

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Road

Peterborough, New Hampshire

CONTOOCH VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, March 19, 2024

Immediately following Public Hearing that begins at 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. Introduction and Swearing in of Returning and New Board Members**
- 3. Call for Election of Officers - Superintendent**
- 4. Points of Pride**
- 5. Approval of Manifests (Board Vote Required)**
- 6. Public Comment**
- 7. Reports**
 - a. Student Representative – Lucy Jackson**
- 8. Consent Agenda**
 - a. Acceptance of School Board Meeting Minutes**
 - 1) March 5, 2024 (pgs. 1-4)
 - b. Personnel (pgs. 5-6)**
 - 1) 2024-2025 Resignations
 - 2) 2023-2024 Nominations
 - 3) 2023-2024 Co-Curricular Notifications
- 9. Superintendent's Report and Presentation of Business**
 - a. Voting Results (pg. 7)**
 - b. Monthly Events Calendar (pgs. 8-9)**
 - c. School Board Requests**
 - d. Outline of legal requirements of feasibility study**
- 10. Old Business**
 - a. Policies – 2nd Read/Adoption (Board Vote Required)**
 - IKL: Academic Honesty and Integrity (pgs. 10-12)
 - IHBAM: Special Education Procedures Manual (pg. 13)
- 11. New Business**
 - a. Driver's Education Program Recommendation (Board Vote Required)**
 - b. Data and Equity Audit Request for Proposal (RFP) (Board Vote Required)**
 - c. Field Trip Request Approval (Board Vote Required) (pg. 14)**
 - 1) ConVal High School, grades 9-12, students request to travel to Concord, NH, from April 11-12, 2024, to participate in the culmination of Youth and Government at the State House.
 - d. Amendment to ConVal High School Handbook (Board Vote Required)**
 - e. School Board Committees and Committee preferences**
- 12. Public Comment**
- 13. Non-Public Session: RSA 91-A: 3, II**
 - a. Negotiations**
 - b. Personnel**
 - c. Student**
 - d. Legal**
- 14. Adjourn**

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Tuesday, March 5, 2024

Immediately following Public Hearing that begins at 7:00 p.m.

Physical Location: SAU #1 Board Room

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Minutes

BOARD

Tom Burgess, Richard Dunning,
Alan Edelkind, Jim Fredrickson,
Dan Harper, Katherine Heck,
Michael Hoyt, Thomas Kirlin,
Janine Lesser, Erin Pils-Martin,
Liz Swan

Lucy Jackson, Student Rep.

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Brian Cisneros, B.A.
Tim Grossi, Facilities
Larry Pimental, PES
Tim Conway, SMS
Heather McKillop, CVHS

1. Call to Order and Pledge of Allegiance

Dick Dunning called the School Board meeting to order at 7:03 p.m. The Pledge of Allegiance was recited.

2. Points of Pride

Kimberly Saunders reported out on Points of Pride as reported to her by administrators.

Kimberly Saunders recognized Liz Swan, outgoing School Board member representing Temple and the ConVal School District for her years of service on the Board.

Kimberly also recognized Katherine Heck, outgoing School Board member representing Greenfield and the ConVal School District for her years of service on the Board.

Dick Dunning said that Liz and Katherine will be greatly missed. The majority of people do not understand the number of hours that board members put in. He said that he appreciates their insight.

3. Approval of Manifests (Board Vote Required)

Brian Cisneros certified that Manifests totaling \$1,589,719.98 have been reviewed by him 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.

Katherine Heck motioned to approve the Manifests as read. Jim Fredrickson seconded. Unanimous.

4. Public Comment

Tom Kirlin spoke as a citizen of Francestown. He said that he was asked about the meeting on March 6th at the Dublin Library. People asked how it happened and if it was a School Board event.

Alan Edelkind said that it is not a School Board event.

Dick Dunning said that the Board does not respond to Public Comment and he did not want to take exception.

Tom Kirlin further asked to inquire about your (Dick's) presence for a mandatory meeting with teacher.

Kimberly Saunders said that a meeting was asked for but it was not required. She was asked by the Board Chair to see if staff would come, not required, to listen to information.

Tom Kirlin asked the topic and what was discussed. Was there any opposing position board member invited?.

Dick Dunning asked Tom to respond to the Board Chair directly, not in Public Comment, and an answer could be provided.

5. Reports

a. Student Representative – Lucy Jackson

Lucy Jackson reported that the week before vacation was Spirit Week; it was very spirited. In addition, Lucy shared various student recognitions.

b. Selectmen's Advisory Committee

Katherine Heck said that reconfiguration and budgets were discussed at the last SAC Meeting. The lawsuit and education funding were discussed. The formula for funding apportionment is required in the Articles of Agreement.

c. Policy Committee – Katherine Heck

Katherine Heck reported that the Policy Committee met last week. We have significant work ahead in terms of policy updates and legislative changes. She encouraged board members to make sure they read the policies in the packet or join the Policy Committee.

6. Consent Agenda

a. Acceptance of School Board Meeting Minutes

1) February 20, 2024

b. Personnel

c. March 1st Enrollment Update

The Consent Agenda was accepted.

7. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

The Monthly Events Calendar for March was reviewed.

b. School Board Requests

Kimberly Saunders reported being all caught up on School Board Requests.

8. Old Business

None.

9. New Business

a. Expense and Encumbrances (Board Vote Required) – Brian Cisneros

Brian Cisneros referenced the Expense and Encumbrance report.

Tom Burgess motioned to approve the Expense and Encumbrance Report and the encumbrances therein. Katherine Heck seconded. Unanimous.

b. Budget Transfers (Board Vote Required) – Brian Cisneros

Brian Cisneros referenced \$446,660.00 in budget transfer requests.

Katherine Heck moved to approve the budget transfers as presented. Erin Pils-Martin seconded. Unanimous.

c. Policies – 1st Read (Board Vote Required)

IKL: Academic Honesty and Integrity

IHBAM: Special Education Procedures Manual

The above two policies were referenced for first reads. Comments and questions should be sent to Kimberly.

d. Calendars SY'24-25

Next year's draft calendar was referenced. Kimberly shared her surprise that parents really wanted an extended recess from December into January.

Erin Pils-Martin motioned to accept the calendar as presented. Katherine Heck seconded. Unanimous.

e. Graduation Date

Kimberly Saunders said that June 8th is the date that graduation is being asked. There will be no rain date so if it rains it will be inside, otherwise outside.

Liz Swan motioned to approve the date of graduation on June 8th. Katherine Heck seconded. Unanimous.

f. Request to Accept Gift/Donation

1) Pierce School requests authorization to accept a new electric range stove/oven for the kitchen valued at \$600.00 from The Pierce School PTO for the purpose of replacing the current appliance for use by student cooking classes, after-school programs, community suppers.

Katherine Heck moved to approve the generous gift from the Pierce School PTO. Erin Pils-Martin seconded. Unanimous.

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

Tonight, is the night that those running for Chair and Vice-Chair take the opportunity to speak.

Alan Edelkind said that he is running again for Vice-Chair. It has been an honor and he has learned an awful lot. Doing things for a School District is very different from business.

A lot of work has been done on the reconfiguration project. He feels he has worked very well with Dick and Kimberly and working hard to represent the entire District.

Dick Dunning said that when he first came on the Board he said that he did not want to be Chair. He then Chaired several committees and became Board Chair. He felt that he could be helpful. He has one more year on the Board. He found working with Kimberly has been rewarding to him. Working with Alan has been a treat. The board members work well together whether they agree or disagree. Everyone has been open and honest. He thanked everyone for the opportunity.

10. Public Comment

Doug Sutherland, Hancock, said that it has been a very long year for this board. He wanted to express his gratitude and appreciation for their work. He shared thanks to all on behalf of him and his family and making tough decisions. He said that he knows that the board is putting children first.

Tom Kirlin asked the board to consider making a public statement that says we will not close any elementary school until any plan is complete.

Dick Dunning said that as a board member, you can always ask the board to do something at a board meeting and have the board respond at a board meeting, but not in public comment. We don't respond to public comment and want to be fair to everyone.

Dick closed the public hearing at 7:31 p.m.

11. Non-Public Session: RSA 91-A: 3, II

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

Katherine Heck moved to enter into Non-Public Session in accordance with RSA 91-A:3,II for matters of legal and personnel at 7:35 p.m.

Liz Swan seconded. Unanimous on a roll call vote.

Katherine Heck moved to exit Non-Public Session at 8:13 p.m. Liz Swan seconded. Unanimous.

Tom Burgess motioned to waive attorney client privilege about the disposition of real property.

Katherine Heck seconded. Unanimous.

Katherine Heck moved to accept the discussion as presented by the board to extend the contract and compensation that was agreed upon by the board.

Liz Swan seconded. Unanimous.

Katherine Heck moved to reenter Non-Public Session at 8:17 p.m. for matters of personnel and negotiations. Unanimous on a roll call vote.

Janine Lesser moved to exit Non-Public Session at 8:26 p.m. Erin Pils-Martin seconded. Unanimous.

Erin Pils-Martin moved to seal the minutes of Non-Public Session(s) for a period of five years. Tom Burgess seconded. Unanimous.

12. Adjourn

Erin Pils-Martin motioned to adjourn at 8:27 p.m. Liz Swan seconded. Unanimous.

Respectfully submitted,

Brenda Marschok

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL DISTRICT

March 19, 2024
Personnel Agenda

2024-25 Resignations:

GBS

Danielle Perkins

Gr. 5 Teacher

2023-24 Nominations:

Special Education

Kerrigan Bergeron

Occupational Therapist

Pro-Rated

\$20,042.55

2023-2024 Co-Curricular Notifications:

See Attached

NOTICE OF STIPEND POSITIONS
School Board - March 5, 2024

First Name	Last Name	School	Position	Stipend	FTE	School Year
Athletics						23-24
Donald	Boice	CVHS	Lacrosse - Freshman	\$1,423.10	0.5	23-24
Chris	Borges	CVHS	Baseball - Varsity	\$3,557.75	1	23-24
Evan	Coyne	CVHS	Track Assistant - Spring	\$2,846.20	1	23-24
Barry	Frosh	CVHS	Lacrosse - Assistant	\$2,846.20	1	23-24
Matt	Harris	CVHS	Strength and Conditioning - Winter	\$1,778.88	1	23-24
Matt	Harris	CVHS	Strength and Conditioning - Spring	\$1,778.88	1	23-24
Scott	Liljeberg	CVHS	Baseball - Assistant	\$2,846.20	1	23-24
Owen	Michaels	CVHS	Lacrosse - Boys JV	\$2,846.20	1	23-24
Kevin	Morneault	CVHS	Lacrosse - Freshman	\$1,423.10	0.5	23-24
John	Ockerman	CVHS	Track Assistant - Spring	\$2,846.20	1	23-24
Giovanni	Rodriguez	CVHS	Baseball - JV	\$2,846.20	1	23-24
Bob	Taylor	CVHS	Lacrosse - Boys Varsity	\$3,557.75	1	23-24
Ellen	Kidd	GBS	Track and Field	\$1,067.32	0.5	23-24
Catrina	Young	GBS	Track and Field	\$1,067.32	0.5	23-24
Danny	Allen	SMS	Baseball	\$1,067.33	0.5	23-24
Tod	Silegy	SMS	Softball	\$2,134.65	1	23-24
Derek	Stevens	SMS	Baseball	\$1,067.33	0.5	23-24

ConVal School District - Results of Voting March 12, 2024

	1		2		3		4		5		6		7		8		9		10		11		12					
	YES	% Y	YES	% Y	YES	% Y	YES	% Y	YES	% Y	YES	% Y	YES	% Y	YES	% Y	YES	% Y	YES	% Y	YES	% Y	YES	% Y				
Antinm	288	62%	273	55%	289	72%	305	77%	331	77%	311	76%	308	75%	295	74%	285	73%	285	73%	219	55%	255	67%	219	55%		
Bennington	280	21%	207	16%	189	15%	214	17%	232	18%	232	18%	224	18%	207	16%	184	15%	189	15%	213	54%	230	60%	241	61%		
Dublin	291	31%	314	34%	318	34%	341	37%	349	38%	349	38%	344	37%	342	37%	324	35%	319	35%	400	43%	373	40%	431	46%		
Francestown	286	26%	310	28%	229	21%	260	24%	258	24%	311	29%	323	30%	316	29%	292	28%	287	28%	74	7%	297	28%	149	14%		
Greenfield	121	20%	144	25%	154	26%	169	29%	171	29%	180	30%	175	29%	170	29%	150	26%	164	28%	224	39%	253	42%	288	48%		
Greenfield	357	70%	384	78%	371	74%	385	77%	385	77%	406	79%	383	76%	388	77%	375	74%	371	74%	288	22%	449	54%	449	54%		
Penaborough	972	40%	1025	43%	1060	45%	1091	46%	1072	45%	1128	48%	1104	47%	1093	47%	1059	45%	1059	45%	1048	44%	1265	50%	1265	50%		
Sharon	79	34	89	37	96	40	88	37	85	36	87	37	89	38	83	35	79	34	79	34	75	32	100	40	100	40		
Temple	177	23%	204	27%	194	26%	203	27%	202	27%	221	29%	208	28%	204	27%	186	24%	185	24%	41	3%	259	13%	381	18%		
Total	2728	1874	2832	1874	2966	1534	3128	1443	3056	1513	3222	1348	3171	1377	3081	1475	2852	1604	2852	1604	2572	45%	3711	784	82%	3374	1189	74%

School Board Members

- Antinm - 1 Year Term (One Position) Write-In
- Bennington - 3 Year Term (One Position) Write-In
- Greenfield - 3 Year Term (One Position) Write-In

- Penaborough - 3 Year Term (One Position) Write-In
- Temple - 3 Year Term (One Position) Write-In
- Moderator - 3 Year Term (One Position) Near Cass

March 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 School Board Mtg. @ 7:00 p.m. @ SAU Office	6	7	8	9
10	11	12 Voting Day!	13	14	15	16
17	18	19 Public Hearing @ 7:00 p.m. @ SAU Office School Board Mtg. @ immediately following @ SAU Office	20	21	22	23
24	25	26	27	28 Selectmen's Advisory Committee Mtg. @ 7:00 p.m. @ SAU Office	29	30
31						

April 2024

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

Policy IKL: Academic Honesty and Integrity

A. Statement of Policy. All students are expected to demonstrate academic integrity and honesty. Students are expected to put forth their best own effort on tests and assignments. Students are expected to demonstrate respect towards their teachers and peers by encouraging and facilitating learning. Engaging in various forms of cheating or academic dishonesty does not permit students to realize the full extent of their educational experience or their full academic potential. These expectations are directly related to the Board's educational objectives for students to learn to be responsible for and accept the consequences of their behavior.

B. Prohibited Behavior. In addition to any standards or rules established by individual classroom teachers, the following behaviors are in violation of the standards of academic integrity and honesty and are specifically prohibited:

- 1. Cheating.** Cheating is any act of academic dishonesty, which includes such things as receiving or communicating information to another student during a test or other assessment; looking at another's test or assessment during the exam; using notes or obtaining information during a test or assessment when prohibited; obtaining information about the questions or answers for an assessment prior to the administration of the exam; or whatever else is deemed contrary to the rules of fairness with respect to school work or assessment, including special rules developed by the teacher of the course.
- 2. Improper Use of AI Tools.** Improper use of generative artificial intelligence ("AI") tools (e.g., ChatGPT, Google Bard, Google Gemini, Perplexity AI, Harvey AI, etc.) is use which is inconsistent with the purpose, spirit, or specific instructions for assigned school work or homework. **Students may only use AI tools in accordance with the teacher's specific instructions or pre-existing class, school, or District guidelines.** When use is permitted, students must state their use of the AI tools and, where applicable, find a legitimate, independent source to cite information. Teachers will provide general instructions related to the acceptable use of AI tools, but students are expected to obtain clarification from the teacher if they are uncertain of as to whether and how AI tools may be used on any given assignment.
- 3. Plagiarism.** Plagiarism is the representation of someone else's ideas or words as one's own without crediting the source. It is the use, whether by paraphrase or direct quotation, of the published or unpublished work of another without full and clear acknowledgment through proper citation format. Sources of work that must be cited or otherwise acknowledged in order to avoid plagiarism include, but are not limited to, books, articles, websites, work of classmates/others, and generative AI tools (such as

ChatGPT, ~~Bing Bard Google Gemini Perplexity AI Harvey AI, etc.~~). Teachers should provide clear instructions related to the applicable standards of attribution and citation for a given assignment, but students are expected to obtain clarification from the teacher if they are uncertain of the applicable standards.

4. **Academic Misrepresentation.** Academic misrepresentation occurs when a student has another student or individual substitute for ~~themselves~~ during the taking of a test or other assessments.
5. **Academic Collusion.** Academic collusion is the sharing of test or other assessment questions or answers with another student without the teacher's permission. Academic collusion includes copying another student's homework without the teacher's permission or allowing another student to copy one's work. It also includes group collaboration on individual assignments without the teacher's permission.
6. **Dishonesty in Papers or Other Academic Work.** Dishonesty in papers or other academic work occurs when one submits work prepared by a writing service, an AI tool, or ~~any~~ another person. All work submitted for a course must be the student's own original work unless the sources are cited, or are otherwise in compliance with the teacher's instructions, or school or District guidelines.
7. **Self-Plagiarism (Work Done for One Course and Submitted in Another).** Self-Plagiarism occurs when a student ~~uses for a class refers to~~ work previously submitted in ~~another class~~ one course in order to fulfill the academic requirements ~~in that letter for another course class~~. In some instances, teachers may allow a certain amount of work from a prior course to be repurposed; students who wish to do this must seek express approval from the teacher in advance.
8. **Unfair academic advantage.** Unfair academic advantage occurs when a student acts in such a way as to prevent or hinder another student's performance with respect to an academic activity. Examples include: concealing, destroying, or stealing research or library materials with the purpose of depriving others of their use; sabotaging another student's work; or attempting intimidation for academic advantage.
9. **Facilitating academic dishonesty.** Facilitating academic dishonesty occurs when one student completes an academic activity (e.g., homework, test, paper, ~~etc.~~) for another student, or collaborates with another student on an academic activity when instructions have called for independent work.
10. **Other Academic Dishonesty.** This policy also prohibits any intentional act that violates the spirit of academic integrity and this policy. Such prohibited conduct includes, but is not limited to, stealing assessments; tampering with academic records; including inaccurate academic information on any application or resume; altering academic tests or assessments, grades or other student records; distributing materials, or ~~facilitating the~~

distribution of materials for the purpose of cheating or facilitating; inappropriate or unethical use of technology (e.g., pre-program of graphing calculator, smart phones, etc.); or feigning illness or personal circumstances to avoid an academic activity (e.g., test, quiz, paper, homework, lecture, etc.).

C. Consequences.

The disciplinary consequences for violations of this policy shall be consistent with Board policy and the Student Code of Conduct. The Student Code of Conduct and School Discipline Guidelines and Procedures shall be published annually in each school's handbook, which are submitted, reviewed, and approved annually by the School Board. The minimum consequence shall be a zero relative to the specific assignment, test or quiz, and a conference with the student's parent/guardian. The Superintendent or designee shall list in the applicable Code of Student Conduct the specific range of additional consequences that may be imposed on a student for violations of this policy. For a high school student, violations of academic integrity and honesty are cumulative during the student's high school years.

District Policy History:

First reading:

Second reading/adopted:

District revision history:

IHBAM Special Education Procedures Manual

The School Board adopts the following procedure to ensure appropriate development and annual review and periodic amendments to the Special Education Procedures Manual (hereinafter "the Manual").

Maintenance and Content of Manual

The Manual is to be maintained by the Superintendent in consultation with the Director of Special Education. The Manual shall be updated annually or sooner, if an update is required by law. The Superintendent shall assure that the manual includes written procedures and other information as required under federal law, federal regulation, state law or N.H. Department of Education rules as the same may be amended from time to time.

Superintendent Modifications

The Superintendent or his/her designee is hereby authorized to annually review and update the District Manual without Board approval, provided that each change in the procedures will be dated and identified as a Superintendent's Addition.

Changes or additions to the Manual by the Superintendent shall be consistent with NH Department of Education changes in administrative rules. Changes or additions to the Manual which will result in additional staffing or personnel changes, or otherwise cause an increase in required funds for special education services, should be brought forward to the Board as soon as possible.

Legal References:

20 U.S.C. § 1400 et seq., Individuals with Disabilities Education Act

34 C.F.R. § 300 et seq., Assistance to the States for the Education of Children with Disabilities

RSA 186-C, Special Education

N.H. Code of Administrative Rules, Section Ed. 1100, Standards for the Education of Students With Disabilities (e.g., Ed 1105.01(b), Ed 1105.02 (a), Ed 1105.04, Ed 1106.01 (e), Ed 1109.06 (a), etc. Additional Resources: N.H. Department of Education's Procedural Safeguards

Additional References:

NH Procedural Safeguards

CONTOOCOOK VALLEY SCHOOL DISTRICT - FIELD TRIP PROPOSAL

Policy IJOA-R: At least two weeks before the proposed day of any field trip if transportation is involved, the teacher shall supply the following information to the principal in duplicate.

1. Name: Chris Heider Grade: 7-12 School: CVHS
2. Destination: Concord - State House
3. Date(s) of Trip: 4/11-4/12 Departure Time: 7:30 AM Return By: 4:00 - Depart Concord
4. Description of Trip: Youth and Government culminating activity at the State House in Concord. We stay overnight at the Comfort Inn in Concord
5. How will this trip relate to your program and/or curriculum? Final event for Youth and Government. Elect government for 2 days
6. Transportation will be by: Bus Co. Private Car _____ Other (explain) _____

(Private cars require completion of District Use of Private Vehicle Form by individual drivers)

7. Number of Staff: 2 Number of Students: 10 Number of Chaperones: 2
 (Proposed list of all adults (staff and chaperones) along with invited students are attached (check))

 Staff Signature	<u>3/4/24</u> Date	 Administration Signature	<u>3/12/24</u> Date
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SCHOOL USE ONLY: At least two weeks prior to the proposed trip, the following information must be completed. Administration verified (initialed): _____

- | | |
|--|--|
| <input type="checkbox"/> Bus Confirmation Received
<input type="checkbox"/> PO for Bus: _____
<input type="checkbox"/> PO for Trip: _____
<input type="checkbox"/> Permission Slips To Parents/Guardians Prepared
<input type="checkbox"/> Posted on School Calendar(s)
<input type="checkbox"/> Staff Absences Entered in Frontline
<input type="checkbox"/> TASC blocked or rearranged | <input type="checkbox"/> Kitchen Notified If Lunches Would Be Affected
<input type="checkbox"/> Provided Nurse(s) with proposed list
<input type="checkbox"/> Check in with Nurse(s) regarding meds
<input type="checkbox"/> CPR/First Aid Trained (name/expiration date):
<u>Chris</u>
<input type="checkbox"/> Final list provided to Attendance
<input type="checkbox"/> Coverage Arranged for Students Not Attending
(If no substitute) |
|--|--|

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

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

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

Superintendent/Board Chairman Signature: _____