICE OF STIPEND POSITIONS
FY 2023**

First Name	Last Name	School	Position	Stipend Amount	FTE
Athletics					
Cindy	McLaughlin	CVHS	Winter Track Coach	\$ 3,557.75	1
Mike	Scaramellino	CVHS	Head Girls Soccer Coach	\$ 4,376.04	1
Hagen	Wegmueller	CVHS	Baseball Assistant Coach	\$ 2,846.20	1
Scott Baldwin	Baldwin	GBS	Flag Football	\$ 1,025.88	1
Scott Baldwin	Baldwin	GBS	Floor Hockey	\$ 800.00	1
Non-Athletics					
Doreen	Decibus	SMS	Student Council	\$ 860.03	0.5
Amy	Iwanowicz	SMS	Student Council	\$ 860.03	0.5

February 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 Strategic Organizational Plan Committee Mtg. @ SAU @ 6:00 p.m.	3	4
5	6	7 District Meeting Part I (Deliberative Session) @ CVHS Gym @ 6:00 p.m.	8	9 SNOW DATE: District Meeting Part I (Deliberative Session) @ CVHS Gym @ 6:00 p.m.	10	11
12	13 Food Service/Wellness Committee Mtg. @ SAU @ 6:00 p.m.	14 Budget & Property Committee Mtg. @ SAU @ 6:00 p.m.	15	16 Strategic Organization Planning Committee Mtg. @ SAU @ 5:30 p.m. Communication Committee Mtg. @ SAU @ 6:30 p.m.	17	18
19	20 Education Committee Mtg. @ SAU @ 5:30 p.m.	21 Policy Committee Mtg. @ SAU @ 5:45 p.m. School Board Mtg. @ SAU @ 7:00 p.m.	22 Strategic Organization Planning Committee Mtg. @ SAU @ 5:30 p.m.	23 Selectmen's Advisory Committee Mtg. @ SAU @ 7:00 p.m.	24	25
26	27	28				

March 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 Community Forum @ ConVal High School Lucy Hurlin Theatre @ 6:00 p.m.	7 Policy Committee Mtg. @ SAU @ 5:45 p.m. School Board Mtg. @ SAU @ 7:00 p.m.	8	9	10	11
12	13 Food Service/Wellness Committee Mtg. @ SAU @ 6:00 p.m.	14 Voting Day	15	16 Communication Committee Mtg. @ SAU @ 6:30 p.m.	17	18
19	20 Education Committee Mtg. @ SAU @ 5:30 p.m.	21 Policy Committee Mtg. @ SAU @ 5:45 p.m. School Board Mtg. @ SAU @ 7:00 p.m.	22	23 Selectmen's Advisory Committee Mtg. @ SAU @ 7:00 p.m.	24	25
26	27	28				

Grade Total	92	123	132	142	141	131	761
SCHOOL	Preschool	Kindergarten	1st Grade	2nd Grade	3rd Grade	3rd & 4th	4th Grade
AES	27	21	20	19	17	8	13
# of Students							
# of Sections	2	2	2	1	1	1	1
Ratio	13.5	10.5	10.0	19.0	17.0	15.0	13.0
BES		Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	
# of Students		10	18	15	14	11	68
# of Sections		1	2	1	1	1	
Ratio		10.0	9.0	15.0	14.0	11.0	
DCS		Kindergarten	1st Grade	2nd Grade	3rd & 4th Grade		
# of Students		9	15	13	11	13	61
# of Sections		1	1	1		1	
Para					Classroom Para		
Ratio		9.0	15.0	13.0	24.0		
FES		Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	
# of Students		7	8	13	9	7	44
# of Sections		1		1	1	1	
Ratio		15.0		13.0	16.0		
GES	Preschool	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	
# of Students	23	12	12	17	13	16	93
# of Sections	2	1	1	1	1	1	
Ratio	11.5	12.0	12.0	17.0	13.0	16.0	
HES	Preschool	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	
# of Students	13	11	8	10	20	9	71
# of Sections	1	1	1	1	1	1	
Ratio	13.0	11.0	8.0	10.0	20.0	9.0	
PES	Preschool	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	
# of Students	29	45	44	51	40	50	259
# of Sections	2	3	3	3	3	3	
Ratio	14.5	15.0	14.7	17.00	13.3	16.7	
TES	Kindergarten	1st & 2nd Grade	3rd Grade	4th Grade	5th Grade	6th Grade	
# of Students	8	7	4	9	5	33	
# of Sections	1	1	1	1	1	1	
Para		Classroom Para		Para*			
Ratio	8.0	11.0		14.0			
2.1.2023	* Teaching Principal Para	Enrollment numbers may include tuitioned-in students	Total Elem. Students PreK-4	761			

P16

NEW HAMPSHIRE PUBLIC SCHOOLS
SCHOOL ADMINISTRATIVE UNIT #1

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

Telephone: 603-924-3336

Fax: 603-924-6707

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

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

TO: Contoocook Valley School Board
FROM: Great Brook School
DATE: 2/8/2023
RE: REQUEST TO ACCEPT A GIFT OR DONATION

The Great Brook School requests authorization to accept from:

Name/Address: Antrim Lions + Antrim Library

the following gift/donation of: check valued at * \$ 1800

for the purpose of: To pay for two students to go on 8th grade DC TRIP.

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


Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received _____

Date Approved by School Board _____

Date Not Approved by School Board/Reason: _____

Date Check Received by SAU: _____

Form Updated: April 2019

NEW HAMPSHIRE PUBLIC SCHOOLS
SCHOOL ADMINISTRATIVE UNIT #1

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

Telephone: 603-924-3336

Fax: 603-924-6707

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

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

TO: Contoocook Valley School Board
FROM: Great Brook School
DATE: 2/8/2023
RE: REQUEST TO ACCEPT A GIFT OR DONATION

The Great Brook School requests authorization to accept from:
Name/Address: Great Brook School PTO

the following gift/donation of: check valued at * \$ 900
for the purpose of: To pay for student to go on
8th grade DC TRIP

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


Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received _____

Date Approved by School Board _____

Date Not Approved by School Board/Reason: _____

Date Check Received by SAU: _____

Form Updated: April 2019

NEW HAMPSHIRE PUBLIC SCHOOLS
SCHOOL ADMINISTRATIVE UNIT #1

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

Telephone: 603-924-3336

Fax: 603-924-6707

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

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

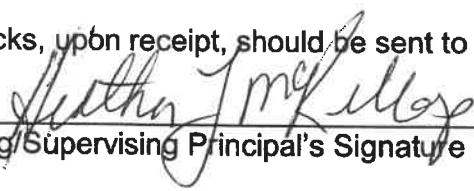
TO: Contoocook Valley School Board
FROM: CONVAL ATHLETICS
DATE: 2/14/23
RE: REQUEST TO ACCEPT A GIFT OR DONATION

The CONVAL School requests authorization to accept from:

Name/Address: STEVEN W. CROWE FOUNDATION
HANCOCK, NH 03449-5300

the following gift/donation of: A CHECK DONATION valued at * \$ 1000
for the purpose of: CONVAL BASKET BALL PROGRAM

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


Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received _____

Date Approved by School Board _____

Date Not Approved by School Board/Reason: _____

Date Check Received by SAU: Check was already given to the SAU per K.P.

Form Updated: April 2019

NEW HAMPSHIRE PUBLIC SCHOOLS
SCHOOL ADMINISTRATIVE UNIT #1

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

Telephone: 603-924-3336

Fax: 603-924-6707

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

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

TO: Contoocook Valley School Board

FROM:

Heather McKillop

DATE:

2/15/23

RE:

REQUEST TO ACCEPT A GIFT OR DONATION

The ConVal High School requests authorization to accept from:

Name/Address:

Anonymous Donor

the following gift/donation of: \$2500 valued at * \$ 2,500

for the purpose of: allowing the high school administration to provide fees & equipment for students to participate in co-curriculars when families can't afford it.

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

Heather J. McKillop
Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received _____

Date Approved by School Board _____

Date Not Approved by School Board/Reason: _____

Date Check Received by SAU: _____

Form Updated: April 2019

NEW HAMPSHIRE PUBLIC SCHOOLS
SCHOOL ADMINISTRATIVE UNIT #1

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

Telephone: 603-924-3336

Fax: 603-924-6707

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

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

TO: Contoocook Valley School Board

FROM: Tim Conway / Judy Hertzler

DATE: 2/15/23

RE: REQUEST TO ACCEPT A GIFT OR DONATION

The South Meadow School requests authorization to accept from:

Name/Address: Constance Heinz (Renew church)


13203 Iris CT, Bowie, MD 20715-1416

the following gift/donation of: check # 3214 valued at * \$ 500

for the purpose of: Community Assistance

(to help district families in need)

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


Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received _____

Date Approved by School Board _____

Date Not Approved by School Board/Reason: _____

Date Check Received by SAU: _____

Form Updated: April 2019

NEW HAMPSHIRE PUBLIC SCHOOLS
SCHOOL ADMINISTRATIVE UNIT #1

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

Telephone: 603-924-3336

Fax: 603-924-6707

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

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

TO: Contoocook Valley School Board

FROM:

Tim Conway / Judy Hertzler

DATE:

2/15/23

RE:

REQUEST TO ACCEPT A GIFT OR DONATION

The South Meadow School requests authorization to accept from:

Name/Address: Renew Church Hancock

53 Elmwood Rd., Po Box 12, Hancock, NH 03449

the following gift/donation of: check # 104 valued at * \$ 3000.00

for the purpose of: Community Assistance

(to help district families in need)

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


Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received _____

Date Approved by School Board _____

Date Not Approved by School Board/Reason: _____

Date Check Received by SAU: _____

Form Updated: April 2019

BDB – Board Officers

1. At the first meeting of the School Board after the District Voting in March, the Board shall elect a Chairperson and a Vice-Chairperson. Candidates for Chairperson shall have served at least two years as a member of the Board. Candidates for Vice-Chairperson shall have served at least one year as a member of the Board.
2. Method of Election. Candidates for each office shall declare in writing their candidacy at the first Board meeting in February of each year. Each candidate shall have the opportunity to speak to their qualifications at the following meeting and answer questions from Board members.

In the event that Board members may be leaving the Board, the candidates to replace them shall be invited and encouraged to attend this meeting.

The election of the Chairperson and Vice-Chairperson shall be done by a roll-call vote at the first meeting of the School Board after the District Voting in March. A plurality of votes cast during this open roll-call vote will be sufficient to elect a candidate.

1. Term Limits.

The length of term for these offices shall be one year. A Board member may serve as either Chairperson or Vice-Chairperson, or four terms in a combination of these offices.

1. Duties.

The Chairperson shall preside at all meetings and shall not originate or second motions; however, the Chairperson shall have the right to vote on all matters before the Board. The Chairperson shall consult with the Superintendent on the preparation of the agenda for each meeting, shall call special meetings as needed, shall have authority to sign contracts and other instruments as approved by the Board in its name and on its behalf, and shall have such other powers and duties as the Board may determine.

The Vice-Chairperson shall have the powers and duties of the Chairperson in his/her absence or for the duration of the disability, and such other powers and duties as the Board may determine.

1. Resignation of Chairperson.

In the event that a Chairperson shall resign or be otherwise unable to serve a full term, the Vice-Chairperson shall assume the role of Chairperson. The Board will decide whether to elect an interim Vice Chairperson. If so, the aforementioned election procedure will be followed.

1. Other Officers.

Secretary

The Secretary of the School Board is hired by the Superintendent subject to approval by the Board. The Secretary shall be responsible for Board correspondence when directed by the Chairperson. The Secretary shall attend all board meetings and keep an accurate record of all proceedings which she/he shall sign.

She/He shall have custody of the record books and documents of the School Board, which are to be available for public inspection at all reasonable times. She/He shall be responsible to the Superintendent in performance of duties.

Legal References:

RSA 195:5, Cooperative School District Officers: School Board Powers & Duties

RSA 197:20, School Meetings & Officers: Clerk Duties

RSA 197:22, School Meetings & Officers: Treasurers Bond

RSA 197:23-a, School Meetings & Officers: Treasurers Duties

RSA 671:23, School District Elections: Warrant

RSA 671:6, School District Elections: Other Officers

RSA 671:31, School District Elections: Reports by Clerk

Category: R

1st Read: May 17, 2016

2nd Read: June 7, 2016

Adoption: June 7, 2016

< BCB – School Board Member Conflict of Interest

BDC – Appointed Board Officials (<https://schoolboard.convalsd.net/district-policies/bdc-appointed-board-officials/>)

ConVal School District
Expense and Encumbrance Report
January 2023

page 1 of 3

Object Code	Account Description	Budget	Adjustments	Adjusted Budget	MTD	YTD	Encumbrance	Balance	% Available	Notes
100	SALARIES	27,571,389	(2,328)	27,569,061	1,936,537	12,600,631	12,879,891	2,088,539	7.58%	
200	EMPLOYEE BENEFITS	12,501,316	-	12,501,316	1,004,705	6,355,534	5,727,031	418,751	3.35%	
300	PURCHASED PROFESSIONAL & TECHNICAL SERVICES	3,380,734	1,550	3,382,284	224,964	1,579,271	1,694,806	108,207	3.20%	
400	PURCHASED PROPERTY SERVICES	1,214,316	(250)	1,214,066	91,269	283,279	892,179	38,608	3.18%	
500	OTHER PURCHASED SERVICES	4,269,562	(427)	4,269,136	326,642	1,735,705	2,560,896	(27,465)	-0.64%	A
600	SUPPLIES	2,693,981	(73)	2,693,908	178,162	1,307,529	717,479	668,899	24.83%	
700	PROPERTY	579,179	(2,025)	577,154	29,968	262,535	49,153	265,466	46.00%	
800	DEBT & FOOD SERVICE	350,559	3,553	354,112	18,705	116,729	54,563	182,819	51.63%	
900	OTHER USES OF FUNDS	1,540,000	-	1,540,000	355,000	1,540,000	-	-	0.00%	
		54,101,036	-	54,101,036	4,165,952	25,781,211	24,575,999	3,743,826	6.92%	

Notes

- A There were changes to special education placement. The final bill for initial placement was received in February and approximately \$90,000 will become unencumbered

ConVal School District
Expense and Encumbrance Report
January 2023

Object Code	Account Description	Budget	Adjustments	Adjusted Budget	MTD	YTD	Encumbrance	Balance	% Available	Notes
110	REGULAR SALARIES	17,746,108	-	17,746,108	1,233,333	7,602,930	8,772,764	1,370,414	7.72%	
111	PARAPROFESSIONAL SALARIES	3,046,764	-	3,046,764	221,074	1,302,308	1,387,105	357,351	11.73%	
112	ADMIN ASSISTANTS	1,219,856	-	1,219,856	88,797	677,781	556,740	(14,666)	-1.20%	B
113	CUSTODIAL/MAINTENANCE	579,309	-	579,309	41,823	309,294	251,251	18,765	3.24%	
114	ADMINISTRATOR	2,800,178	-	2,800,178	225,284	1,634,943	1,133,100	32,134	1.15%	
115	DEPARTMENT HEADS	25,000	-	25,000	2,262	11,167	15,833	(2,000)	-8.00%	
119	SUPPORT SERVICES	960,679	-	960,679	72,520	474,860	423,502	62,317	6.49%	
120	TEMPORARY SALARIES	1,155,994	(2,328)	1,153,666	49,227	562,793	334,722	256,150	22.20%	
130	OVERTIME	37,500	-	37,500	2,218	24,554	4,874	8,073	21.53%	
211	HEALTH INSURANCE	5,538,844	-	5,538,844	450,105	2,816,174	2,379,902	342,768	6.19%	
212	DENTAL INSURANCE	209,663	-	209,663	16,685	102,638	89,937	17,087	8.15%	
213	LIFE INSURANCE	48,299	-	48,299	3,635	23,490	18,990	5,880	12.17%	
214	LONG TERM DISABILITY	67,625	-	67,625	5,324	33,158	27,676	6,791	10.04%	
220	FICA	1,832,919	-	1,832,919	143,312	932,604	903,240	(2,925)	-0.16%	B
231	NON - TEACH RETIRE	777,430	-	777,430	64,723	432,006	354,418	(8,994)	-1.16%	B
232	TEACHER RETIRE	3,884,960	-	3,884,960	297,200	1,881,260	1,949,922	53,779	1.38%	
250	UNEMPLOYMENT COMP	22,500	-	22,500	21,924	21,924	-	576	2.56%	
260	WORKERS' COMP	101,990	-	101,990	-	101,990	-	-	0.00%	
299	OTHER BENEFITS - LT CARE & ANNUITIES	17,085	-	17,085	1,797	10,291	3,005	3,789	22.18%	
321	PROF SERVICES	108,755	-	108,755	8,365	49,694	-	59,061	54.31%	
322	STAFF SERVICES	88,817	-	88,817	3,100	14,396	-	74,421	83.79%	
323	PUPIL SERVICES	1,046,007	-	1,046,007	66,074	429,390	771,236	(154,619)	-14.78%	C
330	PURCHASED/PROF	1,868,619	1,550	1,870,169	124,729	941,738	817,017	111,414	5.96%	
340	STATISTICAL SERVICES	31,036	-	31,036	-	27,375	-	3,661	11.80%	
380	PURCH SERVICES	237,500	-	237,500	22,597	116,578	106,527	14,394	6.06%	
390	SPECIAL TUTORING	-	-	-	100	100	25	(125)	0.00%	
411	WATER/SEWER	63,676	-	63,676	7,352	25,068	36,715	1,893	2.97%	
420	ENVIRONMENTAL DISPOSAL	900	-	900	-	-	-	900	100.00%	
421	DISPOSAL	48,476	1,200	49,676	4,492	31,692	20,166	(2,182)	-4.39%	
422	SNOW PLOWING	129,536	-	129,536	31,680	33,660	95,876	-	0.00%	
430	REPAIR/MAINT	198,738	700	199,438	4,254	40,843	347,249	(188,654)	-94.59%	F
431	STRUCTURAL REPAIRS & MAINTENANCE	317,962	(3,143)	314,819	2,968	28,528	323,913	(37,622)	-11.95%	D
432	ELECTRICAL REPAIRS & MAINTENANCE	32,650	1,943	34,593	127	9,848	10,329	14,415	41.67%	
433	MECHANICAL REPAIRS & MAINTENANCE	259,044	-	259,044	7,028	26,655	17,833	214,555	82.83%	
434	HVAC REPAIRS & MAINTENANCE	93,290	-	93,290	8,469	19,903	5,400	67,987	72.88%	
435	SAFETY REPAIRS & MAINT	21,014	-	21,014	6,530	11,234	2,697	7,083	33.71%	
436	Copier Repairs	15,350	-	15,350	9,303	23,918	7,929	(16,497)	-107.47%	J
440	RENTAL	3,500	(950)	2,550	-	850	1,700	-	0.00%	
443	Equip Rental: Copiers	25,980	-	25,980	8,098	28,918	20,656	(23,594)	-90.82%	J
449	Equip Rental - Postage Meter	4,200	-	4,200	969	2,161	1,716	324	7.71%	
510	OTHER TRANSPORTATION	239,980	(500)	239,480	31,423	142,688	77,495	19,298	8.08%	
519	PUPIL TRANSPORTATION	2,729,622	(535)	2,729,087	195,093	960,627	1,661,979	106,481	3.90%	
520	INSURANCE	118,650	-	118,650	-	118,650	-	-	0.00%	
530	Telephone / Web access	253,615	-	253,615	21,300	130,781	124,653	(1,819)	-0.72%	I
531	Cellular Phones	21,860	-	21,860	2,561	12,552	9,947	(639)	-2.92%	E
534	POSTAGE	16,847	125	16,972	116	5,578	8,738	2,656	15.65%	

ConVal School District
Expense and Encumbrance Report
January 2023

540	ADVERTISING	25,000	-	25,000	3,361	12,168	15,471	(2,640)	-10.56%	H
550	PRINTING	8,500	-	8,500	-	-	-	8,500	100.00%	
561	TUITION	776,246	483	776,729	66,947	326,779	604,836	(154,886)	-19.94%	G
580	MILEAGE	79,242	-	79,242	5,841	25,881	57,777	(4,416)	-5.77%	
610	GENERAL SUPPLIES	734,725	(987)	733,738	52,701	333,432	112,929	287,377	39.17%	
615	TESTING SUPPLIES	25,669	-	25,669	2,879	14,091	-	11,578	45.10%	
622	ELECTRICITY	445,637	-	445,637	41,655	228,495	217,142	-	0.00%	A
623	BOTTLED GAS	30,950	-	30,950	(736)	14,986	15,828	136	0.44%	
624	FUEL OIL	422,208	-	422,208	54,255	182,584	170,146	69,478	16.46%	A
640	BOOKS	84,573	-	84,573	4,157	34,535	12,591	37,447	44.28%	
641	PERIODICALS	21,021	379	21,400	893	14,877	175	6,349	29.67%	
649	OTHER INFO SOURCES	3,610	-	3,610	-	497	1,131	1,982	54.91%	
650	SOFTWARE SUPPORT	530,587	-	530,587	9,084	394,927	52,852	82,808	15.61%	
656	GASOLINE	395,000	535	395,535	13,275	89,104	134,687	171,744	43.42%	
733	NEW FURNITURE	6,890	-	6,890	-	2,861	690	3,339	48.47%	
734	OTHER TECH EQUIPMENT	20,961	-	20,961	-	1,424	1,152	18,385	87.71%	
737	REPL FURNITURE	44,313	-	44,313	14,305	19,193	3,678	21,443	48.39%	
738	REPL EQUIPMENT	467,675	(2,025)	465,650	10,542	212,084	42,560	211,005	45.31%	
739	OTHER EQUIPMENT	39,341	-	39,341	5,121	26,973	1,074	11,294	28.71%	
810	DUES & FEES	197,106	3,553	200,659	6,837	88,277	54,563	57,819	28.81%	
830	DEBT SERVICE INTEREST	28,453	-	28,453	11,868	28,453	-	-	0.00%	
890	MISCELLANEOUS	125,000	-	125,000	-	-	-	125,000	100.00%	
910	DEBT SERVICE PRINCIPAL	540,000	-	540,000	355,000	540,000	-	-	0.00%	
930	TRUSTS/ IC	1,000,000	-	1,000,000	-	1,000,000	-	-	0.00%	
		54,101,036	-	54,101,036	4,165,952	25,781,211	24,575,999	3,743,826	6.92%	

Notes

- A Anticipate requesting budget request, but waiting to gauge based on winter season. Just started to receive bills based on updated electric rate.
- B Several positions open this year and this reflects change in market rates to fill positions and resulting benefits.
- C Additional professional services based on student need.
- D This includes the PES roof project which will be a trust reimbursement upon completion of project.
- E This includes one time costs related to district phones.
- F This includes encumbrance for architectural & engineering study for renovations. To be reimbursed by expendable trust as payments are made.
- G Board approved Out of District Best Interest placement; changes in special education placements in January. A final bill has since been received so we can adjust encumbrances which will reduce the variance by approximately \$90,000.
- H Radio advertising effort
- I This includes the final months of hotspot contract.
- J Activity reviewed and purchase order adjusted to reflect estimate for remainder of year. I will investigate further to identify issue.