

Posted: 01.02.20

At: All Hudson schools, SAU building, district website



HUDSON SCHOOL DISTRICT
Hudson, New Hampshire
January 6, 2020
Hills Memorial Library – 18 Library Street

6:30 pm Regular Meeting
followed by Non-public Session

AGENDA

- A. **Call to Order:** Chairman Malcolm Price will call the meeting to order.
1. Pledge of Allegiance
- B. **Public Input**
- C. **Presentations to the Board**
- D. **Requests of the Board** 6:30-6:50
1. Costa Rica Trip: Attachment # 1
2. Donation Acceptance (KB): Attachment # 2
- E. **Old Business** 6:50-7:05
1. Polices (2nd readings, MW): Attachment # 3
a) JH Attendance, Tardiness, and Truancy
b) EBB School Safety
c) EBBB Accident Reports
d) EBBC Emergency Care & First Aid
e) EBBD Indoor Air Quality
f) EBCA Crisis Prevention & Emergency Response Plans
g) EBCB Fire Drills
h) EBCC Bomb Threats
i) EBCE Emergency Closings
j) EBCE School Closings
2. Voting Information to Public (DL) 7:05-7:15
- F. **New Business**
1. Extracurricular Nomination (LR): Attachment # 4 7:15-7:20
2. Warrant Article Assignments (LR): Attachment # 5 7:20-7:30
3. Timeline for End-of-Year Fund Balance Decision-making (DL) 7:30-7:45
4. Policies (1st readings, MW): Attachment # 6 7:45-7:55

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- a) EBCF Pandemic/Epidemic Emergencies
- b) EB Joint Loss Management Committee
- c) EC Buildings and Grounds Management
- d) ECA Building Security
- e) ECAB Access to Buildings
- f) ECAC Vandalism
- g) ECAF Audio and Video Surveillance on School Buses
- h) ECF Energy Conservation
- i) EDC Authorized use of School-owned Communication Devices
- j) EEA Student Transportation

G. Recommended Action

- 1. Manifests – Recommended action: Make necessary corrections and sign.
- 2. Minutes – Recommended action: Review and approve. 7:55-8:10
 - a) 12/12/19 Draft Minutes (LR): Attachment # 7
 - b) 12/16/19 Draft Minutes (LR): Attachment # 8
 - c) 12/26/19 Draft Minutes (LR): Attachment # 9

H. District Administration Reports 8:10-8:25

- 1. Superintendent’s Report
- 2. Assistant Superintendent’s Report
- 3. Business Administrator’s Report

I. Legislative Updates (LR)

- 1. 2019 Legislative Summary 8:25-8:30

J. Committee Reports

- 1. Strategic Plan Update (LR) 8:30-8:35

K. Correspondence

- 1. Building Committee Minutes (KB): Attachment # 10 8:35-8:40

L. Board Member Comments 8:40-8:50

M. Upcoming Meetings

Meeting	Date	Time	Location	Purpose
School Board	01/27/20	6:30 pm	Hills Memorial Library	Regular Meeting
Public Hearing	01/16/20	7:00 pm	Hudson Community Center	Public Hearing
Deliberative Session	02/01/20	9:00 am	Hudson Community Center	Deliberative Session
School Board	02/03/20	6:30 pm	Hills Memorial Library	Regular Meeting

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N. Non-Public Session

1. Staff Nomination (LR): Non-public Attachment # 11

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.*
- (i) Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

O. Adjourn

Proposal for Travel Opportunity for Staff and Students - February 2021

The earth science and biology teachers at Alvirne High School propose an educational adventure to Costa Rica with EF (Education First) Tours. EF Tours offers experiential learning trips all over the world that are all fully covered by their \$50 million dollar general liability policy, as well as the Global Travel Protection Plan (included in quoted price). The Global Travel Protection Plan protects against tour cancellations, illness and accident coverage, baggage and property coverage, and flight delay coverage. From the second the group clears customs until the moment they depart, a full-time trained tour director, employed by EF Tours, stays with the group. EF Tours also offers the "Peace of Mind Program" that allows the group to change dates, destination, or itinerary for any reason up to 45 days before the scheduled trip. If any natural disaster or world event occurs under 45 days prior to the tour, and we do not feel comfortable traveling with our students, EF will work individually with our group to figure out the best alternatives or options to move forward. They are the global leader in educational travel and have been in operation for over 50 years. Over 1,000,000 students a year travel abroad with EF and they have over 500 schools and offices all over the world. They operate in 53 countries and partner with iJET, an integrated risk management company that provides formalized partnerships with police and government all over the world to ensure optimal safety on all EF Tours.

Target Audience:

We aim to get 24-30 students, current freshmen, sophomores and/or juniors, who are interested in the STEM field to join us on this adventure. The data shows that 86% of the students that travel with EF are more "intellectually curious inside and outside the classroom." This fosters our core value of curiosity and will help prepare our students to compete in a global marketplace and for the nearly 8.6 million STEM jobs that will be available to them. The proposed audience, current freshmen, sophomores, juniors, were chosen because, by the time of travel, they will have completed both earth science and biology. This will provide the opportunity for seniors that were not able to join the Costa Rica trip to have a travel experience before graduation. This destination was selected because it is the perfect culmination of the earth science and biology curriculum and will further their learning by offering them real world, experiential learning opportunities connected to the curriculum. Students and staff will explore volcanoes, Monkey Island, plantations, coral reefs, and several other tropical ecosystems which all tie in directly to their classroom experiences at Alvirne High School. In addition, they will experience historic ruins, visit an indigenous village, as well as take a boat ride in the Panama Canal

College Credit:

In addition to the rich, transformative experience you will be offering our students, Alvirne will be able to offer college credit at less than a quarter of the cost of a typical college class. Students will be eligible for a 3 credit college course through Southern New Hampshire University (SNHU) for a mere \$215 versus the traditional \$960. This offering is optional and includes a capstone research project. If they choose not to participate in that, they will still be eligible for a .5 credit high school elective at no additional cost. They will develop essential questions to investigate on their tour and will create a post-tour project to receive credit. Our staff is also eligible for their choice of professional learning hours, and they can also choose to participate in a SNHU graduate level courses for an additional fee. This is all managed through EF Tours.

Why do we need to start planning now?

EF Tours has found that a lead time of 18 months is sufficient to provide students, staff, and families the time to adequately prepare and fundraise to make this international adventure affordable. Planning now allows for a proposed payment plan that will last for 14 months and will allow students to supplement the cost with various fundraising activities. Launching this activity before now allows students to ask for the "gift of travel" over the upcoming months. Each registered student automatically gets a tour donation page. They can ask friends and family members to donate money for their tour in lieu of gifts. This can be used for holidays, birthdays, etc. and can also be shared through email or social media as parents deem appropriate. 100% of all

donations are applied directly to the student's balance. We are planning on taking this trip during February break 2021.

Additional Fundraising Ideas:

We have a number of fundraisers, that have been used successfully by the students that were a part of the Costa Rica trip, that can be put in place to help students offset the cost of the trip.

- True Confections Fudge Fundraiser
- Double Good Popcorn Fundraiser

Pricing is as follows:

- 8 Day Tour - \$2825 per student (\$210 a month for 13 months)
 - \$50 dollars a month cheaper than Costa Rica because of the lead time, which makes it more affordable for more students.

Price includes:

- Airfare
- Hotels and accommodations (3-4 students per room)
- Breakfast, lunch, and dinner everyday
- All guided tours
- EF Tour guide from beginning to end (expert local guides)
- Personal Motorcoach around the country
- Global Travel Protection
- Access to the WeShare platform
- Global and Local support from EF staff

Educational Purpose:

The educational purposes of this trip are twofold, as it encompasses both biological and earth science concepts and increases the cultural and global awareness of our students. In this pristine experiential laboratory, students will be exposed to species that exist nowhere else in the world. They will also be exposed to geological features that do not exist in our part of the world. Our core value of curiosity will be pushed to its limit around every turn. This experience will not only expose them to the very foundation of all ecology principles, but they will be exposed to a number of conservation projects, sustainability principles, and earth science concepts. The trip includes exposure to volcanoes, coral reefs, and rainforests.

The other facet of this adventure is the globalization and cultural awareness that will be gained by our students. Students will visit indigenous villages, historic Casca Viejo, participate in a cultural exchange with locals, and the historic ruins at Portobelo. Our students will be participating in a number of cultural events that will introduce them to other cultures.

Thank you for your consideration of this exciting, meaningful opportunity. This is a once in a lifetime adventure that will allow our students to grow as scientists and as humans. Please feel free to contact me directly with any additional questions or concerns. We look forward to hearing from you regarding your decision. I can be reached at efoskitt@sau81.org or (603) 886-1260 x 75040.

Sincerely,
Erica Foskitt
Science Department Chair
Alvirne High School

Proposed itinerary for the Panama trip:

Day 1 - Fly to Panama

- Meet your Tour Director at the airport

Day 2 - Panama City

- Visit the Panamá Viejo ruins and museum
- Take a tour of Casco Viejo
- Visit the Biomuseo
- Take a group photo by the Panama sign on the Amador Causeway

Day 3 - Panama City • El Valle de Antón

- Take a day trip to El Valle de Antón
- Visit a pineapple farm
- Explore hiking trails en El Valle de Antón
- See a youth folklore dance show

Day 4 - Panama City • Gatun Lake

- Take a boat ride on Gatun Lake in the Panama Canal
- Learn about the different species on Monkey Island
- Enjoy a hike in one of the parks that surround Panama City

Day 5 - Panama City

- Visit the Panama Canal Administration Building
- Participate in a cultural exchange with locals
- Visit the Miraflores Visitor Center at the Panama Canal

Day 6 - Panama City • Chagres National Park

- Take a day trip to Chagres National Park
- Take a canoe ride on the Rio Chagres
- Visit an Emberá indigenous village

Day 7 - Panama City • Portobelo

- Take a day trip to Portobelo
- Go snorkeling
- Visit the Portobelo Ruins

Day 8 - Depart for home



Educational Tours

Alvirne High School International Travel Proposal



Figure 1:
EF's World Presence:
120 Cities, 50 Countries,
612 Offices & Schools

Discover Panama

February 2021

Prepared for: Erica Foskitt
Alvirne High School
December 16, 2019

Your partner in global education

As the **World Leader in International Education**, we've partnered with educators around the world for over 50 years to help students gain new perspectives and build skills for the future through experiential learning. We provide a range of travel programs—Educational Tours, Language Immersion & Culture Tours, Service Learning Tours, Global Student Leaders Summits, STEM (Science, Technology, Engineering & Math) Tours and Custom-Designed Tours—that help prepare students for the future by teaching them more about the world, themselves, and their place in the world. Combining the power of experiential learning with the thrill of global travel, our tours help students:

- Expand their knowledge of the world around them
- Understand new people, places, and cultures
- Discover more about themselves
- Grow more confident and independent

When students grow in these ways, they become more curious, more open-minded, and more excited about the future.

What we'll cover in this document

Educational Travel.

PAGE

1	Your partner in global education
2	Our commitment to education
3	Our commitment to safety
4	We'll handle the details
5	A day-by-day look at your tour
6-7	What your hotels will be like
8	What your meals will be like
9	Price details
10	Important final details

Attached: A sample day-by-day detailed itinerary

This proposal is property of EF Education First and the educator/school for which it was intended. Distributing, copying and/or sharing it are prohibited. The proposal, including pricing, is valid for the educator, tour and date(s) specifically mentioned herein. For additions, subtractions or modifications, please contact your EF Tour Consultant.

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Our commitment to education

We believe the best way to help students gain new perspectives and build skills for the future is through experiential learning.

Accreditation

EF is accredited, just like your school, and recognized by the following regional, national and international organizations: Middle States Association of Colleges and Schools (MSA-CES); Western Association of Schools and Colleges (WASC); Southern Association of Colleges and Schools (SACS-CASI) North Central Association (NCA-CASI); National Council for Private Schools Accreditation (NCPSA); and Accreditation International (AI).

A standard of excellence

Our educational travel programs bring to life the knowledge and skills that are called for in many education initiatives, including:

- Partnership for 21st Century Skills (P21)
- International Baccalaureate – PYP, MYP, Diploma, IBCC
- Common Core State Standards for English Language Arts and Literacy in History/Social Studies, Science and Technical Subjects
- Global Competence Criteria—defined by the Asia Society and Council of Chief State School Officers
- Global Connection Standards in the National Curriculum Standards for Social Studies
- Culture and Connections Standards in the Standards for Foreign Language Learning
- Standards of Professional Learning—defined by Learning Forward

weShare: Personalized Learning

Every tour comes with weShare, a personalized learning experience powered by students' curiosity. Using EF's guided learning model, students use their strengths to investigate an issue or topic that inspires them. They reflect on what they've learned through a post-tour project that gives even more meaning to travel—and can earn them academic credit.

Earning credit

Students can earn credit by traveling on an EF tour and completing required coursework. We offer choices, so you can find the credit option that best fits you and your students' needs.

- Students in grades 6-12 can earn high school credit with weShare, EF's personalized learning experience, by developing an essential question to investigate on tour and creating a post-tour project. Successful course completion will earn students 0.5 elective high school credits.
- Students in grades 9-12 can earn university credit by completing a series of assignments and a final research project with EF's university partner, Southern New Hampshire University. Successful course completion will earn students 3.0 university credits.

Accredited by:



Our commitment to safety

Our demonstrated commitment to safety and risk management is proven with our preventative procedures and extensive measures taken to ensure each traveler's safety.

Worldwide presence

As the largest international student travel organization, we have 612 schools and offices in 50 countries worldwide. With 52,000 EF staff and teachers in 115 countries, we're accessible wherever and whenever you need us.

Global Liability Insurance Plan

- All EF Group Leaders are covered for the duration of their EF educational tour.
- EF's Commercial General Liability Insurance is provided by nationally recognized insurance companies with A.M. Best Ratings of A-.
- Group Leaders and their schools are covered by our \$50 million liability policy and customer payments are protected by a \$1 million customer protection plan.
- EF's Global Liability Insurance Plan allows for schools and districts to be added to the policy by written agreement. EF can provide a certificate of insurance that details coverage.

Global Travel Protection Plan

Designed specifically with EF travelers in mind, teachers may add this comprehensive and affordable protection plan to their tours.

EF's Peace of Mind Program

We understand that plans can change due to unforeseen circumstances. EF provides an exclusive Peace of Mind program to account for such situations. This program is automatically included for all travelers and can be enacted at the group level for any reason, including terrorism or other world events. Your Group Leader may choose from the following options:

45 days or more prior to departure

- Change the travel dates of your group's current tour
- Work with EF to modify your group's current tour or find a new tour
- Cancel your tour and all travelers will receive a transferrable travel voucher

44 days or less prior to departure

If any location(s) included in the group's tour itinerary is designated as a Travel Advisory Level 3 or 4 by the U.S. Department of State, your Group Leader may still choose any option from the section above.

Background Checks

EF requires that all adults pass a criminal background check before traveling on our student tours. This requirement aligns with the process and expectations of many school districts for adults who volunteer in schools or chaperone school activities. EF works with a leading professional provider to conduct the background check through a secure process designed to identify only those specific individuals who could present a risk to student travelers while on tour.

Highly respected in the industry by:



We'll handle the details

As your educational travel partner, we work with teachers, students and parents to ensure a seamless experience—before, during and after tour. In other words, we're with you every step of the way.

BEFORE TOUR

Support team and resources

Dedicated Tour Consultants guide teachers through the planning process, while Local Representatives from your area work face-to-face to provide support. We give teachers their own personal tour website with helpful tools to share tour information, manage deadlines and more. In addition to online resources, we also provide an array of printed materials for teacher, students and parents.

International Training Tours

Ensuring teachers are fully prepared to lead an EF tour is our commitment to your school community. Through our blended learning model, all first-time EF Group Leaders receive complimentary international training. Conducted by EF personnel and experienced EF Group Leaders, the program includes online, classroom and experiential learning components. In the event a Group Leader cannot attend one of these complimentary tours, we offer live webinars to prepare them and answer questions before they travel.

Traveler account management

Our knowledgeable and friendly Customer Service Representatives help travelers and their parents with all billing transactions, protection plans and tour activity questions. We also offer flexible and convenient payment options that allow parents to choose when—and how—they want to pay.

WHILE ON TOUR

Everything is included

This all-inclusive global experience makes it easy for teachers and students to explore the world. From flights and hotels to most meals and experiential activities, we take care of every detail so travelers can focus on the experience.

Guided travel

A personal bilingual Tour Director stays with your group 24/7. They handle every on-tour detail to ensure a smooth travel experience while also providing unique local insight. Expert local guides, meanwhile, share their knowledge of history, art, architecture and more during guided tours.

AFTER TOUR

Program development

We'll work with you to build a travel program at your school so even more students have the opportunity to experience the world.

A day-by-day look at your tour

Below is a day-by-day outline of the tour:

Day 1: Fly to Panama

- Meet your Tour Director at the airport in Panama City, where you'll explore Panama's cultural, financial, and political capital; a bustling metropolis nestled between the Pacific Ocean and a tropical rainforest.

Day 2: Panama City

- Visit the Panamá Viejo ruins and museum.
- Take a tour of Panama City. Visit the city's historic district, which dates back to 1519 when Panamá Viejo, or Old Panama, was the first Spanish city founded on the Pacific Coast of the Americas. In 1671, Governor Juan Pérez de Guzmán set the city on fire before the pirate Henry Morgan could attack and loot it. Remnants are now part of a UNESCO World Heritage Site along with Casco Viejo, which was built on the rubble in the 17th century. Admire the residence of Panama's president before browsing an arts and crafts market.
- Visit the Biomuseo.
- Take some free time on the Amador Causeway to enjoy the Panama City skyline.

Day 3: Panama City | El Valle de Antón

- Travel on the Pan-American Highway.
- Visit a local pineapple farm.
- Explore hiking trails in El Valle de Antón.
- Enjoy a folklore dance show.

Day 4: Panama City | Gatun Lake

- Enjoy a hike in one of the parks that surround Panama City.
- Take a boat ride on Gatun Lake and around Monkey Island, home to a variety of monkey species.

Day 5: Panama City

- Participate in a local exchange in Panama City.
- Visit the Panama Canal Administration Building.
- Visit the Miraflores Visitor Center and take an in-depth look at the Panama Canal, one of the most influential engineering projects ever undertaken and one of the seven wonders of the modern world. Completed by the United States in 1914, the 51-mile canal not only revolutionized international trade by bridging the Atlantic and Pacific oceans, it also signaled America's emergence as a global superpower. Learn about this modern marvel—including how 22,000 workers lost their lives during its 34-year construction—and see it in action at its Pacific entrance.
- Travel to your hotel via Ancon Hill.

Day 6: Panama City

- Visit Chagres National Park. Located just 30 minutes outside of Panama City, this national park was established in 1985 to protect the Rio Chagres watershed, the primary source of water for the Panama Canal.
- Enjoy a canoe ride on the Rio Chagres, home to otters, caimans, and crocodiles, as you make your way to the upper reaches of Lake Alajuela.
- Visit an Emberá indigenous village. Learn about the culture and customs of the Emberá people during your visit to a village on the banks of Lake Alajuela in Chagres National Park. Discover the Emberá's traditional dances and music, as well as their knowledge of local plants.

Day 7: Panama City | Portobelo

- Experience a snorkeling adventure.
- Visit the Portobelo Ruins.

Day 8: Depart for home

What your hotels will be like

Every hotel we work with is required to meet our high standards for quality, safety and cleanliness. Three to four students of the same gender will share a room, which will have a combination of twin and shared double beds. Please be aware that hotels may have different amenities than you find in American hotels.

HERE ARE EXAMPLES OF THE TYPES OF HOTELS YOU'LL STAY AT ON TOUR:



Holiday Inn Express Panama Distrito Financiero

Calle Ricardo Arango & Calle 53E

www.ihg.com/holidayinnexpress/hotels/us/en/panama/pcyex

The Holiday Inn Express Panama Distrito Financiero is located in the heart of Panama City's business area, offering travelers both convenience and comfort. Each room has a TV, private bathroom, and air conditioning. Enjoy access to the hotel's fitness center and panoramic outdoor pool, and take advantage of complimentary WiFi in the lounge area.



Albrook Inn

Las Magnolias Street No. 14, Albrook, Ancon, Panama City

<http://albrookinn.com/en/index.html>

Located in the old Canal Zone, Albrook Inn boasts a great location, close to Panama City but surrounded by nature and tropical views. Each room has air conditioning, TV, Wifi, and private bathroom. Additionally, the hotel includes a pool area embraced by trees and greenery, perfect for a hot Panama day.

What your meals will be like

Discovering new foods can be one of the best parts of traveling. Travelers will have the opportunity to try out different types of traditional, local favorites while on tour. Every meal will include table water (or bottled water if deemed necessary by locals) and you can usually buy other beverages if you wish. All meals are served as a group—not à la carte—and a vegetarian option will be available if requested in advance. Please notify EF of any other dietary restrictions or food allergies you may have.

Breakfast will always include cereal, fruit juice, choice of coffee, tea or hot chocolate, milk, rolls or bread, croissants or similar, butter, jam, and then also feature choices such as cold cuts/charcuterie, cheese, fruit or fruit salad, bacon, sausages, eggs (boiled, scrambled, fried or poached), cake, pastries, muffins, yogurt, granola, porridge, waffles, baked beans

Examples of lunch (included on days 3, 6, and 7) and dinner include but not limited to rice and beans, Chicken or a different meat, sandwich, and salad, with fresh fruit juices.



Price details

In addition to the support you receive before and after tour, along with the logistical support you receive on tour, your guaranteed lowest price covers all of the details.

Guaranteed Lowest Price

Price valid for travelers enrolled December 1, 2019 - December 31, 2019*

Student

\$2,825

or \$210 / 13 mos

Adult

\$3,275

or \$245 / 13 mos

Price Breakdown

Program Price	\$2,860
Global Travel Protection	\$165
Early Enrollment Discount	-\$200

Your travel details

Total Length
8 days

Departing From
Boston (MA)

Requested Travel Dates
Saturday, February 27, 2021 - Saturday, March 6, 2021

Your Departure Date Range

Earliest
Thu, Feb 25

Requested
Sat, Feb 27

Latest
Mon, Mar 1

50 YEARS
OF EXPERIENCE

Your experience includes

An All-Inclusive Tour

Round trip airfare, hotels with private baths, regional-style meals, on-tour transportation and sightseeing activities are covered. Discover all of your itinerary details at www.eftours.com/2345564JM.

Full-time Tour Director

Your culturally connected Tour Director is with your group 24/7, providing deep local insight while handling all on-tour logistics.

Expert Local Guides

Your expert local guides are natural historians, adding cultural insight and global perspective on your sightseeing tours.

weShare—Personalized Learning

Our personalized learning experience engages students before, during and after tour, with the option to create a final, reflective project for academic credit.

Continuous Support

Your dedicated EF team helps you every step of the way—from recruiting and enrolling travelers to planning and managing your tour.

Worldwide Presence

EF has over 500 schools and offices in more than 50 countries worldwide so wherever you go, we're there too.

24-hour Emergency Service

Travelers and their families can count on EF's dedicated emergency service team.

Peace of Mind Program

Feel secure knowing your group can change their destination or travel dates due to unforeseen circumstances. Learn more about your flexible options at eftours.com/peaceofmind.

*Adult supplement required for travelers age 20 and older at the time of travel. Change and cancellation fees of up to the total price will apply. Applicable airline baggage fees are not included and can be found at eftours.com/baggage. All prices subject to verification by an EF Tour Consultant. Program price validity excludes special discounts. To view EF's Booking Conditions, visit eftours.com/bc.

Important final details

The EF Price Guarantee

We're dedicated to making travel accessible to as many students as possible. Our unmatched global presence and longstanding relationship with airlines and hotels ensure you will always give your students the best experience at the lowest price, guaranteed.

What it means for you:

- The guaranteed lowest price—if you find a similar tour for less, we'll beat it.
- One simple price—no enrollment or departure fees.
- Once a student enrolls, their price will never change.



We've created this document specifically for you, your school, and your students. It outlines the details of your proposed tour and the life-changing experiential learning opportunities that await your students.

I look forward to hearing from you!

Sincerely,

Alex Hurst

Educational Tour Consultant

6035066440

alex.hurst@EF.com



**ALVIRNE HIGH SCHOOL
HUDSON SCHOOL DISTRICT
MEMORANDUM**



TO: LARRY RUSSELL, SUPERINTENDENT
HUDSON SCHOOL BOARD
FROM: STEVE BEALS, PRINCIPAL
SUBJECT: GREENHOUSE DONATION – ALVIRNE TRUSTEES
DATE: DECEMBER 20, 2019
CC:

At a recent meeting of the Alvirne Trustees, the group voted to support the purchase of a greenhouse to support the ongoing CTE construction project. The value of the greenhouse is \$150,590.

The trustees were unanimous in their support and feel the greenhouse is well connected to their mission, the Alvirne Trust and Hills family legacy. Their support and purchase are conditional on school board support.

Alvirne High School and the Palmer CTE are overwhelmed by the generous support of the Alvirne Trustees.

A handwritten signature in black ink, appearing to be 'S. Beals'.

HUDSON SCHOOL DISTRICT

2nd reading 01/06/2020

Code/Title	Category	Detail	# of ¶	Page
JH Attendance, Tardiness, and Truancy	P	Revision of current policy		1
EBB School Safety	R	New, using NHSBA sample w/tracked changes	1	4
EBBB Accident Reports	R	New, using NHSBA sample w/tracked change	3	6
EBBC Emergency Care & First Aid	P	Replacing outdated policy w/NHSBA sample, verbatim		7
EBBD Indoor Air Quality	P	Replacing outdated policy w/NHSBA sample, verbatim	3	9
EBCA Crisis Prevention & Emergency Response Plans	R	Replacing outdated policy w/NHSBA sample, verbatim		10
EBCB Fire Drills	R	New, using NHSBA sample, verbatim	2	11
EBCC Bomb Threats	R	New, using NHSBA sample w/tracked changes		12
EBCD Emergency Closings	R	New, using NHSBA sample w/tracked changes	2	13
EBCE School Closings	R	New, using NHSBA sample w/tracked changes		14

R: recommended

O: optional

P: priority, required by law

HUDSON SCHOOL DISTRICT

POLICY CODE: JH Attendance, Tardiness, and Truancy

FIRST ADOPTION: 08/16/2010

RELATED POLICIES: [IKE](#)

LATEST REVISION: 08/06/2018

Page 1 of 2

Category: Priority

Purpose and Intent

The purpose of this Policy is to ensure that students are in school and learning. School attendance is critical to successful academic performance and to ensure we meet the goals of the district mission and vision. Class discussions, student collaborative work, and teacher guidance and directives all offer learning opportunities that are hard to make up outside the classroom. Therefore, in order to be successful, students must attend school and be on time for classes and other scheduled activities. Tardiness is a disruption to the educational process. It sets a tone that de-values education, detracts from the lesson, is discourteous to the teacher and other students and results in a loss of instructional time.

Parent/Guardian, Student, and School Responsibilities

Under New Hampshire law, specifically RSA 193:1, parents/guardians have a legal obligation to make sure that their children who are at least 6 years of age and under 18 years of age attend school for the entire school year and during all the time that public schools are in session. Parents/Guardians should, therefore, plan activities and appointments for their children at times when school is not in session. Parents/Guardians must contact the school to inform the school of their child's absence.

Parents/Guardians, students, school administrators, and teachers all have important roles in ensuring that students attend school and are on time.

Students have an obligation to attend school and to be on time for class and scheduled activities.

School officials determine whether students' absences are excused or unexcused. The school must also maintain accurate attendance records for each student. Each teacher must accurately report daily attendance and punctuality. The building principal is designated as the person responsible for truancy issues. The building principal must submit attendance information to the Superintendent's office and must communicate with parents when a student's attendance becomes a concern and as required by this Policy. School officials and parents/guardians must then work together to come up with a plan to address the child's absences.

Policy Development

It is the intent of the Hudson School Board to involve parents/guardians in the development of its Attendance, Tardiness and Truancy Policy and any amendments to the Policy. The School Board will notify parents about the proposed Policy or amendments through appropriate communication channels. The School Board will also invite them to attend the School Board meeting at which the proposed Policy or amendments will be discussed.

Excused and Unexcused Absences Defined

The School Board recognizes that absences from school may be necessary under certain circumstances. The School District recognizes two kinds of absences from school: excused and unexcused absences.

Excused absences ~~are limited to~~ may include the following situations:

1. School sponsored events such as field trips or athletic events.
2. Absences due to chronic health conditions or illness ~~documented by a physician (includes dentists and orthodontists) or mental health or physical health appointments. (The principal may require parents to produce additional documentation.)~~
3. Death of an immediate family member.
4. Religious holidays or attendance at religious ceremonies.
5. Absences approved by the Superintendent under RSA 193:1, I(c).
- ~~6. Absences as a result of waivers from the Superintendent for alternative learning plans under RSA 193:1, I(h).~~
- ~~7.6~~ College visits.
- ~~8.7~~ Mandated court appearances.

Students will have five (5) school days from the date of absence to present documentation of absence. Unexcused absences and all other absences will include but are not limited to ~~undocumented illness~~, family vacations, other vacations, absences for other personal reasons, tardiness, cutting classes, dismissals, truancy, absence from any study hall or activity for which the student is scheduled.

Limitations on Unexcused Absences

A half-day absence is defined as missing up to half of the total minutes in a school day. Missing more than half the total minutes in a school day is two half-day absences.

Unexcused absences from school are considered truancy. A student who skips class or scheduled activity, arrives late for class or a scheduled activity, or leaves a class or scheduled activity without permission of school personnel is considered truant and will be deemed to have missed the entire class or scheduled activity.

Under New Hampshire law, ten half days of unexcused absence during a school year shall constitute habitual truancy. The District has created a procedure and put in place a series of interventions to assist the student with reintegrating back into school. Interventions will occur at eight (8) days and fifteen (15) days absent. A student with fifteen (15) days absent will be considered truant. Contact with DCYF, school administration, ~~or and~~ the Hudson Police Department will occur when a student has missed ~~25% of the school year at that time~~ 15 consecutive days or when the threshold of days absent exceeds 25% for the year. A student that has been absent fifteen (15) or more days may be subject to retention according to policy IKE Promotion and Retention of Students.

Appeal

A parent/guardian or student seeking an exception for an absence that is not otherwise excused may file a request with the School ~~Attendance~~ Board. A parent/guardian or student may also appeal to the School ~~Attendance~~ Board the following:

1. A determination that a specific absence/tardy, etc. was unexcused;
2. A determination that an absence occurred at all; or
3. Whether exceptional circumstances exist which make strict application of this Policy inappropriate with respect to one or more absences.

~~The School Attendance Board shall consist of two teachers, a school counselor and principal or assistant principal. The School Attendance Board shall consider the following factors in reviewing a request or appeal:~~

- ~~1. The spirit and intent of the Policy.~~
- ~~2. Whether the absence was due to the action or inaction of the student or parents.~~
- ~~3. 1. Whether exceptional circumstances exist that warrant an exception to the Policy. Legal reference: RSA 193:1, I (c,h)~~

HUDSON SCHOOL DISTRICT

POLICY CODE: EBB / ADD School Safety	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: [Related Policy Codes]; ADD	LATEST REVISION: [Latest Revision] Page 1 of 22

Category: Recommended See also ADD, EB

The Board recognizes that effective learning and teaching takes place in a safe, secure and welcoming environment and that safe schools contribute to improved attendance, increased student achievement and community support. To that end, the Board directs the superintendent to develop a safe schools plan ~~that includes:~~consistent with ADD.

- ~~1. Procedures that address the supervision and security of school buildings and grounds.~~
- ~~2. Procedures that address the safety and supervision of students during school hours and school-sponsored activities.~~
- ~~3. Procedures that address persons visiting school buildings and attending school-sponsored activities.~~
- ~~4. Training programs for staff and students in crisis prevention and management.~~
- ~~5. Training programs for staff and students in emergency response procedures that include practice drills.~~
- ~~6. Training programs for staff and students in how to recognize and respond to behavior or other information that may indicate impending violence or other safety problems.~~
- ~~7. Training and support for students that aims to relieve the fear, embarrassment and peer pressure associated with reporting behavior that may indicate impending violence or other safety problems.~~
- ~~8. Procedures for safe, confidential reporting of security and safety concerns at each school building.~~
- ~~9. Procedures for regular assessments by school security/safety professionals and law enforcement officers to evaluate the security needs of each school building and to provide recommendations for improvements if necessary.~~
- ~~10. Procedures for regular assessments by school climate professionals to determine whether students feel safe and to provide recommendations for improvements in school climate at each district building.~~
- ~~11. Procedures to provide for regular communications between district officials, law enforcement officers, fire department officials, city and county officials and local medical personnel to discuss crisis prevention and management strategies, including involvement by these parties in the development and revision of crisis prevention and management plans.~~
- ~~12. Training programs for staff and students in safety precautions and procedures related to fire prevention, natural disaster response, accident prevention, public health,~~

~~traffic, bicycle and pedestrian safety, environmental hazards, civil defense, classroom and occupational safety, and special hazards associated with athletics and other extracurricular activities.~~

~~13. Procedures for the reporting of criminal activity to law enforcement. Each building principal shall be responsible for the supervision and implementation of the safe school program at his or her school. The principal shall submit annually, in the manner and by the date specified by the State Board of Education, a written report to the Board of Education concerning the learning environment in the school during that school year. The report shall contain, at a minimum, the information required by law.~~

Legal References:

RSA 193-D, Safe School Zones

RSA 193-F, Pupil Safety and Violence Prevention

NH Code of Admin. Rule. Section Ed. 306.04(a)(2), Promoting School Safety

HUDSON SCHOOL DISTRICT

POLICY CODE: EBBB Accident Reports	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: EBBC, JLCE	LATEST REVISION: [Latest Revision] Page 1 of 1

Category R

In the event of an accident on school grounds, the school district employee who witnessed or first responded to the accident must fill out an accident form within 24 hours of the accident. Such form must then be filed with the Principal.

If the accident involves the services of a physician and/or is likely to result in an insurance claim, two accident reports are to be prepared: one copy filed at the school office and one copy given to the District's insurance agent. If the ~~incident-accident~~ is not one involving the services of a physician and is unlikely to be an insurance case, it will be sufficient to prepare one copy to be filed at the school.

The procedures for accidents and accident reporting are to be reviewed in September by the Principal in association with school district staff of each school.

Legal References:

RSA 200, Health and Sanitation

N.H. Code of Administrative Rules, Section Ed 306.12, School Health Services

N.H. Code of Administrative Rules, Section Ed 311, School Health Services

HUDSON SCHOOL DISTRICT

POLICY CODE: EBBC Emergency Care and First Aid	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: JLCE	LATEST REVISION: [Latest Revision] Page 1 of 2

Category: Priority/Required by Law

All School personnel have responsibilities in connection with injuries and emergencies occurring in school and at school-sponsored events, which may be classified as follows: (1) administering first aid; (2) summoning medical assistance; (3) notifying administration; (4) notifying parents; and (5) filing accident/injury reports.

School personnel must use reasonable judgment in handling injuries and emergencies. Caution should be exercised not to minimize or maximize any injury or illness. All personnel will understand the proper steps to be taken in the event of an injury or emergency.

The Superintendent will ensure that at least one other person on staff, aside from the school nurse, has current first aid and cardiopulmonary certification (CPR). If the school nurse or licensed practical nurse is not available, the person(s) who have current first aid and CPR certification is authorized to administer first aid and CPR as needed.

The school will obtain at the start of each school year emergency contact information of parents or legal guardian for each student and staff member. See appendix JLCE-R for a sample form.

The school physician, school nurse, or specially trained staff members shall assist in the treatment of injuries or emergency situations. Such individuals have the authority to administer oxygen in case of a medical emergency, if available and if appropriate. This authorization extends to administering oxygen to students without prior notification to parents/guardians.

The school nurse or other designated personnel may administer other medications to students in emergency situations, provided such personnel has all training as is required by law. Such medication may also be administered in emergency situations if a student's medical action plan has been filed and updated with the school district to the extent required by law. The district will maintain all necessary records relative to the emergency administration of medication and will file all such reports as may be required.

Additionally, the school physician, school nurse, or specially trained staff members may also administer epinephrine to any student in case of a medical emergency, if appropriate. This authorization extends to administering epinephrine without prior notification to parents/guardians.

For significant injuries, the staff person witnessing the event must fill out an accident report, which must be submitted to administration so that he/she is informed and a basis is established for the proper processing of insurance claims and remediation if necessary.

The District makes it possible for parents to subscribe to student accident insurance at low rates. This program is offered each year during September. The District does not provide student accident insurance.

Naloxone/Narcan and Opioid Antagonists:

The Board authorizes the District to obtain, store and administer naloxone/Narcan and/or other opioid antagonists for emergency use in schools.

The school nurse or other properly trained staff member may administer such medication in emergency situations. Opioid antagonists will be available during the regularly scheduled school day. They may be available at other times at the discretion of the Superintendent.

The Superintendent is authorized to procure such medication on behalf of the District.

All such medication will be clearly marked and stored in a secure space in the school nurse's office or other appropriate location. Such medication will be locked at all times except when needed for administration. The school nurse is responsible for storing the medication consistent with the manufacturer's instructions.

Local law enforcement and emergency medical service personnel will be notified if such medication is administered by the District.

Records related to the administration of such medication shall be made and maintained by the school nurse. The school nurse will follow other first aid reporting protocols, as may be determined by other Board policy or administrative directive.

Legal References:

RSA 200:40, Emergency Care

RSA 200:40-a, Administration of Oxygen by School Nurse

RSA 200:44-a, Anaphylaxis Training Required

RSA 200:54, Supply of Bronchodilators, Spacers or Nebulizers

RSA 200:55, Administration of Bronchodilator, Space or Nebulizer

Ed 306.04(a)(21), Emergency Care For Students And School Personnel

Ed 306.12, School Health Services

HUDSON SCHOOL DISTRICT

POLICY CODE: EBBD Indoor Air Quality	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: [Latest Revision] Page 1 of 1

Category: Priority/Required by Law

In order to ensure that all school buildings have adequate indoor air quality, the Board directs the Superintendent to address methods of minimizing or eliminating emissions from buses, cars, delivery vehicles, and other motorized vehicles. The Superintendent may delegate the implementation of these methods to building principals. The Board encourages the Superintendent to utilize methods and recommendations established by various State agencies.

In addition to addressing methods eliminating emissions, building principals are directed to annually investigate air quality in their respective school buildings using a checklist provided by the New Hampshire Department of Education.

In support of this policy, the Superintendent is authorized to establish regulations and/or administrative rules necessary to implement anti-idling and clear air measures aimed at improving indoor air quality.

Legal References:

RSA 200:11-a, Investigation of Air Quality

RSA 200:48, Air Quality in Schools

NH Code of Administrative Rules, Section Ed. 306.04(a)(24), Air Quality in School Buildings

NH Code of Administrative Rules, Section 306.07(a)(4), School Facilities

HUDSON SCHOOL DISTRICT

POLICY CODE: EBCA Crisis Prevention & Emergency Response Plans	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: EB, JICK	LATEST REVISION: [Latest Revision]
	Page 1 of 1

Category: Recommended

The Board recognizes that schools are subject to a number of potentially dangerous events, such as natural disasters, industrial accidents, acts of terrorism, and other violent events. No school is immune from these events no matter the size or location. The Board is committed to the prevention of these events, to the extent possible, in the schools and at school-sponsored activities.

The Superintendent is responsible for ensuring that at least two times per year, the District conducts emergency response drills. The Superintendent will establish a relationship with local and state emergency (e.g., police, fire, ambulance, etc.). The Superintendent, or his/her designee, will serve as a coordinator/liaison with these authorities.

The Superintendent, in consultation with appropriate personnel, and in coordination with local emergency authorities, shall develop a District-wide Crisis Prevention and Response Plan, which must, at a minimum, include a site-specific Emergency Response Plan for each school.

The Superintendent is responsible for ensuring that each Emergency Response Plan conforms with the requirements of RSA 189:64, as the same may be amended or replaced, and that each Emergency Response Plan addresses hazards including, but not limited to: acts of violence, threats, natural disasters, fire, hazardous materials, medical emergencies, and other hazards deemed necessary by the School Board or local emergency authorities. The emergency response plans will be based on and conform to the Incident Command System and the National Incident Management System.

The School Board directs the Superintendent to assure that each Emergency Response Plan is reviewed annually (in consultation with appropriate personnel, and in coordination with local emergency authorities), and is updated as necessary. If, after such review, the plan remains unchanged, then the Superintendent shall notify the Department of Education by September 1 that the plan is unchanged. If an Emergency Response Plan is update/revised, the Superintendent shall submit the updated Emergency Response Plan to the New Hampshire Department of Education no later than September 1.

The District Crisis and Response Plan will be updated annually to include each site-specific Emergency Response Plan as updated, and any other changes as deemed appropriate by the Superintendent.

The Superintendent will develop an administrative regulation that ensures the effective development and implementation of the district's plan.

Legal References:

- *RSA 189:64, Emergency Response Plans*
- *RSA 193-D, Safe School Zones*
- *RSA 193-F, Pupil Safety and Violence Prevention*
- *NH Code of Admin. Rule. Section Ed. 306.04(a)(2), Promoting School Safety*

HUDSON SCHOOL DISTRICT

POLICY CODE: EBCB Fire Drills	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: [Latest Revision] Page 1 of 1

Category R

Fire drills will be scheduled by the building principal. Fire Drills should be conducted at least once per month while school is in session. Exceptions to the frequency of such drills may be granted pursuant to state law.

The purpose of a fire drill is to train students, under staff direction, to move safely, quickly, and quietly from any location within the building to an assigned evacuation area outside. The building principal is responsible for creating fire drill routes and procedures, and for maintaining all documentation relative to fire drills.

Legal Reference:

NH Code of Administrative Rules, Section SAF-C 6008.04, 6008.05, State Fire Code, Building Safety

HUDSON SCHOOL DISTRICT

POLICY CODE: EBCC Bomb Threats	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: JICD	LATEST REVISION: [Latest Revision] Page 1 of 1

Category R

The Board recognizes that bomb threats are a significant concern to the schools. Whether the threat is real or a hoax, a bomb threat represents a potential danger to the safety and welfare of students, staff, and school property.

No person shall make or communicate, by any means, a threat that a bomb has been or will be placed on school premises.

Any bomb threat will be regarded as a serious matter and will be treated accordingly. In the event a bomb threat is made, the following procedures shall be followed:

1. The Superintendent or his/her designee shall call for an immediate evacuation of ~~all~~ the school buildingsbuilding(s).
2. Simultaneously, local law enforcement authorities shall be notified.
3. An investigation of the threat should be made by local law enforcement authorities or applicable state department.

Any decision to re-enter the school or buildings will be made by the Superintendent, or designee, and only after such clearance has been given by the appropriate law enforcement agency.

Making a bomb threat is a crime. As such, any person found to have made a bomb threat will be subject to arrest and prosecution according to law. Any student suspected of making a bomb threat will be reported to law enforcement authorities for investigation and possible prosecution. Apart from any penalty imposed by law, and without regard to the existence or status of criminal charges, a student who makes a bomb threat shall be subject to disciplinary action, in accordance with applicable Board policy.

Legal References:

RSA 158:9, Possession of Explosives

RSA 644, Breaches of the Peace and Related Offenses

HUDSON SCHOOL DISTRICT

POLICY CODE: EBCD Emergency Closings	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: EBCE	LATEST REVISION: [Latest Revision] Page 1 of 1

Category R

The Superintendent shall establish criteria and procedures for emergency closings of the schools. Students, parents, and staff shall be informed early in each school year of the procedures which will be used to notify them in case of emergency closing, whether action is taken before or during school hours. When schools are closed for emergency reasons, staff members shall comply with ~~Board policy in reporting for work~~superintendent instructions.

HUDSON SCHOOL DISTRICT

POLICY CODE: EBCE School Closings	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: EBCD	LATEST REVISION: [Latest Revision] Page 1 of 1

Category R

SCHOOL CLOSINGS

No school, office, or ~~system event~~ district activity cancellation or delay will be made without the direct authorization of the Superintendent of Schools. In the event the Superintendent is unavailable, such decisions will be made by the ~~Assistant Superintendent or School Board Chairperson~~ documented chain of command.

Announcements: When the Superintendent decides it is necessary to delay opening or close any facility or school or cancel any school event, he/she will initiate all related communications to the public by radio, television, website, or other available means.

Delayed Opening of Schools: The Superintendent may delay the opening of schools upon determining that weather conditions appear extremely hazardous to operate school buses at the regular early morning hours, but that travel conditions will appreciably improve later in the morning. The public announcement will report the delayed opening, including the cancellation of morning kindergarten, if necessary. Schools and offices shall close on the regular schedules. After-school activities and events will not be affected by a delayed opening.

Closing of Schools Only for the Entire Day: When the Superintendent determines that weather or other conditions exist or will develop that would make it unwise to open one or more schools any time during the day, the announcement communicated ~~to radio and television stations~~ shall state that the school district is closed. If school is closed for the entire day, all evening programs will be cancelled.

Afternoon and Evening Program Cancellations: When schools are open to the end of the school day, but weather or other conditions deteriorate in the late afternoon, the Superintendent may decide to cancel afternoon and evening programs. Schools and offices should plan and communicate alternate dates and times to hold programs or events.

Weekend Closings: When weather or other conditions are predicted or develop that would make it hazardous to operate weekend programs or events, the Superintendent is responsible for decisions regarding cancellations and for notifying the appropriate media.

Students, parents, and staff shall be informed early in each school year of the procedures which will be used to notify them in case of emergency closings, whether action is taken before or during school hours. When schools are closed for emergency reasons, staff members shall comply with Board policy in reporting for work.

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MEMORANDUM

TO: Hudson School Board
FROM: Stephanie Colton, Benefits Coordinator
SUBJECT: Extracurricular Nomination
DATE: December 17, 2019

The following nomination has been submitted for the 2019-2020 school year:

Hudson Memorial:

Drama Club	Rebecca Crivello	\$2,350.00
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**PROPOSED WARRANT ARTICLES
2020-2021**

**Warrant Article 1
Alvirne High School Renovation**

Shall the Hudson School District raise and appropriate the sum of \$17,550,000 for the design, construction, and equipping of additions and renovations to Alvirne High School; and further authorize the School Board to issue not more than \$17,550,000 in bonds or notes for the balance of the project costs in accordance with the Municipal Finance Act, (RSA Chapter 33) [no more than this bond may be issued for the project without further authorization of the voters of the Hudson School District] and authorize the School Board to issue, negotiate, sell, and deliver such bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof; and further raise and appropriate the additional sum of \$445,453 for the first year payment on the bond and authorize the School Board to take any other action necessary to carry out this vote or pass any other vote relative thereto?

(3/5 ballot vote required)

Estimated tax rate impact: \$0.14

Recommended by the Hudson School Board 5-0
Recommended by the Budget Committee 8-0-2

**Warrant Article 2
Operating Budget**

Shall the Hudson School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant article and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session for the purposes set forth therein, totaling \$56,710,504? Should this article be defeated, the operating budget will be \$55,613,146 which is the same as last year with certain adjustments required by previous action of the Hudson School District or by law; or the governing body may hold one special meeting under RSA 40:13X and XVI to take up a revised operating budget only.

Estimated tax rate: \$14.03

Default tax rate: \$13.68

Recommended by the Hudson School Board 5-0
Recommended by the Budget Committee 7-0-3

**PROPOSED WARRANT ARTICLES
2020-2021**

Warrant Article 3

Collective Bargaining Agreement between the Hudson School Board and the Teamsters

Shall the Hudson School District vote to approve the cost items in the collective bargaining agreement between the Teamsters Local No. 633 and the Hudson School Board which calls for the following increases in salaries and benefits at the current staffing levels over the amount paid in the prior fiscal year:

2020-21	\$52,114.00
2021-22	\$53,547.00
2022-23	\$45,515.00

And to further raise and appropriate \$52,114.00 for the upcoming fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement that would be paid under current staffing levels.

Estimated tax rate impact: \$.02

Recommended by the Hudson School Board 5-0
Recommended by the Budget Committee 6-0-3

Warrant Article 4

Collective Bargaining Agreement between the Hudson School Board and the Leadership Team

Shall the Hudson School District vote to approve the cost items in the collective bargaining agreement between the AFSCME Local 1906 and the Hudson School Board which calls for the following increases in salaries and benefits at the current staffing levels over the amount paid in the prior fiscal year:

2020-21	\$147,831.00
2021-22	\$155,179.00

And to further raise and appropriate \$147,831.00 for the upcoming fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement that would be paid under current staffing levels.

Estimated tax rate impact: \$.05

Recommended by the Hudson School Board 5-0
Recommended by the Budget Committee 6-0-3

**PROPOSED WARRANT ARTICLES
2020-2021**

**Warrant Article 5
Fund Balance Retention**

To see if the school district will vote to authorize, indefinitely until rescinded, to retain year-end unassigned general funds in an amount not to exceed, in any fiscal year, 2.5 percent of the current fiscal year's net assessment, in accordance with RSA 198:4-b, II. Such fund balance retained may only be used to reduce the tax rate or for emergencies to be approved by the Department of Education under RSA 32:11.

Recommended by the Hudson School Board 5-0
Recommended by the Budget Committee 7-0-3

**Warrant Article 6
Partial Roof Replacement at Hudson Memorial School**

Shall the Hudson School District vote to raise and appropriate a sum of \$300,000 to replace a section of the roof at Hudson Memorial School?

Estimated tax rate impact: \$0.10

Recommended by the Hudson School Board 5-0
Recommended by the Budget Committee 9-0-1

HUDSON SCHOOL DISTRICT

Section E 1st reading 01/06/2020

Code/Title	Category	Detail	# of ¶	Page
EBCF Pandemic/Epidemic Emergencies	O	New, using NHSBA sample w/marked changes		1
EB Joint Loss Management Committee	P	New, using NHSBA sample, verbatim	3	3
EC Buildings and Grounds Management	O	new, NHSBA w/tracked changes	2	4
ECA Building Security	R	new, NHSBA w/tracked changes		5
ECAB Access to Buildings	O	new, NHSBA w/tracked changes		6
ECAC Vandalism	O	new, NHSBA verbatim		7
ECAF Audio and Video Surveillance on School Buses	R	new, NHSBA verbatim		8
ECF Energy Conservation	R	new, NHSBA w/tracked changes	3	9
EDC Authorized use of School-owned Materials and Equipment	O	new, NHSBA w/tracked changes	2	10
EDCA Employee use of Electronic Communication Devices	O	new, NHSBA w/tracked changes		11
EEA Student Transportation	R	replacing outdated policy, NHSBA w/tracked changed		13

R: recommended

O: optional

P: priority, required by law

HUDSON SCHOOL DISTRICT

POLICY CODE: EBCF Pandemic/Epidemic Emergencies	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: [Latest Revision] Page 1 of 22

Category O

The Board recognizes that a pandemic/epidemic is a serious threat that stands to affect students, staff, and the community as a whole. The Board establishes this policy in the event the town/municipality and/or school district is affected by a pandemic or epidemic. At all times the health, safety and welfare of the students shall be the first priority. The District shall follow the advice and recommendations in the State of New Hampshire's Influenza Pandemic Public Health Preparedness & Response Plan, as prepared by the Dept. of Health & Human Services.

Planning and Coordination

Planning for a pandemic requires a multi-faceted effort, and school preparedness should include input from a team of individuals to address their specific areas of expertise.

The Superintendent shall designate one or more employees to serve as a liaison between the school district and local and State health officials. This designee is responsible for communicating with health officials to identify local hazards, determine what crisis plans exist in the school district and community, and to establish procedures to account for student well being and safety during such a crisis. The designee shall work with local health officials to coordinate their pandemic/epidemic plans with that of the school district. The Board encourages the designee to become a member of the Health Alert Network through the New Hampshire Department of Health & Human Services.

The principal and/or school nurse or other designee shall develop a curriculum component to health classes that is designed to teach students about preventing or limiting the spread of communicable diseases.

With fiscal concerns in mind, the district may purchase and store supplies necessary for an epidemic/pandemic response, including but not limited to disinfectant products, face masks, water, examination gloves, and other supplies as recommended by the school nurse.

The Superintendent shall develop procedures and plans for the transportation of students in the event students are released from school early.

Response

In the event anyone within the school is discovered or suspected to have a communicable disease that may result in transmission to other students, faculty, or staff, that person shall be immediately isolated pending further medical examination. The New Hampshire Communicable Disease Control Section of the Department of Health and Human Services shall be notified immediately.

Infection Control

Any student or staff member found to be infected with a communicable disease that may bears risk of transmission will be excluded from school until that individual's primary care physician

or other medical personnel indicating that the individual does not bear the risk of transmitting the communicable disease provide medical clearance.

Students with excessive absences due to a communicable disease may be given a reprieve from other Board policies relative to excessive student absences. Efforts will be made by the staff to determine what, if any, schoolwork the student can complete while absent.

Staff members who are forced to miss excessive days of work shall first use any leave entitled to them through the Family and Medical Leave Act and/or accrued sick leave. If a staff member has still not received medical clearance to resume his/her work duties, absences in excess of a staff member's allotted leave will not affect the employees right to continued employment.

Continuance of Education

The Superintendent will develop a plan of alternate means of educating students in the event of prolonged school closings and/or extended absences. Such a plan may include providing students with assignments via mail, local access cable television, or the school district's website.

The Superintendent is authorized to amend the traditional class schedule and schedule of days with New Hampshire Department of Education approval. Such a plan may include extending the school day, having school days held on Saturdays, the use of previously scheduled vacation days, and/or extend the school year beyond the previously established end of school year.

Legal References:

Influenza Pandemic Public Health Preparedness & Response Plan, New Hampshire Department of Health & Human Services, Updated March 2, 2006,
www.dhhs.nh.gov/DHHS/CDCS/LIBRARY/Policy-Guideline/dphs-influenza-plan.htm

HUDSON SCHOOL DISTRICT

POLICY CODE: EB Joint Loss Management Committee	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: JLI	LATEST REVISION: [Latest Revision] Page 1 of 1

Category: Priority/Required by Law See also JLI

The Superintendent will cause the formation of the Joint Loss Management Committee as required by RSA 281-A:64, III, and a Crisis Management Plan that conforms to the national Incident Command System.

The practice of safety shall also be considered a facet of the instructional plan of the District schools by incorporating educational programs in traffic and pedestrian safety, driver education, fire prevention, emergency procedures, and others, appropriately geared to students at different grade levels.

Each Principal shall be responsible for the supervision and implementation of a safety program for his/her school. General areas of emphasis shall include, but not be limited to: in-service training; accident recordkeeping; plant inspection; driver and vehicle safety programs; fire prevention; catastrophe planning; and emergency procedures and traffic safety problems relevant to students and employees. The principal shall be responsible for developing student safety procedures to be used on school busses, school grounds (including playgrounds), during authorized school activities (such as field trips), within school building(s) (including classrooms and laboratories), off school grounds during school sanctioned activities (including, but not limited to, work-based learning and internships), and in the use of online resources. The safety plan will be on file in each district building and in the SAU office.

Legal References:

RSA 200:40, Emergency Care

RSA 281-A:64, III, Worker's Compensation, Safety Provisions; Administrative Penalty

NH Code of Administrative Rules, Section Ed 306.04(a)(2), School Safety

NH Code of Administrative Rules, Section Ed 306.04(d), School Safety Procedures

HUDSON SCHOOL DISTRICT

POLICY CODE: EC Buildings and Grounds Management	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: [Latest Revision] Page 1 of 1

Category: Optional

The Superintendent will have the general responsibility for the care, custody and safekeeping of all school property, establishing such procedures and employing such means as may be necessary to discharge this responsibility.

At the building level, the Principal will be responsible for overseeing the school plant and for the proper care of all school property by the staff and students.

In the event the District receives money from ~~the state~~ School Building Aid or federal programs, the superintendent will develop a ~~20-year~~ maintenance plan, as required by statute.

Legal References:

RSA 198:15-b, Amount of Grant

HUDSON SCHOOL DISTRICT

POLICY CODE: ECA Buildings and Grounds Security	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: [Latest Revision] Page 1 of 1

Category R

The Board will cooperate closely with local law enforcement and fire departments, and with insurance company inspectors.

Records and funds will be kept in a safe, locked location.

Access to school buildings ~~and grounds~~ outside of regular school hours will be limited to school personnel whose work requires it. An adequate key control system will be established to limit access to buildings to authorized personnel.

School buildings will be closed and locked after the last school activity has concluded each day.

A building being used by an authorized school or community group in the evening, or on non-school days, will be opened for such activity and secured again after its conclusion.

A school district employee must be on school grounds during the course of the activity. Only a school district employee will be allowed to open and close the school in the event of such an activity.

Classroom windows and doors are to be locked when the teachers leaves the building.

In addition to this policy, the Superintendent is charged with establishing further safety and security provisions as may be necessary.

The building principal is responsible for enforcing this policy.

HUDSON SCHOOL DISTRICT

POLICY CODE: ECAB Access to Buildings	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: [Latest Revision] Page 1 of 1

Category O

See also EB, EC, ECA

Access to school buildings ~~and grounds~~ outside of regular school hours shall be limited to personnel whose work requires it. Keys shall not be loaned to anyone and under no circumstances shall school employees have extra keys made unless specifically authorized to do so by the Superintendent or building principal.

Combinations to school vaults and safes shall be changed each time there are changes in personnel who have had the combinations. All equipment shall be stored in as safe a place as possible and employees must avoid leaving equipment and supplies where they are readily accessible to others.

Classroom windows and doors are to be locked when the teacher leaves the building. Any employee using the building in the evening or on weekends must be certain doors are locked after entering and upon leaving.

No exit doors shall be chained at any time whether or not the building is occupied. Principals, custodians and other responsible persons must be certain that all accessible exits are operable whenever a building or portion of a building is in use. However, approved security bars or devices may be used to secure outside doors when school is not in session.

HUDSON SCHOOL DISTRICT

POLICY CODE: ECAC Vandalism	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: [Latest Revision] Page 1 of 1

Category O See Also JICD, JICDD, KDC

Vandalism is defined as the willful damaging, destruction or defacing of school-owned property. This definition also applies to any deliberate tampering with or misuse of district computer network services or equipment. It shall also include the willful damaging, destruction or defacing of property used by the school district in conjunction with related services such as school buses, on field trips, and other school-sponsored events that may occur off-campus. Students found to have vandalized school property will face discipline in accordance with applicable Board policies. The Building Principal is authorized to report such acts of vandalism to local law enforcement authorities. Additionally, the District may seek financial reimbursement from either the student(s) or the students' parent/legal guardians for such damage caused.

If the vandalism is caused by someone other than a student of the District, the District may proceed with all legal remedies available to it under the law, including criminal prosecution.

When vandalism is discovered, the administration is directed to take such steps as are necessary to identify the vandals. If students have taken part in vandalism, the Building Principal shall:

1. Identify the students involved;
2. Notify the students' parents/legal guardians;
3. Decide upon disciplinary and/or legal action;
4. Take any constructive actions needed to guard against further student misbehavior;
and
5. Seek appropriate restitution.

Students and community members are strongly urged to report incidents of vandalism and to cooperate with school officials in identifying the individuals responsible for causing vandalism.

HUDSON SCHOOL DISTRICT

POLICY CODE: ECAF Audio and Video Surveillance on School Buses	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: EEA, JICK, JRA	LATEST REVISION: [Latest Revision] Page 1 of 1

Category: Recommended

Video cameras may be used on school buses to monitor student behavior. Audio recordings in conjunction with video recordings may also be captured on school buses, in accordance with the provisions of RSA 570-A:2.

This policy constitutes notification that audio and video recordings may be made on school buses used in the district. See also Policy JICK - Pupil Safety and Violence Prevention. The Superintendent or his/her designee shall ensure that there is a sign prominently displayed on the school buses informing the occupants of the school buses that such video and audio recordings are occurring.

The Superintendent is charged with establishing administrative procedures to address the length of time, which the recording is retained, ownership of the recording, limitations on who may view and listen to the recording, and provisions for erasing or destroying the recordings. That procedure shall comply with RSA 570-A:2, II (k)(2) which provides in pertinent part: "In no event, however, shall the recording be retained for longer than 10 school days unless the school district determines that the recording is relevant to a disciplinary proceeding, or a court orders that it be retained for a longer period of time. An audio recording shall only be reviewed if there has been a report of an incident or a complaint relative to conduct on the school bus, and only that portion of the audio recording which is relevant to the incident or complaint shall be reviewed."

Recordings may be viewed only by the following persons and only after expressly authorized by the Superintendent:

- Superintendent or designee
- Business Administrator
- Building Administrator
- Law Enforcement Officers
- Transportation Contractor Official

In the event an audio or video recording is used as part of a student discipline proceeding, such video may become part of a student's education record. If an audio or video recording does become part of a student's education record, the provisions of Policy JRA shall apply.

The Superintendent is authorized to contact the District's attorney for a full legal opinion relative to use and retention of an audio and video recording in the event of such an occurrence.

Legal References:

RSA 570-A:2, Capture of Audio Recordings on School Buses Allowed

HUDSON SCHOOL DISTRICT

POLICY CODE: ECF Energy Conservation	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: [Latest Revision] Page 1 of 1

Category R

It is the district's responsibility to ensure that every effort is made to conserve energy while exercising sound financial management and safety. The implementation of this policy is the joint responsibility of the Board, administrators, teachers, students, support personnel and community, and its success is based on cooperation at all levels.

The Superintendent is authorized to establish a committee to study various ways and methods in which the school district can conserve energy and lessen its energy usage. The Superintendent is urged to include administrators, staff and students on this committee. Additionally, the Superintendent shall establish administrative rules and regulations necessary to implement this policy.

The principal will be accountable for energy management on his/her building with annual energy audits being conducted and conservation programs being updated. Use of the various energy systems of each building will be the joint responsibility of the principal and head custodian.

~~Curriculum will be developed to ensure that every student will participate in the energy management program.~~

~~Specific areas of emphasis include:~~

- ~~1. Every student and employee will be expected to contribute to energy efficiency;~~
- ~~2. All unnecessary lighting in unoccupied areas will be turned off. All lights will be turned off when students and teachers leave school. Custodians will turn on lights only in the areas in which they are working;~~
- ~~3. Energy management on his/her campus will be made a part of the principal's annual evaluation;~~
- ~~4. The head custodian at each school will be responsible for a complete and total shutdown of the facility when closed each evening;~~
- ~~5. Administrative regulations to implement this policy will be developed by the superintendent.~~

Legal Reference:

~~RSA 193-E:3.1, (a), (b), Delivery of an Adequate Education
RSA 193-H:4, School Performance and Accountability
RSA 194:31, Register; Reports~~

HUDSON SCHOOL DISTRICT

POLICY CODE: EDC Authorized Use of School-Owned Materials and Equipment	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: [Latest Revision] Page 1 of 1

Category O

No school equipment may be used for other than school, school-related, civic, or educational purposes.

The Board shall permit school equipment to be loaned to staff members when such use is related to their employment, and to students when the equipment is to be used in connection with their studies or extracurricular activities. ~~A written agreement should be used, which specifies~~ It is the borrower's responsibility to return the equipment in the condition in which it was received, and his/her financial responsibility for any loss or damage, which will meet the requirements of all applicable insurance.

HUDSON SCHOOL DISTRICT

POLICY CODE: EDCA Employee Use of Electronic Communication Devices	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: [Latest Revision] Page 1 of 22

Category: Optional

The Board recognizes that the use of cellular telephones and other electronic communication devices may be appropriate to help ensure the safety and security of District property, students, staff, and others while on District property or engaged in District-sponsored activities. To this end, the Board authorizes the purchase and ~~employee use~~ by employees of such devices, as deemed appropriate by the Superintendent.

District-owned ~~cellular telephones and other mobile communication~~ devices will be used for authorized District business purposes, consistent with the District's mission and goals. ~~Personal use of such equipment is prohibited except in emergency situations. Any expenses incurred for such personal use shall be reimbursed to the District.~~

Use of ~~cellular telephones and other electronic communication~~ mobile communication devices in violation of Board policies, administrative regulations, and/or state/federal laws will result in discipline up to and including dismissal and referral to law enforcement officials, as appropriate.

The Superintendent is directed to develop administrative regulations for the implementation of this policy, including a uniform and controlled system for identifying employee cell phone needs, monitoring use, and reimbursement. Provisions may also be included for staff use of privately-owned cellular telephones and other devices for authorized District business.

District employees are prohibited from using ~~cell phones or other electronic mobile~~ communication devices while driving or otherwise operating District-owned motor vehicles.

Emergency Use

Students and staff are ~~encouraged~~ allowed to use any available ~~cellular telephonemobile~~ communication device in the event of an emergency that threatens the safety of students, staff or other individuals.

A school bus driver is prohibited from operating a school bus while using a ~~cellular telephonemobile communication device~~ except:

1. During an emergency situation;
2. To call for assistance if there is a mechanical breakdown or other mechanical problem;
3. When the school bus is parked.

Use of Personal Cell Phones and Communication Devices

Employees are strongly discouraged from using their personal ~~cell phonemobile communication~~ device during the school days. When necessary, employees may use their personal ~~cell phones~~

~~and similar~~ communication devices only during non-instructional time. In no event shall an employee's use of a ~~cell phone~~ mobile communication device interfere with the employee's job obligations and responsibilities. If such use is determined to have interfered with an employee's obligations and responsibilities, the employee may be disciplined in accordance with the terms of the collective bargaining agreement and Board policies.

Legal References:

RSA 265:105-a, Prohibited Text Messages and Device Usage While Operating a Motor Vehicle

HUDSON SCHOOL DISTRICT

POLICY CODE: EEA Student Transportation Services	FIRST ADOPTION: [Policy Adopted Date]
RELATED POLICIES: EEAE, EEAE, JICC[Related Policy Codes]	LATEST REVISION: [Latest Revision] Page 1 of 11

Category: Recommended

See also ~~EEAE, EEAE & JICC~~

The District will provide pupil transportation services consistent with applicable law.

Per RSA 193:12, students who are deemed legal residents of the school district pursuant to a divorce decree or parenting plan developed under RSA 461-A will not necessarily be provided for students admitted under this provision and under corresponding law. The Superintendent or designee will make all determinations as to whether transportation will be provided in such circumstances. The Superintendent or designee's decision will be final.

General Operating Policy

The Superintendent, ~~subject to review by the Board, or designee~~ shall establish bus routes. Routes will be developed annually and posted. ~~Pupils who attend chartered public schools within the district and pupils who attend private schools shall be entitled to the same transportation privileges within the District as are provided for pupils in public school.~~ Transportation will be provided per RSA 189. Bus stops shall be established under the direction of the Superintendent ~~or designee~~. ~~A bus stop so established will be designated as authorized when the School Board has approved its designation as such.~~ Drivers may not load or unload ~~pupils~~ students at ~~other than~~ authorized bus stops.

Student Conduct on School Buses

Bus drivers have the responsibility to maintain orderly behavior of students on school buses and will report, in writing, misconduct to the student's Principal. Parents of children whose conduct on school buses endangers the health, safety and welfare of other riders will be notified that their children face the loss of school bus riding privileges in accordance with the student discipline code. The school Principal will have the authority to suspend the riding privileges of students failing to conform to bus rules and regulations. The Board must approve suspensions of riding privileges that continue beyond twenty (20) days.

Resolution of Conflicts

Parents who wish to request a change or exemption from any of the Student Transportation policies shall direct that request to the SAU Transportation Coordinator. If the SAU Transportation Coordinator's ruling does not satisfy the parent, he/she may appeal the ruling within five days to the Superintendent. If the parent is again not satisfied by the ruling, he/she may appeal to the Superintendent within the next five-day period. As a last appeal, the parent may request to appear before the ~~Board's Transportation Committee.~~ Board.

Legal References:

- RSA 189:6, Transportation of Pupils*
- RSA 189:8, Limitations and Additions*
- RSA 189:9, Pupils in Private Schools*
- RSA 189:9-a, Pupils Prohibited for Disciplinary Reasons*
- RSA 193:12, Legal Residency Required*
- RSA 194-B:2, V, Chartered Public Schools; Establishment*

Hudson School Board
December 12, 2019

Hills Memorial Library
Public Session 6:30

Hudson School District
Hudson School Board Meeting
Draft Minutes

Present:

Mr. Malcolm Price, Board Chairman
Dr. Darcy Orellana, Board Vice-Chair
Mr. Gary Gasdia
Ms. Diana LaMothe
Ms. Kara Roy, Vice-Chair, Board of Selectmen
Mr. Larry Russell, Superintendent
Ms. Mary Wilson, Assistant Superintendent
Mr. Jack Gasdia, Student Representative

A. Call to Order

Chairman Price called the meeting to order.

B. Non-Public Session

1. Safety Matters:

Ms. LaMothe moved to enter non-public under RSA 91-A3 II (c), second by Mr. Gasdia. Rollcall vote: Ms. LaMothe, aye; Mr. Gasdia, aye; Dr. Orellana, aye; Mr. Price, aye.

The board discussed safety matters; no action taken.

Mr. LaMothe moved to exit non-public session at 6:37; second by Dr. Orellana. Motion passes 4-0.

C. Public Input

There is no public input.

D. Presentations to the Board

1. Voter Turnout: Ms. LaMothe had spoken previously at the Board of Selectmen's meeting about maybe having information at the Town Hall about where to vote, when to vote, and the importance of voting. Board of Selectmen thought it was a good idea and suggested she meet with Patti Barry. They suggested utilizing HCTV to encourage people to get out and vote. There was a follow-up meeting and they suggested having short clips on HCTV. They also suggested creating a poster and have them posted at various locations in town and at Town Hall. A few people did create some posters and they were wondering if the schools and town could split the cost of the posters. Mr. Russell would like to consult with the attorney to make sure this is appropriate. Check the message on the posters as well.

E. Requests of the Board

1. Facility Use Request, Hudson Historical Society Dinner & Auction: Mr. Russell presented a facility use request from the Hudson Historical Society. They would like to use the Hills House and field on June 12th – 15th, 2020 for their Hudson Historical Society dinner and auction. This is detailed in attachment # 1.

Ms. LaMothe made a motion to accept the use of the Hills House and Hills House field for the Historical Society dinner and auction, second by Dr. Orellana. Motion passes 4-0.

2. Fairview Healthcare Donation Acceptance: Ms. Wilson presented a donation from the Fairview Healthcare annual craft fair. They would like to donate \$2,325.50 to the Hudson School District At-Risk fund. This is detailed in attachment # 2.

Dr. Orellana made a motion to accept the Fairview's very generous donation in the amount of \$2,325.50, second by Ms. LaMothe. Motion passes 4-0

F. Old Business

1. Discipline Data: September versus October discipline data. There was an increase in discipline from September to October and Principal Keith Bowen from the middle school and Assistant Principal Jason Tesini from the high school are here to speak about the trends being seen at each school. Mr. Bowen had a PowerPoint presentation to show the board. He spoke about what has been seen for discipline at Hudson Memorial School from September to just before Thanksgiving. He reviewed the discipline process at the middle school and how students can be sent to the assistant principal's office and what happens after that. 50% is coming from the 8th graders, 35% from the 7th graders and 15% from the 6th graders. He went on to speak about the graphs that were created to show how many students were disciplined, for what behavior they were disciplined for and how many consequences were handed out. He stated that 82.3% of the students are never seen for discipline. 8-10% of the students are seen repeatedly for discipline. When a teacher states it's inappropriate behavior in the classroom, the assistant principals address the situation as such and support the teacher. Mr. Bowen also spoke about what the middle school is doing to change the behavior. Teaching the students self-regulation skills to be proactive with their behavior. He reviewed the 4 tenants of the Responsive Classroom structures. Students are removed from the classroom to limit the disruptions to the rest of the class. Students are suspended from school, if the behavior calls for it.

Mr. Tesini also spoke about discipline and how suspension does not always alter the behavior of the student. He had some handouts that showed trends of discipline at the high school. They have narrowed down the incident codes in the past few months, to speak with similar language to the students and parents. He reviewed the handouts he passed out to the school board. Inappropriate behavior has been the largest discipline issue, cutting classes is an issue and most recently, leaving school property without permission has increased. They did see an increase in discipline issues since September and with that, there was an increase in consequences. They were without an ISS teacher, as that person left earlier this school year. Their November numbers have decreased in discipline issues. They are beginning to track interventions with students. What's worked and what hasn't worked. He has shared the spreadsheet with the middle school in hopes to watch and see if there are trends starting with the 6th graders. Year-to-date: 20% of the high school students have been seen for an infraction; 80% haven't been seen. They have a new ISS teacher and they are looking to change what ISS looks like. They are looking for positive changes. He would like to change the word 'suspension' at the end of the consequence.

2. Policies: Ms. Wilson presented the 2nd reading of the following policies:
 - a) BIBA School Board Conferences, Conventions, and Workshops
 - b) BID Payment for Services Rendered by School District Officers
 - c) CA Administrative Goals
 - d) CB School Superintendent
 - e) CBB Appointment of Superintendent
 - f) CBG Superintendent's Development Opportunities
 - g) CBI Superintendent Evaluation
 - h) CCA Administrative Succession Plan
 - i) CCB Line and Staff Relations
 - j) CFA Individual School Administrative Personnel

Ms. LaMothe made the motion to accept the policies as listed above, second by Dr. Orellana. Motion passes 4-0.

G. New Business

1. Policies: Ms. Wilson presented the 1st reading of the following policies:
 - a) BIE Board Member Indemnification
 - b) CFB Building Principals
 - c) CHB Board Review of Regulations
 - d) CHCA Approval of Handbooks and Directives
 - e) CHD Administration in Policy Absence
 - f) CLA Handling of Non-SAU Matters
2. Extracurricular Nominations: Mr. Russell presented the following winter athletic coaches:
 - a. Assistant Indoor Track Coach at AHS: Russell Farrar \$2,450
 - b. Wrestling Coach at HMS: Shawn Lussier \$950

Ms. LaMothe made a motion to accept the extracurricular nominations, second by Mr. Gasdia. Motion passes 4-0.

H. Recommended Actions

1. Manifests – Recommended action: Make necessary corrections and sign. There were no manifests to be signed.
2. Minutes – Recommended action: Review and approve.
 - a) 11.04.19 Draft Minutes - Amended: ***Ms. LaMothe made a motion to accept the amended minutes as presented in attachment # 8, second by Mr. Gasdia. Mr. Price abstained.*** There was a comment made about what the minutes should look like, as they are recorded. Should they be verbatim? Look at the best way to capture the discussion. They should be summarized, but some of these are getting very detailed at the board's request. Moving forward, rethink what is being asked of the minutes and what is we are looking for to be in the minutes. Review the RSA to make sure you are meeting the minimum requirements. ***Motion passes 3-0-1 with Mr. Price abstaining.***
 - b) 11.18.19 Draft Minutes: Mr. Russell presented the minutes as detailed in attachment # 9.

Ms. Lamothe made a motion to accept the minutes from November 18th, second by Mr. Gasdia. Motion passes 4-0.

I. District Administration Reports

Mr. Russell states that the Hudson School District has been approached by the Nash Foundation to fund a Challenge Day again this year. There was one community member who was against this the last time it was held at AHS. Mr. Russell is offering to have someone come in and speak about what Challenge Day is to the board, so they could make an educated decision.

Mr. Russell spoke with the primary disciplinarians at the schools, which are the Assistant Principals. They had a general discussion about discipline and their next meeting will include teachers to hear their perspective. Teachers need to feel supported.

J. Legislative Updates

1. 2019 Legislative Summary: They are not in session now. There is not a lot going on currently.

K. Committee Reports

Strategic Plan Update: This will be discussed at Monday's School Board Meeting.

Ms. LaMothe attended the Board of Selectmen meeting on Nov. 26th. Good news, the State Reps presented a check in the amount of \$627,061 which was a result of tax cuts. The department of revenue will be sending along a note on how that should be split between the Town and the School District. Not specified to be used for any specific purpose. A proclamation was made from the Governor on the State of New Hampshire for School Choice Week. The homeschool students are not required to report out to the SAU each year. They only have to notify the SAU once during their 12 years of education. The parents are not obligated to tell us even if they move out of town. (*Note: parents must notify the SAU in writing if they terminate their homeschool program.*) A ballpark number could be given to the school board, a list of new ones can be obtained. The Board of Selectmen discussed the school warrant articles. The Budget Committee also voted on the warrant articles. Board of Selectman voted 4-1 on warrant article 1, which is the Alvirne renovation. Warrant article 2, which is the operating budget, voted 2-3 not recommended. Warrant articles 3 and 4 were not discussed, CBAs are not done yet. Warrant article 5 was deferred until the town attorney was consulted as requested by the Budget Committee. Warrant Article 6, the HMS roof replacement voted 5-0, in favor. Chairman Morin thanked Library Street School for the implementation of the new traffic pattern. The staff worked well with the town and the neighbors. Chairman Coutu would like the conversation to continue regarding Government Day and Extended Learning Opportunities. Mr. Russell will speak with Mr. Peterson and get a report.

At the Budget Committee meeting there was discussion around warrant article 5. Should it be reworded? It was looked at and it contains the appropriate language. A motion was made by the budget committee to have the town attorney come in. It was decided that the budget committee will just email questions, which would be forwarded to Mr. Russell who would then forward them to the school's attorney. No questions came in.

L. Correspondence

1. Rubik's Cube Winners: On November 14th, Mrs. Peterson's 5th grade math enrichment students held their 5th annual Rubik's Cube Competition and Emma Coutu from Nottingham West and Lief Erickson from Hills Garrison were the winners.

M. Board Members Comments

Mr. Jack Gasdia: Tomorrow evening at Alvirne High School they will be holding a unified holiday play at 4 pm and 6 pm. Winter sports are getting underway. Good luck to them.

Ms. LaMothe: Saw on Facebook that the Hudson Police Dept now has a comfort dog, named Haven. Officer Downey brings her daily to Hudson Memorial School. She is having a positive impact at HMS. This program runs 100% on donations.

Mr. Gary Gasdia: Spent this week at the winter concerts. Congratulated all the students and staff, they all do an amazing job. The high school last Saturday, the middle school was this week and the elementary school is next week. You can see the progression in the talent. Great job by all of them.

Ms. Roy: Happy Holiday season. Be safe.

Dr. Orellana: The music is amazing in this district. Kudos to the Classical All State music students. Can we invite Haven to some of the meetings? It's almost winter break, gear up, get your work done. We are almost there.

Mr. Price: Happy Holidays. Have fun. Be safe.

N. Non-public Session

Dr. Orellana made a motion to enter non-public session according to RSA 91-A:3 (c) at 7:56 pm, second by Mr. Gasdia. Rollcall vote: Ms. LaMothe, aye, Mr. Gasdia, aye, Dr. Orellana, aye, Mr. Price, aye.

The board discussed personnel matters; no action taken.

O. Adjourn

Mr. Gasdia moved to exit non-public and adjourn, second by Dr. Orellana. Motion passes 4-0.

Meeting adjourned at 9:41 pm.

Respectfully submitted,

Susan Piper (public)
Mary Wilson (non-public)

Hudson School District
Hudson School Board Meeting
Draft Minutes

Present:

Mr. Malcolm Price, Board Chairman
Dr. Darcy Orellana, Board Vice-Chair
Mr. Gary Gasdia
Ms. Gretchen Whiting
Ms. Diana LaMothe
Ms. Kara Roy, Vice-Chair, Board of Selectmen
Mr. Larry Russell, Superintendent
Ms. Mary Wilson, Assistant Superintendent
Mr. Jack Gasdia, Student Representative

- A. **Call to Order:** Chairman Price called the meeting to order. Mr. Russell led the Pledge of Allegiance.
- B. **Non-Public Session:** Ms. LaMothe moved to enter non-public session under RSA 91-A:3 (c), second by Mr. Gasdia. Rollcall vote: Ms. LaMothe, aye; Mr. Gasdia, aye; Dr. Orellana, aye; Mr. Price, aye. Motion passes 4-0.

Ms. Whiting arrived at 6:11 pm.

The board discussed safety matters; no action taken.

The board held a student expulsion hearing.

Ms. LaMothe moved to exit non-public, second by Mr. Gasdia. Motion passes 5-0.

- C. **Public Hearing:**
1. **Funding Acceptance for Project AWARE:** Ms. Wilson is asking the board to accept funding from the Office of Social and Emotional Wellness Bureau for Project Aware in the amount of \$350,000.

Ms. LaMothe made a motion to accept funding for Project Aware in the amount of \$350,000, second by Mr. Gasdia. Motion passes 5-0.

- D. **Public Input:** Heidi White, 9 Bear Path Lane, she was here to discuss proactive solutions to busing issues. Her middle school student is supposed to be picked up at his bus stop at 6:57 am. The bus was 30 minutes late on 9/11/19 and she didn't receive any notification. On November 15th, the bus was 33 minutes late and she didn't receive any notification. On December 9th, there was a 7:19 bus pick-up. She would like to open a discussion to address these concerns. She is aware of a tracking system on the buses. What is the cost, can it be opened to the parents? Is there a notification system that can let parents know the bus is running late? How many times has this happened? If the board decides the notification

system isn't going to work, can Champions be at the middle school for 6:30 am? Can a para or teacher be paid for morning drop-off? What can be done in the time being to get notifications out to parents if a bus is running late?

Notifications do go out to the school if the bus is running late in the morning. The bus company that we use does have tracking available. The program is at no cost. The use of the program is new. The Hudson School District is looking into this and will report on it when they have more information. We'd like the bus company to contact the school if they're off to a late start so the parents could be notified.

- E. Presentations to the Board:** Mr. Wells from Alvirne High School is here to explain more about what Challenge Day is. He is one of the organizers for Challenge Day. Last year a community member offered to fund this and is willing to fund it again this year. Mr. Wells showed a short clip to the board members. The purpose of Challenge Day is to end hate, bullying, separation, isolation, and loneliness. They want the students to be open to each other and know that we all face distress and they want students to learn to be a kid again. They are trying to change the culture of the school. We will notify everyone that this is going on. Parents or students can opt out. Another activity will be assigned to the students who do not participate. It would be held for 3 days in a row, 100 students per day.

Ms. Whiting made a motion to accept the donation to fund Challenge Day, second by Mr. Gasdia. Motion passes 5-0.

- F. Requests of the Board:** No requests of the board.

G. Old Business:

1. Scope & Responsibilities of School Board Members: Everyone has read and reviewed the responsibilities. Speak as one voice, not on voting, but while in public. We are one Board. This was just a recap of what the responsibilities are of the board members.
2. Policies: Ms. Wilson presented the 2nd reading of the following policies:
 - a. BIE Board Member Indemnification
 - b. CFB Building Principals
 - c. CHB Board Review of Regulations
 - d. CHCA Approval of Handbooks and Directives
 - e. CHD Administration in Policy Absence
 - f. CLA Handling of Non-SAU Matters

Ms. LaMothe made a motion to accept the policies in attachment # 4, second by Ms. Whiting. Motion passes 5-0.

H. New Business:

1. Public School Infrastructure Fund: Approval process to receive the funds from the State for safety improvements completed in the schools. The state pays up to 80% and the school pays 20%. The total cost of this project is \$84,807. The reimbursement coming

back to the HSD is \$67,846. The total cost of the district is about \$17,000. This is for the cost of the impact film that was put on the first-floor windows of all the schools.

Dr. Orellana made a motion to accept the Public School Infrastructure funds for project completion as detailed in attachment # 5, second by Ms. Whiting. Motion passes 5-0.

1. Policies: Ms. Wilson presented the 1st reading of the following policies:
 - a. JH Attendance, Tardiness, and Truancy
 - b. EBB School Safety
 - c. EBBB Accident Reports
 - d. EBBC Emergency Care & First Aid
 - e. EBBD Indoor Air Quality
 - f. EBCA Crisis Prevention & Emergency Response Plans
 - g. EBCB Fire Drills
 - h. EBCC Bomb Threats
 - i. EBCD Emergency Closings
 - j. EBCE School Closings

A question was raised regarding a family vacation not being an excused absence. Is the student then truant? It is considered an 'unexcused absence' if you take your child on vacation during the school year. This can be discussed further at the next meeting on January 6, 2020.

I. Recommended Actions:

1. Manifests – Recommended Action: Make necessary corrections and sign.

J. District Administration Reports: Mr. Russell sent around a schedule of his meetings that he will have in the community and the schools. It's being called "Coffee and Conversation". He hopes this will improve communication in the community and within the schools.

Mr. Russell passed out a letter that he had sent to the Board of Selectman, just to clarify a previous response. It was in regard to the default budget. If the budget goes into default, no means no; there would be no full day kindergarten. He believes it is extremely important to have full-day public kindergarten in the Town of Hudson.

Ms. Wilson announced that we did hire a full-time Director of Student Wellness and she starts tomorrow (Tuesday). This person will build a team that will focus on social and emotional wellness. Project Aware is a national movement. The funds that were voted on this evening will fund this project.

K. Legislative Updates:

1. 2019 Legislative Summary: None at this time.

L. Committee Reports:

1. Strategic Plan Update: Mr. Russell presented the latest deadlines. The December 1st deadline has been implemented and is in place. The December 20th deadline has been

implemented and has improved communications. Ms. Wilson also spoke about a December 20th deadline, one of them is regarding implementing common assessments. On January 9th the original committee is meeting along with all the principals to review the Strategic Plan and adjust the plan if necessary.

M. Correspondence:

1. Discipline Data: November data versus the October data is shown in attachment # 8. Some numbers increased and some decreased. There was discussion around the report on various discipline issues, including vaping. Can the schools come together and present the discipline in the same manner? Make the information easy for everyone to read and understand. The Assistant Principals will be working on consistent data and reporting procedures. Project Aware will help with the consistency of reporting the discipline data.
2. Technology Integration Specialist Report: For information only. She is K-8 but works mostly with K-5. She is at the middle school now because of the 1:1 student laptops. She works mostly with the staff to assist them in becoming more comfortable with the use of technology in the classroom.
3. Outreach Coordinator Report: For School Board information only.

N. Board Member Comments:

Mr. Jack Gasdia: Excited to see Challenge Day will be happening. He didn't participate this past spring but the students that did said it was a valuable experience. He hopes it will change the culture of the school. A real positive thing. Happy Holidays. Happy New Year.

Ms. Whiting: Happy Holidays. Happy New Year. Stay safe. Stay warm.

Ms. LaMothe: Merry Christmas. Happy Holidays. 2020 is a great sounding year.

Mr. Gary Gasdia: Happy Holidays. A reminder to the people who like to donate to charities this time of year. When you go on K12 payment center, you can click a button and donate to students who don't have money in their accounts.

Ms. Roy: Happy Holidays. Prosperous New Year.

Dr. Orellana: Happy Holidays. Reach out to people that you know. Share a kind word.

Mr. Price: Happy Holidays. Be safe. January 14th is the next Selectman's meeting.

O. Upcoming Meetings:

School Board: 01/06/2020, 6:30 pm, Hills Memorial Library, Regular Meeting

School Board: 01/27/2020, 6:30 pm, Hills Memorial Library, Regular Meeting

P. Non-Public Session:

Mr. Gasdia Whiting made a motion to attend non-public session according to RSA 91-A:3 (c) at 8:15 pm, second by Dr. Orellana. Rollcall vote: Malcolm Price, aye, Dr. Orellana, aye, Ms. LaMothe, aye, Mr. Gasdia, aye, Ms. Whiting, aye. Motion passes 5-0.

Ms. Whiting moved to expel a student; second by Ms. LaMothe. Motion passes 4-0-1 with Mr. Gasdia abstaining.

Dr. Orellana moved to approve the AFSCME tentative agreement; second by Ms. Lamothe. Motion passes 5-0.

Ms. Whiting moved to approve the Teamsters tentative agreement; second by Ms. LaMothe. Motion passes 5-0.

Ms. Whiting moved to hear and settle a grievance, second by Dr. Orellana. Motion passes 3-2 with Mr. Gasdia and Mr. Price voting nay.

Q. Mr. Gasdia moved to exit non-public and adjourn, second by Dr. Orellana. Motion passes 5-0.

Meeting adjourned at 9:03 pm.

Respectfully submitted,

Susan Piper (public)
Mary Wilson (non-pubic)

Hudson School Board Meeting
December 26, 2019
Checker's Restaurant, Alvirne High School
10:00 am – public session

Present:

Mr. Malcolm Price, Chair
Dr. Darcy Orellana, Vice-Chair
Mr. Gary Gasdia
Ms. Gretchen Whiting
Mr. Lawrence Russell, Superintendent of Schools

Mr. Price called the meeting to order at 9:58 am.

Superintendent Russell brought to the Board the fact that a staff member has requested to receive their separation pay of \$34,565.00 in January as opposed to June.

A motion was made by Ms. Whiting to grant separation pay to the staff member at retirement or, in the case in their passing, to their estate or beneficiary without precedent. Seconded by Mr. Gasdia. Motion passes 4-0.

Motion to adjourn by Mr. Gasdia; seconded by Ms. Whiting. Motion passes 4-0.

Meeting adjourned at 10:19 am.

Respectfully submitted,

Lawrence Russell

BUILDING COMMITTEE
November 7, 2019
CAREER CENTER

7:35-8:25 a.m.

MINUTES

In attendance: Steve Beals (Co-Chair), Karen Burnell (Co-Chair), Len Lathrop, Don Jalbert, Kara Saranich, Lee Lavoie, Larry Russell, Gary Gasdia, Dave Ross, John Pratte, Diana Lamothe, Ann Doane. Absent: Kevin Rauseo

Building Partners:

James Brennan, Carl Dubois, Senan Murdock, Dan Calley, Bill Conte-Harvey Construction, Lance Whitehead-Lavallee Brensinger

Meeting called to order at 7:35 a.m. by co-chair Steve Beals

- Steve spoke on reflections of Gary Webster and then had a moment of silence in memory of Gary Webster. The Building Committee supports a granite bench being included in the courtyard yard in memory and appreciation of Gary.
- Review and Approve Minutes from October 3, 2019
Motion to approve the Minutes of October 3, 2019 by Dave Ross, seconded by Gary Gasdia. Approved 8-0-1

Bid Package Reviews:

Bid Package #9B - Flooring

Harvey recommended as the lowest bidder for tile and resilient flooring, R Fraser Company.

- **Motion to approve R Fraser Company as the sub-contractor to provide tile and resilient flooring by Dave Ross, seconded by Lee Lavoie. No Discussion. Unanimously approved. {\$489,000}**

Bid Package #9D – Acoustical Ceilings

Harvey recommended as the lowest bidder for acoustical ceilings, Granite State Acoustics.

- **Motion to approve Granite State Acoustics as the sub-contractor to provide acoustical ceilings by Kara Saranich, seconded by Diana Lamothe. No Discussion. Unanimously approved. {\$272,200}**

Bid Package #10 - Specialties

Harvey recommended as the lowest bidder for specialties, Specialty Services.

- **Motion to approve Specialty Services as the sub-contractor for specialties by Don Jalbert, seconded by Gary Gasdia. The bid includes labor for installation. Unanimously approved. {\$159,800}**
- **State Budget Shortfall Phasing Update and Implications:** Steve presented that we have a 15% gap of funding or \$2.5 million in this biennium (\$8.25 million from the town and \$14.5 million from the state). Lance discussed that with a \$300,000 (fire sprinkler) and \$60,000 electric rebate, we are right on budget. If the project is switched to two parts to accommodate the next state biennium \$2.5 million, we would be \$1,000,000 over budget due to general conditions of a longer construction schedule and escalation of costs.

Discussion ensued about possible cuts from three areas: 1) Equipment and furnishings (\$350,000), Construction reduction (\$500,000), and Contingency reduction (\$220,000)

Part 1 would complete the whole new addition and the full upstairs of the current CTE as well as the lower art areas and electrical, boiler and IT rooms

Part 2 would be deferred 8-10 months later by fully stopping construction and then remobilizing. Areas effected would be the full first floor areas of the current CTE. Possible additional funding sources could be state surplus money, town surplus money, as well as fundraising.
- **Finalize Guaranteed Maximum Price (GMP) will be presented at the next meeting after the Building Committee has had time to digest the things that have been discussed today. A list of possible reductions in furnishing and equipment as well as a value engineering list for possible construction reduction will be presented at the next meeting.**
- **Meeting was adjourned at 8:25.**

Next meeting is Thursday, December 5, 2019 @ 7:30 a.m.