

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Road

Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, April 18, 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. Points of Pride**
- 3. Student Representative – Katherine Craig**
- 4. Approval of Manifests (Board Vote Required)**
- 5. Public Comment**
- 6. Consent Agenda**
 - a. Acceptance of School Board Meeting Minutes**
 - 1) April 4, 2023 (pg. 1-4)
 - b. Personnel (pg. 5-6)**
 - 1) June 2023 Resignations
 - 2) Co-Curricular Notifications
 - c. April 1, 2023 Enrollment Update (pg. 7-8)**
- 7. Superintendent's Report and Presentation of Business**
 - a. Monthly Events Calendar (pg. 9-10)**
 - b. School Board Requests**
 - c. Auditor's Presentation**
 - d. Nominations – SY" 2023-2024**
 - 1) Annual to Annual Contract
 - 2) Annual to Continuing Contract
 - 3) Continuing to Continuing Contract
- 8. Reports**
 - a. Strategic Organization Planning Committee Meeting – Alan Edelkind**
- 9. New Business**
 - a. Technology Purchase Recommendations (Board Vote Required) (pg. 11-15)**
 - b. General Assurances**
 - c. Expenditure and Encumbrance Report – Lori Schmidt (pg. 16-18)**
 - d. MS-22 Signing**
 - e. ConVal High School Handbook Addendum (pg. 19-20)**
 - f. Exchange Students**
 - g. Policies – 1st Read (pg. 21-25)**
 - JJA: Student Activities & Organizations
 - IC: School Year and School Year Calendar
 - EBCD: Emergency Closings/Emergency School & District Closings
- 10. Public Comment**
- 11. Non-Public Session: RSA 91-A: 3, II (If Required)**
 - a. Negotiations**
 - b. Legal**
 - c. Personnel**
- 12. Adjourn**

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

**106 Hancock Road
Peterborough, New Hampshire**

CONTOOCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, April 4, 2023

7:00 p.m.

Physical Location: SAU #1 Board Room

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

Minutes

BOARD

William Bryk, Tom Burgess,
Richard Dunning, Alan Edelkind,
Dan Harper, Katherine Heck,
Michael Hoyt, Thomas Kirlin,
Greg Kriebel, Janine Lesser,
Crista Salamy, Liz Swan

ADMINISTRATION

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

1. Call to Order and Pledge of Allegiance

Dr. Kimberly Saunders called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

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

Kimberly Saunders introduced Bob Edwards, School District Moderator, who proceeded to swear in new and returning board members who were called forward to be sworn in under oath.

Tom Burgess, Michael Hoyt, Greg Kriebel, William Bryk, and Dan Harper were sworn in.

3. Call for Election of Officers – Superintendent

Kimberly Saunders called for the election of the School Board Chair.

Alan Edelkind said that it is an honor and pleasure to nominate Dick Dunning as School Board Chairman. Katherine Heck seconded.

In favor: Katherine Heck, William Bryk, Liz Swan, Tom Burgess, Alan Edelkind, Janine Lesser, Greg Kriebel, Dan Harper, Mike Hoyt, Crista Salamy, and Tom Burgess.

Unanimous.

The meeting was turned over to Mr. Dunning.

Mr. Dunning opened the nomination for Vice-Chair.

Katherine Heck moved that Alan Edelkind serve as Vice Chair.

Greg Kriebel seconded.

In Favor: Katherine Heck, William Bryk, Tom Burgess, Liz Swan, Dick Dunning, Janine Lesser, Greg Kriebel, Dan Harper, Mike Hoyt, Crista Salamy, Tom Burgess

Unanimous.

Dick Dunning shared a piece that he said speaks to what we hear that was given to him years ago. It was a piece on how communication can be interpreted and shared out differently than was originally intended.

Dick asked board members to speak one at a time and the Chair will recognize those wishing to speak.

Secondly, looking at subcommittees, a list was referenced. Education Committee will report directly to the Board once a month so that the board hears directly. Budget & Property will meet before the second board meeting of the month and Policy will meet before the first Board meeting of the month. Changes will be needed on the Policy on standing committees.

Kimberly Saunders said that the Policy Committee will have to review policy BDE and either rewrite it or make recommendations.

Crista Salamy asked for clarification that Policy will meet once a month. Dick Dunning confirmed.

4. Points of Pride

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

5. Public Comment

None.

6. Consent Agenda

a. Acceptance of School Board Meeting Minutes

1) March 21, 2023

b. Personnel

1) June 2023 Resignations

2) Co-Curricular Notifications

Janine Lesser asked about a preschool teacher and Preschool Speech/Language resignation. It was confirmed.

Kimberly Saunders introduced Adam Caragher as the new Great Brook School Principal. He was one of six applicants. Dr. Saunders said that Adam was hands down the most qualified and best fit for Great Brook School.

Katherine Heck asked Adam what made him apply to the ConVal School District.

Mr. Caragher said that the new pursuit and a place to grow and learn and to help out was a draw.

7. Superintendent's Report and Presentation of Business

a. Voting Results

Kimberly Saunders said that she was pleased with the voting results and read the percentage that each Warrant Article passed by.

b. School Board Requests

Kimberly Saunders said that there are outstanding school board requests. School board requests go directly to Dr. Saunders and she assigns it to the appropriate lead and reports back to the full board.

The School Resource Officer Presentation and Charlie the Dog are the two outstanding.

c. Monthly Events Calendar

The Monthly Events Calendars were updated.

Kimberly shared that each board member has received a Chromebook to receive information related to the work of the board. Log in with the ConVal.edu account and Board members will have access to the shared drive. Tutorials can be set up for training as needed.

Committees should elect a Chair at their first meeting and let Kimberly and Dick know who the Chair is.

Janine Lesser asked how Policy could get work done meeting once a month. Dick said that starting with one meeting will take place and changes can be considered if it doesn't work.

8. Reports

a. Student Representative – Katherine Craig

None.

Dick Dunning said that he would like to place this item up on the agenda to allow the student to share earlier on and leave when appropriate.

b. Communication Committee Meeting – Alan Edelkind

Alan Edelkind reported that the Community Forum was discussed. The best thing about the forum were the presentations. He thanked those who presented.

There was low in house and online attendance. People were happy with the budget and they were also overwhelmed with all of the financial news out.

Alan Edelkind spoke about the delivery of information.

He spoke about communication on the Strategic Organization Committee. More to be determined about future communication delivery.

Discussion about the need for communications to the community from the board took place.

c. Selectmen's Advisory Committee Meeting – Janine Lesser

Janine Lesser shared that SAC was interesting in that the SAC had been encouraged to share information about what is going on in the towns. At this meeting, information was shared about a call to action from a CVHS student with an interest in recycling. Each of the communities shared information about recycling efforts in their towns.

Greenfield asked that the tax rates get to the towns by October 15th and discussion took place.

Carole Monroe inquired about the RFP and the opportunity for towns to participate. Towns will have an opportunity to participate.

The trial for adequacy will begin on April 10th. This will have an impact on tax bills.

A discussion took place about the shared bathroom policy at the high school.

Dick Dunning said that a number of years ago an article to look at reconfiguration and consolidating the ConVal Schools was asked. A neutral view from an outside resource was sought. The RFP's will return and a company selected in this effort. One of the board goals really needs to be to look at consolidation and bring this to closure.

9. New Business

a. Policy BDE: Committees and School Board Member Special-Duty Assignments

Kimberly Saunders referenced Policy BDE. Mr. Dunning has recommended changes to committee structure which is outlined in this policy.

Katherine Heck moved that we send Policy BDE to Policy Committee to study school committees and special duty assignments.

Greg Kriebel seconded.

Janine Lesser said that it doesn't make sense for this to go to policy until we know whether the changes proposed will work.

Dick Dunning said that we have a policy that states that we need to work a certain way.

Kimberly Saunders said that the policy could be suspended; BGF which would require a unanimous vote because it was not noticed on the agenda.

Greg Kriebel said that the only change being put forward is the Education Committee.

Greg said that if the Chair appoints everyone on the board on the committee it would be a work around that would not require change.

Katherine Heck said that a committee would be a subset of the larger group. It might not meet the legal test. She said that she is comfortable bringing this to Policy and coming back with a recommendation to the full board.

Dan Harper asked for clarification on Greg's suggestion. If everyone is assigned to a committee are the four assigned the core of the committee?

Katherine Heck said that this policy is an optional policy and communicates to the public how we function.

It is up to the board to decide how to function. It is within the board purview.

In favor to bring this to policy: Unanimous.

Dick Dunning said that one of his goals is for School Board meetings to end by 9:00, 9:30 at the very latest. If it doesn't work we can look at it differently. The agenda will be structured to be effective.

Katherine Heck shared a brief Legislative Update.

Katherine said that the full House will vote on the budget on Thursday. House finance made significant changes to education; expansions to the education freedom accounts were shared. School building aid would be eliminated in 2025 but Charter Schools could continue to receive. The Education Trust Fund is proposed for elimination. Base per pupil is proposed to move to \$4,700.00.

Dick asked Katherine to share contact information should the Board wish to make connections.

10. Public Comment

None.

11. Approval of Manifests (Board Vote Required)

Dick Dunning said that the manifests will also move up on the agenda to assure that it will be addressed.
Dick shared that two Board members review the manifest in advance of voting.
Dick asked that Katherine Heck and Jim Fredrickson review the manifests moving forward.
Katherine said that this is a statutory requirement of the State. It is state law.

Lori Schmidt certified that manifests listed totaling \$1,489,081.70 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.

Greg Kriebel moved to approve the Manifests as read. Janine Lesser seconded. Unanimous.

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

a. Negotiations

b. Legal

c. Personnel

Dick Dunning shared that Non-Public is entered into by reciting your name once moved.

Alan Edelkind moved to enter into Non-Public Session in accordance with RSA 91-A:3,II at 7:55 p.m.

Katherine Heck seconded.

Unanimous on a roll call vote.

Janine motioned to exit Non-Public Session at 8:26 p.m. Katherine Heck seconded. Unanimous.

Motion to by Janine Lesser to pay suggested retirements for two staff. Greg Kriebel seconded. Unanimous.

Tom Burgess motioned to seal the minutes of Non-Public Session for ten years.

Greg Kriebel seconded. Unanimous.

13. Adjourn

Tom Burgess motioned to adjourn at 8:28 p.m. Janine Lesser seconded. Unanimous.

Respectfully submitted,

Brenda Marschok

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire

CONTOOCCOOK VALLEY SCHOOL DISTRICT

April 18, 2023
Personnel Agenda

June 2023 Resignation:

SAU

Loreal Schmidt	Business Administrator
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June 2023 Retirement:

CVHS

Karen Fabianski	Engineering Teacher
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2023-24 Nominations:

CVHS

Olivia Marple	Spanish Teacher	\$50,100
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Co-Curricular Notifications:

See Attached

NOTICE OF STIPEND POSITIONS

School Board - April 4, 2023

First Name	Last Name	School	Position	Stipend	FTE	School Year
Athletics						
Angela	Pape	SMS	Running Club	\$ 1,200.00	1	22-23
Nate	Townsend	SMS	Running Club	\$ 1,200.00	1	22-23
Austin	Knight	SMS	Baseball	\$ 1,067.33	0.5	22-23
Owen	Michaels	SMS	Baseball	\$ 1,067.33	0.5	22-23
Non-Athletic						
Ashley	Aucoin	SMS	Peer Medication	\$ 600.00	0.5	22-23
Stephanie	Smart	SMS	Peer Medication	\$ 600.00	0.5	22-23

Grade Total	95	123	131	141	140	133	763
SCHOOL	Preschool	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	Total
AES	# of Students 28	20	19	19	16	13	130
	# of Sections 2	2	2	1	1	1	
	Ratio 14.0	10.0	9.5	19.0	16.0	13.0	
BES	# of Students 10	10	18	14	14	12	68
	# of Sections 1	1	2	1	1	1	
	Ratio 10.0	10.0	9.0	14.0	14.0	12.0	
DCS	# of Students 9	9	15	13	11	13	61
	# of Sections 1	1	1	1	1	1	
	Ratio 9.0	9.0	15.0	13.0	11.0	13.0	
FES	# of Students 8	8	8	13	9	7	45
	# of Sections 1	1	1	1	1	1	
	Ratio 8.0	8.0	8.0	13.0	9.0	7.0	
GES	# of Students 24	12	12	17	13	16	94
	# of Sections 2	1	1	1	1	1	
	Ratio 12.0	12.0	12.0	17.0	13.0	16.0	
HES	# of Students 13	11	8	9	20	9	70
	# of Sections 1	1	1	1	1	1	
	Ratio 13.0	11.0	8.0	9.0	20.0	9.0	
PES	# of Students 30	45	44	52	40	51	262
	# of Sections 2	3	3	3	3	3	
	Ratio 15.0	15.0	14.7	17.33	13.3	17.0	
TES	# of Students 8	8	7	4	9	5	33
	# of Sections 1	1	1	1	1	1	
	Ratio 8.0	8.0	7.0	4.0	9.0	5.0	
4.1.2023	* Teaching Principal Para	Enrollment numbers may include tuitioned-in students				Total Elem. Students PreK-4	763

	<u>Grade 5</u>	<u>Grade 6</u>	<u>Grade 7</u>	<u>Grade 8</u>	<u>Total</u>
GBS					
# of Students	59	51	60	57	227
# of Teachers*					14
SMS					
# of Students	90	74	90	91	345
# of Teachers*					17
Total Students					
GBS and SMS	149	125	150	148	572
CVHS					
# of Students	176	174	160	159	669
	(0)	(7)	(6)	(5)	18
(CVHS enrollment numbers do NOT include ATC students from other Districts)					
Enrollment numbers may include tuitioned-in students					
Total Enrollments					
2006-07	3104	2434	2434	2143	763
2007-08	2969	2342	2342	2109	572
2008-09	2855	2325	2325	2074	669
2009-10	2755	2239	2239	2059	
2010-11	2534	2169	2169	2021	
		2234	2234	2004	
					4.1.2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 School Board Mtg. @ SAU @ 7:00 p.m.	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						

May 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Policy Committee Mtg. @ SAU @ 5:45 p.m.	2 School Board Mtg. @ SAU @ 7:00 p.m.	3	4	5	6
7	8 Communication Committee Mtg. @ SAU @ 6:00 p.m.	9	10	11	12	13
14	15 Budget & Property Committee Mtg. @ SAU @ 5:45 p.m.	16 School Board Mtg. @ SAU @ 7:00 p.m.	17	18	19	20
21	22	23	24	25 Selectmen's Advisory Committee Mtg. @ SAU @ 7:00 p.m.	26	27
28	29	30	31			



ConVal School District - Purchase Recommendation

1 of 3

General Information

Description: 505 11" Touchscreen Chromebooks to continue with planned replacement cycle of student and para devices. Includes Google Chrome Management Licenses

Sole Source: No

RFP Number: ConVal Technology RFQ 2023-01

RFP Date: 3/31/2023 - 4/11/2023

RFP Post Location: <https://convalsd.net/finance-operations/finance/request-proposal-quotes/conval-technology-rfq-2023-01/>

Budgeted Item: Yes

Line Item(s): School-level COMP TECH REPL EQUIP lines

Low Bid Information

Vendor	Description	Bid
B&H	Lenovo 300e Chromebook (2nd Gen)	\$193.13/each \$112,806.90
WCA	Lenovo 100e Chromebook (3rd Gen)	\$294.25/each \$148,596.25
GCI	Lenovo 300e Chromebook (4th Gen)	\$362.23/each \$182,926.15

Purchase Recommendation

Vendor	Bid
B&H	\$112,806.90



ConVal School District - Purchase Recommendation

2 of 3

General Information

Description: Up to 120 Laptops to continue with planned replacement cycle of staff devices.

Sole Source: No

RFP Number: ConVal Technology RFQ 2023-01

RFP Date: 3/31/2023 - 4/11/2023

RFP Post Location: <https://convalsd.net/finance-operations/finance/request-proposal-quotes/conval-technology-rfq-2023-01/>

Budgeted Item: Yes

Line Item(s): School-level COMP TECH REPL EQUIP lines + ESSER II (54 laptops)

Low Bid Information

Vendor	Description	Bid
EDI	Lenovo ThinkBook 15 Gen 4	\$935.00/each \$112,200.00
CDW-G	Lenovo ThinkBook 15 Gen 4	\$940.77/each \$112,892.40
WCA	Lenovo ThinkBook 15 Gen 4	\$969.00/each \$116,2809.00

Purchase Recommendation

Vendor	Bid
EDI	\$112,200.00



ConVal School District - Purchase Recommendation

3 of 3

General Information

Description: 56 Interactive Displays to replace classroom SMARTBoard and Projectors per replacement cycle

Sole Source: No

RFP Number: ConVal Technology RFQ 2023-01

RFP Date: 3/31/2023 - 4/11/2023

RFP Post Location: <https://convalsd.net/finance-operations/finance/request-proposal-quotes/conval-technology-rfq-2023-01/>

Budgeted Item: Yes

Line Item(s): ESSER II

Low Bid Information

Vendor	Description	Bid
GCI	InFocus JTOUCH 86in 4K	\$2,240/each \$125,440
GCI	ViewSonic IFP8650 4K	\$2,450/each \$137,200
CDW-G	Philips 86BDL3652T T-Line - 86"	\$2,489/each \$139,384

Purchase Recommendation

Vendor	Bid
GCI	ViewSonic \$137,200

Comments	ViewSonic option includes wall mounting bracket which would have to be purchased separately with other options.
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ConVal School District - Purchase Recommendation 1 of 2 E-Rate

General Information

Description: 18 Allied Telesis switches and 18 GBIC port adapters to replace aging network infrastructure

Sole Source: No

RFP Number: 2023 ERate 470

RFP Date: 2/2023-3/2023

RFP Post Location: USAC 470 Posting

Budgeted Item: Yes

Line Item(s): School-level COMP TECH REPL EQUIP lines

Low Bid Information

Vendor	Description	Bid
ISC	Allied Telesis	\$50,605.01

Purchase Recommendation

Vendor	Bid
ISC	\$50,605.01



ConVal School District - Purchase Recommendation

2 of 2 E-Rate

General Information

Description: 250 Extreme Networks ExtremeCloud IQ Pilot 1yr licenses

Sole Source: No

RFP Number: 2023 ERate 470

RFP Date: 2/2023-3/2023

RFP Post Location: USAC 470 Posting

Budgeted Item: Yes

Line Item(s): 21.000.2310.40.650 DISTRICT SOFTWARE SUPPORT

Low Bid Information

Vendor	Description	Bid
WCA	Extreme Networks ExtremeCloud IQ Pilot 1yr	\$19,750

Purchase Recommendation

Vendor	Bid
WCA	\$19,750

ConVal School District
Expense and Encumbrance Report
March 2023

Object Code	Account Description	Budget	Adjustments	Adjusted Budget	MTD	YTD	Encumbrance	Balance	% Available	Notes
100	SALARIES	27,571,389	(2,328)	27,569,061	2,543,834	17,191,479	8,236,386	2,141,195	7.77%	
200	EMPLOYEE BENEFITS	12,501,316	-	12,501,316	1,136,777	8,544,985	3,613,066	343,266	2.75%	
300	PURCHASED PROFESSIONAL & TECHNICAL SERVICES	3,380,734	1,280	3,382,014	244,687	2,176,676	1,231,282	(25,944)	-0.77%	B
400	PURCHASED PROPERTY SERVICES	1,214,316	(250)	1,214,066	93,195	470,086	876,166	(132,187)	-10.89%	A
500	OTHER PURCHASED SERVICES	4,269,562	(1,497)	4,268,066	366,775	2,441,791	1,824,844	1,431	0.03%	
600	SUPPLIES	2,693,981	6,039	2,700,019	235,660	1,750,188	550,269	399,563	14.80%	
700	PROPERTY	579,179	(6,877)	572,302	59,368	342,058	62,468	167,777	29.32%	
800	DEBT & FOOD SERVICE	350,559	3,633	354,192	12,724	153,083	165,683	35,426	10.00%	
900	OTHER USES OF FUNDS	1,540,000	-	1,540,000	-	1,540,000	-	-	0.00%	
		54,101,036	-	54,101,036	4,693,021	34,610,346	16,560,163	2,930,527	5.42%	

Notes

A This includes \$300,000 unbudgeted costs for architectural & engineering study for renovations. To be reimbursed by expendable trust and recognized as revenue

B There have been unanticipated costs related to pupil services, investigations and disciplinary hearings

ConVal School District
Expense and Encumbrance Report
March 2023

Object Code	Account Description	Budget	Adjustments	Adjusted Budget	MTD	YTD	Encumbrance	Balance	% Available	Notes
110	REGULAR SALARIES	17,746,108	-	17,746,108	1,837,591	10,687,562	5,624,285	1,434,261	8.08%	
111	PARAPROFESSIONAL SALARIES	3,046,764	-	3,046,764	223,166	1,761,469	869,439	415,857	13.65%	
112	ADMIN ASSISTANTS	1,219,856	-	1,219,856	89,588	864,447	336,006	19,403	1.59%	B
113	CUSTODIAL/MAINTENANCE	579,309	-	579,309	41,917	393,484	159,150	26,675	4.60%	
114	ADMINISTRATOR	2,800,178	-	2,800,178	206,109	2,046,962	726,082	27,134	0.97%	
115	DEPARTMENT HEADS	25,000	-	25,000	3,393	16,822	10,178	(2,000)	-8.00%	
119	SUPPORT SERVICES	960,679	-	960,679	77,720	626,015	269,664	65,000	6.77%	
120	TEMPORARY SALARIES	1,153,994	(2,378)	1,153,666	58,872	759,471	237,902	156,293	13.55%	
130	OVERTIME	37,500	-	37,500	5,480	35,248	3,680	(1,429)	-3.81%	
211	HEALTH INSURANCE	5,538,844	-	5,538,844	446,313	3,765,836	1,452,245	320,763	5.79%	
212	DENTAL INSURANCE	209,663	-	209,663	16,717	138,731	54,601	16,332	7.79%	
213	LIFE INSURANCE	48,299	-	48,299	4,365	31,502	11,802	4,995	10.34%	
214	LONG TERM DISABILITY	67,625	-	67,625	6,851	45,414	17,175	5,036	7.45%	
220	FICA	1,832,919	-	1,832,919	189,878	1,273,515	583,706	(24,302)	-1.33%	A, B
231	NON - TEACH RETIRE	777,430	-	777,430	63,147	564,589	232,233	(19,392)	-2.49%	A, B
232	TEACHER RETIRE	3,884,960	-	3,884,960	407,796	2,588,605	1,260,356	36,000	0.93%	
250	UNEMPLOYMENT COMP	22,500	-	22,500	-	21,924	-	576	2.56%	
260	WORKERS' COMP	101,990	-	101,990	-	101,990	-	-	0.00%	
299	OTHER BENEFITS - LT CARE & ANNUITIES	17,085	-	17,085	1,710	12,879	947	3,259	19.08%	
321	PROF SERVICES	108,755	-	108,755	(1,161)	50,198	-	58,557	53.84%	
322	STAFF SERVICES	88,817	-	88,817	2,765	19,360	-	69,457	78.20%	
323	PUPIL SERVICES	1,046,007	-	1,046,007	85,418	643,814	573,406	(171,214)	-16.37%	C
330	PURCHASED/PROF	1,869,619	1,280	1,869,899	136,740	1,247,020	601,100	21,779	1.16%	
340	STATISTICAL SERVICES	31,036	-	31,036	-	27,375	-	3,661	11.80%	
380	PURCH SERVICES	237,500	-	237,500	20,975	188,784	56,776	(8,059)	-3.39%	A, L
390	SPECIAL TUTORING	-	-	-	-	125	-	(125)	0.00%	
411	WATER/SEWER	63,676	-	63,676	3,455	29,505	32,278	1,893	2.97%	
420	ENVIRONMENTAL DISPOSAL	900	-	900	-	-	-	900	100.00%	
421	DISPOSAL	48,476	-	48,476	4,346	40,418	14,486	(5,228)	-10.52%	A
422	SNOW PLOWING	129,536	1,200	129,536	20,658	108,207	23,271	(1,942)	-1.50%	A
430	REPAIR/MAINT	198,738	700	199,438	30,597	78,393	323,346	(202,301)	-101.44%	F
431	STRUCTURAL REPAIRS & MAINTENANCE	317,962	(16,419)	301,543	13,378	46,138	318,557	(63,153)	-20.94%	D
432	ELECTRICAL REPAIRS & MAINTENANCE	32,650	1,943	34,593	187	12,847	8,613	13,132	37.96%	
433	MECHANICAL REPAIRS & MAINTENANCE	259,044	20,171	279,215	9,092	49,513	123,208	106,494	38.14%	
434	HVAC REPAIRS & MAINTENANCE	93,290	(6,895)	86,395	2,279	22,851	12,421	51,123	59.17%	
435	SAFETY REPAIRS & MAINT	21,014	-	21,014	2,697	13,931	-	7,083	33.71%	
436	Copier Repairs	15,350	-	15,350	1,303	27,019	5,249	(16,918)	-110.21%	A, J
440	RENTAL	3,500	(950)	2,550	850	1,700	850	-	0.00%	
443	Equip Rental: Copiers	25,980	-	25,980	4,131	37,180	12,393	(23,594)	-90.82%	A, J
449	Equip Rental - Postage Meter	4,200	-	4,200	222	2,383	1,493	324	7.71%	
510	OTHER TRANSPORTATION	239,980	(1,570)	238,410	24,429	188,862	71,242	(21,694)	-9.10%	A, K
519	PUPIL TRANSPORTATION	2,729,622	(535)	2,729,087	196,532	1,346,445	1,282,620	100,021	3.67%	
520	INSURANCE	118,650	-	118,650	-	118,650	-	-	0.00%	
530	Telephone / Web access	253,615	-	253,615	20,520	169,470	83,164	981	0.39%	
531	Cellular Phones	21,860	-	21,860	2,473	20,299	5,400	(3,839)	-17.56%	A, E
534	POSTAGE	16,847	125	16,972	4,802	11,385	5,855	(268)	-1.58%	

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540	ADVERTISING	25,000	-	25,000	8,236	22,050	8,563	(5,613)	-22.45%	A, H
550	PRINTING	8,500	-	8,500	5,660	5,660	-	2,840	33.41%	
561	TUITION	776,246	483	776,729	98,655	522,530	318,536	(64,337)	-8.28%	G
580	MILEAGE	79,242	-	79,242	5,468	36,439	49,463	(6,661)	-8.41%	A, I
610	GENERAL SUPPLIES	734,725	189	734,914	47,938	431,259	189,992	113,663	15.47%	
615	TESTING SUPPLIES	25,669	-	25,669	4,250	18,341	7,328	0	0.00%	
622	ELECTRICITY	445,637	-	445,637	56,869	318,364	127,273	-	0.00%	A
623	BOTTLED GAS	30,950	-	30,950	132	15,862	15,084	5	0.01%	
624	FUEL OIL	422,208	-	422,208	95,186	369,177	19,166	33,865	8.02%	A
640	BOOKS	84,573	(3)	84,570	2,883	45,867	32,782	5,970	7.00%	
641	PERIODICALS	21,021	379	21,400	-	14,877	3,912	2,612	12.21%	
649	OTHER INFO SOURCES	3,610	-	3,610	1,131	1,628	1,407	575	15.92%	
650	SOFTWARE SUPPORT	530,587	4,939	535,526	5,120	405,595	58,753	71,178	13.29%	
656	GASOLINE	395,000	535	395,535	22,152	129,218	94,573	171,744	43.42%	
733	NEW FURNITURE	6,890	-	6,890	27	3,550	-	3,339	48.47%	
734	OTHER TECH EQUIPMENT	20,961	(275)	20,686	23	2,599	1,872	16,215	78.39%	
737	REPL FURNITURE	44,313	(2,245)	42,068	4,332	23,525	13,262	5,281	12.55%	
738	REPL EQUIPMENT	467,675	(6,987)	460,688	55,030	284,728	33,942	142,018	30.83%	
739	OTHER EQUIPMENT	39,341	2,630	41,971	(44)	27,655	13,392	924	2.20%	
810	DUES & FEES	197,106	3,633	200,739	12,724	124,631	40,683	35,426	17.65%	
830	DEBT SERVICE INTEREST	28,453	-	28,453	-	-	-	-	0.00%	
890	MISCELLANEOUS	125,000	-	125,000	-	-	125,000	-	0.00%	
910	DEBT SERVICE PRINCIPAL	540,000	-	540,000	-	540,000	-	-	0.00%	
930	TRUSTS/ IC	1,000,000	-	1,000,000	-	1,000,000	-	-	0.00%	
		54,101,036	0	54,101,036	4,693,021	34,610,346	16,560,163	2,930,527	5.42%	

Notes

- A Will submit budget transfer request for May 2 meeting.
- B Several positions open this year and this reflects change in market rates to fill positions and resulting benefits.
- C Additional professional services based on student need.
- D This includes \$316,000 of unbudgeted costs for the PES roof project which will be a trust reimbursement upon completion of project.
- E This includes one time costs related to district phones and final months of hotspot contract.
- F This includes \$300,000 unbudgeted costs for architectural & engineering study for renovations. To be reimbursed by expendable trust and recognized as revenue.
- G Board approved Out of District Best Interest placement; changes in special education placements.
- H Radio advertising effort.
- I Have increased mileage for providing student services.
- J Activity reviewed and purchase order adjusted to reflect estimate for remainder of year. Comprised of multiple contracts and one was missed in budget.
- K Transportation for Voc Ed students. We've had to use a different provider at an increased cost. Will provide budget transfer request.
- L Increased related to investigations and disciplinary hearings.

It is the policy of ConVal High School to maintain a learning environment that is free from discrimination based on race, religion, disability, gender identity or relationship preference (Policies AC, ACAC, ADD, JICK). ConVal High School prohibits any form of race, religion, disability, gender identity, or relationship orientation harassment and violence.

For purposes of this procedure, racial harassment of a student consists of verbal or physical conduct relating to an individual's race or color when:

- 1. The harassing conduct is sufficiently severe, persistent, or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity or creates an intimidating, threatening or abusive educational environment;**
- 2. The harassing conduct has the purpose or effect of substantially or interfering with an individual's academic performance; or**
- 3. Harassing conduct otherwise adversely affects an individual's learning opportunities.**

For purposes of this procedure, gender identity harassment of a student consists of verbal or physical conduct relating to an individual's gender identity when:

- 1. The harassing conduct is sufficiently severe, persistent or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity or creates an intimidating, threatening or abusive educational environment;**
- 2. The harassing conduct has the purpose or effect of substantially or interfering with an individual's academic performance; or**
- 3. Harassing conduct otherwise adversely affects an individual's learning opportunities.**

For purposes of this procedure, relational orientation harassment of a student consists of verbal or physical conduct relating to an individual's relationship orientation when:

- 1. The harassing conduct is sufficiently severe, persistent or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity or creates an intimidating, threatening or abusive educational environment;**
- 2. The harassing conduct has the purpose or effect of substantially or interfering with an individual's academic performance; or**
- 3. Harassing conduct otherwise adversely affects an individual's learning opportunities.**

For purposes of this procedure, disability harassment of a student consists of verbal or physical conduct relating to an individual's disability when:

1. The harassing conduct is sufficiently severe, persistent or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity or creates an intimidating, threatening or abusive educational environment;
2. The harassing conduct has the purpose or effect of substantially or interfering with an individual's academic performance; or
3. Harassing conduct otherwise adversely affects an individual's learning opportunities.

For purposes of this procedure, religious harassment of a student consists of verbal or physical conduct relating to an individual's religion when:

1. The harassing conduct is sufficiently severe, persistent or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity or creates an intimidating, threatening or abusive educational environment;
2. The harassing conduct has the purpose or effect of substantially or interfering with an individual's academic performance; or
3. Harassing conduct otherwise adversely affects an individual's learning opportunities.

Behavior	Description	Interventions and Responses (By category)
Discriminatory Language	Level 3: Student engages in discriminatory comments including profanity, written messages, or actions that are NOT directed at anyone OR Student engages in discriminatory comments including profanity, written messages, or actions that are directed at someone but are not determined to be malicious.	<u>Minimum response for level 3:</u> Level 1 response and at least 1 day in-school-suspension.
	Level 4: Student engages in intentional discriminatory comments, written messages, or actions that are directed toward peers or staff and determined to be malicious.	<u>Minimum response for level 4:</u> Level 1 response and at least 1 day out-of-school suspension.
		Restorative practices may be offered to the student and the family in lieu of minimum responses.

STUDENT ACTIVITIES & ORGANIZATIONS***Category: Recommended***

It is the policy of the Board to allow opportunities for all students residing in the District to participate in co/extra-curricular activities and programs designed to meet their needs and interests. Co/extra-curricular activities include, but are not necessarily limited to athletics (including intramurals), band, chorus, clubs, organizations, school dances, and others. Such activities and programs are intended to supplement and enrich regular academic instruction, provide opportunities for social development, encourage participation in clubs, athletics, performing groups, or encourage service to the school and community. Any student organization or school/District sanctioned team, club, or activity must be recommended by the building Principal and approved by the Board.

A. Eligibility.

To participate in co-curricular and extra-curricular activities, all students must meet eligibility requirements, and understand that such participation is a privilege, not a right. The Superintendent is directed to establish eligibility standards and procedures for acceptable academic performance, good citizenship/sportsmanship, parental permission, fees, and physical exams/health requirements. The eligibility standards and procedures will be published in the student/parent handbooks. **The building Principal, or his/her designee(s), will verify that all students meet eligibility standards and procedures prior to the students' participation in the activity.** Any person so designated by the Principal must be trained on the requirements of Board policy.

In addition, participation in interscholastic sports or other school activities affiliated with outside organizations (e.g., the New Hampshire Interscholastic Athletic Association, or the New Hampshire Music Educators Association, etc.) is subject to the rules and eligibility requirements of those organizations. Additional Board policies, administrative regulations, or activity rules may apply to specific programs, clubs, and activities.

In the event that a program has reached capacity, determinations must be made in the same manner as described in Board policy JJJ.

B. Participation by Home Education and Other Non-Enrolled District Students.

Participation in student activities and organizations must have the same eligibility and participation requirements for both district students and for home educated, charter school, or non-enrolled district school resident students ("non-enrolled district students"). See Board policy JJJ for information on participation by such students.

C. Appeals.

Any student/parent who believes that the district's policies/regulations or the State's laws/regulations have not been appropriately or fairly interpreted regarding eligibility or participation in a school a course or program may appeal to the Principal or Designee, followed by the Superintendent, and if necessary the School Board.

STUDENT ACTIVITIES & ORGANIZATIONS**Administrative Regulations or Procedures.**

The Superintendent or designee may adopt such administrative regulations or procedures as s/he deems appropriate in order to implement this policy. Such regulations or procedures must also comply with Board policy JJJ.

District Policy History:

First reading: _____ *Last revised:* _____
Second reading/adopted: _____ *Reviewed/reaffirmed:* _____
Other district policy history: _____

Legal References:

RSA 193:1-c, Access to Public School Programs by Nonpublic...Pupils.
RSA 193-A:6, (Home Education), Records; Evaluation
N.H. Dept. of Ed. Admin. Rule – Ed 306.26(d), Kindergarten-Grade 8 Curriculum
N.H. Dept. of Ed. Admin. Rule – Ed 306.27(b)(5), High School Co Curricular Program
N.H. Dept. of Ed. Admin. Rule – Ed 306.27(v), Reasonable accommodations for students with disabilities

First Read: April 18, 2023

Second Read:

Adoption:

IC – School Year

The school year shall include a minimum of 180 instructional days for students and additional days for the teaching staff, emergency days, etc.

Any days that the schools are closed for emergency reasons will be made up at the end of the school year or during recess periods, as approved by the Board upon the Superintendent's recommendation.

Alternatively, the school year may consist of the number of hours as required by New Hampshire Department of Education Rules. In the event schools are closed for excessive days for emergency reasons, the Superintendent may recommend to the School Board a revised schedule that satisfies all Department of Education requirements, but which may amend the number of days in the school year.

Legal References:

RSA 189:1, Days of School

RSA 189:24, Standard School

NH Code of Administrative Rules, Section Ed. 306.18, School Year

NH Code of Administrative Rules, Section Ed. 306.19, School Calendar

NH Code of Administrative Rules, Section Ed. 306.27 (q), High School Schedule for Seniors/Graduation

Category: R

See also ICA

1st Read: October 1, 2013

2nd Read: October 15, 2013

Adopted: October 15, 2013

< HP - Employee Job Actions

ICA - School Calendar (<https://schoolboard.convalsd.net/district-policies/i-instructional-programs/ica-school-calendar/>)

EMERGENCY SCHOOL & DISTRICT CLOSINGS

Category: Recommended

The Superintendent shall establish criteria and procedures for emergency closings of the schools. No school, office, or system event cancellation or delay will be made without the direct authorization of the Superintendent of Schools. In the event the Superintendent is unavailable, such decisions will be made by a senior administrator specifically designated by the Superintendent.

- A. **Announcements and Notifications.** When the Superintendent/designee decides it is necessary to delay opening or close any facility or school or cancel any school event, he/she will initiate all related communications to the public by radio, television, website, school alert system, or other available means. Students, parents, and staff shall be informed early in each school year of the procedures which will be used to notify them in case of emergency closings, whether action is taken before or during school hours. In the event of any closings, cancellations, or early dismissals, the Superintendent shall notify the Board.
- B. **Delayed Opening of Schools.** The Superintendent/designee may delay the opening of schools upon determining that weather conditions appear extremely hazardous to operate school buses at the regular early morning hours, but that travel conditions will appreciably improve later in the morning. The public announcement will report the delayed opening, including the cancellation of morning kindergarten, if necessary. Schools and offices shall close on the regular schedules. After-school activities and events will not be affected by a delayed opening.
- C. **Closing of Schools Only for the Entire Day.** When the Superintendent determines that weather or other conditions exist or will develop that would make it unwise to open one or more schools any time during the day, the announcement communicated to radio and television stations shall state that the school district is closed. If school is closed for the entire day, all afternoon and evening programs shall also be canceled.
- D. **Distance Education During Inclement Weather.** Pursuant to Board policy IC, the Superintendent may approve school or district-wide instruction by way of remote instruction or other form of "distance education". Unless the use of distance education for a specific day has previously been communicated, the Superintendent/designee will include the necessary information regarding the remote instruction/distance learning day in the announcement that school has been canceled.
- E. **Emergency Early Release.** In the event that weather conditions are safe for travel in the morning but become hazardous by the time of normally scheduled dismissals, the Superintendent may decide to release students early. The Superintendent will notify parents as soon as possible in order to allow for the arrangement of after-school care and transportation when necessary. The Superintendent shall develop protocols for dismissal schedules, transportation of students, and notification of stakeholders. If there is an emergency early release, all afternoon and evening programs shall also be canceled.

EMERGENCY SCHOOL & DISTRICT CLOSINGS

- F. Afternoon and Evening Program Cancellations. When schools are open to the end of the school day, but weather or other conditions deteriorate in the late afternoon, the Superintendent/designee may decide to cancel afternoon and evening programs. Schools and offices should plan and communicate alternate dates and times to hold programs or events.
- G. Weekend Closings. When weather or other conditions are predicted or develop that would make it hazardous to operate weekend programs or events, the Superintendent/designee is responsible for decisions regarding cancellations and for notifying the appropriate media.
- H. Staff Responsibilities. When schools are closed pursuant to this policy, staff members shall remain available for work as directed by the Superintendent.

Legal References:

RSA 189:1, Days of School
N.H. Dept. of Ed. Rule - Ed 306.18, School Year
N.H. Dept. of Ed. Rule - Ed 306.19, School Calendar
N.H. Dept. of Ed. Rule - Ed 306.22, Distance Education

First Read: April 18, 2023

Second Read:

Adopted: