

Posted: 11.02.18

At: All Hudson schools, SAU building, district website



**HUDSON SCHOOL DISTRICT**  
**Hudson, New Hampshire**  
**November 5, 2018**  
**Hills Memorial Library – 18 Library Street**

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

**AGENDA**

- A. **Call to Order**: Chairman Malcolm Price will call the meeting to order.
- Pledge of Allegiance
- B. **Public Input**
1. Diana LaMothe RE: Full-day Kindergarten
  2. Maggie Malloy RE: Champions
- C. **Presentations to the Board**
1. Strategic Planning – Mark Dolan
  2. Full-day Kindergarten (LR): Attachment # 1
- D. **Requests of the Board**
1. Facility Use Request: Attachment # 2
- E. **Old Business**
1. FY20 Budget Wrap-up: Attachment # 3
  2. Champions Before- and After-school Program
- F. **New Business**
1. FY20 Default Budget: Attachment # 4
  2. Extracurricular Nominations: Attachment # 5
  3. Budget Transfer SB #5: Attachment # 6
- G. **Recommended Action**
1. Manifests – Recommended action: Make necessary corrections and sign.
  2. Minutes – Recommended action: Review and approve.
    - a) 10.15.18 Draft Minutes (LR): Attachment # 7
    - b) 10.29.18 Draft Minutes (LR): Attachment # 8
- H. **Reports to the Board**
1. Superintendent's Report
  2. Assistant Superintendent's Report

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

I. **Committee Reports**

1. Building Committee Minutes: Attachments # 9

J. **Correspondence**

1. Harvey Bid Award Recommendation for Geotechnical Services (info only, KB): Attachment # 10
2. Harvey Bid Award Recommendation for Haz-Mat Investigation/Report (info only, KB): Attachment # 11

K. **Board Member Comments**

L. **Upcoming Meetings**

Meeting	Date	Time	Location	Purpose
Policy Committee	11.12.18	6:00 pm	SAU Building	Regular Meeting
School Board	11.19.18	6:30 pm	Hills Memorial Library	Regular Meeting
Policy Committee	11.27.18	2:45 pm	SAU Building	Regular Meeting

M. **Non-Public Session**

1. Staff Nomination: Non-public Attachment # 12

*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.*

N. **Adjourn**



# Hudson School District

## Full-Day Kindergarten Proposal

### FY2020



# Executive Summary

In June 2017, lawmakers approved a plan to provide state support for full-day kindergarten in New Hampshire. The new law will use revenue from the electronic gambling game Keno to give school districts more money for full-day kindergarten.

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## Historical Kindergarten Funding

For an average student, the State provides ~\$3,600 per student with additional funding for students from low-income households and/or with special needs. Kindergarteners are counted at a rate of half of a student or ~\$1,800.

## New Kindergarten Funding

- Historic Funding continues - Districts will continue to receive the ~\$1,800 per student for kindergarteners.
- Keno Funding (NEW) - Beginning in FY19, school districts with full-day kindergarten programs will receive an additional \$1,100 per kindergartener.
- Starting in FY2020, the amount will depend on how much revenue is raised from taxing Keno. It won't drop below \$1,100 and it could be as high as \$1,800.

# Committee Proposal

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## The Committee:

- Formed in April 2018 to address full-day kindergarten
- Held monthly meetings
- Included representation from Teachers, Related Service Providers, School and District Administrators and Parents

Committee proposes implementing full day Kindergarten beginning with the 2019/2020 School Year.

## Current half-day program:

- 156 students enrolled
- 5 Classrooms in the AM and 4 Classrooms in the PM

## Proposed full-day program:

- Assumes 216 students enrolled (based on current 1<sup>st</sup> grade enrollment)
- 12 Classrooms – 18 students per classroom

# State Funding

## **FY2019 State Funding\***

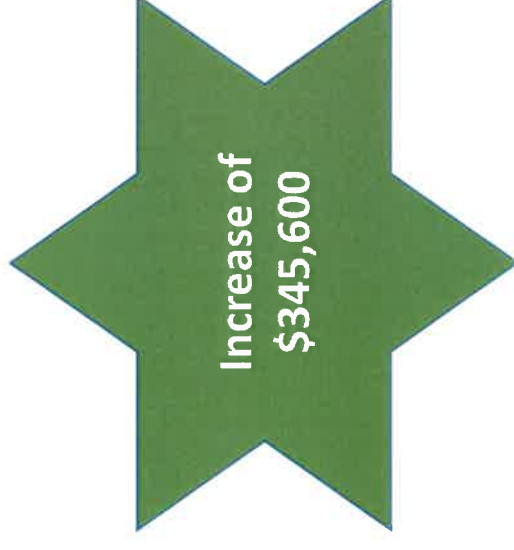
Base Funding per Student	\$	1,800
Current Enrollment		156
<b>Total Base Funding</b>	<b>\$</b>	<b>280,800</b>

## **FY20 State Funding (Estimated)\***

Base Funding per Student	\$	1,800
Current Enrollment		216
<b>Total Base Funding</b>	<b>\$</b>	<b>388,800</b>

Keno Funding per Student	\$	1,100
Current Enrollment		216
<b>Total Base Funding</b>	<b>\$</b>	<b>237,600</b>

<b>Total FY20 Base Funding</b>	<b>\$</b>	<b>626,400</b>
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\*Estimated funding. Actual funding is based on final funding and Average Daily Membership (ADM) based upon attendance and residence.

# 3 Implementation Options

	Scenario I	Scenario II	Scenario III
<b>Class Room Locations:</b>			
1st Grade	HO Smith	HO Smith	Hills/Nottingham
Kindergarten	Library Street	Library Street	HO Smith
Preschool	Portables (ELC)	Nottingham West	Library Street
<b>Infrastructure:</b>			
Acquisition of Portable Unit	✓		
LSS Kitchen Renovation	✓	✓	
HOS Age-Appropriate Retrofit	✓	✓	✓
<b>Staffing Requirements:</b>			
Teachers	✓	✓	✓
Paraprofessionals	✓	✓	✓
Part-Time Guidance Counselor	✓	✓	✓
Department Head - Special Ed		✓	✓
Interventionist			✓
Specialists (Increased Hours)	✓	✓	✓
Specialists (Convert PT to FT)	✓		✓
Lunch Monitors (New Hires)	✓	✓	✓
Lunch Monitors (Increased Hours)			✓
Part-Time Custodian	✓		
<b>Other</b>			
Furniture	✓	✓	✓
Supplies & Materials	✓	✓	✓
Technology	✓	✓	✓
<b>Cost Savings</b>			
Elimination of Midday Bus Routes	✓	✓	✓

# Cost Summary

	Scenario I	Scenario II	Scenario III
<b>Costs</b>			
Implementation Costs	\$ 475,813	\$ 265,813	\$ 140,813
Recurring Annual Costs	892,212	839,212	929,250
<b>Annual Cost Savings</b>			
Elimination of Midday Bus Routes	(65,628)	(65,628)	(65,628)
<b>State Revenue Increase</b>			
Base Funding (Enrollment Increase)	(108,000)	(108,000)	(108,000)
Keno Funding	(237,600)	(237,600)	(237,600)
<b>Net FY 2020 Cost</b>			
Total Cost, net	\$ 956,797	\$ 693,797	\$ 658,835
<b>One-Time Implementation Costs</b>			
One-Time Implementation Costs	\$ 475,813	\$ 265,813	\$ 140,813
Annual Costs, net	\$ 480,984	\$ 427,984	\$ 518,022



# ADDITIONAL MATERIALS

# Cost Details (page 1 of 2)

Description	Frequency	Scenario I		Scenario II		Scenario III	
		#	Cost	#	Cost	#	Cost
<b>Portable Classroom Costs:</b>							
Down Payment	One-Time	1	\$ 100,000	-	\$ -	-	-
Annual Fee (\$9,600/mo)	Annual	1	115,200	-	-	-	-
Add-ons (Ramps, hookups)	One-Time	1	100,000	-	-	-	-
Add-ons (Technology fiberoptic cable hookup)	One-Time	1	10,000	-	-	-	-
Annual Utilities	Annual	1	7,600	-	-	-	-
<b>Additional Personnel</b>							
Teachers	Annual	7	530,502	7	530,502	7	530,502
Paras	Annual	7	120,400	7	120,400	7	120,400
Part-Time Custodian	Annual	1	21,000	-	-	-	-
Part-Time Guidance Couns.	Annual	1	25,000	1	25,000	1	25,000
Lunch Monitors	Annual	1	22,680	1	22,680	1	13,230
Interventionist	Annual	-	-	-	-	1	101,488
Department Head - Special Ed	Annual	-	-	1	90,800	-	-
Specialists ( Add'l Hours or PT to FT)	Annual	-	41,400	-	41,400	-	130,200
<b>Renovations/Moving Costs</b>							
Kitchen	One-Time	1	150,000	1	150,000	-	-
HO Smith - Bar/Counter Height	One-Time	1	15,000	1	15,000	1	15,000
Moving Costs (1st Grade)	One-Time	-	-	-	-	1	25,000
Moving Costs (Preschool)	One-Time	-	-	1	-	-	-
Technology Wiring (Data Cables)	One-Time	7	8,400	7	8,400	7	8,400
<b>Furniture per Kindergarten Classroom</b>							
Desk - Teacher (1)	One-Time	7	2,363	7	2,363	7	2,363
Chair - Teacher (1)	One-Time	7	1,120	7	1,120	7	1,120
Chair - Student (25)	One-Time	7	4,900	7	4,900	7	4,900
Table - Student (5)	One-Time	7	5,600	7	5,600	7	5,600
Table - Rectangular Small (2)	One-Time	7	2,240	7	2,240	7	2,240
Table - Kidney (1)	One-Time	7	2,100	7	2,100	7	2,100
Table - Computer (2)	One-Time	7	7,700	7	7,700	7	7,700
Book Cases (4)	One-Time	7	6,300	7	6,300	7	6,300
Closets (2)	One-Time	7	5,810	7	5,810	7	5,810
Rug (1)	One-Time	7	3,150	7	3,150	7	3,150

# Cost Details (page 2 of 2)

Description	Frequency	Scenario I	Scenario II	Scenario III
<b>Centers per Kindergarten Classroom</b>				
Kitchen Sets	One-Time	-	-	-
Table - Lego	One-Time	7 1,820	7 1,820	7 1,820
		840	840	840
<b>Technology</b>				
Desktop (1)	One-Time	-	-	-
Thin Clients (4)	One-Time	7 4,550	7 4,550	7 4,550
Smart Classroom Set Up	One-Time	7 9,100	7 9,100	7 9,100
Software License - Fountas & Pinnell	One-Time	7 32,900	7 32,900	7 32,900
Software Licenses - A-Z	Annual	1 625	1 625	1 625
Software Licenses - DIBELS	Annual	1 1,750	1 1,750	1 1,750
Assessment Kits - Fountas & Pinnell	Annual	7 2,975	7 2,975	7 2,975
		-	-	-
		-	-	-
<b>Additional Materials</b>				
Reading	One-Time	1 800	1 800	1 800
Math	One-Time	1 160	1 160	1 160
Science	One-Time	1 200	1 200	1 200
Social Studies	One-Time	1 160	1 160	1 160
Art	One-Time	1 240	1 240	1 240
Music	One-Time	1 200	1 200	1 200
PE	One-Time	1 160	1 160	1 160
General Supplies	Annual	60 2,100	60 2,100	60 2,100
Headphones	Annual	2 280	2 280	2 280
<b>Transportation Savings</b>				
Eliminate Midday Buses	Annual	1 (65,628)	1 (65,628)	1 (65,628)
<b>Total Costs</b>		<b>\$ 1,302,397</b>	<b>\$ 1,039,397</b>	<b>\$ 1,004,435</b>
<b>STATE REVENUE</b>				
Current Funding	Annual	156 280,800	156 280,800	156 280,800
Current Funding - Increased Enrollment	Annual	216 (388,800)	216 (388,800)	216 (388,800)
Keno-Funding	Annual	216 (237,600)	216 (237,600)	216 (237,600)
<b>Total Revenue Increase</b>		<b>\$ (345,600)</b>	<b>\$ (345,600)</b>	<b>\$ (345,600)</b>
<b>Net Costs</b>		<b>\$ 956,797</b>	<b>\$ 693,797</b>	<b>\$ 658,835</b>



### HUDSON SCHOOL DISTRICT IN HOUSE FACILITY USE/RENTAL APPLICATION

#### SECTION II - REQUIRED DOCUMENTATION/APPROVALS

This form will not be processed until all documentation has been submitted. If the proposed activity will fill the requested facility to more than half of capacity, the police and fire departments must be notified. This is the sole responsibility of the renter.

Set up Requirement: BCMA will do preliminary setup on Friday, July 26, 2019  
Trash Barrels, picnic tables, tables, access to electric power will be required on  
Saturday, July 27, 2019

#### SECTION III - PROCESSING ACTIONS

After this request has been received/approved at the building level it must be sent to the Central Office for processing:

School Administration Approval Signature \_\_\_\_\_ Date \_\_\_\_\_

Facility Office Approval: \_\_\_\_\_ Date \_\_\_\_\_

All necessary documentation has been received and checked:	_____	Yes	_____	No
Facility is available on this date:	_____	Yes	_____	No
Equipment is available on this date:	_____	Yes	_____	No
Extra Personnel Coverage required for this time/date:	_____	Yes	_____	No

Hours of custodial time required: \_\_\_\_\_  
Fee Total: \_\_\_\_\_

Business Administrator Approval: \_\_\_\_\_ Date \_\_\_\_\_

After the request has been processed by the Central Office, the original request should be filed in the Finance Office, Facilities office, and copies routed to the participating schools.



**British Cars of New Hampshire 23<sup>rd</sup> Annual Show of Dreams  
To Benefit High Hopes Foundation of NH  
&  
The New Hampshire Food Bank**

**Date: Saturday, July 27, 2019**

**Place: Alvirne Hill House field**

**211 Derry Road, Hudson, NH 03051**

**Time: 10am to 3pm**

**Description of Show**

**Set-up**

The Set-up crew (club member volunteers) will begin the set-up process on Friday, July 26<sup>th</sup>. They will layout the field designating the placement of the show cars and spectator parking, plus the placement of the registration, raffle, regalia, DJ, vendor and charity organization canopies.

On Saturday, July 27<sup>th</sup> (aprox.7am) the volunteers will arrive to set up the canopies, tables, flags, banners & signs. The individual vendors will arrive to do their own set up. Restroom Trailer & Handicapped Accessible Port-a-Potty and Dumpster will be delivered and picked-up by the company providing the facilities.

The set-up of the show is usually completed by 9am.

## Show Car Arrival

The show participants usually begin to arrive around 9:15am to 9:30 am for the 10am opening of the show and continues until noon.

Spectators will be parking in the field to the Right of the Alvirne Hill House and the show participants will be parking to the Left side.

BCNH is in contact with the Hudson Police Department to arrange a police detail for traffic control on Route 102.

The Show opens at 10am. At that time, the raffle ticket sales begin, car participants begin to judge and vote on their favorite cars. The vendors will open their booths.

High Hopes Foundation of NH and NH Food Bank representatives will be speaking at various times during the day to present the goals and needs of each charity to encourage donations and volunteering. In addition to the funds donated to High Hopes and NH Food Bank, BCNH also invites other charity organization to attend the show to promote their individual causes. BCNH supports these charities with free vendor spaces.

In the past seven years, Good New Garage has attended the show to encourage people to donate cars to be refurbished for families who need transportation to and from work. Honor Flight New England has attended the show for the past four years to encourage WWII and Korean War Veterans to take the Honor Flight to Washington DC to see the WWII and Korean War memorials. They also encourage volunteers to escort veterans on this emotional one day trip.

At 11:30 am the raffle ticket drawings begin. The raffle will end at 1:30pm.

Trophies are presented at 2pm

Show closes at 3pm. The club members will breakdown the tents and tables, remove trash, the vendors will pack-up. The field is usually cleared by 5pm. The Restroom Trailer & Dumpster will be picked up on Monday July 29<sup>th</sup> or Tuesday July 30<sup>th</sup>.





## DESCRIPTION OF RAFFLE

### Distribution of Tickets:

Tickets will be sold on Saturday, July 27, 2019 at the British Cars of NH 23rd Annual Show of Dreams at the Alvirne Hills House Field from 10am to 1pm. Tickets will be sold to show participants and spectators. Proceeds from the rafftle to benefit High Hopes Foundation of NH and the New Hampshire Food Bank.

### Drawing Date:

Saturday, July 27, 2019 to begin at 11am to 1:30pm

### Prizes:

Various car related items, household items, jewelry, gift certificates and items donated by club members, local shops and artisans.

### Sample of ticket:



# FY 2020 SCHOOL BOARD BUDGET ADJUSTMENTS

FY 2019 General Fund	50,973,905
FY 2019 Other Funds	28,357,905
<b>Total FY 2019 Budget</b>	<b>79,331,810</b>

FY 2020 General Fund	52,478,656
FY 2020 Other Funds	2,907,990
<b>Total Proposed FY20 Budget</b>	<b>55,386,646</b>

Function/Object Number	School	Description	Recomm By	Budgeted Amount	Revised Amount	Increase/Decrease	General Fund Adjusted Budget
10002225/110	Dwide	Technology Overtime	Admin	0.00	5,000.00	5,000.00	
10002225/220	Dwide	Technology Overtime Fica	Admin	0.00	382.50	382.50	
10002225/110	Dwide	Technology Intern	Admin	8,160.00	16,320.00	8,160.00	
10002225/220	Dwide	Technology Intern Fica	Admin	624.00	1,248.00	624.00	
11523110/650	HGS	System 44 Hosting Fee	Admin	225.00	0.00	-225.00	
10151100/640	HGS	System 44 Decodable Digest	Admin	0.00	213.00	213.00	
10151100/640	HGS	System 44 Student Workbook	Admin	0.00	147.00	147.00	14,166.50
10151100/650	HGS	Spelling City	Admin	0.00	350.00	350.00	
11423110/650	NWS	System 44 Hosting Fee	Admin	3,375.00	0.00	-3,375.00	
10141100/650	NWS	Harcourt System 44	Admin	1,400.00	0.00	-1,400.00	
10141100/650	NWS	Pebbles Go	Admin	0.00	745.00	745.00	
10141100/650	NWS	Enchanted Learning	Admin	0.00	125.00	125.00	-3,420.00

**TOTAL ADJUSTMENTS AS OF 10/29/18      10,746.50      52,489,402.50**

FY 2020 General Fund	52,489,403
FY 2020 Other Funds	2,907,990
<b>Total Proposed FY20 Budget</b>	<b>55,397,393</b>

General Fund Increase  
Percent of G/F Increase      1,515,498  
2.97%

**HUDSON SCHOOL DISTRICT  
DEFAULT BUDGET CALCULATION  
FY2020**

**ATTACHMENT # 4**

**2018-19 Approved Operating Budget**

**\$ 79,331,810**

**FY2019 Deductions:**

Other revolving funds	\$ (3,095,405)
CTE Renovation	\$ (25,262,500)
HMS roof repair	\$ (185,000)
Fund transfer to school renovation fund	\$ (100,000)
Debt services	\$ (1,007,125)
Collective Bargaining salaries & benefits	\$ (39,899,999)
Handicapped tuition	\$ (1,404,380)
Vocational tuition	\$ (20,000)
Transportation	\$ (2,208,935)
Rental & leasing of equipment (copiers)	\$ (239,407)
HOS refinish cafeteria floor	\$ (27,400)
LSS Window Replacement	\$ (49,950)
SAU LED lighting fixtures	\$ (22,500)
SAU window replacement	\$ (7,200)
NWS parking lot lighting upgrade	\$ (20,000)
HGS ADA door openers at front and rear of building	\$ (8,400)
HGS refinish gym floor	\$ (12,000)
HMS Door Replacement	\$ (10,300)
AHS bathroom renovation	\$ (40,000)
HVAC truck	\$ (30,000)

**Total Deductions:**

**TOTAL \$ (73,650,501)**

**FY2020 Additions:**

Other revolving funds	\$ 2,907,990
Debt services	\$ 1,633,859
Collective Bargaining Salaries & Benefits	\$ 40,855,086
Handicapped Tuition	\$ 1,237,434
Vocational Tuition	\$ 15,000
Transportation	\$ 2,320,158
Leases (Copier)	\$ 208,070

**Total Additions:**

**TOTAL \$ 49,177,597**

**TOTAL 2020 DEFAULT BUDGET**

**\$ 54,858,906**

**November 1, 2018**

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

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**Rachel Borge**  
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**Karen Burnell**  
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**MEMORANDUM**

**TO:** Hudson School Board  
**FROM:** Stephanie Colton, Benefits Coordinator  
**SUBJECT:** Extracurricular Nomination  
**DATE:** October 31, 2018

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

**Alvirne High School:**

Assistant Wrestling Coach	Collin Currier	\$3,300
Assistant Swim Coach	Ashley DuCharme	\$2,450

**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*  
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**Karen Burnell**  
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To: Hudson School Board  
From: Rachel Borge, Director of Special Services  
Date: 11/01/18  
Re: Transfer of Funds

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Comments: The Special Services Department respectfully requests a budget transfer of \$13, 587.00 from 10-00-1200/113 (Tutors Salaries) to 10-00-2330/650 (Software). Current student needs for Tutorial Services are less than originally anticipated. This software purchase supports universal access to assistive technology. Teaching students to utilize these tools promotes increased student independence, demonstration of content knowledge that is not impeded by struggles with the manual task of written output and decreased student reliance on adult support to meet academic expectations.

School Board - 1st Reading <u>11.05.18</u> (Date)	Under \$5,000	#
School Board - 2nd Reading _____ (Date)	Over \$5,000	SB# <u>19-05</u>

### HUDSON SCHOOL DISTRICT BUDGET TRANSFER FORM

This form should be used any time that you are making a request for purchase that will cause a budget line to be over expended. For such a purchase to be approved, you must show the purpose of purchase, the amount you expect to spend, and in what other sections of your budget you propose to find the funds to pay for the purchase. No purchase that requires a budget transfer will be made without approval from the Business Office.

School: DISTRICT WIDE Date: 11/1/2018

Purpose: TRANSFER FUNDS FROM DISTRICT WIDE TUTOR SALARIES TO SPECIAL SERVICES SOFTWARE TO PURCHASE UNIVERSAL READ&WRITE SOFTWARE AND KAMI NOTABLE SOFTWARE TO BE USED DISTRICT WIDE

#### SOURCES OF FUNDS

Org/Object	Description	Current Available	Amount Reduced	New Balance
10-00-1200/113	TUTORS SALARIES	\$51,678.00	\$13,587.00	\$38,091.00
				\$0.00
				\$0.00
				\$0.00
		<b>Total Reduced</b>	\$13,587.00	

#### USES OF FUNDS

Org/Object	Description	Current Available	Amount Added	New Balance
10-00-2330/650	SOFTWARE	-\$13,587.00	\$13,587.00	\$0.00
				\$0.00
				\$0.00
				\$0.00
		<b>Total Added</b>	\$13,587.00	

Approved: *Rachel Boege* Principal/Supervisor      *A. M. Liddle* Finance Director      *K. Bunnell* Business Administrator  
 For Purchases Over \$500

Purchases over \$1,500: *[Signature]* Superintendent of Schools      Purchases over \$5,000: \_\_\_\_\_ Hudson School Board

**Hudson School District  
Hudson School Board Meeting  
October 15, 2018  
Draft Minutes**

**Present:**

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

**A. Call to Order**

Mr. Price Board Chair called the meeting to order and Mrs. Langlais led the audience in the Pledge of Allegiance at 6:32 pm.

**B. Public Input**

Ken and Leanne Grove, 5 Pulpit Drive

Concern regarding Champions Before- and After-School Program

Have been using before/after school care for four years. Currently not happy with Champions program; there is not enough staff, a high school student that is not talking to students appropriately/swearing, not working on homework, food is not adequate, son got punched recently and parents were not notified/no accident report. This program lacks the community that was there previously.

Mrs. Langlais advised the parents to contact "Child Care Licensing" about their concerns.

Mr. Russell stated that we want a good program; however we are not the governing agent.

**C. Presentations to the Board**

None.

**D. Requests of the Board**

Facilities Use Request, Haunted Hayride

Mrs. Langlais addressed the Board.

Haunted Hayride – Class Act

Received a citizen's complaint because Mrs. Langlais is both the organizer of this event and on the School Board.

Patty apologized for this coming late to the Board.

The Historical Society has been notified and have okayed the grounds being used, verified use with Karen Bonney – there is a track meet but this event will not interfere with meet.

Mrs. Langlais will not make any money on this event; it is a Class Act event.

***Mr. Lavoie moved to approve the facilities use request for Haunted Hayride, second by Ms. Orellana. Motion passes 3-0-1. Mrs. Langlais abstained.***

**E. Old Business**

Appointment of Board Member

***Mrs. Langlais moved to appoint Michael Blau to the School Board, second by Ms. Orellana. Motion passes 4-0.***

Mr. Russell will get him sworn in and will contact the other candidates.

Ms. Orellana suggested providing new member with info on school board, laws, etc.

Mr. Russell will look into a School Board training workshop.

**F. New Business**

Budget Transfer SB #4 (1<sup>st</sup> reading) Speech/Language contracted services

***Mrs. Langlais moved to approve SB#4 as presented and waive the second reading, second by Ms. Orellana. Motion passes 4-0.***

Contracted Services Agreement Speech/Language

Ms. Borge addressed the Board.

The Carroll Center for the Blind

***Ms. Orellana moved to approve contracted services agreement for The Carroll Center for the Blind, second by Mrs. Langlais. Motion passes 4-0.***

Extracurricular Nominations AHS

***Mrs. Langlais moved to approve the extracurricular nominations as presented, second by Ms. Orellana. Motion passes 4-0.***

FY20 Budget: District-wide, Facilities, Elementary, Hudson Memorial School

Facilities

John Pratte

Budget overview

Budget discrepancy is due to CTE renovation.

\$91,000 increase of last year due to salary and benefits.

Propose – bathroom renovation, LED parking lot lighting, AC at Nottingham West library, landscaping – would like to hire an outside company to do this.

Savings in electricity (rebates), equipment.

Collaborating with Town on snow bank removal.

No plan yet on Hills Memorial building, waiting on Karen Burnell's return.

There is nothing that we can live without but will create a project priority list.

Hudson Memorial School

Keith Bowen

Budget overview

\$315,093 increase due to salaries and benefits.

Decrease in contracted services and equipment.

Would like to purchase: Science tables, repeater, music storage cabinet, technology, robotics, text books, Math intervention, Project Lead the Way – lab component, leadership and prevention training for staff and students.

Not in this budget: Science text books, pottery wheel, keyboard, Training-Project Lead the Way, License System 44.

Still working on Robotics team (after-school club) stipend  
Focus on 1:1 technology, community and social emotional learning.  
Savings in: training, text books replacement, supplies, and art.  
Spend money on: technology and professional development.  
Can't live without the repeater (enhance communication).  
Mr. Bowen "Working hard to be sure our staff has everything they need".

#### Elementary

Lois Connors (presenting), Scott Baker, and Mary-Ellen Labrie.

This is a consolidated budget for Hills Garrison, Nottingham West and the ELC.

\$181,211

Decrease in: education resources and furniture, math, library supplies, publications,

Increase in rental/lease equipment and supplies (contractual). Furniture

Reading supplies, reading assessment kit (new purchase), community literature (school-wide one book one school). Book talk, furniture up at Nottingham and ELC.

(Art, PE, Music, Social Studies are stable)

Textbook replacement down at ELC and increased at Hills and Nottingham.

Software, down.

Fast Forward software not getting the results we expected; taken out of budget,

Radio replacement for ELC and Hills.

Walkie-talkie for Nottingham.

New laminator for ELC.

\$500 for Hills and Nottingham for transition day for grade 5 at Camp Sargent.

Nursing – supplies down.

School Counseling – 504 services and supplies, no change per-pupil cost.

Curriculum publications and professional development down.

There is nothing we can live without.

Brief recess 8:40-8:46.

#### **G. 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

October 1, 2018 draft minutes

***Mr. Lavoie moved to approve the Draft Minutes of October 1, 2018 as presented, second by Mrs. Langlais. Motion passes 4-0.***

#### **H. Reports to the Board**

1. Superintendent's Report



Mr. Larry Russell addressed the Board.  
This report was deferred.

2. Assistant Superintendent's Report  
Ms. Mary Wilson addressed the board.  
This report was deferred.
3. Director of Special Services' Report  
Ms. Rachel Borge addressed the Board  
This report was deferred.

I. **Committee Reports**

**Kindergarten Committee**

Mary-Ellen Labrie and Mr. Russell addressed the Board.

Committee was formed in April; have met June, July, and September.

Full-day Kindergarten is funded by Keno; guaranteed \$1100 to \$1800 per pupil.

Most of NH has full-day kindergarten; currently only 13 districts do not offer full-day kindergarten.  
(Hudson does not.)

Showed a comparison of what half-day vs. full-day schedule would look like.

990 hours full-day compared to 450 hours half-day; full-day builds stamina in students.

Full-day has access to PE, Art, Music and Computer lab as well as science and social studies.

Full-day would be done using the lottery system all other students would have to do half-day.

Budget: estimated cost of \$87,500 per classroom for staff; furniture: \$39,500

Total Estimated cost \$127,000.

Estimated Revenue: \$49,300-52,200 based on class size.

Reviewed survey results: 79.4% in favor; 9.2% not in favor.

The Board agrees this is long overdue but have concerns over where it would be held. Concerned about making changes so soon after our restructuring.

The Superintendent is open to any and all suggestions.

**Correspondence**

**Technology Integration Specialist Report**

For your information.

**Outreach Coordinator Report**

For your information.

**CTE Center Building Committee Minutes**

For your information.

Nominations:

Brittney Goyette – Long-term sub

***Mrs. Langlais moved to approve the nomination of Brittney Goyette, second by Ms. Orellana. Motion passes 4-0.***

Colleen McGuinness

***Mrs. Langlais moved to approve the nomination of Colleen McGuinness, second by Ms. Orellana. Motion passes 4-0.***

**J. Board Member Comments**

Caitlin Lynch: Glad Haunted Hayride is back this year.

Ms. Orellana: Appreciate all the hard work on the budget.

Mrs. Langlais: Haunted Hayride

Mr. Lavoie: Dalton Blodgett recently passed; he will be missed. He was a teacher and then a dedicated volunteer at HMS.

Mr. Price: We have a lot of work to do; lets help out our new Board member. Please remember to use Roberts Rules so we are not speaking over each other.

**K. Non-Public Session**

***Mrs. Langlais moved to enter Non-Public Session at 9:25 pm under RSA 91-A:3II (C), second by Mr. Lavoie. Chair called for a roll call vote: Mrs. Langlais-yes; Ms. Orellana-yes; Mr. Lavoie-yes; Mr. Price-yes. Motion passes 4-0.***

Enter Non-Public at 9:25 pm.

The board discussed the superintendent evaluation process.

***Mrs. Langlais moved to exit non-public and adjourn, second by Ms. Orellana. Motion passes 4-0.***

**L. Adjourn**

Meeting adjourned at 9:45 pm.

Respectfully submitted,

Dotty Murray (public)

Larry Russell (non-public)

Hudson School Board  
October 29, 2018

Hills Memorial Library  
Public Session 6:30 pm

**Hudson School District  
Hudson School Board Meeting  
October 29, 2018  
Draft Minutes**

**Present:**

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  
Mrs. Karen Burnell, Business Administrator  
Ms. Caitlin Lynch, AHS Student Representative

**A. Call to Order**

Mr. Lavoie, Board Vice-Chair, called the meeting to order and Michael led the audience in the Pledge of Allegiance at 6:30 pm.  
Mr. Price is not here tonight.  
Welcome Michael Blau.

**B. Public Input**

There was no public input.

**C. New Business**

Extracurricular Nominations

***Mrs. Langlais moved to approve the extracurricular nominations for AHS and HMS as presented, second by Ms. Orellana. Motion passes 4-0.***

***Mrs. Langlais moved to approve the extracurricular nominations for Hills Garrison as presented, second by Mr. Blau. Motion passes 4-0.***

Full-Day Kindergarten

Mrs. Langlais stated the Board never completed their discussion on full-day kindergarten.  
Mr. Lawrence suggested we move ahead with full-day plan, not a pilot program.

He will come to the next Board Meeting with a plan (several options) and will have information on how full-day kindergarten will affect the current ELC setup.

FY20 Budget - Overview

Focus on increases over \$2,500.

Mrs. Burnell distributed a list of account numbers and a list of recommended changes.

Total budget - \$55,386,646

Potential warrants – Capital Reserve, Full-day Kindergarten, AHS renovation.  
Current tax impact – 61 cents but will likely go down during budget process.

District-wide

Mrs. Burnell addressed the Board.  
Increase in supplies – toner purchases  
Equipment down, utilities up, debt services up.

Budget details

Tutor down (Salaries)  
Subs up  
Minimal changes in school counseling and nursing.  
Instructional staff and support up due to loss on Title I funds.  
School Board account – Misc. expenses (\$10,000) put money back into account.  
Legal is level-funded.  
Superintendent services (salary/benefits)  
School Resources – health insurance increased (plan changes) transfers will cover this.  
Emergency accounts – ALICE training / training supplies.  
Transportation – contractual obligations.  
Food Service – Self-funded based on revenue.  
Debt Services – Final payment on Hills bond, first payment on CTE Renovation.

Technology (Level I)

Kyle Hancock addressed the Board.  
PowerPoint  
What is driving this budget:  
Student devices; our network will double in the next two to three years. New devices expansion to grade 8 (1:1) and grade 5 (2:1). Purchase more smart boards, repair/replace technology.  
The Board would like to see some data/ survey results on how our device program is working. Have some positive feedback from individuals.

Please submit questions to Mr. Russell and he will return to the Board with your data.

So far there have been no computers lost and two computers needed repairs.  
There is always a learning curve, but everyone is working together (teachers and students).  
Supplies up, repairs up, Professional Development up due to security training.  
One-time expenses – phone system, 1:1 / 2:1 technology.

8.5% total increase in this budget.

Software – Mary has gone through all of the software used in the schools. All the software will be the same in Hills Garrison and Nottingham West.

Smart Boards – Our Technology Integration Specialist is training teachers to use smart boards.

Caitlin stated all of her academic teachers use smart boards.

### Technology

Increases

\$10,000 1:1 repairs which will be offset by insurance.

Insurance was optional however most parents took it; if no insurance parent/guardian must pay to fix or replace computer before the student is given another device.

Toner – up (purchase on our own)

\$4,800 content filter - up (1:1 technology)

\$20,000 content filter -up (2:1 technology) Hills

\$17,000 content filter – up (2:1 technology) Nottingham

Purchased smart boards (Science)

Replacement classroom computers

Staff security training – up \$11,214

Software packages – up \$16,960

Wireless access points – up \$3,750 (X2)

Firewall - \$28,000

### Special Education

Rachel Borge addressed the Board.

Budget decrease less than ½ % (approx. \$50,0000)

Salary and benefits (negotiated)

Professional services up \$10,000 (Assisted Technology)

Significant decrease in out-of-district tuition.

Increase in: Equipment \$6,000 (support new student, will need to upgrade as child grows).

ESY down, general school supplies down, transportation up – meet student needs.

### AHS

Mr. Beals addressed the Board.

Goal was level-funded budget.

Reduced two positions which reduced overall salaries and benefits line.

Budget up \$25,000 overall.

CTE director has moved some CTE costs to Perkins funds (CTE Renovation).

If AHS reno doesn't pass will have issues we will need to deal with regarding: Parking/security, gym floor and bleachers, tennis court, stadium field.

Increases: salaries / benefits, \$4,000 – Wellness class and field trip to Adventurelure.

Repairs up \$6,600, Trustee proposals up \$50,000 this is a placeholder, \$3,000 up transportation for activity trips (Ex: community service, music), Supplies (agenda book) \$5,500, Spanish/French text books up, software – study synch \$13,000, Math software \$8,000, Code High School (Computer coding) software, Software updated version of Sports and Entertainment, \$7,700 furniture and equipment (Perkins – CTE Reno)

Co-curricular up \$32,062 – contractual busing for athletics, Hi-Set testing costs (\$100 per student), AP Testing (district cost) SAT – State paid.

Contracted Services – Architectural Design down \$43,000 (this may be a place that could be reduced if needed) Would like to see music stands and Hi Set testing stay as is (no cuts).

MISC.

Unified Uniforms – have relatively new uniforms however they are not appropriate for all seasons.

Reno Committee – will do a presentation during Video Night this week.

“Option A is the Only Way” quote by Mr. Beals.

Mrs. Burnell addressed the Board.

Would like any changes and a finalized budget by November 5 (due Nov. 9) if possible. Budget due to Budget committee review on Dec. 5.

**D. Recommended Action**

1. Manifests – Recommended action:  
Manifests are available to be signed. Make necessary corrections

**E. Reports to the Board**

1. Superintendent’s Report  
Mr. Larry Russell addressed the Board.  
Distributed discipline report (raw data); establish trends.  
3 out-of-school suspensions at elementary schools, 3 at HMS.  
New bullying form is working well at HMS.  
Bullying at AHS is a problem.  
A single student could be duplicated on discipline report due to multiple incidents.  
Will discuss Strategic Plan at next Board Meeting.
2. Assistant Superintendent’s Report  
Ms. Mary Wilson addressed the board.  
No report
3. Director of Special Services’ Report  
Ms. Rachel Borge addressed the Board  
No report
4. Business Administrator’s Report  
Ms. Karen Burnell addressed the Board.  
Salaries and Benefits make up 77% of the budget.

**F. Board Member Comments**

Caitlin Lynch: A whole lot of budget talk tonight. Video night is Thursday; rehearsal time has been cut this year.

Mr. Blau: A lot of budget talk, glad to be here, attended Haunted Hayride, football and marching band performance.

Ms. Orellana: Appreciate budget talk and all the hard work that went into it. My AHS grad was home; she is doing great in college.

Hudson School Board  
October 29, 2018

Hills Memorial Library  
Public Session 6:30 pm

Mrs. Langlais: Thanks for all the help with Haunted Hayride event from the community and former and current staff and students. Raised money for Class Act.

Mr. Lavoie: JV track event was held the same day and Haunted Hayride.

Ed Combs, former custodian at Hills Garrison, recently passed away.

**G. Adjourn**

***Ms. Orellana moved to adjourn, second by Mrs. Langlais. Motion passes 4-0.***

Meeting adjourned at 8:26 pm.

Respectfully submitted,

Dotty Murray

**BUILDING COMMITTEE**  
**October 4, 2018**  
**7:30 AM-9:25 AM**  
**CHECKERS RESTAURANT**

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**MINUTES**

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In attendance: Steve Beals (Co-Chair), Don Jalbert, Lee Lavoie, Norm Sanborn, Len Lathrop, Kara Saranich, Larry Russell, John Pratte and Judy King.

Building Partners: Lance Whitehead, Jay Doherty, Lavallee-Brensinger  
Carl DuBois and Richard Burke, Harvey Construction  
Jim Petropoulos, Hayner-Swanson

**1. Review and Approve Minutes**

Motion to approve the minutes of August 30, 2018 by Len Lathrop, seconded by Norm Sanborn, unanimously approved. Steve reported that the Hudson School Board voted to continue renovation planning for AHS and have it on the ballot March 2019.

**2. Finalize floor plans**

Floor plans were noted with diagonal lines which indicate additional square footage based on discussions with staff members and advisory committee recommendations

CTE is submitting a new program application to the NH Department of Education for Film, Video and Photographic Arts.

Steve and Jay presented the Architectural Space Criteria Plans and Schematic Design Progress to the committee. Revisions have been made based on August 30 feedback with teachers and program advisory committee members and on-going meetings with Don and CTE teachers. Program areas have been clustered to enhance collaboration, such as business-related programs (marketing, accounting and finance) will work with Culinary to operate/promote the restaurant.

Lance/Steve addressed questions related to: security issues in Culinary, outdoor covered area for Heavy Duty and Welding, lab space for agriculture, location of compressors, single user bathroom plans, fencing and doors around playground area and moving projects in the Welding area.

Motion to approve final floor plan and a recommendation that Lee bring the final floor plans to the school board by Don Jalbert and seconded by Len Lathrop, unanimously approved.



### **3. Site Plan Review-Jim Petropoulos**

Jim worked with Lance and Jay to update land surveying and progression site drawing. Committee members were emailed CTE Civil Plans as well as progression plans.

Topics under review: the site demolition plan to see what to take out first; how to best tie into existing barn area; 50+ parking lot creation; elevation elements (second floor of new building) and utilities. Challenges as we progress are: storm water. State will look at quality of wetland as part of permitting. Does the redevelopment improve the condition of the wetland? About 5,000 square feet must be addressed by either constructing a wetland, conserving/preserving or paying a fee to the town. Jim will coordinate a public meeting with local officials to find out ground rules and review goals of the project and how standards/process are being met. The timetable is to have state permits submitted by late March. Complete by April.

A motion to approve site plan as presented with no wholesale changes (remains a work in progress) by Norm and seconded by Kara, unanimously approved.

### **4. Interior Design Feedback from Teachers and Students**

Building Committee (August 30), AHS faculty, two AHS student groups (underclassmen and upperclassmen) had an opportunity to give interior design feedback. Groups liked wood elements, open ceilings in some locations, breakout areas (for studying/eating), display spaces, and splash of color.

Jay presented Committee Meeting Updates that included a project timetable. This slide was also sent to the committee as an attachment.

A motion to continue with interior design plans by Kara seconded by Don, unanimously approved.

### **5. Future Meetings: November 1, 2018**

- Review exterior design (tabled from October 4 meeting)
- Budget Review-Harvey Construction will present.

Minutes recorded by Judy King.



10 Harvey Road  
Bedford, NH 03110  
P: (603) 624-4600  
F: (603) 668-0389  
harveyconstruction.com

October 30, 2018

Mr. Larry Russell  
Superintendent of Schools  
Hudson School District, SAU # 81  
20 Library Street  
Hudson, NH 03051

Re: Wilber H. Palmer Technical Center  
Addition and Renovations Project  
Hudson, NH  
Letter of Recommendation for Award – **Geotechnical Services**

Dear Larry,

I am hereby forwarding our "Letter of Recommendation to Award" for the scope of work being:  
**Geotechnical Services.**

It is our recommendation you award the Geotechnical Service scope of work to **S.W.Cole Engineering** of Londonderry, NH in the amount of **Nine Thousand Three Hundred and no/100 dollars (\$9,300.00)**. Attached is the bid comparison for your review.

Upon your approval and issuance of a contract to the above referenced firm, we will on your behalf coordinate the work and proceed accordingly.

Sincerely,

A handwritten signature in black ink, appearing to read "Carl G DuBois". The signature is fluid and cursive, with the first name "Carl" being the most prominent.

Carl G DuBois  
Vice President / Project Executive

Attachment:  
Bid Comparison, Bid proposals



10 Harvey Road  
Bedford, NH 03110  
P: (603) 624-4600  
F: (603) 668-0389  
harveyconstruction.com

October 31, 2018

Mr. Larry Russell  
Superintendent of Schools  
Hudson School District, SAU # 81  
20 Library Street  
Hudson, NH 03051

Re: Wilber H. Palmer Technical Center  
Addition and Renovations Project  
Hudson, NH  
Letter of Recommendation for Award – **Haz-Mat Investigation / Report**

Dear Larry,

I am hereby forwarding our "Letter of Recommendation to Award" for the scope of work being: Haz-Mat Investigation / Report.

It is our recommendation you award the Geotechnical Service scope of work to **RPF Environmental** in the amount of **Three Thousand Six Hundred Eighty and no/100 dollars (\$3,680.00)**. Attached is the bid comparison for your review.

Upon your approval and issuance of a contract to the above referenced firm, we will on your behalf coordinate the work and proceed accordingly.

Sincerely,

A handwritten signature in black ink, appearing to read "Carl G. DuBois". The signature is fluid and cursive, with a long horizontal stroke at the end.

Carl G DuBois  
Vice President / Project Executive

Attachment:  
Bid Comparison, Bid proposals