

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Road
Peterborough, New Hampshire

CONTOOCCOOK VALLEY SCHOOL BOARD

School Board Meeting
Tuesday, March 7, 2023
Immediately following Public Hearing @ 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) February 21, 2023
 - b. Personnel
6. Superintendent's Report and Presentation of Business
 - a. School Board Requests
 - 1) Dublin Consolidated Enrollment
 - 2) Historic Middle School Populations
 - 3) Black History Month Information
 - 4) All Previous Consolidation Materials
 - b. Committees and Committee Assignments
 - c. Monthly Events Calendar
 - 1) Negotiations Meeting
7. Reports
 - a. Student Representative – Katherine Craig
 - b. Strategic Organization Committee – Alan Edelkind
 - c. Policy Committee – Crista Salamy
 - d. Selectmen's Advisory Committee – Janine Lesser
 - e. Communication Committee - Community Forum Update - Alan Edelkind
8. Old Business
 - a. Legislative Update
 - b. Region 14 Regional Agreement Revised
 - c. Policies 2nd Read/Adoption (Board Vote Required)
 - IJL: Library Collection Development
 - JLCD: Administration of Medication in Schools
 - KEC: Instructional and Educational Media
 - IGE: Parental Objections to Specific Course Material
9. New Business
 - a. Policies - 1st Read (Board Vote Required)
 - BBBF: Student Board Members
 - b. Calendars SY' 23-24
 - c. Graduation Date
 - d. Last Day of School
 - e. District Special Education Coordinator Change in Days
 - f. Pineview Apartment Request to Change Bus Stop/Route
 - g. Accept Gift/Donation (Board Vote Required)
 - 1) Great Brook School requests authorization to accept a check in the amount of \$615.00 from the Monadnock Roller Derby for the purpose of paying for students to go on the 8th grade Washington D.C. trip.
10. Public Comment
11. Approval of Manifests (Board Vote Required)
12. Non-Public Session: RSA 91-A: 3, II (If Required)
13. Adjourn

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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>

Minutes

BOARD

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

Katherine Craig, Student Rep.

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Lori Schmidt, B.A.
Carrie James, H.R.
Jen Kiley, ATC
Tim Conway, SMS
Heather McKillop, CVHS

1. Call to Order and Pledge of Allegiance

Janine Lesser called the meeting to order at 7:05 p.m. The Pledge of Allegiance was recited.

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

a. Legal

Alan Edelkind moved to enter into Non-Public Session in accordance with RSA 91-A: 3,II at 7:06 p.m. for legal matters. Katherine Heck seconded. Unanimous on a roll call vote.

Dick Dunning motioned to exit Non-Public Session at 7:59 p.m. Katherine Heck 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
- 2) January 31, 2023
- 3) February 7, 2023

b. Personnel

The resignations of Emily Bracken, GBS and Stephanie Syre-Hager, AES were shared. Stephen Ullman shared his appreciation of Dr. Syre-Hager's work for the district.

Kimberly Saunders withdrew notification of stipends to get clarification.

The Consent Agenda was accepted.

6. Superintendent's Report and Presentation of Business

a. School Board Requests

Kimberly Saunders reported two presentations have been requested; one on Charlie and one on the School Resource Officer. Additionally, an enrollment request is being worked on.

A request for the assignments over Black History month have been prepared and will go out by the end of the week.

b. Monthly Events Calendar

Food Service/Wellness Committee will not meet on March 13th. Once the committees are formed after the March 14th vote, meetings will be scheduled.

c. February 1st Enrollment Update

February 1st enrollment was referenced. The high school had eight early grads. We currently have 94 preschool students. Enrollment is not stagnant; students join as they become age eligible.

d. Harris Center for Conservation Presentation

Kimberly Saunders introduced Jeremy Wilson and Susie Spikol, associated with a 52-year partnership with the Harris Center for Conservation.

Susie said that she is currently Community Programs Director. She works at Pierce School and Hancock Elementary School. The program runs from Preschool through high school. Jeremy will share information about funding.

For 52 years, the Harris Center has been working with the ConVal School District to help students, teachers, and families learn about the natural world through first-hand experiences.

The Harris Center is part of every student's preschool experience. The Harris Center works with elementary grades in the classroom and outside to nearby areas. Highly trained natural educators work with middle school and high school students. Afterschool programs connect students with enrichment opportunities beyond the school day. Private supporters, grants, and other sources of funding fund after school programs. The YETI Club's experiences and opportunities were shared. Lab Girls is a program started 8 years ago to provide the opportunity to connect students with hands on science opportunities. Science is cool is the message.

Jenn Sutton and Meredith Lyons, both educators at ConVal, were present. Both are deeply committed to science education. Jenn Sutton shared the heart of why we do what we do and that is the kids. What kids love about the program was shared. Jenn shared her appreciation for the partnership between the ConVal School District and the Harris Center. It has had a positive impact on students, particularly with the social/emotional impact that it provides in a positive way.

Meredith Lyons, 8th grade teacher, said that the field trips to local places to teach kids about natural spaces and make connections to their own world through looking at maps and watersheds is valuable. Students enjoy the tools that the Harris Center provides e.g. waders. The expertise and high-quality education by the naturalists are a wonderful part of the connection. Janine Lesser said that the board stands in awe of the wonderful things that the Harris Center for Education does.

e. CTE Presentation

Jen Kiley, CTE Director, was present to speak about the future of the CTE Programming.

Current and planned programming opportunities were shared.

Currently, there are ten programs at the CTE; automotive, business, careers in education, computers and info technology, construction trades, digital photo and video, pre-engineering, firefighting and EMT, graphic design, and manufacturing.

All of these programs have an approved course sequence, post-secondary credits, and industry-recognized credentials.

Planned programming is proposed to add two programs; agriculture, general with a focus on animal science. Many pathways fall under the agriculture, general program. By going under this umbrella, the pathway for animal science is opened. Local families are involved in forestry as well. Animal science has potential career pathways - vet tech, farm and nonfarm animal caretaker, trainer, breeder, biochemist, veterinarian. Economic and labor market indicators point to a need of animal caretakers and veterinarians. There is a need for equine care locally. The nearest CTE centers offering similar programming are located in Langdon at the Fall Mountain CTE, Hudson, or Derry.

The sequence of courses would be a semester of general agriculture (semester, 1 credit), animal science I (full year, 2 credits), and Animal Science II (full year, 2 credits). Followed by two other offerings.

The second program proposed is with the Health Professions & Related Services. The need for services is great in our area. Potential local employers include hospitals, nursing homes, home healthcare, and doctor and dental offices. The nearest CTE Center offering similar programming is Nashua, Keene, Manchester, and Hudson.

The proposed sequence of courses was outlined. Running Start credits would be earned.

Crista Salamy asked how it was decided on which programs to move forward with.

Jen Kiley said that we are one of three coordinating sites. Finding programs with double digit growth were sought, coupled with advisors and support to make sure that students stay current.

Tom Burgess put a plug in for the ATC Open House on Thursday from 6:30 to 8:00 weather permitting. It was noted that it was rescheduled.

Janine Lesser asked the board for a vote to continue with the proposed program later tonight.

7. Reports

a. Student Representative – Katherine Craig

Katherine Craig reported that the Open House is coming in the next two weeks for parents to meet their students' teachers. The production of a Midsummer Night's Dream takes place this week.

A dodgeball tournament will be held on March 10th and is open to the public with proceeds going to the baseball team.

Boys' basketball playoffs are over break at 7:00 on Tuesday. Senior nights are underway.

Cheer is competing at Division II at Pinkerton Academy soon.

High school students have been overseeing elementary tours of the ATC.

Doug Sutherland exited meeting at 8:53 p.m.

b. Strategic Organization Planning Committee – Alan Edelkind

Alan Edelkind reported having met to review how each respondent to RFI's would take place. Criteria is needed. Makeup of SOC was discussed and how large it could become. Vendor will help determine and organize the committee. Reviews of RFI are underway. RFI will lead to RFP. Timelines will be discussed for the RFP tomorrow.

c. Education Committee – Stephen Ullman

Stephen Ullman reported that the bulk of the meeting was a presentation of Jen Kiley's CTE proposals. This activity is supported in great part by federal monies. Students get to receive college credits. Jen has done the empirical research. Lucky to have Jen Kiley.

d. Food Service/Wellness Committee – Dick Dunning

Dick Dunning reported that the operating costs were reviewed. Will continue to monitor. Moved JLCF back to Policy Committee as a result of minor changes made. Replacing two vans was discussed using trust funds. Whether two or three vans are needed will be determined.

Dick encouraged the board to read the policy JLCF when it returns for a first read.

e. Budget & Property Committee – Jim Fredrickson

Jim Fredrickson reported discussion on policy occurred. Non-public discussion took place.

f. Communication Committee – Alan Edelkind

Alan Edelkind reported that the focus of the meeting was on the Community Forum scheduled on March 6th with a focus on the proposed budget. Selectmen's Advisory Committee involvement was discussed. Four presentations are planned with a meet and greet to follow the forum.

Janine Lesser encouraged everyone to attend the Community Forum on March 6th at 6:00 p.m. in the Lucy Hurlin Theatre at ConVal High School.

8. Old Business

a. Legislative Update

Kimberly Saunders reported on Legislative updates underway.

Katherine Heck reported waiting on HB 1 and 2. The Governor is proposing an increase in education funding. Doubling the Education Freedom Accounts has been requested at the request of the Governor. Proposed eliminations of grants were shared. Other information on Bills was shared. Heading into the crossover phase soon; April 6th. House has budget right now. Hundreds of people oppose universal school funding bill.

HB50 and 114 to reinstate a permanent contribution to NHRS unanimously supported and then tabled.

Kimberly commented that the \$4,700 proposed for adequate education funding is actually \$9,929.00 to provide an adequate education. ConVal goes to trial on April 10th. That \$9,929.00 is exclusive of transportation.

Katherine Heck further shared that the Governor did elude to the funding of education and she encouraged all to watch the YouTube video on it.

9. New Business

a. Accept Gift/Donation (Board Vote Required)

- 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.

Kevin Pobst moved to accept the donation as presented with gratitude. Stephen Ullman seconded. Unanimous.

- 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.

Greg Kriebel moved to accept the donation as presented. Stephen Ullman seconded. Unanimous.

- 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.

Stephen Ullman moved to accept the donation as presented. Greg Kriebel seconded. Unanimous.

- 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.

Stephen Ullman moved to accept the donation as presented. Greg Kriebel seconded. Unanimous.

- 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.

Dick Dunning moved to accept the donation as presented. Stephen Ullman seconded. Unanimous.

- 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.

Dick Dunning moved to accept the donation as presented. Greg Kriebel seconded. Unanimous.

Janine Lesser thanked everyone for these wonderful contributions to our district.

b. School Board Candidates for Chair and Vice-Chair – Q&A

- Policy BDB: Board Officers

Janine Lesser opened up the floor to candidates for School Board Chairman and Vice-Chairman to speak:

Alan Edelkind shared the reasons he is running for Vice-Chairman of the School Board and shared his experience and contributions to the ConVal School District and board. He said that it has been a great learning experience and he has learned a lot. He brings business experience and knowledge to the table. He is organized and tireless. It is about relationships. Takes responsibilities seriously. Focused on doing what he can do to provide the best education possible economically.

Dick Dunning said that he was employed by ConVal for 41 years and on the board for eight years. Bringing knowledge to the board is valuable. Building relationships is important. He said that he speaks the truth otherwise he won't speak. He would be honored to work with this group of people.

The new board will vote for Chairman and Vice Chairman after the March 14th election.

c. Expenditure and Encumbrance Report – Lori Schmidt

Lori Schmidt reported that electricity bills have been coming in at new rates. It appears that we might be \$30K short for electricity. No transfers are proposed as of yet while work to reduce is worked on. It is too soon to project fuel. Student Services for pupils reflects a difference due to placements. An adjustment will be made appropriately. Copier services is being evaluated. Budget transfers will likely come forward to move from placeholders to appropriate accounts.

Jim Fredrickson moved to accept the expenditure and encumbrance report. Kevin Pobst seconded. Unanimous.

d. Fundraising for CTE Renovation

Kimberly Saunders said that we would like to do a fundraising push for CTE. A proposal to hire someone to do this work will come forward. This is informational tonight for awareness. It is in our best interest to raise a certain amount of money because of .25 on the dollar and state funding.

e. CTE Renovation and Programs

Janine Lesser asked for a vote to move forward with two programs presented on tonight by Jen Kiley.

Greg Kriebel motioned to give Jen Kiley the ability to move forward with two programs as presented.

Alan Edelkind seconded. Crista Salamy abstained. All others in favor. Motion carried.

10. Public Comment

Dan Harper, Hancock, shared that he is running for the open Hancock School Board position. He thanked everyone for the hard work done in the district. He shared his history with work on building of schools, renovations, and he said that public schools need as much support as they can get. He wants his grandchildren to see him give back and stand up for something important.

Stephan Morrissey reported that he is running for the open School Board position in Frankestown. He thanked everyone for their service.

11. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that the manifests listed, totaling, \$2,623,659.78 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 motioned to approve the Manifests as presented. Jim Fredrickson seconded. Unanimous.

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

Alan Edelkind motioned to enter into Non-Public session in accordance with RSA 91-A:3,II at 9:30 p.m. Dick Dunning second. Unanimous on a roll call vote.

Dick Dunning motioned to exit Non-Public Session at 9:48 p.m. Alan Edelkind seconded. Unanimous on a roll call vote.

Dick Dunning motioned to seal the minutes of the first non-public in perpetuity. Tom Burgess seconded. Unanimous.

Tom Burgess motioned to accept the Superintendent's recommendation not to approve a second-year leave. Katherine Heck seconded. Greg Kriebel abstained. All others in favor. Motion carried.

Dick Dunning motioned to seal the minutes of the second non-public session for five years. Stephen Ullman seconded. Unanimous.

Jim Fredrickson moved to seal the minutes on lease discussion for a period of five years. Dick Dunning seconded. Unanimous.

13 Adjourn

Dick Dunning motioned to adjourn at 9:50 p.m. Greg Kriebel seconded. Unanimous.

Respectfully submitted,

Brenda Marschok

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

CONTOOCOOK VALLEY SCHOOL DISTRICT

**March 7, 2023
Personnel Agenda**

Co-Curricular Notifications:

See Attached

NOTICE OF STIPEND POSITIONS

First Name	Last Name	School	Position	Stipend	FTE	School Year
Athletics						
Cindy	McLaughlin	CVHS	Winter Track Coach	\$ 3,557.75	1	22-23
Mike	Scaramellino	CVHS	Baseball Assistant Coach	\$ 2,846.20	1	22-23
Scott Baldwin	Baldwin	GBS	Flag Football	\$ 1,025.88	1	22-23
Scott Baldwin	Baldwin	GBS	Floor Hockey	\$ 800.00	1	22-23
Hagen	Wegmueller	CVHS	Head Girls Soccer Coach	\$ 4,376.04	1	23-24
Non-Athletics						
Doreen	Decibus	SMS	Student Council	\$ 860.03	0.5	22-23
Amy	Iwanowicz	SMS	Student Council	\$ 860.03	0.5	22-23

March 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 Selectmen's Advisory Committee Mtg. @ SAU @ 7:00 p.m.	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. Public Hearing @ SAU @ 7:00 p.m. School Board Mtg. @ SAU @ immediately following Voting Day	8	9	10	11
12	13	14	15	16 Communication Committee Mtg. @ SAU @ 6:30 p.m.	17	18
19	20	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	29	30	31	

April 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 Policy Committee Mtg. @ SAU @ 5:45 p.m. School Board Mtg. @ SAU @ immediately following	5	6	7	8
9	10	11	12	13	14	15
16	17	18 Policy Committee Mtg. @ SAU @ 5:45 p.m. School Board Mtg. @ SAU @ 7:00 p.m.	19	20	21	22
23	24	25	26	27 Selectmen's Advisory Committee Mtg. @ SAU @ 7:00 p.m.	28	29
30						

IJL – Library Collection Development

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 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 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 library materials rests with 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 needs.

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 that will enable students to make informed decisions;
4. Provide materials so that students may develop the practice of critical analysis;
5. Provide materials representative of diverse cultures, experiences, and identities;
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 educational goals, objectives, and teaching strategies of the ConVal School District;
3. Support curriculum as well as national, state, and district standards;
4. Be relevant to today's world, current and up to date;

5. Be appropriate for the age, reading level, diverse learning needs, and development of those for whom the materials are selected;
6. Include fiction materials that have literary merit and nonfiction that is current and accurate;
7. Represent differing viewpoints with the goal of providing a balance in the collection;
8. Have a format and appearance suitable for their intended use;
9. Encourage higher-level thinking skills;
10. Represent a variety of formats in an 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. 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, who are not in agreement with an item library collection and wish to review that 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 may be restricted for the child(ren) of a parent making the request.

1. All matters of concern regarding an item in the library's collection 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 to discuss the matter and explain the District policy.
3. Administration may schedule a meeting with the 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 resident shall be supplied with a packet of materials consisting of: the District's library goals and objectives, 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 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 resident of the decision and provide a copy of the committee's report.
 10. The 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.

Collection Maintenance

The library media specialists will evaluate the collection on a continuing basis to identify materials in need of repair, replacement, or withdrawal. A variety of criteria 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 the overall value;

2. Timeliness of information – materials contain information that is out of date, factually inaccurate, or contain representations 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;
4. Duplication – multiple copies of the same title that are no longer circulating;
5. 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

1st Read: January 17, 2023

2nd Read: March 3, 2023

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

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: January 17, 2023

Second Read: March 7, 2023

Adopted:

KEC– Instructional and Educational Media

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 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 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:

Right to Criticize Educational media and the use of alternative media

The Board recognizes the right of an individual parent to request that their own child not read or view certain educational media. When such a request is presented, the teacher and/or school administrator should resolve the situation, by arranging for use of alternative educational media that meets 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, 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 educational media withdrawn from curricular use:

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 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: January 17, 2023

2nd Read: March 7, 2023

Adopted:

IGE – Parental Objections to Specific Course Material

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 student to meet state requirements for education in the particular subject area. This 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: January 17, 2023

Second Read: March 7, 2023

Adopted:

District review/revision history:

Category: Priority/Required by Law

Student Board Members***Category R*****A. General Policy**

The Board will have one student school board member from Contoocook Valley Regional High School.

Student School Board members ("Student-members") will not have the right to vote and will be excluded from all non-public sessions the Board enters.

B. Election and Term of Student School Board-Members.

Student-members will serve one-year terms, beginning on September 1, of each year.

Student-members will be chosen by the high school student body under procedures for nomination and election established by the student government of the high school.

C. Responsibilities of Student Government.

The student government of the high school shall establish procedures for:

1. The nomination and election of Student-member candidates;
2. Any public high school student in the school district to petition the Student-member to present proposals and opinions to the School Board;
3. Filling any vacancy that may occur in the Student-member position from that school.

Legal References:

RSA 189:1-c, School Board Student Member

RSA 194:23-f, High School Student as a Board Member

First Read: March 7, 2023

Second Read:

Adopted:

180 Student School Days

187 Para Days/188 New Para Days

188 Teacher & SSP Days/ 198 New Teacher & SSP Days

ConVal School District PROPOSED

2023-2024 School Year Calendar

Approved:

Revised:

Revised:

AUGUST (2 Student School Days)

8/ thru 8/ : New Teacher/SSP PD Days
(New Paras Attend Only 1 [TBD])

8/25 & 8/28: All Staff PD Day

8/29: Teacher & SSP Classroom Prep; Para
PD Day

July/August 2023						
S	M	T	W	Th	F	S
		31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2024

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

FEBRUARY (17 Student School Days)

2/26 thru 2/29: Winter Recess

SEPTEMBER (20 Student School Days)

9/4: Labor Day Holiday

September 2024						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

March 2024

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

MARCH (18 Student School Days)

3/1: Winter Recess

3/11 & 3/12: All Staff PD Days

OCTOBER (21 Student School Days)

10/9: All Staff PD Day

October 2023						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2024

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

APRIL (17 Student School Days)

4/22 thru 4/26: Spring Recess

NOVEMBER (17 Student School Days)

11/7: Parent/Teacher-SSP Conferences;
PD Day at CVHS; Paras-NOT a
Work Day

11/10: Veterans' Day (Observed)

11/22 thru 11/24: Thanksgiving Recess

November 2023						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2024

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

MAY (21 Student School Days)

5/24: All Staff PD Day

5/27: Memorial Day Holiday

DECEMBER (16 Student School Days)

12/22: Half-Day Early Dismissal

12/25 thru 12/29: Holiday Recess

December 2023						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2024

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JUNE (8 Student School Days)

6/12: Last Day of School/Early Dismissal

6/13 thru 6/28: Potential Makeup Days

JANUARY (21 Student School Days)

1/1: New Year's Day Holiday

1/15: MLK, Jr./Civil Rights Day Holiday

January 2024						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			



School In Session

New Staff Professional Development Days

Professional Development Days - No School

Teacher & SSP Classroom Preparation Day/Para PD Day

First Day of School

Holidays

Parent-Teacher/SSP Conferences; PD Day at CVHS

Early Dismissal Day

Last Day of School - Early Dismissal

Potential Makeup Days

End of School Year Dates

Proposed Date for Graduation:

June 9th, 2023,

Rain Date June 10, 2023

Proposed last day of School

June 16th, 2023

Proposed Last Day for Employees

June 21st, 2023



CONVAL School District
2023-2024 Justification for Increase of *Special Education Coordinator positions to*
260 day, year round positions

Present State:

Currently, there are four (4) special education coordinators that support Out-Of-District, Preschool, Elementary, and Middle School students. The Out-of-District Coordinator will remain funded by grants at this time. These positions are currently contracted for 214 days, are classified as support staff positions and are not aligned with the CVEA or grouped with Administration. These positions work beyond the school year, are an essential part of Extended School Year Program (ESY) and have responsibilities that impact the start of school. These positions are not considered year round but do work 26 days beyond the school year. Two of the four employees in the coordinator role are retiring at the end of the 2022-2023 school year.

The Special Education Coordinator position assists the Director of Special Education and Principals in the areas of building level administration, budget development, and the effective management of special education resources. The position is responsible for ensuring compliance with established special education policies, procedures, and/or regulations, understanding and disseminating information on the instructional needs of ConVal's special education students, and the monitoring of data to make informed decisions.

Special education coordinators make decisions on behalf of the District with LEA responsibilities, support coordination of in-district and out-of-district programs, act as court liaisons, and provide program supervision of the Extended School Year program over the summer. Coordinators support transitions in and out of the district and support specialized programs (ex. Intensive Learning Supports and Emotional Support Program, Behavior Intervention Systems and BEST Intervention Paraprofessionals).

A significant portion of the coordinators time is spent in meetings and proactively as well as responding to and supporting complex situations with in-district and out-of-district students and students with significant behavioral needs. There is a need to provide further opportunities for coordinators to support professional development initiatives, training of staff, strategic leadership/plan work in our schools, and expanding community and family partnerships.

Recommended Addition/Change:

With any change in personnel, especially at 50% turnover (retirement) in a department, there is an opportunity and inherent responsibility to look at the structure of the roles, responsibilities, schedule and approved budget and identify potential ways to maximize services and impact with the human and budgetary resources.

Based on this analysis, the recommendation is to utilize the budgeted resources and FTE's to expand the length of the contracts to a year round, 260 day, position without exceeding the approved budget. The result is an increase of 11 paid work days to the four (4) special education coordinator contracts on a year round /12-month contract consisting of 260 days including vacation and holidays. The cost of the additional days will be

absorbed through the replacement cost of new hires. The positions will include vacation time for the coordinators consistent with other full-time positions which will yield an additional 44 full-time work days across the 4 positions. The net increase of time worked to support the District needs is 11 days per special education coordinator and can be accomplished within the current budgeted framework for these positions, inclusive of associated benefit costs.

How does this request meet the needs and priorities of the District?

We strive to meet the needs of all students. We have many structures and systems in place that need to function as effectively as possible to support students. A priority of the School District is effective, inclusive and equitable programming for students.

Over the past 4 years, the special education leadership role has become more complex. Increasing these to year round 260 day positions give additional opportunities for coordinators to support professional development, strategic leadership work, support year round situations, monitor programming, support teachers and staff, and support work toward our strategic plan.

How does this forward the Vision, our goal of One Vision, One Direction, and align to the Strategic Plan?

This justification aligns across areas of the 2028 Strategic Plan with the goal of supporting structure, equity and staff in order to improve our focus on student needs

Priority 1: Quality Curriculum and Instruction

Priority 3: Supportive structures for diversity, equity, inclusion, and accessibility.

Priority 5: Maintaining High Quality Staffing Through Retention, Recruitment, and Cultivating and Maintaining a Desirable Work Environment.

In terms of our Framework for Excellence in the 2028 Strategic Plan, these position align closely with Strong and Engaged Site Leadership; Strong Educator Support System; Inclusive Academic Instruction; Inclusive Behavior/Social Emotional Instruction; Trusting Family Partnerships; Trusting Community Partnerships; and Strong District/School Relationships.

How does this request promote greater equity and a more inclusive learning environment for all students?

Addressing equity, providing appropriate evaluation, and services to students requires providing attention to student needs, program quality, assessment of progress, communication and collaboration. We need to attend to these needs of students with educational disabilities and continue to keep equity as a primary concern. We are seeing increasing complexity of student needs, the need to provide professional development and coaching for staff, and increase in special education students post-COVID. This also increases the time coordinators can dedicate to strategic work and support throughout the year. These positions are essential to our District beliefs around inclusion, multiple paths for students, and ensuring when students are not learning, and commitment to a viable, equitable curriculum, student growth and progress.

How do school data, district data, research, and appropriate state and national guidelines support this

request?

District Data:

- Budget analysis to maximize budgeted resources was completed showing this change is equal to or less than the existing budget for these positions and benefits.
- During the 21-22 school year, the special education department held around 1261 meetings (i.e., 106 1-hour meetings per month) specifically related to the IEP Processes (ex. IEP meetings, IEP Meeting, Eval Planning, Referral, Progress meeting, Amendment. Eligibility, Manifestation, ESY, Transition, Out-of-district, and Charter school student meetings). All meetings are not under 1-hour and this does not include planning, supervision, leadership, consultation or staff meetings with school-based teams or staff which was around 667 meetings.
 - In District Program Expansion (ex. Preschool)
 - Referral, evaluation and IEP % Increases. We had a 9.5% increase in special education students from 10/2022 to 10/2023 child counts, and are seeing a 3.2% increase this year since 10/22
 - Students enrolling through early childhood supports and to our district with disabilities and suspected needs
 - Increase in District and Out-of-District students and complexities with out-of-district programs due to external factors and student needs
 - Needs as outlined in the strategic plan related students with disabilities reading and math needs

Estimated Financial Impact:

2023-2024: The anticipated financial impact of making this change is equal to or less than the existing budget for these positions and benefits.

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: 2/20/2023

RE: REQUEST TO ACCEPT A GIFT OR DONATION

The Great Brook School School requests authorization to accept from:

Name/Address: Monadnock Roller Derby

the following gift/donation of: check valued at * \$ 615.00

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

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

[Signature]
Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received 2.22.23

Date Approved by School Board _____

Date Not Approved by School Board/Reason: _____

Date Check Received by SAU: _____