

Posted: 02.14.19

At: All Hudson schools, SAU building, district website



HUDSON SCHOOL DISTRICT
Hudson, New Hampshire
February 18, 2019
Hills Memorial Library – 18 Library Street

6:00 pm Non-public Session
6:30 pm Public Session
followed by Non-public Session

AGENDA

- A. Call to Order:** Chairman Malcolm Price will call the meeting to order.
1. Pledge of Allegiance
- B. Non-Public Session**
- C. Public Hearing**
1. Petition Warrant Article - District Meeting Date Change (KB): Attachment # 1
- D. Public Input**
1. Mr. Barry Otto
- E. Presentations to the Board**
1. Plodzick & Sanderson
- F. Requests of the Board**
- G. Old Business**
- H. New Business**
1. District-wide Classroom Door Replacement Bid Award (KB): Attachment # 2
 2. Extracurricular Nominations (LR): Attachments # 3, 4, 5
 3. Policy JBAA Sexual Harassment – Students (1st reading, MW): Attachment # 6
 4. Policy GBAA Sexual Harassment – Employees/School Officials (1st reading, MW): Attachment # 7
- I. Recommended Action**
1. Manifests – Recommended action: Make necessary corrections and sign.
 2. Minutes – Recommended action: Review and approve.
 - a) 02.04.19 Draft Minutes (LR): Attachment # 8
 - b) 02.09.19 Draft Minutes (LR): Attachment # 9
- J. Reports to the Board**
1. Superintendent's Report (Driver Ed)

Posted: 02.14.19

At: All Hudson schools, SAU building, district website

2. Assistant Superintendent's Report
3. Director of Special Services' Report
4. Business Administrator's Report

K. Committee Reports

L. Correspondence

1. January Discipline Data (LR): Attachment # 10
2. VFW Correspondence (LR): Attachment # 11
3. Financial Report (KB): Attachment # 12
4. Outreach Coordinator Report (MW): Attachment # 13

M. Board Member Comments

N. Upcoming Meetings

Meeting	Date	Time	Location	Purpose
Policy Committee	02.25.19	6:00 pm	SAU Building	Regular Meeting
School Board	03.04.19	6:30 pm	Hills Memorial Library	Regular Meeting

O. Non-Public Session

RSA 91-A:3 II provides certain conditions under which the School Board MAY enter into non-public session.

These conditions are:

- (a) The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.*
- (b) The hiring of any person as a public employee.*
- (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.*
- (d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*
- (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency or any subdivision thereof, or against any member thereof because of his membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled.*

P. Adjourn

**Public Hearing Notice
Change of Date for School District Meeting
Hudson School District**

Pursuant to RSA 40:14 - XI, the Hudson School Board will hold a public hearing on **Monday, February 18, 2019**, 6:30 pm at Hills Memorial Library, 18 Library Street, Hudson, NH to discuss a petition warrant article to change the date for elections and the second session from the second Tuesday in March to the second Tuesday in April.

The warrant article will be voted on at the March 12, 2019 District meeting.

If canceled due to weather, the public hearing will be rescheduled to Tuesday, February 19, 2019 at 6:30 pm.

Hudson School Board
Hudson, NH

HUDSON SCHOOL DISTRICT
 SAU # 81
 20 Library Street
 Hudson, NH 03051-4240
 phone (603) 883-7765 fax (603) 886-1236

Lawrence W. Russell, Jr.
Superintendent of Schools
 (603) 886-1235
lrussell@sau81.org

Mary Wilson
Assistant Superintendent
 (603) 886.1235
mwilson@sau81.org

Rachel Borge
Director of Special Services
 (603) 886-1253
rborge@sau81.org

Karen Burnell
Business Administrator
 (603) 886-1258
kburnell@sau81.org

To: Hudson School Board

From: Karen Burnell, Business Administrator



Re: District Wide Classroom Door Replacement

Date: February 12, 2019

Four vendors submitted a bid in response to the district's advertised RFP for the District Wide Classroom Door Replacement. Two vendors that were present at the project site walk through did not submit bids. One vendor, Target New England, submitted a bid without attending the site walk through.

<u>Vendor</u>	<u>Amount</u>
Lang Door and Hardware, LLC	\$223,613
Target New England	\$228,808
Solid Roots Construction, LLC	\$249,000
Paxor Construction, LLC	\$286,694

This bid includes removal, disposal, and installation of classroom entrance doors (130 openings) at AHS, HGS, HMS, LSS, & HOS. After meeting with John Pratte, Facilities Director, I recommend the School Board award this bid to Lang Door and Hardware in the amount of \$223,613. Lang Door and Hardware has been a reputable and reliable vendor to the Hudson School District, and they are very responsive to warranty issues.

Recommended Action:

The Hudson School Board awards a contract to Lang Door and Hardware for the DW Classroom Door Replacement per the bid specifications in the amount of \$223,613 in accordance with policy 6.1 (w).

Thank you in advance for support of the above motion.

HUDSON SCHOOL DISTRICT
SAU # 81
20 Library Street
Hudson, NH 03051-4240
phone (603) 883-7765 fax (603) 886-1236

Lawrence W. Russell, Jr.
Superintendent of Schools
(603) 886-1235
lrussell@sau81.org

Mary Wilson
Assistant Superintendent
(603) 886.1235
mwilson@sau81.org

Rachel Borge
Director of Special Services
(603) 886-1253
rborge@sau81.org

Karen Burnell
Business Administrator
(603) 886-1258
kburnell@sau81.org

MEMORANDUM

TO: Hudson School Board
FROM: Stephanie Colton, Benefits Coordinator
SUBJECT: Extracurricular Nomination
DATE: February 6, 2019

The following nomination has been submitted for the remainder of the 2018-2019 school year:

Alvirne High School:

Student Council	Jacob Reece	\$1,175
-----------------	-------------	---------

HUDSON SCHOOL DISTRICT
SAU # 81
20 Library Street
Hudson, NH 03051-4240
phone (603) 883-7765 fax (603) 886-1236

Lawrence W. Russell, Jr.
Superintendent of Schools
(603) 886-1235
lrussell@sau81.org

Mary Wilson
Assistant Superintendent
(603) 886.1235
mwilson@sau81.org

Rachel Borge
Director of Special Services
(603) 886-1253
rborge@sau81.org

Karen Burnell
Business Administrator
(603) 886-1258
kburnell@sau81.org

MEMORANDUM

TO: Hudson School Board
FROM: Stephanie Colton, Benefits Coordinator
SUBJECT: Spring Coach Nominations
DATE: February 4, 2019

The following nominations have been submitted for Spring of the 2018-2019 school year:

Hudson Memorial:

Baseball	Kyle Precourt	\$2,000
Softball	Dave Yates	\$2,000
Girls Track & Field	Frank Girginis	\$1,850
Boys Track & Field	Michel Stilphen	\$1,850

HUDSON SCHOOL DISTRICT
 SAU # 81
 20 Library Street
 Hudson, NH 03051-4240
 phone (603) 883-7765 fax (603) 886-1236

Lawrence W. Russell, Jr.
Superintendent of Schools
 (603) 886-1235
lrussell@sau81.org

Mary Wilson
Assistant Superintendent
 (603) 886.1235
mwilson@sau81.org

Rachel Borge
Director of Special Services
 (603) 886-1253
rborge@sau81.org

Karen Burnell
Business Administrator
 (603) 886-1258
kburnell@sau81.org

MEMORANDUM

TO: Hudson School Board
FROM: Stephanie Colton, Benefits Coordinator
SUBJECT: Extracurricular Nomination
DATE: February 13, 2019

The following nominations have been submitted for Spring of the 2018-2019 school year:

Alvirne High School:

Varsity Baseball Coach	Mike Lee	\$3,850
Baseball Pitching Coach	Adam Perkins	\$2,700
Boys Varsity Tennis Coach	Michael Coulter	\$3,150
Girls Varsity Tennis Coach	Jen Ruigrok	\$3,150
Boys Varsity Spring Track Coach	Tom Daigle	\$3,850
Boys Assistant Spring Track Coach	Matt Dalzell	\$2,700
Girls Varsity Spring Track Coach	Caroline Bonsaint	\$3,850
Girls Assistant Spring Track Coach	Colleen Currier	\$2,700
Assistant Spring Track Coach	Melanie Packard	\$2,450
Varsity Softball Coach	April Eringis	\$3,850
Girls Varsity Lacrosse Coach (Friends-Of)	Don Jalbert	\$3,850
Boys Varsity Lacrosse Coach (Friends-Of)	Jason Downey	\$3,850

HUDSON SCHOOL DISTRICT

POLICY: JBAA Sexual Harassment/Students	APPROVED: First Reading: 02.18.19 Second Reading:
--	--

JBAA - Sexual Harassment - Students**POLICY AND PROCEDURE GUIDELINES****I. PURPOSE**

The Hudson School District is committed to creating and maintaining an educational environment where all individuals are treated with respect and dignity.

The purpose of this policy is to maintain a learning environment for students within the Hudson School District that is free from sexual harassment, or other improper or inappropriate behavior that may constitute harassment as defined below.

Sexual harassment is against the law and is against school board policy. Any form of sexual harassment is strictly prohibited. It is a violation of this policy for any student to harass another person through conduct or communication of a sexual nature as defined by this policy.

The Hudson School District will investigate all complaints, either formal or informal, verbal or written, of sexual harassment and will discipline any student who sexually harasses another individual.

II. SEXUAL HARASSMENT/SEXUAL VIOLENCE DEFINED

Sexual harassment shall include, but is not limited to, unwelcome sexual advances, requests for sexual favors and other verbal, nonverbal or physical conduct of a sexual nature when:

1. The conduct or communication has the purpose or effect of demanding sexual favors in exchange for benefits;
2. Submission to or rejection of the conduct or communication is used as the basis for educational decisions affecting a student;
3. The conduct or communication is so severe, persistent or pervasive that it has the purpose or effect of unreasonably interfering with a student's educational performance or opportunities; or creates an intimidating, offensive or hostile educational environment.

Relevant factors to be considered will include, but not be limited to: did the individual view the environment as hostile; was it reasonable to view the environment as hostile; the nature of the conduct; how often the conduct occurred and how long it continued; age and sex of the complainant; whether the alleged harasser was in a position of power over the individual subjected to the harassment; number of individuals involved; age of the alleged harasser; where the harassment occurred; and other incidents of sexual harassment at the school involving the same or other individual.

Examples of sexual harassment may include, but not be limited to:

- physical touching or graffiti of a sexual nature

- displaying or distributing of sexually explicit drawings
- pictures and written materials
- sexual gestures or obscene jokes
- touching oneself sexually or talking about one's sexuality in front of others
- spreading rumors about or rating other students or others as to appearance, sexual activity or performance.

III. REPORTING PROCEDURES

1. The Superintendent or his/her designee is responsible for implementing all procedures of this policy. Additionally, the Superintendent may develop and implement additional administrative regulations in furtherance of this policy.
2. Any student who believes he or she has been the victim of sexual harassment should report the alleged act(s) immediately to any District employee or the building Principal. If a student initially reports the alleged act to a District employee, that employee shall immediately notify the building Principal, who shall then immediately notify the Superintendent.
3. The Hudson School Board encourages all students and staff members to use the Report Form available from the Principal or Superintendent.
4. In each building, the Principal is the person responsible for receiving oral or written reports of sexual harassment. Upon receipt of a report, the Principal will notify the Superintendent immediately without screening or investigating the report. If the report was given verbally, the Principal shall reduce it to written form within 24 hours and then forward it to the Superintendent. Failure to forward any sexual harassment report or complaint as provided herein will result in disciplinary action. If the complaint involves the building Principal, the complaint shall be filed directly with the Superintendent.
5. The Board designates the Superintendent as the Human Rights Officer to receive any report or complaint of sexual harassment. If the complaint involves the Superintendent, the complaint shall be filed directly with the School Board.
6. Submission of a complaint or report of sexual harassment will not affect the student's standing in school, grades, work assignments, eligibility for extra-curricular activities or any other aspect of the student's educational program.
7. The use of formal Reporting Forms provided by the District is voluntary. The District will respect the confidentiality of the complainant and the individual against whom the complaint is filed as much as possible, consistent with the School District's legal obligations and the necessity to investigate allegations of sexual harassment and take disciplinary action when the conduct has occurred.

IV. INVESTIGATION AND RECOMMENDATION

The Superintendent, as the Human Rights Officer, will authorize an investigation upon receipt of a report or complaint of alleging sexual harassment. This investigation may be conducted by District officials or by a third-party designated by the Superintendent.

If District officials conduct the investigation, the following considerations should be taken into account: surrounding circumstances, nature of the sexual advance, relationship between parties and the context in which

the alleged incidents occurred. Whether a particular action or incident constitutes sexual harassment requires a determination based on all the facts and surrounding circumstances.

The investigation may consist of personal interviews with the complainant, the individual (s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator. Students who are interviewed may have a parent or other representative present.

In addition, the Hudson School District may take immediate steps, at its discretion, to protect the complainant, students and employees pending completion of an investigation of alleged sexual harassment.

If the Superintendent determines that a third-party designee should conduct the investigation, the Hudson School District agrees to assent to that party's methods of investigation.

Upon completion of an investigation conducted by either the District official or a third-party, the Superintendent will be provided with a written factual report and recommended action.

V. SCHOOL DISTRICT ACTION

If the investigating party determines that the alleged conduct constituted sexual harassment, the Superintendent or Principal may discipline the offending individual. Discipline will be issued in accordance with other applicable Hudson School Board policies. Due to FERPA and other privacy-related laws, the victim will not be informed of what discipline was imposed.

If the complaint is against a school employee and found to be sexual harassment, disciplinary action shall comply with all applicable school district policy and laws.

If the investigating party determines that the alleged conduct did not constitute sexual harassment, both the complaining party and the accused will be informed of such. No disciplinary action will be taken.

Conduct which does not rise to the level of sexual harassment as defined by this policy but is nonetheless inappropriate or in violation of other related Hudson School Board policies, will be addressed on a case-by-case basis by the Superintendent or Principal, who may still impose discipline or order the offending individual to engage in some remedial action.

VI. REPRISAL

The Hudson School District will discipline any individual who retaliates against any other individual who reports alleged sexual harassment or who retaliates against any person who testifies, assists or participates in an investigation, proceeding or hearing relating to a sexual harassment or sexual violence complaint. Retaliation includes, but is not limited to, any form of intimidation, threats, reprisal or harassment.

VII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any student to pursue other avenues of recourse, which may include filing charges with the Commissioner of Education, initiating civil action or seeking redress under state criminal statutes and/or federal law.

VIII. SEXUAL HARASSMENT OR SEXUAL VIOLENCE AS SEXUAL ABUSE

Under certain circumstances, sexual harassment or sexual violence may constitute sexual abuse under New Hampshire law. In such situations, the Hudson School District shall comply with all pertinent laws.

Nothing in this policy will prohibit the Hudson School District from taking immediate action to protect victims of alleged sexual abuse.

IX. AGE APPROPRIATE SEXUAL HARASSMENT POLICY

Per the requirements of Ed 303.01 (j), the Hudson School Board is required to establish a policy on sexual harassment, written in age appropriate language and published and available in written form to all students. This policy is intended to apply to middle school and high school aged students.

The Superintendent and building Principals(s) are charged with establishing policies, rules, protocols and other necessary age appropriate information or materials for the District's elementary schools.

X. BY-PASS OF POLICY

Any individual with a sexual harassment complaint may choose to bypass this Policy and accompanying regulation and proceed directly to: N.H. commission on Human Rights, at 2 Chenelle Dr., Concord, NH 03301, phone 603-271-2767 or US Department of Health & Human Services, Office of civil Rights, Region 1, JFK Building, Room 1875, Boston, MA 02203, phone 617-565-1340.

Legal Reference:

NH Code of Administrative Rules, Section Ed.303.01 (j), Substantive Duties of School Boards; Sexual Harassment Policy

NH Code of Administrative Rules, Section 306.04 (a) (8), Student Harassment

NH Code of Administrative Rules, Section 306.04 (a) (9), Sexual Harassment

RSA 354-A: 7, Unlawful Discriminatory Practices

Appendix: GBAA-R, BBA-R

Revised: April 2011

Revised: November 1999, December 2004, February 2008

HUDSON SCHOOL DISTRICT

POLICY: GBAA Sexual Harassment/Employees	APPROVED: First Reading: 02.18.19 Second Reading:
---	--

Sexual Harassment – Employees/School Officials**POLICY AND PROCEDURE GUIDELINES****I. PURPOSE**

The Hudson School District is committed to creating and maintaining a working environment where all individuals are treated with respect and dignity.

The purpose of this policy is to maintain a learning environment within the Hudson School District that is free from sexual harassment, or other improper or inappropriate behavior that may constitute harassment as defined below.

Sexual harassment is against the law and is against school board policy. Any form of sexual harassment is strictly prohibited. It is a violation of this policy for any employee to harass another person through conduct or communication of a sexual nature as defined by this policy.

For the purposes of this policy, the term “employee” shall include, but not be limited to all Hudson School District staff, teachers, non-certified personnel, administrators, volunteers, coaches and or other such personnel whose employment or position is directed by the Hudson School District.

The Hudson School District will investigate all complaints, either formal or informal, verbal or written, of sexual harassment and will discipline any employee who sexually harasses or is sexually violent toward another individual.

II. SEXUAL HARASSMENT DEFINED

1. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, sexual physical conduct, and/or conduct of a sexual nature when:
2. Submitting to the unwelcome conduct is made a term or condition of an individual’s employment, either explicitly or implicitly.
3. Submitting to or rejecting the unwelcome conduct is used as the basis for decision affecting a person’s employment; or
4. The unwelcome conduct has the purpose or effect of unreasonably interfering with a person’s work performance or creating an intimidating, hostile, or offensive working environment.
5. Sexual violence.

Sexual harassment may include, but is not limited to:

- Verbal harassment and/or abuse of a sexual nature
- Subtle pressure for sexual activity
- Inappropriate patting, pinching or other touching
- Intentional brushing against an employee’s body

- Demanding sexual favors accompanied by implied or overt threats
- Demanding sexual favors accompanied by implied or overt promises of preferential treatment
- Any sexually motivated unwelcome touching
- Sexual violence that is a physical act of aggression that includes a sexual act or sexual purpose

The forgoing list is to provide some examples and is therefore not meant to be all inclusive. Inappropriate conduct not listed above could be subject to investigation and disciplinary action under this policy.

III. REPORTING PROCEDURES

The Superintendent or his/her written designee is responsible for implementing all procedures of this policy. Additionally, The Superintendent may develop and implement additional administrative regulations in furtherance of this policy.

Any employee who believes he or she has been the victim of sexual harassment should report the alleged act to the building Principal. If the alleged perpetrator is the Principal, the alleged victim may report the allegation to any other district employee. That employee shall then report the allegation to the Superintendent. The board encourages the reporting employee to use the Report Form available from the Principal.

The Principal at each school building is the person responsible for receiving the oral or written report of sexual harassment. Upon receipt of the report, the Principal will notify the Superintendent immediately without screening or investigating the report. If the report was given verbally, the Principal shall reduce it to written form within 24 hours and then forward to the Superintendent. Failure to forward any sexual harassment report or complaint as provided herein will result in disciplinary action. If the complaint involves the building Principal, the complaint shall be filed directly with the Superintendent.

The Board designates the Superintendent as the Human Rights Officer to receive any report or complaint of sexual harassment. If the complaint involves the Superintendent, the complaint shall be filed directly with the School Board. The Hudson School District will post the name of the Title IX Coordinator in conspicuous places throughout the school buildings, including a telephone number and mailing address.

Submission of a complaint or report of sexual harassment will not affect the employee's standing in school, future employment, or work assignments.

The use of formal reporting forms provided by the Hudson School District is voluntary. The Hudson School District will respect the confidentiality of the complainant and the person against whom the complaint is filed as much as possible, consistent with the Hudson School District's legal obligations and the necessity to investigate allegations of sexual harassment and take disciplinary action when such conduct has occurred.

IV. INVESTIGATION AND RECOMMENDATION

The Superintendent will authorize an investigation upon receipt of a report or complaint of alleging sexual harassment. This investigation may be conducted by the Title IX Coordinator or by a third-party designated by the Superintendent.

The following considerations should be taken into account by the investigator: surrounding circumstances, nature of the sexual advance, relationship between parties and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes sexual harassment requires a determination based on all the facts and surrounding circumstances.

The investigation may consist of personal interviews with the complainant, the individual (s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by

the investigator. Employees who are members of a collective bargaining unit may have a union representation during an interview. Students who are interviewed, may have a parent or other representative present.

In addition, the Hudson School District may take immediate steps, at its discretion, to protect the complainant, students and employees pending completion of an investigation of alleged sexual harassment.

If the Superintendent determines that a third-party designee should conduct the investigation, the Hudson School District agrees to assent to that party's methods of investigation.

Upon completion of an investigation conducted by either the Hudson School District or a third-party, the Superintendent will be provided with a written factual report and recommended action.

V. SCHOOL DISTRICT ACTION

If the investigating party determines that the alleged conduct constituted sexual harassment, the Superintendent may discipline the offending individual. Such discipline may include, but is not limited to, a warning, training, temporary suspension or dismissal. Any discipline will be in accordance with all laws, school district policies, and collective bargaining agreements, if applicable.

If the investigating party determines that the alleged conduct did not constitute sexual harassment, both the complaining party and the accused will be informed of such. No disciplinary action will be taken.

Conduct which does not rise to the level of sexual harassment as defined by this policy but is nonetheless inappropriate or in violation of other related Board policies, will be addressed on a case-by-case basis by the Superintendent, who may order the offending individual to engage in some remedial action.

VI. APPEAL OF INVESTIGATOR'S RECOMMENDATION

Either the complainant or the accused may appeal the investigator's recommendation and subsequent District action, if any, to the School Board.

After a hearing, the School Board will vote to either accept or deny the investigator's recommendation and resulting discipline.

Either party may then appeal the Board's decision in accordance with applicable law.

VII. REPRISAL

The Hudson School District will discipline any individual who retaliates against any other employee who reports alleged sexual harassment or who retaliates against any person who testifies, assists or participates in an investigation, proceeding or hearing relating to a sexual harassment complaint. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

VIII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse, which may include filing charges with the Commissioner of Education, initiating civil action or seeking redress under state criminal statutes and/or federal law.

IX. SEXUAL HARASSMENT AS SEXUAL ABUSE

Under certain circumstances, sexual harassment may constitute sexual abuse under New Hampshire law. In such situations, the Hudson School District shall comply with all applicable laws.

Nothing in this policy will prohibit the Hudson School District from taking immediate action to protect victims of alleged sexual abuse.

X. BY-PASS OF POLICY

Any individual with a sexual harassment complaint may choose to bypass this Policy and accompanying regulation and proceed directly to: N.H. commission on Human Rights, at 2 Chenelle Dr., Concord, NH 03301, phone 603-271-2767 or US Department of Health & Human Services, Office of civil Rights, Region 1, JFK Building, Room 1875, Boston, MA 02203, phone 617-565-1340.

Legal Reference:

NH Code of Administrative Rules, Section Ed.303.01 (j), Substantive Duties of School Boards; Sexual Harassment Policy

NH Code of Administrative Rules, Section 306.04 (a) (8), Student Harassment

NH Code of Administrative Rules, Section 306.04 (a) (9), Sexual Harassment

RSA 354-A: 7, Unlawful Discriminatory Practices

Appendix: GBAA-R, BBA-R

Revised: April 2011

Revised: November 1999, December 2004, February 2008

**Hudson School District
Hudson School Board Meeting
February 4, 2019
Draft Minutes**

Present:

Mr. Malcolm Price, Board Chair
Mr. Lee Lavoie, Vice Chair
Mrs. Patty Langlais
Ms. Darcy Orellana
Mr. Michael Blau
Mr. Lawrence Russell, Superintendent
Ms. Mary Wilson, Assistant Superintendent
Ms. Rachel Borge, Director of Special Services
Ms. Karen Burnell, Business Administrator
Ms. Caitlin Lynch, AHS Student Rep.

A. Call to Order

Mr. Price, Board Chair, called the meeting to order and led the audience in the Pledge of Allegiance at 6:30 pm.

B. Non-Public Session

Superintendent Evaluation

C. Public Input

Marc Belleville, 10 Water Street
Traffic Concern

Currently have a lot of traffic in neighborhood with cars waiting to drop off in kindergarten; concerned the traffic will get much worse when full-day kindergarten begins. Roads are narrow and difficult to navigate. This was not the first time he has voiced his concern; it is a public safety concern. Mrs. Langlais agreed and suggested no parking signage in the neighborhood.

D. Presentations to the Board

None

E. Requests of the Board

Travel Request – Tyler Connect / MUNIS Conference
Yearly request, budgeted item.

Would like to send 2 employees to conference in Dallas April 7-10.

Mr. Lavoie moved to approve the travel request for two employees to attend conference (budgeted item) and submit a written report to the Board, second by Mrs. Langlais. Motion passes 5-0.

F. Old Business

2019-2020 School Calendar (revised)
Snow days added to calendar.

Last day June 19 (with 5 snow days) half day for students, full day for teachers.

January 17 half day for student's full day teachers.

Mrs. Langlais moved to approve the amended 2019-2020 school calendar, second by Ms. Orellana. Motion passes 5-0.

Foreign Exchange Student Enrollment Request

Updated information on F1 Visa.

Jessica Paepflow will skype with students to decide if they will need ESOL support.

The Board will get a recommendation after this screening is complete.

Students will need to also have a valid passport and be financially responsible for the tuition.

Also discussed legal issues and district responsibilities.

This will come back to the Board.

G. New Business

Warrant Article Assignments for Deliberative Session

Warrant 1-Price; Warrant 2-Orellana; Warrant 3- Lavoie; Warrant 4-Blau

Gateway Community Services Contract

Ms. Burnell addressed the Board

Five-year extension Health Occupations students work with Gateways (Adult Day Care).

Mrs. Langlais moved to approve the five-year contract extension with Gateways, second by Ms. Orellana. Motion passes 4-0-1. Mr. Blau abstained.

Driver Education Contract

Ms. Burnell addressed the Board.

Granite State Driving School

To extend the current contract for two additional years with no rate increase to students.

(\$590)

Discussed holding evening classes but need a minimum of 12 students, because of this, students are going to other driving schools.

Mrs. Langlais moved to accept the contract extension for Granite State Driving School and to hold evening classes if able, second by Mr. Blau. Motion passes 3-2. Mr. Lavoie and Mr. Price voted no.

H. Recommended Action

1. Manifests – Recommended action:

Manifests are available to be signed. Make necessary corrections

2. Draft Minutes – Recommended action:

Make necessary corrections and approve

January 14, 2019

Mrs. Langlais moved to approve the draft minutes of January 14, 2019 as presented, second by Ms. Orellana. Motion passes 5-0.

I. Reports to the Board

1. Superintendent's Report

Mr. Larry Russell addressed the Board.

Last Wednesday there was an informational meeting on full-day kindergarten.

50 people attended and had good questions and suggestions.

Community concern - not enough information to begin in fall.

Could hold at Nottingham West for first year then move it for 2020.

851 people took the survey. Equally divided on the options.
District has called our attorney; if money is zeroed out, we are not obligated to have full-day kindergarten. If voted yes, it's a board decision as to when it begins.
The board reminded the public that this is a Petition Warrant Article, not from the School Board. School Board wanted to have it added to Strategic Plan.

2. Assistant Superintendent's Report

Ms. Mary Wilson addressed the board.
Did not attend conference due to government shutdown.
Universal Learning – removing barriers
Professional development day was well-received.
Strategic planning work has a good foundation to get started.

3. Director of Special Services' Report

Ms. Rachel Borge addressed the Board.
Professional development day went well.
Know and Tell – full district training (video will be available).
Indicator 13 (transition) is next week.

4. Business Administrator's Report

Ms. Karen Burnell addressed the Board.
Prepping for Deliberative Session on Feb. 9.
RFP for classroom doors, AHS renovation.

J. Committee Reports

None.

K. Correspondence

Quarterly Student Activities Report

For your information

Technology Integration Specialist Report

For your information

Hand-carried

Letter from NH Childcare Council

Mr. Russell addressed the Board. Childcare has not necessarily removed preschool, it will be based on need/format.

Mrs. Langlais – There is no Little Broncos in the plan originally. Met with the Little Broncos teacher and it was not a good meeting. Preschool is not listed in the flyer. Larry and Steve are working on finding space in reno to put it back in.

L. Board Member Comments

Caitlin Lynch- congrats Patriots.

Mr. Blau-Thanks to all who attended Penguin Plunge.

Ms. Orellana – Get informed and vote.

Mrs. Langlais- Candidates night is coming up, attend and get to know the candidates before elections; make an informed decision. Candidate must enforce education.

Mr. Lavoie- Spoke to why we as a School Board voted no to changing election date as it affects our ability to hire.

Mr. Price- (If you) don't vote, don't complain after.

M. Non-Public Session

Mrs. Langlais moved to enter into Non-Public Session at 7:20 pm under RSA 91-A:3II (B, C), second by Mr. Lavoie. Chair called for a roll call vote: Mrs. Langlais-yes; Ms. Orellana-yes; Mr. Blau-Yes; Mr. Lavoie-yes; Mr. Price-yes. Motion passes 5-0.

Enter Non-Public at 7:20 pm.

The board discussed personnel matters.

At 7:46 pm, Mrs. Langlais moved to exit non-public, second by Mr. Lavoie. Motion passes 5-0.

Mrs. Langlais moved to elect Dan Collins to the position of Physics Teacher and Kelsi Woodard to the position of Grade 4 Teacher, second by Ms. Orellana. Motion passes 5-0.

At 7:47 pm, Mrs. Langlais moved to enter into Non-Public Session under RSA 91-A:3II (C,) second by Mr. Lavoie. Chair called for a roll call vote: Mrs. Langlais-yes; Ms. Orellana-yes; Mr. Blau-Yes; Mr. Lavoie-yes; Mr. Price-yes. Motion passes 5-0.

The board discussed the superintendent evaluation and contract.

Mrs. Langlais moved to exit non-public session and adjourn, second by Mr. Blau. Motion passes 5-0.

N. Adjourn

Meeting adjourned at 8:19 pm.

Respectfully submitted,

Dotty Murray (public)
Mary Wilson (non-public)

Hudson School District
Hudson School Board Meeting
February 9, 2019
8:45 am
Draft Minutes

Present:

Mr. Malcolm Price, Board Chair
Mr. Lee Lavoie, Vice Chair
Mrs. Patty Langlais
Ms. Darcy Orellana
Mr. Lawrence Russell, Superintendent
Ms. Karen Burnell, Business Administrator

- A. Call to Order: Chairman Price called the meeting to order at 8:45 am.
- B. Non-public Session:
Mr. Lavoie moved to enter non-public session under RSA 91-A:3II (C), second by Mrs. Langlais. Motion passes 4-0.

Mrs. Langlais moved to accept the resignation of Vinny Pagan, second by Ms. Orellana. Motion passes 4-0.

Mr. Lavoie motioned to exit non-public and adjourn, second by Mrs. Langlais. Motion passes 4-0.
- C. Adjournment
Meeting adjourned at 8:50 am.

Submitted by Karen Burnell.

HUDSON SCHOOL DISTRICT
 SAU # 81
 20 Library Street
 Hudson, NH 03051-4240
 phone (603) 883-7765 fax (603) 886-1236

Lawrence W. Russell, Jr.
Superintendent of Schools
 (603) 886-1235
lrussell@sau81.org

Mary Wilson
Assistant Superintendent
 (603) 886-1235
mwilson@sau81.org

Rachel Borge
Director of Special Services
 (603) 886-1253
rborge@sau81.org

Karen Burnell
Business Administrator
 (603) 886-1258
kburnell@sau81.org

To: Hudson School Board
 From: Lawrence W. Russell
 Date: February 13, 2019
 RE: January Discipline Data

Please see the data below describing discipline throughout the month of January for the Hudson School District:

School	In-School Suspension	Out-of-School Suspension	Reported Incidents of Bullying	Incidents of Bullying Being "Found"
ELC	1	0	0	0
Nottingham West	5	0	2	0
Hills Garrison	2	1	1	TBD
Hudson Memorial	41	7	6	6
Alvirne	37	12	0	0

Unless noted below, the number of suspensions is equal to the number of students suspended.

HMS ISS detail: 23x1; 4x2; 3x2; 1x4
 HMS OSS detail: 5x1; 1x2
 3 students served both an ISS and OSS.

AHS ISS detail: 33x1; 2x2
 AHS OSS detail: 12x1
 2 students served both an ISS and OSS.

NWES ISS detail: 4x1; 1x1.

December

HMS ISS detail: 25 x 1; 1 x 2; 2 x 3
 HMS OSS detail: 11 x 1
 9 students served both an ISS and OSS.

AHS ISS detail: 25 x 1; 3 x 2
 AHS OSS detail: 23 x 1; 1 x 3; 3 x 2
 6 students served both an ISS and OSS.



HUDSON MEMORIAL POST NO. 5791
P.O. Box 430
Hudson, New Hampshire 03051-0430

9 Feb 19

Lt. Col. Chris Cheetham USAF (Ret.), Senior Aerospace Science Instructor
 Alvirne High School
 200 Derry Rd
 Hudson NH 03051

Dear Lt. Col. Cheetham,

On behalf of the Post Commander, and members of Hudson Memorial Post 5791 and its Auxiliary, we would like to offer our sincere thanks and appreciation to Alvirne AFJROTC cadets who helped with the post clean up on 10 November 18. You can be proud of the effort and dedication your cadets show every time they are able to assist with the program. The following cadets should be commended for their efforts:

Kay D'Amico	Will Cloutier	Autumn Fleming	Mia Marcoux
Tahira Haughton	Kevin Connelly	Daniel Gamache	Edward Masse
Zach Buckley	Alex Demers	Matthew Gerling	Matthew McMahon
Ariel Chapman	Alex Durkee	Cloe Kroner	Christian McGall
Zach Mousseau	Alexa O'Brien	Michael Russell	Matthew Vowels

Also we can not forget that while this was going on there were another dozen at St. Patrick Cemetery putting flags on Veteran's graves and the weather was less than ideal and finally the the handful although I am not sure who who came a few days later to assist decorating for our Annual Toys for Tots Fundraiser we raised over \$11,000 this year. I would also like to congratulate those cadets who participated on the Drill Team this year. They improved at every meet and I wish them the best next season.

Several of the above mentioned cadets also step up repeatedly when our post asks for assistance. This dedication proves your cadets live up to their motto as: citizens of character dedicated to serving their nation and community," which enables us to live up to our motto: "Honoring the dead by helping the living!"

Sincerely,

A handwritten signature in black ink, appearing to read "Robert Everett", is written over a horizontal line.

Robert Everett, President Auxiliary 5791

cc: C. Madden, Commander Post 5791
 S. Beals, Principal, Alvirne High School
 L. Russell, Superintendent, SAU 81
 Hudson School Board

NO ONE DOES MORE FOR VETERANS.

HUDSON SCHOOL DISTRICT – SAU #81
20 Library Street
Hudson, NH 03051-4240

FINANCE OFFICE MEMORANDUM

To: Karen Burnell, Business Administrator
From: Cindy McNickle, Finance Director
Date: 2/11/2019
RE: Year to Date Financial Statement

As of February 7, 2019, the General Fund is projected to have a Fund Balance of \$424,359 for fiscal year 2019.

Revenue is expected to be \$114,464 higher than planned primarily due to an increase in:

- Special Education Aid;
- Pre-school Tuition; and
- Interest Income.

Expenditures, including prior year encumbrances, are expected to be \$309,895 lower than planned primarily due to lower than anticipated medical and dental care costs.

Compared to the prior report, the fund balance has decreased \$30,827.

- Revenues are higher (\$5K) than previously expected primarily due to increased ROTC Program Contributions
- Expenditures are also higher (\$36K) than previously expected primarily due to increased special services transportation costs.

**HUDSON SCHOOL DISTRICT
FY2019
UNAUDITED FUND BALANCE**

as of: 2/7/2019

<u>REVENUE</u>	REVENUE BUDGET	ACTUAL YTD REVENUE	ANTICIPATED REVENUE	BALANCE
10 1121 CURRENT TAX APPROPRIATION	41,374,156	24,078,399	17,295,757	-
10 1320 TUITION FROM OTHER LEA'S	70,000	(9,664)	64,566	(15,099)
10 1340 PRE-SCHOOL TUITION	85,000	46,945	46,500	8,445
10 1510 INTEREST ON INVESTMENTS	20,000	21,000	14,000	15,000
10 1710 ATHLETIC FEES	9,000	-	9,000	-
10 1730 1:1 COMPUTER INSURANCE	-	4,430	-	4,430
10 1900 OTHER LOCAL REVENUE	10,000	26,688	1,200	17,888
10 1901 ERATE	25,000	5,443	19,557	-
10 1903 IMPACT FEES	250,000	-	250,000	-
11 1910 RENTALS	30,000	1,494	28,506	-
10 1921 ROTC PROGRAM CONTRIBUTIONS	65,000	26,027	39,040	67
10 3210 SCHOOL BUILDING AID	278,632	139,316	139,316	-
10 3241 SPECIAL EDUCATION AID	368,729	460,567	-	91,838
10 3242 VOCATIONAL TUITION AID	145,000	(42,111)	169,007	(18,104)
10 3243 VOCATIONAL AID	17,000,000	-	17,000,000	-
10 3800 EDUCATION GRANT	7,572,068	5,282,188	2,289,880	-
10 4580 MEDICAID	300,000	76,872	223,128	-
10 5110 SALE OF BONDS AND NOTES	8,262,500	-	8,262,500	-
10 5220 INDIRECT COSTS	35,000	14,307	30,693	10,000
TOTAL GENERAL FUND REVENUE	75,900,086	30,131,900	45,882,650	114,464
10 5202 UNRESERVED FUND BALANCE	358,542	-	-	-
	76,258,628			

as of: 2/7/2019

<u>REVENUE</u>	REVENUE BUDGET	ACTUAL YTD REVENUE	ANTICIPATED REVENUE	BALANCE
TOTAL GENERAL FUND REVENUE (From Page 1)	75,900,086	30,131,900	45,882,650	114,464

**HUDSON SCHOOL DISTRICT
FY2019
UNAUDITED FUND BALANCE**

<u>EXPENDITURES</u>	APPROPRIATION BUDGET	ACTUAL YTD EXPENDITURES	ANTICIPATED EXPENDITURES	BALANCE
FY18 PRIOR YEAR ENCUMBRANCES				
Prior Year Encumbrances (FY18)	360,940			
Prior Year Encumbrances Paid to Date		401,457		
Anticipated Revenue - State Infrastructure Fund			(53,588)	
Anticipated Prior Year Encumbrance Payments			-	
EXCESS/SHORTFALL				13,071
FY19 APPROPRIATION BUDGET	50,996,128			
Expenditures		25,879,432		
Current Year Encumbrances			21,334,744	
Anticipated Revenue - State Infrastructure Fund			(341,639)	
Anticipated Expenditures			3,826,767	
TOTAL ANTICIPATED EXPENDITURES				50,699,304
EXCESS/SHORTFALL		26,280,889		296,824
ANTICIPATED FUND BALANCE				424,359
2/7/2019				

**HUDSON SCHOOL DISTRICT
FY2019 FINANCIAL STATEMENT
FUNCTION SUMMARY REPORT**

as of:

2/7/2019

FUNCTION	DESCRIPTION	BUDGET	REVISED BUDGET	YTD EXPENDED	ENCUMBERED	ANTICIPATED EXPENDITURE	AVAILABLE BUDGET
1100	Regular Programs	19,668,157	19,460,341	9,172,281	9,166,099	1,042,164	79,796
1200	Special Education	8,122,085	8,072,713	3,546,936	3,794,153	669,398	62,226
1300	Vocational	1,946,059	1,977,649	938,876	865,883	118,010	54,880
1400	Student Activities	717,841	717,841	387,518	46,089	284,426	(192)
2100	Student Services	4,780,328	4,820,898	2,160,778	2,223,923	381,002	55,196
2200	Student Support (Instruction)	1,543,672	1,658,104	915,373	463,913	277,215	1,603
2300	Student Support (Administration)	825,382	844,859	502,705	270,492	62,705	8,957
2400	School Administration	3,201,013	3,222,926	1,864,382	1,228,518	68,641	61,385
2500	School Resources	1,001,798	1,026,443	613,723	351,176	54,938	6,605
2600	Operations/Maint. Of Plant	5,334,860	5,342,063	3,430,321	1,716,120	518,059	(322,437)
2700	Student Transportation	2,217,797	2,217,797	1,056,155	1,185,430	29,046	(52,834)
2800	Information Mgt Services	345,011	342,370	209,132	22,947	110,290	-
4000	Facilities	25,447,500	185,000	156,481	-	28,519	-
5100/5200	Principal/Interest/Fund Transfers	1,107,125	1,107,125	924,772	-	182,353	-
TOTAL		76,258,628	50,996,128	25,879,432	21,334,744	3,826,767	(44,815)

**HUDSON SCHOOL DISTRICT
FY2019 FINANCIAL STATEMENT
FUNCTION SUMMARY REPORT**

as of: 2/7/2019

FUNCTION	DESCRIPTION	BUDGET	REVISED BUDGET	YTD EXPENDED	ENCUMBERED	ANTICIPATED EXPENDITURE	AVAILABLE BUDGET
100	Salaries	25,923,933	25,790,709	12,888,465	11,556,414	1,228,832	116,997
200	Benefits	14,013,711	13,897,549	6,619,606	6,501,126	549,254	227,562
300-500	Purchased Services	32,336,420	7,271,220	3,773,314	2,675,249	1,204,665	(382,009)
600	Supplies	2,335,292	2,326,569	1,319,963	592,789	421,052	(7,235)
700	Property	469,562	530,267	300,223	7,799	222,374	(129)
800	Other	73,336	73,440	53,089	1,367	18,987	(2)
900	Principal/Interest/Fund Transfers	1,106,375	1,106,375	924,772	-	181,603	-
TOTAL		76,258,628	50,996,128	25,879,432	21,334,744	3,826,767	(44,815)

January 2019 Outreach Activities

- Attended SST Meetings
- Prepared court reports
- Attended court hearings for court involved youth
- Referrals to community agencies for support for families in need
- Continued meetings with parents to identify resources when needed
- Continued assistance in identifying mental health supports
- General referrals
- Created resource list for “Challenge Day”
- Participated in “Challenge Day”
- Created resource list for “Angst” presentation
- Attended and took part in panel for “Angst” presentation
- Attended IMPACCT Program advisory meeting
- Worked with staff to identify various needs within the schools
- Met with interventionists to ensure collaborative supports
- Offered support and resources to families of students who have attendance challenges
- Assisted in identifying resources for students
- Attended 2 trainings regarding substance use
- Outreach to community agencies

This month I will be working to identify resources for this year’s community fair. I would like to ensure that the resources that are present at this year’s fair are the most beneficial to the students.