

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Road

Peterborough, New Hampshire

CONTOOCCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, April 2, 2024

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**
- 6. Consent Agenda**
 - a. Acceptance of School Board Meeting Minutes**
 - 1) March 19, 2024 (pg. 1-5)**
 - b. Personnel**
 - c. April 1st Enrollment Update**
- 7. Superintendent's Report and Presentation of Business**
 - a. Attorney, Dean Eggert Presentation – Board Responsibilities**
 - b. Monthly Events Calendar (pg. 6-7)**
 - c. School Board Requests**
 - d. Ed306 (pg. 8-9)**
 - e. Feasibility Study – Initial meeting and letter**
- 8. Old Business**
 - a. CTE Job Description – 2nd Read Adoption (Board Vote Required) (pg. 10-13)**
 - b. Strategic Organization Committee Update and Discussion**
- 9. New Business**
 - a. Committee Assignments**
 - b. MS-22 Signing**
 - c. Single-Tier Busing**
 - d. Last Day of School**
 - e. Food Service Recommendation (Board Vote Required)**
 - f. Request to Accept Gift/Donation (Board Vote Required) (pg. 14)**
 - 1) Greenfield Elementary School requests authorization to accept \$1,560.04 from the Greenfield Elementary School PTO for the purpose of paying half portion of the NHDI residency program.**
 - g. Field Trip Request Approval (Board Vote Required) (pg. 15)**
 - 1) ConVal High School, grades 11-12, students request to travel to Washington DC, from June 27 – July 1, 2024, to participate in the Educators Rising National Conference.**
 - h. Purchase Recommendation (Board Vote Required) (pg. 16)**
- 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

CONTOOCCOOK 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>

Minutes

BOARD

William Bryk, Tom Burgess,
Richard Dunning, Alan Edelkind,
Jim Fredrickson, Dan Harper,
Katherine Heck, Michael Hoyt,
James Kingston, Janine Lesser,
Erin Pils-Martin

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Brian Cisneros, B.A.
Rachel Hill, FES
Nicole Pease, DCS
Heather McKillop, CVHS

Lucy Jackson, Student Rep.

1. Call to Order and Pledge of Allegiance

Dr. Kimberly Saunders called the meeting to order at 7:03 p.m. The Pledge of Allegiance was recited.

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

Kimberly Saunders recognized Erin Pils-Martin, Antrim; Mike Hoyt, Bennington; James Kingston, Temple; Katherine Heck, Greenfield, and Janine Lesser, Peterborough who were sworn in by the District Clerk prior to the start of tonight's meeting as School Board members.

3. Call for Election of Officers – Superintendent

Katherine Heck moved to elect Dick Dunning for School Board Chair. Erin Pils-Martin seconded.

James Kingston called Point of Order that no one has been nominated. Kimberly Saunders explained the policy that outlines that the second meeting in February as the meeting for declaration of intent to run for officer.

James said that the pitch should be made now.

Kimberly Saunders said that those that run for open school board positions are invited to the February meeting to hear speeches. Mr. Kingston was voted in as a write-in therefore, was not known to invite.

Kimberly Saunders said that we have motion and second.

In favor: Dan Harper, Tom Burgess, Katherine Heck, Jim Fredrickson, Dick Dunning, Alan Edelkind, Janine Lesser, Mike Hoyt, Erin Pils-Martin

Abstained: James Kingston

Motion carried.

Dick Dunning called for the election of School Board Vice-Chair.

Katherine Heck moved to elect Alan Edelkind as School Board Vice-Chair. Erin Pils-Martin seconded.

In favor: Dan Harper, Katherine Heck, Tom Burgess, Jim Fredrickson, Dick Dunning, Alan Edelkind, Janine Lesser, Mike Hoyt, Erin Pils-Martin.

Abstained: James Kingston

Motion carried.

4. Points of Pride

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

5. Approval of Manifests (Board Vote Required)

Brian Cisneros certified that Manifests listed, totaling \$2,954,278.62 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 motioned to approve the Manifests as presented.

Katherine Heck seconded. Unanimous.

6. Public Comment

Ari Pape, Peterborough, sixth grade student at South Meadow School, thanked the board for all of the work they have done to make the schools strong. He would love to see teachers paid at the same level as other school districts. He said that his current teachers are working hard and he wants to attract good teachers. He said that Ms. Brezovec is the best and that she is retiring. He hoped that the robotics continues. He would also like to learn a foreign language. He thanked the board and urged them to continue to work hard. Dick Dunning thanked him for his thoughts.

Angela Pape, Peterborough, South Meadow School running club and track and field. She too thanked the board for their hard work. She said that she knows that the past months have been challenging. She encouraged the board to think about what families want and need for a high-quality learning environment. She asked that staff cut in the past be added back in and that teachers' salaries are increased. She said that she worried that if we keep cutting in the middle and high school that kids will not be prepared for beyond high school. She thanked the board for their work and encouraged them to keep prioritizing kids and focus on the middle and high school.

7. Reports

a. Student Representative – Lucy Jackson

Lucy Jackson reported that tonight is the District Chorus Concert grades 4-12, last week was the band concert. Last Friday, there was a blood drive at CVHS with over 40 donors. The first day of Spring sports was yesterday. Solar Eclipse viewing will take place in April on the athletic fields. UNH Donated over 200 viewing glasses.

8. Consent Agenda

a. Acceptance of School Board Meeting Minutes

1) March 5, 2024

b. Personnel

1) 2024-2025 Resignations

2) 2023-2024 Nominations

3) 2023-2024 Co-Curricular Notifications

The Consent Agenda was accepted.

9. Superintendent's Report and Presentation of Business

a. Voting Results

The budget passed at 59% and the Collective Bargaining Agreement at 64%

Amending Articles of Agreement did not pass with 45%.

Trust Funds passed.

Dick Dunning asked board members to let him know if you would like to change a committee you currently sit on. If you would like another assignment, please let him know. Committees will form and elect the Chairperson and set their meeting schedules.

Jim Kingston asked if there are mission statements.

Kimberly Saunders said that the committees include Budget & Property, Policy, and other ad hoc meetings.

Katherine Heck said that we can find prior results from voting in annual reports. She asked that the past five years of voting be placed in a shared Google Drive.

Kimberly Saunders confirmed.

Kimberly said that on March 12th, it ticked a decade since any budget or teacher's contract failed. The Board should be proud.

Jim Fredrickson referenced a summary of what happens to the budget now that Warrant Articles 1 and 2 passed.

\$1.1M is the max that can be retained.

The MS-22 Draft is currently in the packet and the one that will be signed will come forward next month.

Jim Fredrickson said that if the State Legislation would come through and approve the additional adequacy, the District Assessment would go down.

Katherine Heck said that the plan is to use SWEPT to backfill it. It does not solve anything for the residents. There is an amendment in finance right now to move it into SWEPT.

Kimberly Saunders said that SWEPT = State Wide Educational Property Tax. SWEPT is now raised locally and has to stay local. Some districts can raise more SWEPT significantly. It has become an issue.

b. Monthly Events Calendar

The Monthly Events Calendar was reviewed.

c. School Board Requests

Kimberly Saunders reported that there are no outstanding School Board Requests.

d. Outline of legal requirements of feasibility study

Kimberly Saunders shared the process for withdrawing from a Cooperative School District.

We have two prior districts, Francestown and Dublin, who have directed the district to do a feasibility study. Before May 10th, no later than 60 days after the March 12th vote, is the date that the first meeting must convene by.

There are three options from the committee – recommend withdrawal with a plan, not recommend withdrawal, or ask for more time.

One Selectperson from each town and one board member from each town will sit on the committee.

The Superintendent is not a voting member on a committee.

Attorney, Dean Eggert will be present at the next meeting to answer any questions.

Communications should be sent to those committees so that they provide a Selectperson and the first meeting can get started.

There have never been two withdrawal studies at the same time in one district. Work to see if the meetings can join is being researched.

The School District Board will have to look at withdrawal from the District but not the SAU. This means that there would be a Francestown District, Dublin District, ConVal District, and SAU.

Any questions:

How many people need to be on the committee? One member from each of the nine communities and one Select board member from each community.

Janine Lesser asked who would do the information gathering.

Kimberly said that the committee would do that work.

Janine further asked if this is additional work you are anticipating; quite a lot of additional work.

Kimberly Saunders responded that yes, I feel like I have made that very clear that this is a lot of work.

Janine Lesser asked how this work would get done, will you push other work to the side?

Kimberly Saunders said that she will do as directed.

Erin Pils-Martin asked if isn't the preexisting district ConVal and therefore one district?

Kimberly said that it is not, we go back to the inception documents where Francestown and Dublin were districts.

10. Old Business

a. Policies – 2nd Read/Adoption (Board Vote Required)

IKL: Academic Honesty and Integrity

Jim Kingston asked for future proofing of this policy, as AI tools come on the market, can we say "including but not limited to AI tools".

Kimberly said that we use e.g. and "such as" so that we can say it is similar and meets the requirements of the policy.

Jim Kingston asked about the removal of the word "best" in the first paragraph.

Jim further asked about paragraph 5; academic collusion – unsure how a teacher's permission would come into play. The way this is written, a teacher could give permission for another student to copy a test.

Kimberly said that group work is called a jigsaw. Outside that permission, it would be academic collusion.

William Bryk motioned to approve policy IKL for adoption. Mike Hoyt seconded.

Dan Harper asked about AI. When is it okay? He said that he has colleagues that use it in their work. Where does the district stand?

Kimberly said that she would be happy to ask the integration team to present on this. The goal is to ask students to use it in an ethical way.

Would the board be interested?

Dick Dunning said that it is critical that the board learn as much as possible about AI.

Confirmed.

Unanimous.

IHBAM: Special Education Procedures Manual

Janine Lesser moved to accept policy IHBAM as written. Erin Pils-Martin seconded. Unanimous.

11. New Business

a. Driver's Education Program Recommendation (Board Vote Required)

Brian Cisneros said that a vendor, All Star Driving, approached us about providing Driver's Education at the high school. Everything is done outside of school hours. They gave a five-year proposal with the first three years at \$875 per student and years 4 and 5 at \$900 per student.

Janine Lesser moved that we accept the proposal as offered with All Star Driving.

William Bryk seconded.

It has been at least three years since driver's education has been offered at ConVal.

Katherine Heck said that she fully supports this to allow our students to have access to this. It is critical for our students.

Erin Pils-Martin asked if we know the student capacity for enrollment.

Kimberly Saunders said that it is typically 30-40 students.

Unanimous.

b. Data and Equity Audit Request for Proposal (RFP) (Board Vote Required)

An RFP was sent out for an Equity Audit as part of the Strategic Plan and the ongoing work as authorized by the School Board.

Vendor EEC was the highest cost but did not have additional costs. One vendor had no experience with schools.

The recommendation is that vendor EEC be contracted with for this work. It was a long process to get here.

Janine Lesser moved to accept the contract for an equity audit from a company named EEC in the amount of \$110,000.

Katherine Heck seconded.

Katherine asked how long the process is anticipated.

Kimberly said that by September 13th prior to budget season.

Unanimous.

c. Field Trip Request Approval (Board Vote Required)

- 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.

Mike Hoyt motioned to approve the field trip request as presented.

Katherine Heck seconded. Unanimous.

d. Amendment to ConVal High School Handbook (Board Vote Required)

Kimberly Saunders said that we often have police in school. We are specific about when police can speak to students and when they cannot. If police are in schools around abuse or neglect, police have permission to speak to students. This change is to notify parents.

Janine Lesser moved to approve the amendment to the ConVal Handbook.

Katherine Heck seconded.

Jim Kingston said that it would go a long way toward relieving anxiety toward parent rights toward notification if you could summarize the RSA.

Kimberly Saunders shared that the handbook is electronic and this is a link.

Katherine asked should it be added to other handbooks.
Kimberly said that this will be looked at for all handbooks.
Jim Fredrickson asked what drove the change.
Kimberly said that we often are unwilling to allow a police officer to interview a student without a parent present. This needs to be made clear to both staff and families.
William Bryk abstained.
All others in favor. Motion carried.

e. School Board Committees and Committee preferences

This agenda item was discussed earlier under 9a.

12. Public Comment

Blake, from Dublin spoke with regard to AI, he urged caution when using and selecting AI in classrooms. It is a new technology. Bias is built into those platforms.

Jim Cleary, Bennington, said that he ran for Selectman and he learned that many were misinformed on Article 10. Many people thought that they would save on their tax bill. Many did not know what they were voting on. School Board members need to get these messages out. He doesn't want to see us go down the wrong road. Letting people know is important. He said that he is hoping we can all work together more to maintain what we have here.

Doug Sutherland, Hancock, congratulated the district on passing the budget. When it comes to Article 10, he encouraged the School Board to involve the community. He urged the board not to kick this down the road. He would love to see the School Board and community to come together to figure this out. When it comes to the budget; people are unaware. He encouraged the community to be involved as much as possible. The community is not exactly split but it is pretty close in terms of those who voted.

In other comments, Kimberly Saunders referenced the 2024/2025 calendar outlining when the SAU is closed.

13. 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 8:02 p.m.

William Bryk seconded.

Unanimous on a roll call vote.

Erin Pils-Martin moved to exit Non-Public Session at 8:38 p.m.

William Bryk seconded. Unanimous.

Erin Pils-Martin moved to seal the minutes of Non-Public Session for five years.

Katherine Heck seconded. Unanimous.

14. Adjourn

William Bryk motioned to adjourn at 8:38 p.m. Mike Hoyt seconded. Unanimous.

Respectfully submitted,

Brenda Marschok

April 2024

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

May 2024

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

We Need Minimum Standards that Preserve the Quality of Education for NH Students

The Minimum Standards for State Approval (Ed306) are the basis for public education in New Hampshire, which remains one of the finest public school systems in the country¹. The revision of the standards being considered by the NH State Board of Education could undermine the quality of education, provide fewer opportunities for our students, and add additional burden on our already strapped communities. Over the last year, hundreds of parents, educators, students and community members have provided feedback on the revision of the minimum standards. The State Board of Education produced a draft of the rules on February 12, 2024. This public draft contained very little feedback from all these stakeholders. We urge the Board to revise the standards in ways that strengthen our schools, not undermine them.

The proposed revisions have the potential to...

Decrease opportunities for our students

Why is this important?

With reduced standards, schools might not offer broad and rich curriculum, affecting the overall development of students and limiting their exposure to a wide range of subjects and extracurricular activities. It is important to have rigorous standards to prepare students for college and careers. Lower standards will lead to underprepared students who struggle with college-level work or job requirements, impacting their future success.

What are the changes to watch for?

- Language that shifts from “shall” to “may” serves to make many required standards optional.
- Replacement of instruction with open-ended references like “opportunities,” which could lower the bar for what constitutes a course or credit and set the conditions for the state to outsource them to private companies.
- Elimination of program requirements that students need to be successful
- References to particular companies or organizations as preferred providers.
- Elimination of important standards for student well being and success.

Increase inequities between and within districts

Why is this important?

Lowering adequacy standards risks increasing disparities between students in different districts. Struggling communities would be driven to eliminate programs that aren't required, lowering the quality of education. Disparities in educational quality are exacerbated when states lower their educational standards². This increases New Hampshire's "postcode lottery," where a student's opportunities are heavily dictated by their geographical location.

What are the changes to watch for?

- Removal of language that protects students from discrimination and bias.
- Language that eliminates commitments to every student regardless of characteristics.
- Removal of language that provides for instruction based on differentiation, individualization, and personalization and returns education to a one-size-fits-all, factory system.

<p>Lower standards for schools, students, and teachers</p>	<p>Why is this important? Minimizing standards may initially seem to offer flexibility, but it can compromise the quality of education, making it difficult for schools to deliver comprehensive programs that meet all students' needs and prepare them for future success. Clear, high standards are essential for school improvement.³ Schools that have a roadmap of expectations to follow are more likely to achieve consistent progress in student outcomes.</p> <p>What are the changes to watch for?</p> <ul style="list-style-type: none"> • Removal of maximum class size requirements for K-12. • Removal of local control regarding competencies, graduation requirements, and assessments. This would usurp public schools' role in meeting the needs of their students and communities. • Broadening language in a way that creates inconsistencies from one school to the next, including: changing "certification" to "license" in teaching requirements; changing "instruction" to "learning"; changing from "graduation requirements" to "graduation expectations" • Removal of all references to local accountability and assessment; and weakening the definition of "competency" and "competency-based education." • Elimination of language requiring a safe and supportive environment • Removal of the framework for each subject area.
<p>Increase economic pressure on our local communities</p>	<p>Why is this important? In states that have experimented with lowering standards, there's often an increase in pressure from parents and community members to fill the gap.⁴ In many communities this will mean that the cost of providing a high quality education would fall even more onto the backs of local taxpayers. High-quality public schools are a key factor in local economic development, attracting families and businesses to an area.⁵ Lowering standards detracts from this appeal, negatively affecting local economies and property values.</p>
<p>Ways to Get Involved</p>	<ul style="list-style-type: none"> • Attend the NH State Board of Education Ed 306 Hearing on April 3, 2024 (1-4:30 pm) • Provide verbal and written testimony at the hearing. If you plan to speak, also provide your testimony in writing. Submit your testimony to Angela.Adams@doe.nh.gov. • Call, write, and talk to your elected officials • Share your thoughts with friends and neighbors • Check out Reaching Higher NH in-depth work on the 306 revisions for additional information • Check out NH Dept. of Ed moves forward with its own revisions to state minimum education standards (<i>Granite State News Collaborative</i>)

Endnotes

¹ "Rankings: Pre-K-12 - Best States for Childhood Education." *USNews.com*, <https://www.usnews.com/news/best-states/rankings/education/prek-12>. Accessed 19 March 2024.

² Darling-Hammond, Linda. *The flat world and education*. Teachers College Press, 2010.

³ *National Bureau of Economic Research | NBER*, <https://www.nber.org/>. Accessed 19 March 2024.

⁴ "Rankings: Pre-K-12 - Best States for Childhood Education." *USNews.com*, <https://www.usnews.com/news/best-states/rankings/education/prek-12>. Accessed 19 March 2024.

⁵ *Economic Policy Institute | Research and Ideas for Shared Prosperity*, <https://www.epi.org/>. Accessed 19 March 2024.

**NEW HAMPSHIRE PUBLIC SCHOOLS
SCHOOL ADMINISTRATIVE UNIT #1
CONTOOCOOK VALLEY SCHOOL DISTRICT**

POSITION TITLE: CTE High School Teacher

SUPERVISOR: CTE Director & Building Principal

QUALIFICATIONS:

- New Hampshire DOE High School teaching certification
- Bachelor's degree from an accredited college or university in High School Education or related discipline applicable to teaching assignment.
- Master's Degree in related area preferred
- One to three years of successful prior teaching experience for the appropriate grade levels preferred

SUMMARY: For Grades 10-12. Under the general supervision of the CTE Director & Building Principal, to facilitate student success and growth in academic and interpersonal skills through implementing district approved curriculum; documenting teaching and student progress/activities/outcomes; addressing specific educational needs of individual students and by creating a flexible, safe and optimal learning environment; and providing feedback to students, parents and administration regarding student progress, expectations, and goals.

POSITION PURPOSE:

All CTE Program Positions: The teacher is responsible for providing an educational atmosphere where students have the opportunity to fulfill their potential for intellectual and skills growth. This teacher is responsible for organizing and implementing an instructional program that will result in students achieving academic success in a hands-on, contextual learning environment while also developing workplace skills in their career area.

KNOWLEDGE, SKILLS and ABILITIES

- Knowledge of current teaching methods and educational pedagogy, as well as differentiating instruction based upon student learning styles.
- Knowledge of High School curriculum and concepts, including all subject matters taught.
- Knowledge of data information systems, data analysis and the formulation of action plans.
- Knowledge of applicable federal and state laws regarding education and students.

1st Read:

Approval:

Revision:

- Ability to use computer network systems and software applications as needed.
- Ability to organize and coordinate work.
- Ability to communicate effectively with students and parents.
- Ability to engage in self-evaluation with regard to performance and professional growth.
- Ability to establish and maintain cooperative working relationships with others contacted in the course of work.

DUTIES AND RESPONSIBILITIES:

- Develops and administers school curriculum consistent with school district initiatives, goals and objectives.
- Promotes a classroom environment that is safe and conducive to individualized and small group instruction, and student learning.
- Develops lesson plans and instructional materials and translates lesson plans into learning experiences to develop pertinent sequential assignments, challenge students, and best utilize the available time for instruction.
- Teaches all required subject matter as assigned to the grade level, utilizing course of study.
- Conducts ongoing assessment of student learning, and modifies instructional methods to fit individual student's needs, including students with special needs; conducts individual and small group instruction as needed and reports for all student activities, achievement and attendance as required by district procedures and applicable laws.
- IEP and 504 plans for students are to be read and implemented
- Encourages parental involvement in students' education and ensures effective communication with students and parents.
- Ensures that student conduct conforms with the school's standards and school district policies, and establishes and maintains standards of pupil behavior needed to achieve a functional learning atmosphere in the classroom.
- Coordinates with other High school professional staff members, especially within grade level and specific subjects, to evaluate and assess curriculum, and participates in faculty meetings and committees
- Selects and requisitions appropriate books, instructional aids and other supplies and equipment and maintains inventory records.
- Supervises students in activities that take place out of the classroom during the school day, including activities involving school transportation.
- Instructs students in the principles of responsible citizenship and other subject matters specified in applicable laws, as well as administrative regulations and procedures of the District.
- Continues to acquire professional knowledge and learn of current developments in the educational field by attending seminars, workshops or professional meetings, or by conducting research.
- Organizes and maintains a system for accurate and complete record-keeping, grading.
- Participate in CVHS events as requested by the building administration.
- Comply with the CTE safety program.

1st Read:

Approval:

Revision:

- Supervise storage and use of school-owned materials, equipment, tools and donated materials to prevent loss or abuse.
- Prepare short and long term budgets and assist with the procurement of supplies and equipment specific to their program.
- Develop and maintain industry partnerships to ensure that the program is aligned with industry needs.
- Develop and maintain student opportunities for internships, co-op and job shadows.
- Participate in CTE events such as the ATC Open House and Advisory Committee meetings.
- Satisfy all program specific requirements of Perkins V.
- Work with CTE staff to fulfill the mission of Career and Technical Education.
- Perform additional duties as assigned by the CTE Director, Building Principal, or other administrator designated by the Superintendent.

CTE Safety Plan:

- Establish and maintain standards of pupil contact needed to provide an orderly, safe, and productive environment in an activity-type classroom with many potential hazards.
- Instruct pupils in the use of eye protection and safety guards, and in the use, care, and safe operation of tools, machines and equipment.
- Maintain a safe and comfortable room environment by control of facility layout, materials storage, lighting, heating, and ventilation to the extent possible.

ADA MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED:

- Occasionally, Stooping. Bending body downward and forward by bending spine at the waist. This factor is important if it occurs to a considerable degree and requires full motion of the lower extremities and back muscles.
- Occasionally, Kneeling. Bending legs at knee to come to a rest on knee or knees.
- Occasionally, Crouching. Bending the body downward and forward by bending leg and spine.
- Seldom, Crawling. Moving about on hands and knees or hands and feet.
- Occasionally, Reaching. Extending hand(s) and arm(s) in any direction.
- Frequently, Standing. Particularly for sustained periods of time.
- Occasionally, Walking. Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.
- Occasionally, Pushing. Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.
- Occasionally, Pulling. Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion.
- Seldom, Lifting. Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. This factor is important if it occurs

1st Read:

Approval:

Revision:

to a considerable degree and requires substantial use of upper extremities and back muscles.

- Occasionally, Fingering. Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand as in handling.
- Occasionally, Grasping. Applying pressure to an object with the fingers and palm.
- Constantly Talking. Expressing or exchanging ideas by means of the spoken word. Those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.
- Constantly, Hearing. Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discriminations sound.
- Occasionally, Repetitive motion. Substantial movements (motions) of the wrists, hands, and/or fingers.

The physical requirements of this position

- Sedentary work. Exerting up to 10 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.
- The visual acuity requirements include color, depth perception, and field of vision.
- The worker is required to have close visual acuity to perform an activity such as: preparing and analyzing data and figures; transcribing; viewing a computer terminal; extensive reading; visual inspection involving small defects, small parts, and/or operation of machines (including inspection); using measurement devices; and/or assembly or fabrication parts at distances close to the eyes.
- The conditions the worker will be subject to in this position.
- The worker is not substantially exposed to adverse environmental conditions (such as in typical office or administrative work).

1st Read:

Approval:

Revision:

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: Greenfield Elementary
DATE: 3/22/2024
RE: REQUEST TO ACCEPT A GIFT OR DONATION

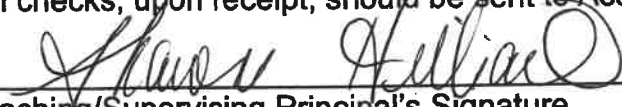
The Greenfield Elementary School requests authorization to accept from:

Name/Address: The Greenfield Elementary PTO
860 Forest Rd., Greenfield NH 03047

the following gift/donation of: \$1560.04 valued at * \$ _____

for the purpose of: paying half portion of NHDI
residency program.

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


Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received _____

Date Approved by School Board _____

Date Not Approved by School Board/Reason: _____

Date Check Received by SAU: _____

CONTOOCCOOK 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: Sarah Grossi
Educators Rising Grade: 11, 12 School: CVHS
2. Destination: Washington DC - Educators Rising NH
3. Date(s) of Trip: June 27- July 1, 2024 Departure Time: 6:00 am Return By: July 1, 2024
6/27/24 +/- 7 pm +/-
4. Description of Trip: Students will attend Educators Rising National conference to compete in children's literature & public speaking events.
5. How will this trip relate to your program and/or curriculum? Educators Rising is the CTSO for Careers in Education program which is required for all CTE programs.
CTSO - Career and Technical Student Organization
6. Transportation will be by: Bus Co. _____ Private Car _____ Other (explain) car service to Boston
Manchester - plane
Manchester - Boston to DC
(Private cars require completion of District Use of Private Vehicle Form by individual drivers)
7. Number of Staff: 1 Number of Students: 5 Number of Chaperones: _____

(Proposed list of all adults (staff and chaperones) along with invited students are attached (check) _____)

<u>Sarah Grossi</u>	<u>3/18/24</u>	<u>[Signature]</u>	<u>3/18/24</u>
Staff Signature	Date	Administration Signature	Date

SCHOOL USE ONLY: At least two weeks prior to the proposed trip, the following information must be completed. Administration verified (initialed): _____

- | | |
|--|--|
| <ul style="list-style-type: none"> <u>n/a</u> Bus Confirmation Received <u>n/a</u> PO for Bus: _____ <u>n/a</u> PO for Trip: _____ <input checked="" type="checkbox"/> Permission Slips To Parents/Guardians Prepared _____ Posted on School Calendar(s) <u>n/a</u> Staff Absences Entered in Frontline <u>n/a</u> TASC blocked or rearranged | <ul style="list-style-type: none"> <u>n/a</u> Kitchen Notified If Lunches Would Be Affected <input checked="" type="checkbox"/> Provided Nurse(s) with proposed list <input checked="" type="checkbox"/> Check in with Nurse(s) regarding meds <input checked="" type="checkbox"/> CPR/First Aid Trained (name/expiration date):
<u>Sarah Grossi</u> <u>2025</u> <u>n/a</u> Final list provided to Attendance <u>n/a</u> 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: _____



**ConVal School District - Purchase Recommendation
1 of 1**

General Information

Description: Up to 150 Extreme AP510C Access Points and 1 year licenses to replace existing AP230 models going end-of-life

Sole Source: No

RFP Number: 2023-2024 ERate 470

RFP Date: 2/2024 - 3/2024

RFP Post Location: USAC 470 Website

Budgeted Item: No

Line Item(s): E-Rate Funds

Low Bid Information

Vendor	Description	Bid
Mosaic	Extreme Networks ExtremeWireless AP510C	\$306.00/each \$45,900.00
WCA	Extreme Networks ExtremeWireless AP510C	\$303.00/each \$45,450.00

Purchase Recommendation

Vendor	Bid
WCA	\$45,450.00