

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>

Agenda

1. Call to Order and Pledge of Allegiance
2. Non-Public Session: RSA 91-A: 3, II (If Required)
3. Points of Pride
4. Public Comment
5. Consent Agenda
 - a. Acceptance of School Board Meeting Minutes
 - 1) January 5, 2023 (pg. 1-4)
 - b. Personnel
6. Superintendent's Report and Presentation of Business
 - a. School Board Requests
 - b. Monthly Events Calendar (pg. 5-6)
 - c. January 1st Enrollment Update (pg. 7-8)
 - d. Preschool Indicators Presentation
7. Reports
 - a. Student Representative – Katherine Craig
 - b. Teacher Representative
 - c. Food Service Committee – Dick Dunning
 - d. Budget & Property Committee – Jim Fredrickson
 - e. Policy Committee – Crista Salamy
 - f. Update on March Community Forum – Alan Edelkind
8. Old Business
 - a. Legislative Update
9. New Business
 - a. Policy 1st Read (Board Vote Required) (pg. 9-27)
 - KEC/IJL/IGE: Reconsideration of Instructional Materials and Educational Media/Library Collection Development/Library Collection
 - DJE: Bidding Requirements
 - DJB: Purchasing Procedures
 - JLCD: Administration of Medication in Schools
 - b. Suspend Policy (Board Vote Required)
 - BBBA: Board Member Qualifications (pg. 28)
 - c. Field Trip Proposal (Board Vote Required) (pg. 29)
 - 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.
 - d. Expenditure and Encumbrance Report – Lori Schmidt (pg. 30-32)
 - e. Signing of MS-26, Warrant, and Default Budget (pg. 33-34)
 - f. Fresh Picks Meal Distribution Plan – (Board Vote Required) (pg. 35-37)
 - g. Review of Warrant (Board Vote Required) (pg. 38-39)
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

Thursday, January 5, 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, Janine Lesser,
Kevin Pobst, Crista Salmay,
Doug Sutherland, Liz Swan,
Stephen Ullman

Katherine Craig, Student Rep.

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Lori Schmidt, B.A.
Ben Moenter, Special Ed.
Tim Iwanowicz, TES
Beth Gibney, Pierce, FES

1. Call to Order and Pledge of Allegiance

Janine Lesser called the meeting to order at 7:00 p.m.

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

- a. Legal
- b. Personnel
- c. Negotiations
- d. Student

None.

3. Points of Pride

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

4. Public Comment

None.

5. Consent Agenda

a. Acceptance of School Board Meeting Minutes

1) December 20, 2022

b. Personnel

Two paraprofessional justification requests were asked.

Stephen Ullman asked if these are legally mandated.

Dr. Saunders said that it is not legally mandated to have the para unless the para is part of the IEP. According to the IEP, these paras are needed. We are required to provide services outlined in an IEP and it could result in a compensatory services issue otherwise.

Dick Dunning moved to approve the two paraprofessional positions as presented. Liz Swan seconded.

Jim Fredrickson asked where the funding would come. Kimberly Saunders said that from the present budget.

Unanimous.

The Consent agenda was accepted.

6. Superintendent's Report and Presentation of Business

a. School Board Requests

Kimberly Saunders reported that she is up to date on School Board Requests.

b. Monthly Events Calendar

The formation of the Building Committee and also Reorganization Committee should be voted by the Board for formation.

Jim Fredrickson moved to formerly establish a Building Committee. Dick Dunning seconded.

Jim said the committee would include administration plus middle school and high school representation, board members (Alan Edelkind, Dick Dunning, and Jim Fredrickson), Bob Edwards and other members of the public. The architect would be a member of the committee but would not have voting rights.

Unanimous.

Kimberly Saunders agreed to ask Tim Grossi to work with the architect to set a first meeting date.

7. Reports

a. Student Representative – Katherine Craig

Katherine Craig reported that the mock trial for the Business and Law class was today. The Judge was Officer Hyland. It ended up being a retrial. A lot of effort was put into by students.

In other news, Mr. Winslow's class won the holiday door decorating contest.

The Snowball was fantastic and the DJ was great.

Youth & Government has been learning legislative processes.

b. Teacher Representative

None.

c. Selectmen's Advisory Committee – Janine Lesser

Janine Lesser reported that the committee met and the proposed budget was shared. Once the budget is approved by the board, the Selectmen have been asked to take it back to their towns to ask for Select board support.

8. Old Business

a. Legislative Update

Kimberly Saunders reported that the LSR's keep coming in. A good handle on exactly how many have come in that will impact public education will be better known soon.

b. FY'24 Budget

Janine Lesser said that the board needs to decide if a placeholder of \$250K should be in place to give back to the towns from the unreserved funds at the end of the year. We need to accept that in order to provide an estimate.

Jim Fredrickson moved to approve the proposed FY' 23/24 gross budget of \$56,106,282. The proposed gross budget should be on the warrant.

Dick Dunning seconded.

The warrant article would cite the \$56,106,282. The warrant article would also state the default budget.

The difference between the default operational budget and the default gross budget is \$1,721,608.00.

Lori Schmidt said that the schedule shows the difference between the proposed and our default calculation which is \$1,721,608.00. If we want to add in the grant funds and special revenue minus proposed warrant articles, the total is \$54,744,674.00 and the difference between the two is \$1,721,608.00.

Jim Fredrickson asked for a few moments to speak with Lori Schmidt, B.A.

A five-minute recess was called at 7:27 p.m.

The meeting reconvened at 7:31 p.m.

Jim Fredrickson restated that total \$53,819,282 default would be \$1,721,608.00.

Warrant article includes gross budget numbers so the default calculation is \$1,721,608.00.

Jim said that the difference between operational and gross budget is. If we have to take 1.361M out of SEE FILM.

Janine Lesser asked if the board accepts the proposed budget as presented from the email today.

Kevin Pobst noted the number of optional additions that the board voted to add in to the budget was being funded with ESSER funds in large part. If the budget failed, what would happen to those ESSER funds?

Kimberly Saunders said that the funds could still be used but cautioned not to hit a fiscal cliff. Leveraging funds for student growth is the focus.

Stephen Ullman asked about the MS26 and this budget. Line 910 in proposed budget is for Debt Service on Principal of \$180,000.

Line 114, Administrator, of \$3,062,775 and that on the MS26.

Lori Schmidt said that the state reports are based on guidelines by function. The bottom line number aligns but you cannot directly correlate the two reports. School Administration would include dues and fees, professional services, salary, benefits, and other components.

Kimberly Saunders said that the MS26 is a state report and prior year's budget is required to be reported by function. The budget presented is done so by object. When comparing the functions, it does not compare.

Dick Dunning said that what is important is to emphasize the amount, the increase, and the percent. This represents an increase of \$718,247.00 increase over last year's budget and a 1.27% increase.

District Assessment would be increased by 3.86% increase with \$250K returned to reduce taxes.

Kimberly Saunders said that it is 1.35% on the operational budget. It is important to understand what has been absorbed into the budget; the Collective Bargaining Agreement contract in an environment where the CPI is around 8%. Kimberly shared cost of living and education indexes among other statistics. Please understand that we are doing the best that we can.

Stephen Ullman said that the operational budget increase under these conditions is extraordinary.

Kevin Pobst said that he is going to vote against the budget. He has respect for the budget brought forward but he is uncomfortable with the additions that the board chose to make. He would like to see aspirations for improved performance but is not comfortable with adding in close to a dozen positions to do so. We should be able to improve performance with the status quo. He worried that adding to the budget to meet aspirations rather than rethinking what is in the budget. He is more comfortable with the Default Budget.

Kimberly Saunders said that not all twelve are in the budget; two are one-year positions being funded through ESSER funds.

Kevin Pobst said that we are making a commitment to the 24/25 budget because of things added with ESSER funds that will not be available in the following year. He is uncomfortable with that.

In favor: Alan Edelkind, Stephen Ullman, Dick Dunning, Liz Swan, Crista Salamy, Doug Sutherland, Jim Fredrickson, Janine Lesser

Opposed: Kevin

Kimberly Saunders said that the default calculation is usually done as soon as the budget is set. If a default budget is adopted by the vote, it will cause us to make significant cutbacks to the proposed budget and that for next year.

Lori Schmidt said that one additional piece in the calculation is to remove any eliminated positions.

9. New Business

a. Ad Hoc Subcommittee Reorganization Work Group

Alan Edelkind said that for the purpose of this discussion he would like to refer to the Strategic Organization Planning Committee and not the Strategic Organization Committee.

Alan read a document of the proposal for the Strategic Organization Planning Committee.

The direction of the committee will be discussed. Morphing the two committees will be discussed.

The first thing is a vote to organize the first committee; Strategic Organization Planning Committee.

Alan Edelkind moved to organize the Strategic Organization Planning Committee.

Dick Dunning seconded.

Alan Edelkind said that he has developed write-ups about all of this and the work done so far.

The first meeting will take place on January 26th at 6:00 p.m. Four companies are responding to the RFI. NESDEC will also be met with. In addition, NHSAA have been reached out to for a review of the output of the work of this committee. MARS is a resource to help identify companies that might assist this work.

Progress is being made.

Alan Edelkind said that on the Articles of Agreement he would support no change to the Articles of Agreement.

In favor of establishing this committee: Unanimous.

10. Public Comment

None.

11. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that manifests listed totaling \$3,292,661.04 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. Adjournment

Dick Dunning motioned to adjourn at 7:58 p.m. Doug Sutherland seconded. Unanimous.

Respectfully submitted,

Brenda Marschok

JANUARY 2023

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

February 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	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 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 @ 6:00 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	94	122	129	141	138	130	754
SCHOOL	Preschool	Kindergarten	1st Grade	2nd Grade	3rd Grade	3rd & 4th	4th Grade
AES	# of Students 26	21	20	19	17	8	13
	# of Sections 2	2	2	1	1	1	1
Ratio	13.0	10.5	10.0	19.0	17.0	15.0	13.0
BES	Kindergarten	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	4th Grade
	# of Students 18	10	18	15	14	11	11
	# of Sections 2	1	2	1	1	1	1
Ratio	9.0	10.0	9.0	15.0	14.0	11.0	11.0
DCS	Kindergarten	Kindergarten	1st Grade	2nd Grade	3rd & 4th Grade	3rd & 4th Grade	3rd & 4th Grade
	# of Students 9	9	14	13	11	1	13
	# of Sections 1	1	1	1	Classroom Para	24.0	24.0
Ratio	9.0	9.0	14.0	13.0	11.0	24.0	24.0
FES	Kindergarten & 1st Grade	Kindergarten & 1st Grade	2nd Grade	3rd Grade	4th Grade	4th Grade	4th Grade
	# of Students 8	7	8	13	9	7	7
	# of Sections 1	1	1	1	1	1	1
Ratio	8.0	7.0	8.0	13.0	9.0	7.0	7.0
GES	Preschool	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	4th Grade
	# of Students 24	12	12	17	13	16	16
	# of Sections 2	1	1	1	1	1	1
Ratio	12.0	12.0	12.0	17.0	13.0	16.0	16.0
HES	Preschool	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	4th Grade
	# of Students 14	11	8	10	18	9	9
	# of Sections 1	1	1	1	1	1	1
Ratio	14.0	11.0	8.0	10.0	18.0	9.0	9.0
PES	Preschool	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	4th Grade
	# of Students 30	44	42	50	39	49	49
	# of Sections 2	3	3	3	3	3	3
Ratio	15.0	14.7	14.0	16.67	13.0	16.3	16.3
TES	Kindergarten	Kindergarten	1st & 2nd Grade	3rd Grade	4th Grade	4th Grade	4th Grade
	# of Students 8	8	7	4	9	5	5
	# of Sections 1	1	1	1	1	1	1
Ratio	8.0	8.0	11.0	4.0	9.0	5.0	5.0
1.3.2023	* Teaching Principal Para	Enrollment numbers may include tuitioned-in students	Total Elem. Students PreK-4	754	754	754	754

1.3.2023

KEC– Instructional and Educational Media (DRAFT REVISIONS)

Statement of Intent

It is the policy of the ConVal School Board to require that curricular and instructional materials be chosen on the basis of their educational value and alignment with the curricular framework of the District. Supplemental educational and instructional materials, such as ~~library media, other~~ assigned textbooks, digital resources, books and other reading or audio-visual material [all collectively referred to as “Educational media”] shall be chosen on the basis that they are of broad interest ~~or enlightenment~~ of all students in the community.

Educational media shall not be excluded because of the race, nationality, political, or religious views of the writer/creator or of its style and language. ~~Every effort will be made to provide materials that present all points of view concerning the problems and issues of our times, international, national, and local, and educational media of sound factual authority shall not be digitally blocked, prescribed or removed from library shelves or classrooms because of partisan, doctrinal approval or disapproval.~~ Notwithstanding such, the District shall be under no obligation ~~to~~ provide direct access to all known educational media but shall instead assist students with gaining access to appropriate and sufficient educational resources.

The School Board has approved principles governing the selection of all educational media, including library media and has established policies pertaining to the selection process (see Policy IJL). ~~However, the Board wishes to amplify its principles on the selection of educational media and other materials which present controversial topics or which for other reasons might be challenged:~~

~~Material that is challenged usually belongs to one of the three basic categories: religion, ideology, or profanity/obscenity. Board policies regarding these areas shall be as follows: ¶~~

~~Religion—factual, unbiased material on all major religions has a place in school libraries. Ideologies—libraries should, with no thought toward swaying reader judgment, make available a balanced collection of primary and factual material, on the level of their students, on various ideologies or philosophies that exert or have exerted a strong force, either favorably or unfavorably, in government, current events, politics education, and other phases of life. ¶~~

~~Profanity/obscenity materials shall be subjected to a test of literary merit and reality by media specialists and teachers who will take into consideration the maturity of students and the standards of the community.~~

Right to Criticize Educational media and the use of alternative media

~~Criticism of a book or other materials used in the schools may be expected from time to time. In such instances:~~

The Board recognizes the right of an individual parent to request that his own child not read a given book or view a certain educational media. When such a request is presented, the teacher and/or school administrator should resolve the situation, perhaps by arranging for use of alternative educational media that meets meeting essentially the same instructional purpose. This does not apply, however, to basic program texts and specific instructional materials that are part of the curriculum. The process to follow in the circumstance where a Parent, Guardian or adult student wishes to take exception to specific course material is set forth in Policy IGE.

The Board shall not permit any individual or group to exercise censorship over educational media; or instructional materials ~~or library collections~~, but recognizes that at times a reevaluation of the educational value of certain material may be desirable. Should an individual or group ask to have any form of educational media withdrawn from curricular ~~school~~ use:

~~The Board shall not permit any individual or group to exercise censorship over educational media, instructional materials or library collections, but recognizes that at times a reevaluation of the educational value of certain material may be desirable. Should an individual or group ask to have any form of educational media withdrawn from school use.~~

- ~~1. District residents or GenVal parents/guardians not in agreement with a school on its selection of educational media and who wish a particular item of educational media to be reviewed must submit to the Principal a "Request for Reconsideration of Educational Media." The request forms shall be available at the school office. ¶~~
- ~~2. The Principal, upon receipt of a "Request for Reconsideration" will acknowledge receipt to the complainant and list anticipated steps to be taken. The Principal may form a building level Educational Media Review Committee and schedule meetings necessary to review the complaint and to write a report and recommendation to the Superintendent as to whether removal is warranted, and if so, the reason(s) why the item should be removed or blocked from use. In the alternative, the Principal may elect to review the request and author the report and recommendation to the~~

~~Superintendent. During the review process the educational media will remain in use unless the Principal or Superintendent elects to remove or restrict the material until a final decision is made. ¶~~

~~2. A copy of the report shall be provided to the requestor. The report and recommendation shall be based on the points offered above, as well as, the principles governing the selection of all instructional materials and educational media. Additionally, the Board wishes to emphasize that: ¶~~

~~Educational media shall not be excluded because of the writer's race or nationality or his political or religious views. ¶~~

~~That the value of any educational media shall be judged as a whole, taking into account the purpose of the material, rather than individual, isolated expressions or incidents in the work. ¶~~

~~4. The Superintendent or his designee shall review the request and the report and recommendation, and shall render a decision in the matter. Should the solution be unsatisfactory to the Requestor, he/she may appeal the decision to the Board, within 10 days of receipt of the Superintendent's decision.~~

1. All matters of concern regarding educational media shall be reported to the school principal. The Assistant Superintendent shall be made aware of the concern within five (5) business days.
2. The school principal will contact the parent/guardian or resident to discuss the matter and explain the District policy.
3. Administration may schedule a meeting with the parent/guardian or resident and staff member(s) involved with the selection of the item in question in order to review the selection criteria and process as well as its intended use.
4. If the concern remains unresolved, the parent/guardian or resident shall be advised of the procedure for handling formal reconsideration. They will also be provided a Request for Reconsideration Form form which shall be completed and returned before formal reconsideration will be given.
5. If the formal request for reconsideration has not been received by the Assistant Superintendent within ten (10) business days, the item review shall be considered closed.
6. Upon receipt of a completed Request for Reconsideration Form, the Assistant Superintendent shall inform the Superintendent and establish a Reconsideration Committee.
7. At a minimum, the Reconsideration Committee shall consist of the Assistant Superintendent, a Principal or Assistant Principal, a teacher, a library media specialist, two parents (other than the requesting resident), and a school board

representative from the Education Committee. The Assistant Superintendent, at their discretion, may choose to appoint additional members.

8. The committee shall be provided with the request for reconsideration and will:
 - a. Read and/or examine the materials referred to it;
 - b. Check the general acceptance of the materials by reading reviews;
 - c. Weigh values and faults against each other and form opinions based on the materials as a whole and not on passages, statements, or images pulled out of context;
 - d. Meet to discuss the material and prepare a report containing their decision on the disposition of the matter;
 - e. File a copy of the report in the specific school and administrative offices.
9. The Assistant Superintendent shall notify the parent/guardian or resident of the decision and provide a copy of the committee's report.
10. The parent/guardian or resident may appeal the decision in writing to the Superintendent within five (5) business days. The Superintendent shall review the report, relevant materials, and the item under reconsideration.
11. Should the Superintendent uphold the decision, the resident may file a final appeal to the School Board. They will:
 - a. Present a written notice of appeal within five (5) business days;
 - b. Attach a copy of the original written request and a copy of the committee's report;
 - c. Request a hearing date with the School Board.
 - d. The School Board shall review the report, relevant materials, and the item under reconsideration.

In summary, the Board assumes final responsibility for all educational media and instructional materials it makes available to students; it holds its professional staff accountable for their proper selection. It recognizes rights of individual parents with respect to controversial materials used by their own children; and it will provide for the reevaluation of electronic media upon formal request. On the other hand, students' right to learn and the freedom of teachers to teach shall be respected.

Category: Recommended

1st Read: July 23, 2019

2nd Read: August 20, 2019

Adopted: August 20, 2019

IJL – Library Collection Development (DRAFT Revisions)

The ConVal Regional School District, in partnership with its member communities, will inspire all learners to achieve academically, contribute to the global community, and thrive as independent and productive citizens. To this end, the mission of the ConVal School District is to provide a diverse collection of educational and library materials and services to meet the educational, curricular, informational, recreational, and cultural needs of the school community.

The responsibilities of the Library ~~Media Center~~ include providing materials to support, supplement, and enrich curriculum, by providing a wide range of viewpoints that reflect our school community's informational needs and interests. The ConVal School District Libraries ~~y Media Centers~~ follow the guidelines set forth in the Library Bill of Rights and the Freedom to Read Statement. These documents affirm the rights of ConVal students and staff to free and convenient access of ideas, information, and creative expression.

Responsibility for Selection

Responsibility for the selection of ~~instructional and~~ library materials rests with ~~has been delegated to~~ the professional staff of the district. Selection and acquisition of materials reflect the thought and consideration of trained professionals, as well as school and community ~~values and needs. The staff, in cooperation and consultation with the administration, faculty, student body, parents, and interested residents of the ConVal district, shall select materials that meet~~ meeting the standards and curriculum for the information and literacy needs of the users.

Selection Objectives

The ConVal School District shall provide materials that:

1. Enrich and support the curriculum, taking into consideration the varied interests, abilities, and maturity levels of the students served;
2. Will stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards;
3. Provide materials ~~resources a background of information~~ that will enable students to make informed decisions ~~intelligent judgments in their daily lives~~;
4. Provide materials ~~on opposing sides of controversial issues~~ so that students may develop, ~~with guidance,~~ the practice of critical analysis ~~of all media~~;

5. Provide materials representative of ~~the diverse cultures, experiences, and identities; many religious, ethnic, and cultural groups and their contributions to our American heritage;~~
6. Place principle above personal opinion and reason above prejudice in the selections of materials of the highest quality in order to ensure a comprehensive collection, appropriate for the users.

Criteria for Selection

Materials will be evaluated by the following criteria as they apply. Materials shall:

1. Encourage a love of reading, self-education, and lifelong learning;
2. Support the ~~and be consistent with the~~ educational goals, objectives, ~~and~~ teaching strategies of the ConVal School District;
3. Support curriculum as well as national, state, and district standards;
4. ~~Support and be consistent with the objectives of specific courses;~~
5. Be relevant to today's world, current and up to date;
6. Be appropriate for ~~the subject area or theme, and for the age, reading level,~~ diverse learning ~~needs,~~ styles, and ~~social~~ development of those for whom the materials are selected;
7. Include fiction materials that have literary merit and nonfiction that is current and accurate;
8. ~~Be created by competent authors and producers;~~
9. Represent differing viewpoints ~~on controversial issues~~ with the goal of providing a balance in the collection;
10. Have a ~~physical~~ format and appearance suitable for their intended use;
11. Encourage higher-level thinking skills;

~~Encourage lifelong learning, and self-education, and a love of reading;~~

12. Represent a variety of formats in an ~~with~~ effort to incorporate emerging technologies.

Selection Process

1. During the selection process, the existing collection shall be evaluated and assessed for literary, curricular, and recreational needs. Professionally prepared selection tools and other appropriate sources will be used in the process of adding to the collection. These selection tools may include, but not be limited to, the following:
2. ~~Professional~~ Reviews from reputable sources, including but not limited to professional journals and national awards lists;

3. Recommendations for purchases from library media specialists, teachers, administrators, parents, and students.

Special Selection Considerations

Gifts to the school or the library may be accepted if they meet the criteria established for the selection of all library instructional materials. If the gift is a monetary one, items will be acquired based on the same criteria as set forth in this selection policy.

Challenged Materials

Residents of the ConVal School District ~~Persons~~ not in agreement with an item in the ~~the~~ selection of library collection materials, and who wish to ~~for the review of that~~ specific item, must follow the reconsideration of library materials process as outlined below. No material under reconsideration shall be removed pending a final decision. In the interim, however, access to the materials can be restricted for the child(ren) of a parent making the request. ~~submit a Request for Reconsideration of Library Materials to the building principal.~~

- ~~Only residents of the ConVal School District shall have the right to challenge the validity of any library or instructional materials.~~
1. All matters of concern regarding an item in the library's collection ~~the use of library instructional materials~~ shall be reported to the school principal. The Assistant Superintendent and school library media specialist shall be made aware of the concern within five (5) business days.
 2. The school principal will contact the resident ~~expressing concern will be contacted by the school principal in order to~~ discuss the matter and explain ~~attempt to resolve the issue informally, either by explaining the District policy or providing an alternative assignment or material to the resident's child.~~
 3. Administration may schedule a meeting with the resident and staff member(s) involved with the selection ~~use of the item materials~~ in question in order to review the selection criteria and process as well as ~~and~~ its intended use.
 4. If it is ~~determined by administration that the item material does meet criteria and intended use as defined by this policy, but~~ the concern remains ~~is still~~ unresolved, the resident shall be supplied with a packet of materials consisting of the District's library instructional goals and objectives, ~~and~~ library materials selection policy statement, and support documents. They will also be advised of the procedure for handling formal reconsideration. This packet shall also include a **Request for Reconsideration Form** ~~standard form~~, which shall be completed and returned before formal reconsideration will be given.

5. If the formal request for reconsideration has not been received by the Assistant Superintendent ~~administration~~ within 10 business days ~~two weeks~~, the item review ~~it shall be considered closed. If the request is returned, the appropriate staff shall re-establish the reasons for selection of the specific work.~~

~~No material under reconsideration shall be removed pending a final decision. In the interim, however, access to the materials can be restricted for the child(ren) of a parent making the request.~~

6. Upon receipt of a completed Request for Reconsideration Form, the Assistant Superintendent ~~administration~~ shall inform the Superintendent and ~~request the establishment of~~ establish a Reconsideration ~~Review~~ Committee.
7. ~~Committee members will represent impartial key stakeholders from the learning community.~~ At a minimum, the committee shall consist of the Assistant Superintendent, a Principal or Assistant Principal, a teacher, a library media specialist, two parents (other than the requesting resident), and a school board representative from the education committee. The Assistant Superintendent, at their ~~his/her~~ discretion, may choose to appoint additional members.
8. The committee shall be provided with the request for reconsideration and will:
 - a. Read and/or examine the materials referred to it;
 - b. Check the general acceptance of the materials by reading reviews;
 - c. Weigh values and faults against each other and form opinions based on the materials as a whole and not on passages, statements, or images pulled out of context;
 - d. Meet to discuss the material and prepare a report containing their decision ~~recommendation~~ on the disposition of the matter;
 - e. File a copy of the report in the specific school and administrative offices.
9. The Assistant Superintendent shall ~~notify~~ the resident of the decision and provide a copy of the committee's report.
10. ~~If still not satisfied,~~ the resident may appeal the ~~committee's~~ decision in writing to the Superintendent within five (5) business days. The Superintendent ~~who shall~~ review the report, relevant materials ~~materials provided to the committee,~~ and the item ~~material~~ under reconsideration.
11. Should the Superintendent uphold the ~~committee's~~ decision, the resident may file a final appeal to the School Board. They ~~He/she~~ will:
 - a. Present a written notice of appeal within the five (5) business days of the School Board through the Superintendent;
 - b. Attach a copy of the original written request and a copy of the committee's report;
 - c. Request a hearing date with the School Board.

- d. The School Board shall review the report, relevant materials, and the item under reconsideration.

Collection Maintenance

The library media specialists ~~professional staff~~ will evaluate the collection on a continuing basis to identify materials in need of repair, replacement, or withdrawal. A variety of ~~The following~~ criteria ~~is are~~ considered when withdrawing materials, including:

1. Physical condition – materials are worn, torn, or spoiled, or if pages or parts are missing or have significant defects that significantly reduce ~~as to destroy~~ the overall value;
2. Timeliness of information – materials contain information that is out of date, factually inaccurate, or contain ~~if the representations illustrations~~ that are outmoded or perpetuate sexual, racial, or cultural stereotypes;
3. Technical quality – if non-print, the materials whose visual and/or audio quality has deteriorated ~~are visually poor or faded, and when sound reproduction is faulty or inferior,~~
4. Duplication – multiple copies of the same title that are no longer circulating;
5. ~~Space – physical and shelf space to store older materials;~~
6. Circulation History - materials are no longer circulating or of interest.

Disposal of Withdrawn Materials

Any materials withdrawn may be donated to a nonprofit institution, or sold or donated to staff, students, or community members. Materials deemed unusable will be disposed of.

Resource Sharing

Resource sharing currently occurs with all libraries in the district. The school libraries and the public libraries within the district also work together to support each other through a variety of resource-sharing methods. The participating libraries will establish procedures and protocols for resource sharing.

Legal Reference:

NH School Minimum Standards Ed 306.08 Instructional Resources

Category: R

1st Read: February 4, 2013

2nd Read: March 4, 2013

Adopted: March 4, 2013

IGE – Parental Objections To Specific Course Material (DRAFT REVISIONS)

~~The Board recognizes that there may be specific course materials which some parents/guardians find objectionable.~~

In the event a parent/guardian finds specific course material objectionable, the parent/guardian may notify the building Principal of the specific material to which they object and request that the student receive alternative instruction, sufficient to enable the ~~child~~ student to meet state requirements for education in the particular subject area. This ~~notification and~~ request shall be in writing.

The building Principal and the parent/guardian must mutually agree to the alternative instruction. ~~The~~ alternative instruction agreed upon must meet state requirements for education in the particular subject area.

School District staff will make reasonable efforts, within the scope of existing time, schedules, resources and other duties, to accommodate alternative instruction for the student. ~~Alternative~~ instruction may be provided by the school through approved independent study, or through another method agreed to by the parent/guardian and the building Principal. Any cost associated with the alternative instruction shall be borne by the parent/guardian.

Parents/guardians who wish for particular instructional material be reviewed for appropriateness may submit a request for review in accordance with Board policy KEC.

In accordance with the federal Protection of Pupil Rights statute, 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.

NOTE regarding human sexuality and human sexual education: In addition to the protections under this policy, per RSA 186:11-c and Board policy IHAM, parents/guardians are afforded additional affirmative rights with respect to instruction of human sexuality or human sex education, including, among other things, the right to receive a minimum of 2 weeks advance notice of all materials

to be used with respect to such instruction.

Legal References:

RSA 186:11, IX-b & IX-c State Board of Education; Duties.
20 U.S.C §1232h, (c)(1)(C), Protection of pupil rights

RSA 193:40, Prohibition on Teaching Discrimination

Related policies: IHAM & KEC

First Read: November 2, 2021

Second Read: November 16, 2021

Adopted: November 16, 2021

District review/revision history:

Category: Priority/Required by Law

DJE – Bidding Requirements

All contracts for, and purchases of supplies, materials, equipment, and contractual services in the amount of \$15,000 or more, shall be based, when feasible, on at least three competitive bids. All purchases less than \$15,000 in amount may be made in the open market but shall, when possible and reasonable, be based on at least three competitive quotations or prices. All purchases made in the open market shall be completed after careful pricing.

When bidding procedures are used, bids shall be advertised appropriately. Suppliers shall be invited to have their names placed on mailing lists to receive invitations to bid. When specifications are prepared, they will be mailed to all merchants and firms who have indicated an interest in bidding.

All bids must be submitted in sealed envelopes, addressed to the School Board, and plainly marked with the name of the bid and the time of the bid opening. Bids shall be opened at the time specified and all bidders and other persons shall be invited to be present.

The Board reserves the right to reject any or all bids and to accept that bid which appears to be in the best interest of the District. The Board reserves the right to waive any formalities in, or reject, any or all bids or any part of any bid. Any bid may be withdrawn prior to the scheduled time for the opening of bids. Any bid received after the time and date specified shall not be considered. The Board also reserves the right to negotiate with a bidder when all bids exceed the budgeted appropriation.

The bidder to whom the award is made shall be required to enter into a written contract with the District.

Legal References:

RSA 194-C:4 II (a), Superintendent Services

NH Code of Administrative Rules, Section Ed. 303.01 (b), Substantive Duties of School Boards

Category: R

1st Read: September 17, 2013

2nd Read: June 3, 2014

Adopted: June 3, 2014

1st Read: January 17, 2023

2nd Read:

Adopted:

DJB – PURCHASING PROCEDURES

Procedures for purchasing will be developed by the Superintendent or his/her designee.

Purchasing procedures will be designed to avoid assumption of risk and to ensure the best possible price for the desired products and services.

These procedures will require that all purchases are made on properly approved purchase orders and that for items not put to bid, price quotations will be solicited.

Special arrangements may be made for ordering perishable and emergency supplies.

Legal References:

RSA 194-C:4 II (a), Superintendent Services

NH Code of Administrative Rules Section 303.01 (b), Substantive Duties of School Boards

First Read: January 17, 2023

Second Read:

Adopted:

JLCD – Administration of Medication in Schools

The ConVal School Board, with the advice of the ConVal professional registered nurses (herein referred to as the school nurse) shall establish specific policies and procedures to give protection and controls to the matter of medications in schools (Ed 311.02)(JLCD-R).

The intent of this policy is to provide general standards for the administration of necessary medication to students during school hours and school-sponsored activities.

The following policy will be adhered to when a student requires medication administration during school hours and scheduled school-sponsored activities, events or programs. In addition, the school nurse and principal are responsible for ensuring the provisions of Ed. 311.02, Medication During the School Day, are followed.

Obligations of the District

All medication to be administered shall be kept in a securely-locked cabinet. Controlled medications must be double-locked. If at any time the cabinet is broken into resulting in missing medication, school administration and the police will be notified immediately. The parent/guardian/adult student will be notified of the incident and must replenish the supply of medication.

If the school nurse is not available, the building principal or the principal's designee is permitted to **assist** students in taking required medications by: (1) making such medications available to the student as needed; and (2) observing the student as he/she takes or does not take his/her medication; and (3) recording whether the student did or did not take his/her medication.

The school nurse will maintain all necessary records relative to the emergency administration of medication and will file all such reports as may be required.

The School Board hereby authorizes the school nurse to maintain a supply of emergency medications, i.e.; bronchodilators and epinephrine.

It is the policy of this District that its school nurses and all Health Office Delegates (HODs) shall be properly trained in the administration of medication in a manner consistent with this policy. HODs shall be trained on an annual basis and the school nurse shall document that training to the Director of Student Services. The HOD shall hold and maintain current American Heart Association or American Red Cross CPR/AED/FA Adult and Child certification. This training shall include a practicum.

School personnel shall not provide his/her personal medication to students.

Obligations of the School Nurse

Only the school nurse or the HOD may **administer** medication. If the student requires a comprehensive nursing assessment and/or evaluation, this must be done by the school nurse and cannot be delegated. A school nurse alone has the authority to delegate medication administration and may delegate only if appropriate under the Nurse Practice Act and follows the Standards of Delegation for School Nurses in New Hampshire.

The School Nurse may stock epinephrine in the Health Office per RSA 318:42 for the emergency treatment of anaphylaxis of a student, as determined by the school nurse.

Storage of Medication

It is the policy of the District that all medications, both school, and parent-provided, shall be securely and properly stored, in a manner consistent with all applicable laws, as well as safe and prudent school nursing practices.

At the discretion of the school nurse, other medications, such as insulin, may be carried and self-administered by the student.

A single dose of medication may be transferred by the school nurse from the original container to a newly labeled container for the purposes of field trips or school sponsored activities.

Verbal orders from a licensed health care provider may be accepted by the school nurse only and shall be followed with a written order. Faxed or e-mailed orders are acceptable.

The school nurse is responsible for keeping accurate records regarding the administration of medication to students. The school nurse shall maintain medication records of inventory, storage and administration in accord with ED 311.02 (Medication During the School Day).

Obligations of the Parent/Guardian/Adult Student

Prescribed/OTC (over the counter) medication should not be taken during the school day, if at all possible, to achieve the medical regime during hours at home.

A parent/guardian/adult student, or their designated responsible adult, shall deliver all medication to be administered by school personnel to the school nurse or other responsible person designated by the school nurse as follows: (1) the prescription/OTC medication shall be delivered and kept in a pharmacy or manufacturer labeled container (2) the school nurse or principal's designee receiving the prescription medication shall document the quantity of the prescription medication delivered and have the adult delivering the medication co-sign the documented amount (3) the medication may be delivered by the parent/guardian/adult student or a designated adult, provided that the nurse is notified in advance by the parent/guardian/adult student of the delivery and the quantity of prescription medication being delivered to school is specified (4) the parent/guardian/adult student must ensure that the life-saving medication (Diastat, asthma metered dose inhalers, Epi-Pen, Glucagon) or any other emergency medication

be available to the student at all times. If the student's life-saving medication is not provided by the parent/guardian/adult student, the student shall not be permitted to attend any school-sponsored activities (5) it is the responsibility of the parent/guardian/adult student to notify the health office of any changes in student health, allergy status or medication changes.

Students requiring prescription medication administration must have a ConVal District medication permission form completed by parent/guardian/adult student and a licensed health care provider and placed on file in the health office. The forms shall comply with standards set forth in NH Code of Administrative Rules Section Ed 311.02. The school nurse, with written authorization of parent/guardian/adult student shall administer non-prescription/OTC medication. At the discretion of the school nurse, a written licensed prescriber's order may be required. If the school nurse is not available and written parent/guardian/adult student permission is on file, the principal or principal's designee is permitted to **assist** students in taking OTCs after consultation with the parent/guardian.

Furthermore, any student with a health condition requiring treatment with herbals, homeopathics, essential oils, or other complementary forms of therapeutic interventions shall have a school medication permission form completed by the parent/guardian/adult student as well as a licensed healthcare provider.

Alternative medications should, whenever practicable, be taken at home. Parents/guardians should inform the school nurse of any such alternative medications. The school nurse shall not administer alternative medications, such as herbal medication, homeopathic medication, essential oils, or other similar forms of alternative medication unless the parent/guardian/adult student has completed and placed on file in the school health office a school medication permission form naming the specific alternative medicine and providing evidence that it has been prescribed by a licensed prescriber. The School Nurse shall not administer an alternative medicine that is prohibited by State or Federal law, or which is unlawful to possess in school.

Students may possess and self-administer a metered dose inhaler or a dry powder inhaler to alleviate or prevent asthmatic symptoms, an auto-injector for severe allergic reactions, and other injectable medications necessary to treat life-threatening conditions. The parent/guardian/adult student and physician must authorize such self-possession and self-administration by completing a school self-administration form in accordance with RSA 200:42 and RSA 200:46. Inhalers and epinephrine auto injectors must be properly labeled with the student's name and type of medication. The student will be held responsible to keep self-carried medication in a safe place that is not accessible to other students. When a student finds it necessary to use his/her auto-injector, s/he shall immediately report it to the nearest supervising adult.

Students shall not share any prescription or over-the-counter medication with another student. Notice of this prohibition shall be published in student handbooks. Students acting in violation of this prohibition will be referred to school administration and may be subject to discipline consistent with applicable Board policies (JICH – Drug and Alcohol Use By Students, JIH – Student Searches and Their Property).

Student medications may be retrieved from the health office by the parent/guardian/adult student or a designated adult at any time during regular school hours. Medication will be discarded if not picked up within 10 days after the medication is discontinued. All medication must be picked up by the last day of school or it will be discarded.

Civil Immunity

Nothing set forth in this policy or JLCD-R shall be deemed to abrogate or diminish the civil immunity available under New Hampshire law or either the District or its employees.

Definitions

The “**school day**” means any time during the day, afternoon, or evening when a child is attending school or other school-sponsored activity (Ed 311.02).

Health Office Designee (HOD) (school nurse delegatee) – unlicensed assistive personnel – receives annual training by a school nurse.

Assist – Consists of providing the medication to the student and observing and documenting that the student took the medication.

Administration – Giving medication to the student via the appropriately ordered route by preparing, giving and evaluating the effectiveness of prescription and non-prescription drugs. If the student is unable to administer the medication to his/her self, with **assistance**, only the school nurse or HOD may administer the medication.

Legal References:

RSA 200:42, Possession and Use of Epinephrine Auto-Injectors Permitted

RSA 200:43, Use of Epinephrine Auto-Injector

RSA 200:44, Availability of Epinephrine Auto-Injector

RSA 200:44-a, Anaphylaxis Training Required

RSA 200:45, Student Use of Epinephrine Auto-Injectors – Immunity

RSA 200:46, Possession and Self-Administration of Asthma Inhalers Permitted

RSA 200:47, Use of Asthma Medications by Students – Immunity

RSA 200:53, Bronchodilators, spacers, and nebulizers in schools

RSA 200:54, Supply of Bronchodilators, Spacers or Nebulizers

RSA 200:55, Administration of Bronchodilator, Space or Nebulizer

RSA 318:42, Dealing in or possessing prescription drugs (VII-b)

N.H. Code of Administrative Rules – Section Ed. 306.12(b)(2), Special Physical Health

Needs of Students

N.H. Code of Administrative Rules – Section Ed. 311.02(d); Medication During School Day

NH Board of Nursing-Nurse Practice Act –

Standards of Delegation for School Nurses in New Hampshire

Category: P – Required by Law

See also: JICH, JIH, JLCD-R, JLCE

First Read: November 21, 2017

Second Read: December 5, 2017

Adopted: December 5, 2017

First Read: January 17, 2023

BBBA – Board Member Qualifications

To become a candidate for the ConVal School Board, a person must be a registered voter in the district. No person holding the office of School Board member shall at the time hold the office of school district moderator, treasurer, or auditor. No person employed on a salaried basis by the ConVal School District shall be a ConVal School Board member. Salaried positions shall include, but are not limited to, the following: teacher, custodian, administrator, secretary, school bus driver (if paid by the district), food service employee, and teacher's aide.

The same qualifications shall exist when the ConVal School Board seeks to fill vacancies.

Category O

Legal Reference:

RSA 197:26, Vacancies

RSA 671:14, School District Elections: Qualifications

RSA 671:18-19, School District Elections: Nominations

RSA 671:33, Vacancies

1st Read: February 21, 2012

2nd Read: April 3, 2012

Adopted: April 3, 2012

< BBAA - School Board Member Authority

BBBC - Board Member Or District Officer Resignation

(<https://schoolboard.convalsd.net/district-policies/b-school-board-governance-and-operations/bbbc-board-member-or-district-officer-resignation/>)

**CONTOOCOOK VALLEY SCHOOL DISTRICT
FIELD TRIP PROPOSAL**

1. Name: Wickham/Moore Music Grade: 9-12 School: CVHS
2. Destination: Orlando, Florida
3. Date(s) of Trip: TBD, 2/22-26/24 Time(s): TBD 12 pm to 8 pm
4. Description of Trip:
(See attached) students will participate in workshops
with Disney musicians and perform in Disney.

5. How will this trip relate to your program and/or curriculum?
Academic/curriculum (see attached)
Workshops directly relate to music curriculum → music
standards, rehearsals
Performance opportunities → represent ContVal in
performances on main st Disney and Disney Springs

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

7. Ratio of Adults: 1 (9) to Number of Students: 10 (90)
[Signature] 1/12/2022
Staff Signature Date Principal Signature Date

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

<input type="checkbox"/> Bus Form If Necessary	<input type="checkbox"/> School Administrative Team Notified
<input type="checkbox"/> Fee Paid By _____	<input type="checkbox"/> Posted on Events Calendar
<input type="checkbox"/> Chaperones Listed On The Reverse	<input type="checkbox"/> Notified Nurse to prepare Medicine
<input type="checkbox"/> Permission Slips To Parents/Guardians Prepared	<input type="checkbox"/> CPR/First Aid Trained: _____ (Name)
<input type="checkbox"/> Office Notified With Accurate Lists of Students	<input type="checkbox"/> Coverage Arranged for Students Not Attending
<input type="checkbox"/> Staff Absences Entered in Absence System	(If no substitute)
<input type="checkbox"/> Kitchen Notified If Lunches Would Be Affected	

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

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 _____

Object Code	Account Description	Budget	Adjustments	Adjusted Budget	MTD	YTD	Encumbrance	Balance	% Available	Notes
100	SALARIES	27,571,389	(2,328)	27,569,061	2,565,484	10,664,094	14,887,925	2,017,042	7.32%	
200	EMPLOYEE BENEFITS	12,501,316	-	12,501,316	1,155,273	5,350,829	6,723,938	426,550	3.41%	
300	PURCHASED PROFESSIONAL & TECHNICAL SERVICES	3,380,734	1,550	3,382,284	386,482	1,354,306	1,787,513	240,465	7.11%	
400	PURCHASED PROPERTY SERVICES	1,214,316	(1,050)	1,213,266	39,916	192,010	917,642	103,614	8.54%	
500	OTHER PURCHASED SERVICES	4,269,562	108	4,269,670	407,973	1,409,063	2,677,015	183,593	4.30%	
600	SUPPLIES	2,693,981	(608)	2,693,373	274,046	1,129,367	863,577	700,429	26.01%	
700	PROPERTY	579,179	-	579,179	23,365	232,567	70,065	276,548	47.75%	
800	DEBT & FOOD SERVICE	350,559	2,328	352,887	11,259	98,025	53,570	201,292	57.04%	
900	OTHER USES OF FUNDS	1,540,000	-	1,540,000	-	1,185,000	355,000	-	0.00%	
		54,101,036	-	54,101,036	4,863,797	21,615,259	28,336,245	4,149,531	7.67%	

Notes

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Expense and Encumbrance Report
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Object Code	Account Description	Budget	Adjustments	Adjusted Budget	MTD	YTD	Encumbrance	Balance	% Available	Notes
110	REGULAR SALARIES	17,746,108	-	17,746,108	1,840,023	6,369,598	10,075,640	1,300,870	7.33%	
111	PARAPROFESSIONAL SALARIES	3,046,764	-	3,046,764	246,091	1,081,234	1,663,856	301,674	9.90%	
112	ADMIN ASSISTANTS	1,219,856	-	1,219,856	94,508	588,984	647,953	(17,081)	-1.40%	B
113	CUSTODIAL/MAINTENANCE	579,309	-	579,309	41,754	267,471	292,216	19,622	3.39%	
114	ADMINISTRATOR	2,800,178	-	2,800,178	211,109	1,409,659	1,351,784	38,734	1.38%	
115	DEPARTMENT HEADS	25,000	-	25,000	3,393	8,905	18,095	(2,000)	-8.00%	
119	SUPPORT SERVICES	960,679	-	960,679	75,946	402,341	497,188	61,151	6.37%	
120	TEMPORARY SALARIES	1,155,994	(2,328)	1,153,666	48,598	513,566	340,612	299,488	25.96%	
130	OVERTIME	37,500	-	37,500	4,061	22,336	581	14,583	38.89%	
211	HEALTH INSURANCE	5,538,844	-	5,538,844	460,510	2,366,068	2,839,480	333,296	6.02%	
212	DENTAL INSURANCE	209,663	-	209,663	16,810	85,954	107,009	16,700	7.97%	
213	LIFE INSURANCE	48,299	-	48,299	4,352	19,855	22,606	5,838	12.09%	
214	LONG TERM DISABILITY	67,625	-	67,625	6,897	27,834	33,075	6,716	9.93%	
220	FICA	1,832,919	-	1,832,919	190,333	789,292	1,040,343	3,285	0.18%	
231	NON - TEACH RETIRE	777,430	-	777,430	68,756	367,282	414,597	(4,450)	-0.57%	B
232	TEACHER RETIRE	3,884,960	-	3,884,960	406,967	1,584,059	2,239,428	61,473	1.58%	
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	649	8,494	4,843	3,748	21.94%	
321	PROF SERVICES	108,755	-	108,755	1,140	41,329	-	67,426	62.00%	
322	STAFF SERVICES	88,817	-	88,817	1,476	11,296	-	77,521	87.28%	
323	PUPIL SERVICES	1,046,007	-	1,046,007	150,607	363,310	758,720	(76,029)	-7.27%	C
330	PURCHASED/PROF	1,868,619	1,550	1,870,169	194,488	817,008	911,387	141,773	7.58%	
340	STATISTICAL SERVICES	31,036	-	31,036	-	27,375	-	3,661	11.80%	
380	PURCH SERVICES	237,500	-	237,500	38,770	93,982	117,406	26,112	10.99%	
411	WATER/SEWER	63,676	-	63,676	-	17,716	44,067	1,893	2.97%	
420	ENVIRONMENTAL DISPOSAL	900	-	900	-	-	-	900	100.00%	
421	DISPOSAL	48,476	-	48,476	5,362	27,200	23,498	(2,222)	-4.58%	
422	SNOW PLOWING	129,536	-	129,536	1,980	1,980	127,556	-	0.00%	
430	REPAIR/MAINT	198,738	-	198,738	8,570	36,590	351,223	(189,075)	-95.14%	F
431	STRUCTURAL REPAIRS & MAINTENANCE	317,962	-	317,962	429	25,560	326,716	(34,315)	-10.79%	D
432	ELECTRICAL REPAIRS & MAINTENANCE	32,650	-	32,650	1,479	9,722	10,484	12,445	38.12%	
433	MECHANICAL REPAIRS & MAINTENANCE	259,044	-	259,044	11,472	19,628	9,199	230,217	88.87%	
434	HVAC REPAIRS & MAINTENANCE	93,290	-	93,290	2,844	11,434	8,020	73,837	79.15%	
435	SAFETY REPAIRS & MAINT	21,014	-	21,014	-	4,704	6,145	10,165	48.37%	
436	Copier Repairs	15,350	-	15,350	2,635	14,615	1,190	(455)	-2.96%	
440	RENTAL	3,500	(1,050)	2,450	850	850	1,700	(100)	-4.08%	
443	Equip Rental: Copiers	25,980	-	25,980	4,295	20,820	5,160	0	0.00%	
449	Equip Rental - Postage Meter	4,200	-	4,200	-	1,191	2,685	324	7.71%	
510	OTHER TRANSPORTATION	239,980	(500)	239,480	59,559	111,265	106,420	21,796	9.10%	
519	PUPIL TRANSPORTATION	2,729,622	-	2,729,622	183,514	765,534	1,788,998	175,090	6.41%	
520	INSURANCE	118,650	-	118,650	-	118,650	-	-	0.00%	
530	Telephone / Web access	253,615	-	253,615	21,124	106,682	145,153	1,781	0.70%	
531	Cellular Phones	21,860	-	21,860	1,414	12,791	12,554	(3,485)	-15.94%	E
534	POSTAGE	16,847	125	16,972	1,387	5,462	8,854	2,656	15.65%	

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540	ADVERTISING	25,000	-	25,000	2,515	8,808	16,836	(643)	-2.57%	
550	PRINTING	8,500	-	8,500	-	-	-	8,500	100.00%	
561	TUTION	776,729	483	776,729	131,851	259,832	535,141	(18,244)	-2.35%	G
580	MILEAGE	79,242	-	79,242	6,610	20,041	63,060	(3,858)	-4.87%	
610	GENERAL SUPPLIES	734,725	(987)	733,738	61,992	280,732	139,861	313,146	42.68%	
615	TESTING SUPPLIES	25,669	-	25,669	3,480	11,213	2,879	11,578	45.10%	
622	ELECTRICITY	445,637	-	445,637	45,484	186,841	258,797	-	0.00%	A
623	BOTTLED GAS	30,950	-	30,950	5,414	15,721	15,092	136	0.44%	
624	FUEL OIL	422,208	-	422,208	67,261	128,330	224,400	69,478	16.46%	A
640	BOOKS	84,573	-	84,573	12,102	30,378	11,159	43,036	50.89%	
641	PERIODICALS	21,021	379	21,400	500	13,984	1,068	6,349	29.67%	
649	OTHER INFO SOURCES	3,610	-	3,610	172	497	-	3,113	86.23%	
650	SOFTWARE SUPPORT	530,587	-	530,587	61,603	385,844	62,361	82,383	15.53%	
656	GASOLINE	395,000	-	395,000	16,039	75,829	147,962	171,209	43.34%	
733	NEW FURNITURE	6,890	-	6,890	1,208	2,861	-	4,029	58.48%	
734	OTHER TECH EQUIPMENT	20,961	-	20,961	-	1,424	1,152	18,385	87.71%	
737	REPL FURNITURE	44,313	-	44,313	-	4,888	14,305	25,120	56.69%	
738	REPL EQUIPMENT	467,675	-	467,675	19,154	201,542	48,542	217,590	46.53%	
739	OTHER EQUIPMENT	39,341	-	39,341	3,003	21,852	6,066	11,423	29.04%	
810	DUES & FEES	197,106	2,328	199,434	11,259	81,440	41,703	76,292	38.25%	
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	-	-	0.00%	
		54,101,036	-	54,101,036	4,863,797	21,615,259	28,336,245	4,149,531	7.67%	

Notes

- A Anticipate requesting budget request, but waiting to guage based on winter season. Just started to receive bills based on updated electric rate.
- B Several positions open this year and this reflects charnge in market 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.
- E This includes one time costs related to district phones.
- F This includes encumbrance for architectural & engineering study for renovations. To be covered by expendable trust.
- G Board approved Out of District Best Interest placement

Object Code	Description	Approved 2022-2023 Budget	Proposed 2023-2024 Budget	Default Calculation 2023-2024	Difference Between Proposed & Default %	\$
110	REGULAR SALARIES	17,751,179	17,398,372	17,216,532	(181,840)	-1.05%
111	PARAPROFESSIONAL SALARIES	3,040,876	3,175,780	3,070,700	(105,080)	-3.31%
112	ADMN ASSISTANTS	1,219,856	1,288,668	1,219,856	(68,812)	-5.34%
113	CUSTODIAL/MAINTENANCE	579,309	632,015	579,309	(52,706)	-8.34%
114	ADMINISTRATOR	2,800,178	3,062,775	2,800,178	(262,597)	-8.57%
115	DEPARTMENT HEADS	25,000	28,500	28,500	-	0.00%
119	SUPPORT SERVICES	962,480	1,076,790	962,480	(114,310)	-10.62%
120	TEMPORARY SALARIES	1,153,666	1,103,129	1,153,666	50,537	4.58%
130	OVERTIME	37,500	40,000	37,500	(2,500)	-6.25%
	Total Salaries	27,570,045	27,806,029	27,068,721	(737,308)	-2.65%
211	HEALTH INSURANCE	5,538,844	5,676,282	5,676,282	-	0.00%
212	DENTAL INSURANCE	209,663	214,594	214,594	-	0.00%
213	LIFE INSURANCE	48,299	51,698	51,698	-	0.00%
214	LONG TERM DISABILITY	67,625	71,504	71,504	-	0.00%
220	FICA	1,832,453	2,047,064	2,047,064	(0)	0.00%
231	NON - TEACH RETIRE	773,969	798,195	798,195	-	0.00%
232	TEACHER RETIRE	3,887,903	3,976,641	3,976,641	-	0.00%
250	UNEMPLOYMENT COMP	22,500	21,924	22,500	576	2.63%
260	WORKERS' COMP	101,990	96,882	101,990	5,108	5.27%
299	OTHER BENEFITS - LT CARE & ANNUITIES	17,085	18,110	13,185	(4,925)	-27.19%
	Total Benefits	12,500,332	12,972,895	12,973,654	759	0.01%
321	PROF SERVICES	108,755	114,900	108,755	(6,145)	-5.35%
322	STAFF SERVICES	88,817	93,835	88,817	(5,018)	-5.35%
323	PUPIL SERVICES	1,046,007	1,091,560	1,091,560	-	0.00%
330	PURCHASED/PROF	1,870,169	2,056,773	1,902,169	(154,604)	-7.52%
340	STATISTICAL SERVICES	31,036	28,744	31,036	2,292	7.97%
380	PURCH SERVICES	237,500	270,000	245,000	(25,000)	-9.26%
	Total Services	3,382,284	3,655,812	3,467,337	(188,475)	-5.16%
411	WATER/SEWER	63,676	70,056	70,056	-	0.00%
420	ENVIRONMENTAL DISPOSAL	900	1,800	900	(900)	-50.00%
421	DISPOSAL	48,476	53,028	48,476	(4,552)	-8.58%
422	SNOW PLOWING	129,536	138,720	129,536	(9,184)	-6.62%
430	REPAIR/MAINT	198,638	265,744	151,378	(114,366)	-43.04%
431	STRUCTURAL REPAIRS & MAINTENANCE	317,962	112,630	126,702	14,072	12.49%
432	ELECTRICAL REPAIRS & MAINTENANCE	32,650	23,379	18,570	(4,809)	-20.57%
433	MECHANICAL REPAIRS & MAINTENANCE	259,044	231,890	26,764	(205,126)	-88.46%
434	HVAC REPAIRS & MAINTENANCE	93,290	32,028	40,490	8,462	26.42%
435	SAFETY REPAIRS & MAINT	21,014	57,691	21,014	(36,677)	-63.57%
436	Copier Repairs	15,350	37,100	15,350	(21,750)	-58.63%
440	BUILDING RENTAL	2,550	-	2,550	2,550	0.00%
443	Equip Rental: Copiers	25,980	64,150	25,980	(38,170)	-59.50%
449	Equip Rental - Postage Meter	4,200	3,200	4,200	1,000	31.25%
	Total Property Service	1,213,266	1,091,416	681,966	(409,449)	-37.52%
510	OTHER TRANSPORTATION	239,480	251,544	239,480	(12,064)	-4.80%
519	PUPIL TRANSPORTATION	2,729,622	2,606,994	2,606,994	-	0.00%
520	INSURANCE	118,650	126,956	126,956	-	0.00%
530	Telephone / Web access	253,615	237,160	253,615	16,455	6.94%
531	Cellular Phones	21,860	28,400	21,860	(6,540)	-23.03%
534	POSTAGE	16,972	15,560	16,972	1,412	9.07%
540	ADVERTISING	25,000	10,000	25,000	15,000	150.00%
550	PRINTING	8,500	5,300	8,500	3,200	60.38%

Object Code	Description	Approved 2022-2023 Budget	Proposed 2023-2024 Budget	Default Calculation 2023-2024	Difference Between Proposed & Default \$ %	
561	TUITION	776,729	721,686	776,729	55,043	7.63%
580	MILEAGE	79,242	85,328	79,242	(6,086)	-7.13%
581	TRAVEL	-	8,315	-	(8,315)	-100.00%
	Total Other Service	4,269,670	4,097,243	4,155,348	58,105	1.42%
610	GENERAL SUPPLIES	733,738	720,243	733,738	13,495	1.87%
615	TESTING SUPPLIES	25,669	28,290	25,669	(2,621)	-9.26%
622	ELECTRICITY	445,637	713,634	713,634	-	0.00%
623	BOTTLED GAS	30,950	23,950	30,950	7,000	29.23%
624	HEATING OIL	422,208	567,200	567,200	-	0.00%
640	BOOKS	84,573	72,148	84,573	12,425	17.22%
641	PERIODICALS	21,400	19,612	21,400	1,788	9.12%
649	OTHER INFO SOURCES	3,610	4,625	3,610	(1,015)	-21.95%
650	SOFTWARE SUPPORT	530,587	557,472	530,587	(26,885)	-4.82%
656	PROPANE	395,000	415,000	415,000	-	0.00%
	Total Supplies and Materials	2,693,373	3,122,174	3,126,362	4,188	0.13%
733	NEW FURNITURE	6,890	500	-	(500)	-100.00%
734	OTHER TECH EQUIPMENT	20,961	8,400	1,500	(6,900)	-82.14%
737	REPL FURNITURE	44,313	20,600	26,613	6,013	29.19%
738	REPL EQUIPMENT	467,675	511,785	412,339	(99,446)	-19.43%
739	OTHER EQUIPMENT	39,341	5,522	34,811	29,289	530.40%
	Total Property	579,179	546,807	475,262	(71,545)	-13.08%
810	DUES & FEES	199,434	217,317	199,434	(17,883)	-8.23%
830	DEBT SERVICE INTEREST	28,453	4,590	4,590	-	0.00%
890	FOOD SERVICE TRANSFER	125,000	125,000	125,000	-	0.00%
	Total Other	352,887	346,907	329,024	(17,883)	-5.15%
910	DEBT SERVICE PRINCIPAL	540,000	180,000	180,000	-	0.00%
	Total Debt Service	540,000	180,000	180,000	-	0.00%
	TOTAL OPERATIONAL BUDGET	53,101,036	53,819,282	52,457,674	(1,361,608)	-2.56%
	Title I & II	550,000	550,000	550,000	-	0.00%
	Other Federal Programs	250,000	250,000	250,000	-	0.00%
	IDEA	600,000	600,000	600,000	-	0.00%
	Food Service	812,000	812,000	812,000	-	0.00%
	Special Revenue Fund	75,000	75,000	75,000	-	0.00%
	Health Maintenance Trust	50,000			-	0.00%
	Athletic Trust	-			-	0.00%
	Capital Reserve	750,000			-	0.00%
	Equipment Trust	-			-	0.00%
	Energy Trust	100,000			-	0.00%
	Special Education Trust	-			-	0.00%
	Technology Trust	100,000			-	0.00%
	TOTAL GROSS BUDGET	56,388,036	56,106,282	54,744,674	(1,361,608)	-2.41%

Satellite Program for Con Val

Even pre-dating Fresh Picks Café's management of the Con Val Food Service Program, service to the schools in Con Val that do not have production kitchens has been logistically challenging and financially inefficient. To meet the needs of each individual school the food service program has needed to manage a complex delivery system and employ additional people for several hours each day to be available for a short service window at each individual school. These positions have historically been difficult to keep staffed. This issue also pre-dates Con Val's relationship with Fresh Picks Café.

Fresh Picks Café has had discussions with the SAU administration in the past on how to overcome some of these logistical challenges and offered solutions that would have a positive financial impact on Con Val's overall expenses. At this point in time, the biggest challenge with the current system is staffing – while the positions for this program have always been difficult to fill, keeping them filled with current conditions in the labor market has been just about impossible.

As such, Fresh Picks Café has approached SAU administration with new ideas on how to improve the service model for BES, DCS, FES, GES, HES and TES. Not only will these new ideas address the current labor issue, but they will also solve some other long standing service issues as well as be an overall financial benefit to the school district.

Proposed New Model for the Satellite Program at Con Val

In the proposed new model for the satellite program, meals would continue to be prepared fresh daily at South Meadow School. New, heat-sealed packaging would be introduced to help maintain quality of hot meals as well as make it easier to serve unitized meals that meet USDA meal pattern requirements.

Parents will pre-order meals directly through an online portal and meals will be labelled with the student's information before being shipped from South Meadow School. Parents will also be able to order other items (such as milk) through the online portal, as well as pay online (or submit payment to the Food Service Director's office by mail).

Meals will be delivered to each school and placed in holding equipment. At mealtime a staff member from the school will hand out the unitized meals to the students they are labelled for. The school district may (at its discretion) provide a stipend or some other incentive for the staff member who helps distribute meals.

Benefits of this proposed system:

- The food service program will be able to eliminate several positions, reducing forecasted labor expenses by a projected \$65,000 annually and rectifying the service issues being caused by the difficulty of filling/ turnover of those positions
- The food service program will be able to reduce the number of vehicles needed to two (from the current three that are in service), further reducing the overall expenses of the food service program
 - With both of these changes, the reduction of expenses is realized by Con Val School District, not Fresh Picks Café. Fresh Picks Café passes through all labor expenses to be reimbursed by the school; the facilities department currently bears expenses for the maintenance and upkeep of the delivery vehicles.

- The need for teachers to collect meal orders from students in the morning and the school offices to collect that information then transmit it to food service will be reduced or eliminated, saving administrative time and work at each school.
 - While the responsibility of pre-ordering meals will be shifted to parents, we will also build in a mechanism where schools can add on orders for students whose parents did not pre-order online.
- The online pre-ordering system will eliminate the issue of students ordering snack or lunch milk but not having funds on their account.
 - This feature may not be available until we can implement an online ordering system compatible with the Point-of-Sale system...we are currently researching whether that can be implemented during this school year.
- The need for food service account deposits to be collected at the school offices and transferred to food service will be eliminated, saving administrative time and work at each school.
 - Parents will have the option to pay online or send a check payment to the Food Service Director's office for processing.
- The new packaging system will provide better quality of delivered meals, make it easy for school staff to deliver USDA compliant meals, and record those meals. With a stipend or incentive added and the elimination of some other involvement with food service, what has been an annoyance for schools willing to help during labor shortages could now become a welcomed small new responsibility.

Timeline –

1. Board approves satellite meals pilot program
2. During the two weeks after board approval - Fresh Picks Café and SAU administration work with building administrators to ensure everyone is informed of the new service model
 - a. SAU and building administration work with staff to identify who will serve meals
 - b. Fresh Picks Café will provide information and training to district staff who will serve meals
 - i. 4 hours of training is required by USDA for all staff who work with the meals program
 - c. Fresh Picks Café will train food service staff on executing the new program
3. Approximately two weeks after board approval - Fresh Picks Café begins pilot program at BES, DCS, FES, GES, HES and TES
 - a. Meal ordering system and payment for meals will remain the same
 - b. Meals will be delivered unitized instead of in bulk, and served by district staff
 - c. Fresh Picks Café will evaluate the program and make modifications as necessary
4. Concurrent with the pilot program – Fresh Picks Café will work with SAU administration to
 - a. Source and evaluate online ordering systems
 - b. Work out school district specific details on how the ordering system will work, based on best practices from other Fresh Picks Café schools that use online ordering
5. Approximately 4-6 weeks after the pilot program begins – Fresh Picks Café and SAU administration will prepare a report for the board that will include

- a. Successes and challenges of the satellite program overall
 - b. Details for the implementation of a fully online, fully cashless ordering system for the schools
 - c. Feedback received on the program from students, families, faculty and building administrators
- 6. After board report/discussion – Fresh Picks Café and SAU administration will implement any components of the online, cashless ordering system that it is logistically feasible to implement.
- 7. No later than the beginning of the 2023-2024 school year - BES, DCS, FES, GES, HES and TES will transition to the full satellite program
 - a. Parents will place all meal orders online and make all payments online (or submit payment to the Food Service Director at SMS in person or by mail).
 - i. A backup system will be in place for students who want meals but whose parents did not order online
 - b. Meals will be delivered unitized to all schools
 - c. District staff members will distribute meals

DRAFT
WARRANT
THE STATE OF NEW HAMPSHIRE

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

You are hereby notified to meet at **ConVal High School** at 184 Hancock Rd., (Route 202 North) in Peterborough on the **seventh day of February, 2023**, next at **6 o'clock in the evening** for the first session of the Annual School District Meeting (snow date: ninth day of February next at 6 o'clock in the evening), to deliberate upon the warrant articles listed below. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended; (b) warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended; and, (c) no warrant article shall be amended to eliminate the subject matter of the article. An amendment that changes the dollar amount of an appropriation in a warrant article shall not be deemed to violate this provision.

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

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

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

Article 01: Operating Budget-School District-SB2

Shall the Contoocook Valley School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$56,106,282? Should this article be defeated, the default budget shall be \$54,744,674 which is the same as last year, with certain adjustments required by previous action of the Contoocook Valley School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (The ConVal School Board **RECOMMENDS/DOES NOT RECOMMEND** adoption of this article.)

Article 02: Appropriate to the Building Capital Reserve Fund from Fund Balance

Shall the Contoocook Valley School District vote to raise and appropriate the sum of \$500,000 to be added to the Building Capital Reserve Fund, previously established? This sum to come from June 30, 2023 fund balance available for transfer on July 1, 2023, with no amount to be raised from taxation. (The ConVal School Board designates this article as a SPECIAL warrant article.) (The ConVal School Board **RECOMMENDS/DOES NOT RECOMMEND** adoption of this article.)

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

Shall the Contoocook Valley School District vote to raise and appropriate the sum of \$125,000 to be added to the Contoocook Valley School District Energy Trust Fund, previously established? This sum to come from June 30, 2023 fund balance available for transfer on July 1, 2023, with no amount to be raised from taxation. (The ConVal School Board designates this article as a SPECIAL warrant article.) (The ConVal School Board **RECOMMENDS/ DOES NOT RECOMMEND** adoption of this article.)

Article 04: Appropriate to the Technology Trust Fund from Fund Balance

Shall the Contoocook Valley School District vote to raise and appropriate the sum of \$75,000 to be added to the Technology Trust Fund as previously established? This sum to come from June 30, 2023 fund balance available for transfer on July 1, 2023, with no amount to be raised from taxation. (The ConVal School Board designates this article as a SPECIAL warrant article.) (The ConVal School Board RECOMMENDS/ DOES NOT RECOMMEND adoption of this article.)

Article 05: Appropriate to the Equipment Trust Fund from Fund Balance

Shall the Contoocook Valley School District vote to raise and appropriate the sum of \$25,000 to be added to the Equipment Trust Fund as previously established? This sum to come from June 30, 2023 fund balance available for transfer on July 1, 2023, with no amount to be raised from taxation. (The ConVal School Board designates this article as a SPECIAL warrant article.) (The ConVal School Board RECOMMENDS/ DOES NOT RECOMMEND adoption of this article.)

Article 06: Appropriate to the Building Capital Reserve Fund from Fund Balance

Shall the Contoocook Valley School District vote to raise and appropriate the sum of \$250,000 to be added to the Building Capital Reserve Fund as previously established? This sum to come from June 30, 2023 fund balance available for transfer on July 1, 2023, with no amount to be raised from taxation. In the event that Article 02 passes, this appropriation shall be in addition to any appropriation to the Building Capital Reserve pursuant to Article 02. (The ConVal School Board designates this article as a SPECIAL warrant article.) (The ConVal School Board RECOMMENDS/ DOES NOT RECOMMEND adoption of this article.)

Article 07: Appropriate to the Health Maintenance Trust Fund from Fund Balance

Shall the Contoocook Valley School District vote to raise and appropriate the sum of \$25,000 to be added to the Health Maintenance Trust Fund as previously established? This sum to come from June 30, 2023 fund balance available for transfer on July 1, 2023, with no amount to be raised from taxation. (The ConVal School Board designates this article as a SPECIAL warrant article.) (The ConVal School Board RECOMMENDS/ DOES NOT RECOMMEND adoption of this article.)

Article 08: Accept Reports of Agents and Auditors

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

Article 09: School Board Salaries

Shall the Contoocook Valley School District appoint the salaries of the School Board and fix the annual compensation of any other officers or agents of the District as follows: School Board Chair, \$1,500; each member, \$1,000; Treasurer, \$1,500; Assistant Treasurer, \$500; Moderator, \$300? (The ConVal School Board RECOMMENDS adoption of this article.)

Article 10: School Board Members

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