

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Road
Peterborough, New Hampshire**

CONTOOCCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, March 5, 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. Points of Pride**
- 3. Approval of Manifests (Board Vote Required)**
- 4. Public Comment**
- 5. Reports**
 - a. Student Representative – Lucy Jackson**
 - b. Selectmen’s Advisory Committee**
 - c. Policy Committee – Katherine Heck**
- 6. Consent Agenda**
 - a. Acceptance of School Board Meeting Minutes**
 - 1) February 20, 2024 (pg. 1-4)
 - b. Personnel (pg. 5)**
 - c. March 1st Enrollment Update (pg. 6-7)**
- 7. Superintendent’s Report and Presentation of Business**
 - a. Monthly Events Calendar (pg. 8)**
 - b. School Board Requests**
- 8. Old Business**
- 9. New Business**
 - a. Expense and Encumbrances (Board Vote Required) – Brian Cisneros**
 - b. Budget Transfers (Board Vote Required) – Brian Cisneros (pg. 9)**
 - c. Policies – 1st Read (Board Vote Required)**
 - d. Calendars SY’24-25 (pg. 10)**
 - e. Graduation Date**
 - f. Request to Accept Gift/Donation (pg. 11)**
 - 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.
 - g. School Board Candidates for Chair and Vice-Chair – Q&A**
- 10. Public Comment**
- 11. Non-Public Session: RSA 91-A: 3, II**
 - a. Negotiations**
 - b. Personnel**
 - c. Student**
 - d. Legal**
- 12. Adjourn**

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Road
Peterborough, New Hampshire**

CONTOOCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, February 20, 2024

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,
Jim Fredrickson, Katherine Heck,
Michael Hoyt, Thomas Kirlin,
Greg Kriebel, Janine Lesser,
Erin Pils-Martin

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Brian Cisneros, B.A.
Michael Hatfield, H.R.
Adam Caragher, GBS
Terri Drogue, CVHS Guidance

1. Call to Order and Pledge of Allegiance

Dick Dunning called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

2. Points of Pride

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

In addition, Sophia Lake placed second in State Swim Meet.

Dick Dunning shared that Dr. Kimberly Saunders was the State of NH Superintendent of the Year. From those across the country, Kimberly was one of four finalists for the award of National Superintendent of the Year. Dick shared how impressed he was with Kimberly's composure throughout the process. It was a great honor for the ConVal School District and the State of NH.

3. Approval of Manifests (Board Vote Required)

Brian Cisneros certified that manifests totaling \$667,587.78 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.

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

4. Public Comment

Dick Dunning opened this portion of the meeting to Public Comment.

Doug Sutherland, Hancock, said that he was present on behalf of the Hancock Community for participating in the Martin Luther King event held in Peterborough. A variety of elementary schools in the District participated. He wanted to thank students, teachers, and community for supporting that event.

5. Reports

a. Student Representative – Lucy Jackson

None.

The Great Brook School (GBS) PBIS (Positive Behavioral Intervention Supports) Presentation (agenda item 7c.) was moved up on the agenda.

Kimberly Saunders reported that Maryanne Cullinan, Adam Caragher, and three students were present to share a PBIS roll out that recently took place.

Adam Caragher, GBS Principal, shared foundation information about the process. He reported that data is looked at to better understand what is going on in the building in the behavioral area. Brainstorming ideas resulted in the Bobcat RAOR. Advisories were challenged to talk about what respect is and what it is not. Also, other areas where kids say something and follow it up with an "Oh, just kidding" comment were noted.

Maryanne Cullinan shared an experience for students to practice what has been preached. Guidelines were created toward a game to practice respect.

Haley, Riley, and Savannah shared information about "The Bobcat RAOR". The mission was outlined. It helped to bond students and get them to know each other. A token of respect was given to students who went out of their way to be respectful. Tokens can be turned in for extra points. Tokens were limited. The Golden Shoe Award was given to students who walked the walk and not just talked the talk. Adam Caragher reported that 885 acts of respect were recorded over a period of two weeks. Students shared what was difficult when participating in this game.

Kimberly Saunders said that that game is aimed toward social emotional learning. When you hear that there have been attempts that no federal, local, state, or private dollars can be used to promote SEL, this is what is being referred to. We are talking about time management, self-regulation etc. These are things we would be unable to do.

b. Strategic Organization Committee (SOC) – Alan Edelkind

Alan Edelkind reported the third Community Forum was recently held and was well attended. A communication is being put together to go out to the entire community prior to the March 12th vote. It is currently under review and will be released to the public after.

The SOC met last week to discuss what to do moving forward. We are getting close to the vote. Ideas were shared such as talking with other organizations.

Alan Edelkind thanked Mark Schaub and his staff for getting people online to participate.

Janine Lesser asked if the piece that answers a set of questions will go out as part of the warrant mailing.

Alan Edelkind said that has not been decided yet; depending on timing.

Janine Lesser said that the cost of the mailing needs consideration. Making sure this is part of the warrant and not electioneering is critical.

Jim Fredrickson asked that the budget mailer is included in tonight's folders.

Katherine Heck said that she does not believe anything beyond the regular annual mailer should go out. This would be our formal communication to the voter.

c. Budget & Property Committee – Jim Fredrickson

Opportunities to invest some of the general fund balance was discussed at tonight's Budget & Property Committee meeting. There are opportunities such as CD's and other investment opportunities to consider. A recommendation will come forward. The same for Trust Fund balance investment was discussed. Advice is being sought.

6. Consent Agenda

a. Acceptance of School Board Meeting Minutes

1) January 18, 2024

2) February 6, 2024

b. Personnel

c. February 1st Enrollment Update

The Consent Agenda was accepted.

7. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

The February and March calendars were reviewed. Board members who intend to run for the School Board Chair or Vice-Chair should declare their intent tonight.

Alan Edelkind declared his intent to run for Vice-Chair.

Dick Dunning declared his intent to run for Chairman.

Jim Fredrickson asked if there were term limits.

Kimberly Saunders said that it is four years in either of the positions combined.

March 19th will be the organizational meeting of the Board.

b. School Board Requests

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

c. Great Brook School PBIS Presentation

Held previous on the agenda.

d. New Hampshire Listens

Janine Lesser shared background on New Hampshire Listens. When going through a community forum and attempting to get information out, along with the intent of Article 10 and what it means and the pushback, trauma,

and fear that it caused, it occurred to her that NH Listens could assist. Information could be exchanged. It is a community engagement initiative out of the University of NH. They do virtual and in-person gatherings. NH Listens provided some ideas on how they might help, but not until after the vote. The board has not decided on what they are going to do after the vote. Should we decide to go forward, we will need to do work in our communities about what to do with the district. Our current design is unsustainable. NH Listens could do facilitated groups in the four communities in an impartial way. Different group make-ups could be gathered for conversation about hopes and concerns for students and educators in a reconfigured district. We need to get out and talk to people about the pluses. This would be an opportunity and would cost \$6K for either. Janine said that she would be happy to look for grant monies if decided.

Kimberly Saunders shared legislature in the pipeline. Kimberly reminded the board to send any requests from the board for staff to conduct work for them should be directed to Kimberly. The Education Lawsuit judge court order was shared.

8. Old Business

Katherine Heck said that she wanted to take a moment to answer questions that have been repeatedly asked. She has been asked or heard the question if "We could save a lot of money if we don't move forward with CTE Renovations and save our elementary schools" - Katherine said that we are required to do the necessary renovations to meet the needs of program. It is housed at ConVal but is not under our full jurisdiction. Kimberly said that the funding for the renovation, .75 on the dollar, comes from the State. We can meet our obligation through in-kind dollars. Katherine said that this would not save our small schools.

"We could take some of the small schools and turn them into special education centers" - Katherine spoke about the legal requirement to educate students with access to all students. Diverse populations are important.

"What if there is a medical emergency or why do you think you need a school nurse in every school building?" – Kimberly Saunders said that we have statutory requirements. We also have some students who cannot access their education without a school nurse without it being unsafe. We have students with diabetes, seizure disorders, or other student needs.

"Charter Schools can be formed and come onto a warrant and voted" - we can pair with these organizations or seek out one if they wanted to use a school. Local decision making still exists.

9. New Business

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

Brian Cisneros reported nothing out of the ordinary to report. Budget transfers will soon be coming.

Jim Fredrickson moved the Expense and Encumbrance Report and all of the encumbrances therein. Katherine Heck seconded. Unanimous.

b. Request to Accept Gift/Donation

- 1) Great Brook School requests authorization to accept a check in the amount of \$666.67 from The Antrim-Bennington Lions Club for the purpose of sponsoring students to go on the 8th grade Washington, D.C. trip in April 2024.

Erin Pils-Martin moved to accept this gift as read. William Bryk seconded. Unanimous.

c. Request to Accept Gift/Donation

- 1) Great Brook School requests authorization to accept a check in the amount of \$666.67 from The James Tuttle Library for the purpose of sponsoring students to go on the 8th grade Washington, D.C. trip in April 2024.

Erin Pils-Martin moved to accept this gift as read. William Bryk seconded. Unanimous.

d. Request to Accept Gift/Donation

- 1) Great Brook School requests authorization to accept a check in the amount of \$666.67 from The Antrim Historical Society for the purpose of sponsoring students to go on the 8th grade Washington, D.C. trip in April 2024.

Erin Pils-Martin moved to accept this gift as read. William Bryk seconded. Unanimous.

e. School Board Candidates for Chair and Vice-Chair

- Policy BDB: Board Officers

Discussed under Month Events Calendar (agenda 7a.)

f. ConVal High School Program of Studies

The ConVal Program of Studies was referred to.

Janine Lesser moved to accept the draft Program of Studies as presented.

Katherine Heck seconded.

Katherine Heck asked if there were any significant changes to program.

Heather McKillop shared several small changes. NH Scholar requirements are now embedded in the table.

Environmental Science has been added for early college. The ELO process has been added.

Terri Drogue reported that "Human Geography" has been added because the DOE requires this to be added to offerings. Several course names have been changed.

Heather reported that a Yoga pilot is taking place this semester. Sixteen students have enrolled. That goes toward students Physical Education requirements.

Unanimous.

g. CTE Job Description

Kimberly Saunders referenced a job description that is present for a first read. Please let Kimberly or Michael Hatfield H.R. Director, know of any questions or comments.

10. Public Comment

John Wood, Dublin, said that related to the decision to consolidate all ConVal towns, he urged all towns be included in NH Listens if that is used.

He asked the Board to help decipher student testing results. He asked for a forum for parents to better understand.

He thanked the School System Administrator for providing him with a preview of the new website. It looks great.

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

a. Negotiations

b. Personnel

c. Student

d. Legal

Katherine Heck motioned to enter into Non-Public Session in accordance with RSA 91-A:3,II at 8:01 p.m. Unanimous on a roll call vote.

Erin Pils-Martin motioned to exit Non-Public Session at 8:20 p.m. Greg Kriebel seconded. Unanimous.

William Bryk motioned to seal the minutes of Non-Public Session for a period of five years. Greg Kriebel seconded. Unanimous.

12. Adjourn

Katherine Heck motioned to adjourn at 8:20 p.m. Greg Kriebel seconded. Unanimous.

Respectfully submitted,

Brenda Marschok

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

CONTOOCCOOK VALLEY SCHOOL DISTRICT

**March 5, 2024
Personnel Agenda**

2023-24 Nominations:

CVSD

Kerrigan Bergeron

Occupational Therapist

Pro-Rated 23-24 \$16,034

2023-2024 Co-Curricular Notifications:

See Attached

Grade Total	108	111	119	125	144	141	5	753
SCHOOL	Preschool	Kindergarten	Grade 1	Grade 2	Grade 3	Grade 4	Gr 5	Total
AES	# of Students 34	22	22	14	24	24		140
	# of Sections 2	2	2	1	1	2		
	Ratio 17.0	11.0	11.0	14.0	24.0	12.0		
BES	# of Students 7	10	10	17	11	17		62
	# of Sections 1	1	1	1	1	1		
	Ratio 7.0	10.0	10.0	17.0	11.0	17.0		
DCS	# of Students 9	5	5	15	11	8	5	53
	# of Sections 1	1	1	1	1	1	1	
	Ratio 14.0	14.0	14.0	15.0	11.0	13.0		
FES	# of Students 7	8	8	7	12	8		42
	# of Sections 1	1	1	1	1	1		
	Ratio 15.0	15.0	15.0	7.0	20.0			
GES	# of Students 26	13	12	11	17	12		91
	# of Sections 2	1	1	1	1	1		
	Ratio 13.0	13.0	12.0	11.0	17.0	12.0		
HES	# of Students 21	13	10	11	9	18		82
	# of Sections 2	1	1	1	1	1		
	Ratio 10.5	13.0	10.0	11.0	9.0	18.0		
PES	# of Students 27	33	45	42	54	44		245
	# of Sections 2	3	3	3	3	3		
	Ratio 13.5	11.0	15.0	14.00	18.0	14.7		
TES	# of Students 7	7	7	8	6	10		38
	# of Sections 1	1	1	1	1	1		
	Ratio 7.0	7.0	15.0	15.0	16.0			
Enrollment numbers may include tuitioned-in students								753
Total Students PreK-5 (Ele.)								753

	<u>Grade 5</u>	<u>Grade 6</u>	<u>Grade 7</u>	<u>Grade 8</u>	<u>Total</u>
GBS # of Students	45	60	50	60	215
# of Teachers*					14
<hr/>					
SMS # of Students	85	92	79	89	345
# of Teachers*					17
<hr/>					
Total Students					
GBS and SMS	130	152	129	149	560
<hr/>					
	<u>Grade 9 ATC</u>	<u>Grade 10 ATC</u>	<u>Grade 11 ATC</u>	<u>Grade 12 ATC</u>	<u>Total ATC</u>
CVHS # of Students	153 (0)	167 (15)	164 (14)	148 (7)	632
<hr/>					
	<u>PreK to 4</u>				748
	<u>5-8</u>				565
	<u>9-12</u>				632
	Total 2023-2024				1945
<hr/>					
Total Enrollments					
2006-07	3104	2434	2434	2017-18	2143
2007-08	2969	2342	2342	2018-19	2109
2008-09	2855	2325	2325	2019-20	2074
2009-10	2755	2239	2239	2020-21	2059
2010-11	2534	2169	2169	2021-22	2021
		2234	2234	2022-23	1956

(CVHS enrollment numbers do NOT include ATC students from other Districts)
 Enrollment numbers may include tuitioned-in students

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 School Board Mtg. @ 7:00 p.m. @ 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						

Budget Transfer Requests

5-Mar-24

1	Account	Description	Debit	Credit
	21.000.1100.18.111	Gen Ed Para Salaries		\$50,000.00
	21.000.1100.18.120	District Base Core Temp Salaries		\$100,000.00
	21.000.1200.83.110	District Spec Ed OT/PT Salaries	\$150,000.00	

Additional professional services based on student needs

2	21.000.2120.35.114	District Guidance Admin Salaries		\$180,160.00
	21.000.2120.35.211	District Guidance Admin Health Ins		\$15,497.16
	21.000.2120.35.212	District Guidance Admin Dental Ins		\$576.12
	21.000.2120.35.213	District Guidance Admin Life Ins		\$275.81
	21.000.2120.35.214	District Guidance Admin LTD		\$313.66
	21.000.2120.35.220	District Guidance Admin FICA		\$8,274.24
	21.000.2120.35.232	District Guidance Admin Retirement		\$24,242.62
	21.000.1200.18.111	Basic Spec Ed Para Salaries	\$52,000.00	
	21.000.1200.85.110	District Spec Ed Psych/Soc Salaries	\$36,000.00	
	21.000.2310.40.540	District Admin Advertising	\$35,000.00	
	21.000.2310.40.550	District Admin Printing	\$10,000.00	
	21.000.2310.40.650	District Software Support	\$3,000.00	
	21.000.2310.40.430	District Admin Repair/Maint	\$2,600.00	
	21.000.2190.49.114	District Tech Director	\$4,171.00	
	21.000.1100.18.561	Gen Ed Tuition	\$10,500.00	
	21.000.1200.33.110	District Special Ed Summer Prog Sal	\$6,030.00	
	21.000.1200.18.110	Basic Spec Ed Salaries	\$1,000.00	
	21.000.1200.39.323	District Spec Ed Pupil Services	\$69,038.61	

To cover positions that were moved for this year or for services that were legally obligated, includes district costs that were underbudgeted

3	21.330.1410.20.120	CVHS Co-Curricular Temp Salaries		\$29,360.39
	21.330.1333.33.211	CVHS Comp Science Health Ins		\$21,000.00
	21.330.1390.14.330	CVHS Fire/EMS Prof Services		\$16,960.00
	21.330.1410.21.610	CVHS Theater Supplies	\$4,000.00	
	21.330.1410.21.810	CVHS Theater Dues & Fees	\$1,000.00	
	21.330.2410.40.112	CVHS Admin Asst Salaries	\$32,890.29	
	21.330.2410.40.114	CVHS Admin Salaries	\$9,953.00	
	21.330.2410.40.120	CVHS Admin Temp Salaries	\$2,637.50	
	21.330.2410.40.291	CVHS Other Benefits 403(B) Match	\$5,000.00	
	21.330.2490.40.112	CVHS ATC Admin Asst Salaries	\$11,839.60	

Increases in Admin Asst Salaries and 403B matches

\$446,660.00 \$446,660.00

180 Student School Days
 187 Para Days/188 New Para Days
 188 Teacher & SSP Days/ 198 New Teacher & SSP Days

**DRAFT - ConVal School District
 2024-2025 School Year Calendar**

Approved:
 Revised:
 Revised:

JUL/AUGUST (3 Student School Days)

7/29 thru 8/9 : New Teacher/SSP PD Days
 (New Paras Attend Only 1 [TBD])
 8/26: All Staff PD Day
 8/27: Teacher & SSP Classroom Prep; Para
 PD Day
 8/28: First Day of School

July/August 2024						
S	M	T	W	Th	F	S
		29	30	31	1	2
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 2025						
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	

FEBRUARY (15 Student School Days)

2/24 thru 2/28: Winter Recess

SEPTEMBER (19 Student School Days)

9/2: Labor Day Holiday
 9/10: All Staff PD Day

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 2025						
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 (19 Student School Days)

3/10 & 3/11: All Staff PD Days

OCTOBER (22 Student School Days)

10/14: All Staff PD Day

October 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		

April 2025						
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 (19 Student School Days)

4/28 thru 4/30: Spring Recess

NOVEMBER (16 Student School Days)

11/5: Parent/Teacher-SSP Conferences;
 PD Day at CVHS; Paras-NOT a
 Work Day
 11/11: Veterans' Day (Observed)
 11/27 thru 11/29: Thanksgiving Recess

November 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

May 2025						
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 (18 Student School Days)

5/1 thru 5/2: Spring Recess
 5/23: All Staff PD Day
 5/26: Memorial Day Holiday

DECEMBER (15 Student School Days)

12/23 thru 12/31: Holiday Recess

December 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				

June 2025						
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 (15 Student School Days)

6/20: Last Day of School/Early Dismissal

JANUARY (19 Student School Days)

1/1 thru 1/3: Holiday Recess
 1/20: MLK, Jr./Civil Rights Day Holiday

January 2025						
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
-  Last Day of School - Early Dismissal
-  Potential Makeup Days

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
afortrest@conval.edu

TO: **Contoocook Valley School Board**
FROM: **Alisha Hansen-Proulx/Pierce School**
DATE: **January 30, 2024**
RE: **REQUEST TO ACCEPT A GIFT OR DONATION**


The Pierce School requests authorization to accept from:

Name/Address: Pierce School PTO, at 19 Main Street, Bennington, NH, 03442.

The following gift/donation of: A new electric range stove/oven for the kitchen valued at * \$ 600

For the purpose of: replacing the current oven which is not effectively baking and heating food anymore. The oven isn't heating to its proper temperature being set at, and the PTO would like to replace this oven to continue using it for community suppers, student cooking classes for after-school programs and clubs, as well as for use during the school day so we can cook things for projects and to reheat food for student projects. The PTO has gotten a quote on a new range oven and this would include any new cords, delivery, and installation of the new range oven.

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


Principal's Signature _____ Teaching/Supervising

SAU OFFICE USE ONLY: Date Received _____