

Posted: 02/27/2020

At: All Hudson schools, SAU building, district website



HUDSON SCHOOL DISTRICT  
Hudson, New Hampshire  
March 2, 2020  
Hills Memorial Library – 18 Library Street

6:00 pm Non-public Session  
7:30 pm Regular Meeting  
followed by Non-public Session

### AGENDA

- A. **Call to Order:** Chairman Malcolm Price will call the meeting to order.  
• Pledge of Allegiance
- B. **Non-public Session** 6:00-7:30  
1. Assistant Superintendent Interviews: Non-public Attachments # 1, 2, 3
- C. **Public Input**
- D. **Presentations to the Board**
- E. **Requests of the Board** 7:30-7:40  
1. Conference Attendance Request: American Choral Directors Association (ACDA) Eastern Division Conference (MW): Attachment # 4
- F. **Old Business** 7:40-7:55  
1. Policies (2<sup>nd</sup> readings, MW): Attachment # 5  
a) EEAEA Mandatory Drug and Alcohol Testing – Bus Drivers  
b) EEAEK Student Conduct on School Buses  
c) EEAG Use of Private Vehicles to Transport Students  
d) EFE Vending Machines  
e) EGAD Copyright Compliance  
f) EH Public Use of School Records  
g) EI Risk Management  
h) EIB Liability Insurance and Pooled Risk Management  
i) EID Insurance
- G. **New Business** 7:55-8:05  
1. Extracurricular Nominations (LR): Attachment # 6  
2. Policies (1<sup>st</sup> readings, MW): Attachment # 7  
a) FA Facilities Development Goals/Priorities Objectives  
b) FBB Enrollment Projections  
c) FE Facilities Construction  
d) FEA Educational Specifications  
e) FEB Selection of a Design Professional

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- f) FEE Site Acquisition Procedure
- g) FEH Supervision of Construction (Clerk of the Works)
- h) GA Personnel Policies Goals
- i) GADA Employment References and Verification (Prohibiting Aiding and Abetting of Sexual Abuse)
- j) GBB Employee Involvement in Decision-Making

**H. Recommended Action**

- 1. Manifests – Recommended action: Make necessary corrections and sign.
- 2. Minutes – Recommended action: Review and approve. 8:05-8:15
  - a) 02/03/20 Draft Minutes (LR): Attachment # 8
  - b) 02/17/20 Draft Minutes (LR): Attachment # 9

**I. Reports to the Board**

8:15-8:30

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

**J. Legislative Updates (LR)**

- 1. 2019 Legislative Summary: Attachment # 10 8:30-8:40

**K. Committee Reports**

- 1. Strategic Plan Update (LR) 8:40-8:50

**L. Correspondence**

- 1. February Financial Statement (information only, KB): Attachment # 11 8:50-9:00

**M. Board Member Comments**

9:00-9:10

**N. Upcoming Meetings**

Meeting	Date	Time	Location	Purpose
Voting Day	03/10/20	7:00 am – 8:00 pm	Hudson Community Center	Vote
School Board	03/16/20	6:30 pm	Hills Memorial Library	Reorganization followed by Regular Meeting

**O. Non-Public Session**

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

*These conditions are:*

- (a) *The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.*
- (b) *The hiring of any person as a public employee.*

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- (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.*

**P. Adjourn**

From Rebecca Crivello

The American Choral Director's Association National conference in Rochester, NY, provides a unique opportunity to attend workshops and clinics of experts in the field of choral music. There's also the opportunity to attend concerts of some of the best choirs in the nation. Additionally, I am able to make connections with other choral musicians from around the world to gain insight on rehearsal strategies, vocal pedagogy, classroom management, compositions, and community building.

Some workshops/clinics at the conference that are directly applicable to work in my classroom:

- Exploring Overlooked Historic Choral Works
- Exploring Gender Choirs
- Strategies to Cultivate Inclusive Choral Ensembles
- Improving the Sectional Rehearsal: Steps to Productivity, Musicality, and Unity
- Embracing LGBTQIA+ Singers with Open Ears and Hearts
- Culturally responsive choral arranging: Considering the source
- Programming, Rehearsing, and Performing Music without Notation
- Arranging for my A Cappella Choir: Can I do that?
- Women Giving Voice to Women
- Choral Teaching for Community Transformation
- Copyright Law: A primer for Choral Musicians

Wednesday

1:00 PM-7:30 PM

**Registration**

*HYATT Grand Foyer*

7:30 PM-10:00 PM

**Concert**

Bobby McFerrin and Gimme5 | Tickets must be purchased through Eastman Theatre

*Kodak Hall at Eastman Theatre*

Wednesday

Thursday

7:30 AM-5:00 PM

**Registration**

Registration and Conference Check-in  
*HYATT Grand Foyer*

**Coffee/tea and Breakfast Snacks**

*HYATT Regency and Christa Foyers*

8:00 AM-8:50 AM

**Reading Session 1**

SA/Women's, Medium-Advanced (HS & up)  
*HYATT Grand EFG*

**Reading Session 2**

TB/Men's (MS & up)  
*HYATT Regency ABC*

9:00 AM-9:50 AM

**Session 1**

Looking Outside the Choral Canon: Exploring Overlooked Historic Choral Works

– Jeremy Wiggins, presenter

*HYATT Grand EFG*

**Session 1**

Building a Culture of Choral Improvisation with the African-American Spiritual

– Lee Wright, presenter with First Inversion

*HYATT Regency ABC*

Thursday



= All Participants



= Blue Track



= Orange Track

**Session 1**

Hospice Singing: The Spirit of the Movement

– Pratt and Amidons, presenters

*RIVERSIDE Frontier*

**Session 1**

Understanding Registration Events in Children's Voices: Implications for Practice

– Culp, Banaszak, Svec, presenters

*HILTON GARDEN INN Ritter and Paul Louis*

**Session 1**

Living the Song: War Requiem, Choirs, and Peacebuilding

– Mark Bartel, presenter

*HILTON GARDEN INN Eggleston*

**9:00 AM-2:00 PM**

**Exhibits**

*HYATT Grand Ballroom ABCD*

**9:15 AM-10:45 AM**

**Concert Session 1**

Poquessing Middle School Select Choir

– Jason Leigh, conductor

The EO Smith Chamber Singers

– Amanda Sprague Hanzlik, conductor

The Choir School of Delaware

– Arreon Harley-Emerson & Brittany Pascoe, conductors

*DUPC Sanctuary*

**10:00 AM-10:50 AM**

**Session 2**

Singing is Singing for Goodness Sakes!: Soloist vs. Choral Singer?

– Dosman and Haslett, presenters with University of Southern Maine

Chamber Singers

*HYATT Grand EFG*

**Session 2**

Exploring Gender Choirs

– Christopher Kiver, presenter

*HYATT Regency ABC*

**Thursday**

**Session 2**

Embracing Learner Variability: Strategies to Cultivate Inclusive Choral Ensembles

– Kathryn Evans, presenter

*HILTON GARDEN INN Ritter and Paul Louis*

**11:15 AM-1:00 PM**

**Concert Session 1**

Handel and Haydn Society Concert Choir

– Jennifer Kane, conductor

Central Bucks High School-West Women's Choir

– Joseph Ohrt, conductor

Rowan University Concert Choir

– Christopher Thomas, conductor

Brock Commission Premiere

*HOCHSTEIN Performance Hall*

**Session 1**

Looking Outside the Choral Canon: Exploring Overlooked Historic Choral Works

– Jeremy Wiggins, presenter

*HYATT Grand EFG*

**Session 1**

Building a Culture of Choral Improvisation with the African-American Spiritual

– Lee Wright, presenter with First Inversion

*HYATT Regency ABC*

**Session 1**

Understanding Registration Events in Children's Voices: Implications for Practice

– Culp, Banaszak, Svec, presenters

*HILTON GARDEN INN Ritter and Paul Louis*

**Session 1**

Hospice Singing: The Spirit of the Movement

– Pratt and Amidons, presenters

*RIVERSIDE Frontier*

**Session 1**

Living the Song: War Requiem, Choirs, and Peacebuilding

– Mark Bartel, presenter

*HILTON GARDEN INN Eggleston*

**Thursday**

**12:15 PM-1:05 PM**

**Session 2**

Singing is Singing for Goodness Sakes!: Soloist vs. Choral Singer?  
– Dosman and Haslett, presenters with University of Southern Maine Chamber Singers  
*HYATT Grand EFG*

**Session 2**

Embracing Learner Variability: Strategies to Cultivate Inclusive Choral Ensembles  
– Kathryn Evans, presenter  
*HILTON GARDEN INN Ritter and Paul Louis*

**Session 2**

Exploring Gender Choirs  
– Chris Kiver, presenter  
*HYATT Regency ABC*

**2:15 PM-3:30 PM**

**Thursday**

**Concert Session 2**

Poquessing Middle School Select Choir  
– Jason Leigh, conductor  
The EO Smith Chamber Singers  
– Amanda Sprague Hanzlik, conductor  
The Choir School of Delaware  
– Arreon Harley-Emerson & Brittany Pascoe, conductors  
*DUPC Sanctuary*

**Session 3**

Improving the Sectional Rehearsal: Steps to Productivity, Musicality, and Unity  
– Kelly and Mulé, presenters  
*HYATT Grand EFG*

**Session 3**

Korean Choral Music in the 20th and 21st Century  
– Dong-Kyu Lee, presenter  
*HYATT Regency ABC*

**Session 3**

Embracing LGBTQIA+ Singers with Open Ears and Hearts  
– Stephen Paparo, presenter  
*RIVERSIDE Frontier*



**Session 3**

"The Right Kind of Propaganda": African-American Musical Identity in the Cantatas of Margaret Bonds and Langston Hughes.

– Allegra Martin, presenter

*HILTON GARDEN INN Ritter and Paul Louis*

**Session 3**

Composer/Poet Collaboration: Living Composers with Living Poets

– de Mets, Boyle, and Gregorio, presenters

*HILTON GARDEN INN Eggleston*

**3:00 PM-6:00 PM**

**Exhibits**

*HYATT Grand Ballroom ABCD*

**3:15 PM-4:05 PM**

**Session 4**

Culturally Responsive Choral Arranging: Considering the Source

– Silvey, Dilworth, Sáez, presenters

*HYATT Grand EFG*

**Session 4**

Singers 55+ Can Sound Fabulous!! Come Find Out How!

– Jeanne Kelly, presenter

*HYATT Regency ABC*

**Session 4**

Programming, Rehearsing, and Performing Music without Notation

– Nils Klykken, presenter

*RIVERSIDE Frontier*

**Session 4**

I.P.A. for All!: Teaching the International Phonetic Alphabet through Warmups

– Patrick Murray, presenter

*HILTON GARDEN INN Ritter and Paul Louis*

**4:15 PM-5:05 PM**

**Session 3**

Improving the Sectional Rehearsal: Steps to Productivity, Musicality, and Unity

– Kelly and Mulé, presenters

*HYATT Grand EFG*

**Thursday**

**Session 3**

Embracing LGBTQIA+ Singers with Open Ears and Hearts

– Stephen Paparo, presenter

*RIVERSIDE Frontier*

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– de Mets, Boyle, and Gregorio, presenters

*HILTON GARDEN INN Eggleston*

**Thursday**

**4:30 PM-6:15 PM**

**Concert Session 2**

Handel and Haydn Society Concert Choir

– Jennifer Kane, conductor

Central Bucks High School-West Women's Choir

– Joseph Ohrt, conductor

Rowan University Concert Choir

– Christopher Thomas, conductor

Brock Commission Premiere

*HOCHSTEIN Performance Hall*

**5:15 PM-6:05 PM**

**Session 4**

Culturally Responsive Choral Arranging: Considering the Source

– Silvey, Dilworth, Sáez, presenters

*HYATT Grand EFG*

**Session 4**

Programming, Rehearsing, and Performing Music without Notation

– Nils Klykken, presenter

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I.P.A. for All!: Teaching the International Phonetic Alphabet through warmups

– Patrick Murray, presenter

*HILTON GARDEN INN Ritter and Paul Louis*

**Session 4**

Singers 55+ Can Sound Fabulous!! Come Find Out How!

– Jeanne Kelly, presenter

*HYATT Regency ABC*

**8:00 PM-9:30 PM**

**Concert**

"Every Time I Feel the Spirit" | American Spiritual Ensemble

– Everett McCorvey, conductor

*DUPC Sanctuary*

**Concert**

"We Who Believe in Freedom Cannot Rest" | VOICES 21C

– André de Quadros, conductor

*HOCHSTEIN Performance Hall*

**Friday**

**7:30 AM-2:00 PM**

**Registration**

*HYATT Grand Foyer*

**Coffee/tea and Breakfast Snacks**

*HYATT Regency and Christa Foyers*

**8:00 AM-8:50 AM**

**Reading Session 3**

Mixed Voice, Medium-Advanced (HS & up)

*HYATT Grand EFG*

**Reading Session 4**

Treble, Easy-Medium (EI-HS)

*HYATT Regency ABC*

**9:00 AM-11:00 AM**

**Exhibits**

*HYATT Grand Ballroom ABCD*

**9:00 AM-9:50 AM**

**Session 5**

Culturally Responsive Teaching in the Choral Classroom

– Lulu Mwangi Mupfumbu, presenter with Takoma Academy Camerata  
*HYATT Grand EFG*

**Session 5**

Arranging for my A Capella Choir: Can I do that?

– Bryan Tuk, presenter  
*HYATT Regency ABC*

**Session 5**

Empowering Students to Unleash their Creativity: Composition in the Rehearsal

– Aimee Pearsall, presenter  
*HILTON GARDEN INN Ritter and Paul Louis*

**Session 5**

Women Giving Voice to Women

– Andrea Maas and panel, presenters  
*HILTON GARDEN INN Eggleston*

**Friday**

**9:15 AM-10:45 AM**

**Concert Session 3**

Bridgewater-Raritan High School Symphonic Choir

– John Wilson, conductor  
Young People's Chorus of New York City  
– Elizabeth Núñez, conductor  
Rutgers University Voorhees Choir  
– Brandon Williams, conductor  
*HOCHSTEIN Performance Hall*

**10:00 AM-10:50 AM**

**Session 6**

Choral Teaching for Community Transformation

– Parker and Dilworth, presenters  
*HYATT Grand EFG*

**Session 6**

Copyright Law: A Primer for Choral Musicians

– Bryan Tuk, presenter  
*HYATT Regency ABC*

**Session 6**

Earthtones Vocal Ensemble: Exploring Cultures Through Song  
– Mary Ellen Junda, presenter  
*RIVERSIDE Frontier*

**Session 6**

Equipping the Versatile Singer - Teaching Vocal Registration  
– Kyle Weary, presenter  
*HILTON GARDEN INN Ritter and Paul Louis*

**11:15 AM-12:30 PM****Concert**

"Every Time I Feel the Spirit" | American Spiritual Ensemble  
– Everett McCorvey, conductor  
*DUPC Sanctuary*

**Concert**

"We Who Believe in Freedom Cannot Rest" | VOICES 21C  
– André de Quadros, conductor  
*HOCHSTEIN Performance Hall*

**12:30 PM-6:00 PM****Exhibits | LAST DAY TO VISIT!!!**

*HYATT Grand Ballroom ABCD*

**1:45 PM-2:35 PM****Session 5**

Culturally Responsive Teaching in the Choral Classroom  
– Lulu Mwangi Mupfumbu, presenter with Takoma Academy Camerata  
*HYATT Grand EFG*

**Session 5**

Arranging for my A Capella Choir: Can I do that?  
– Bryan Tuk, presenter  
*HYATT Regency ABC*

**Session 5**

Empowering Students to Unleash their Creativity: Composition in the Rehearsal  
– Aimee Pearsall, presenter  
*HILTON GARDEN INN Ritter and Paul Louis*

**Friday**

**Session 5**

Women Giving Voice to Women

– Andrea Maas and panel, presenters

*HILTON GARDEN INN Eggleston*

**2:00 PM-3:30 PM**

**Concert Session 3**

Bridgewater-Raritan High School Symphonic Choir

– John Wilson, conductor

Young People's Chorus of New York City

– Elizabeth Núñez, conductor

Rutgers University Voorhees Choir

– Brandon Williams, conductor

*HOCHSTEIN Performance Hall*

**2:45 PM-3:35 PM**

**Session 6**

Choral Teaching for Community Transformation

– Parker and Dilworth, presenters

*HYATT Grand EFG*

**Friday**

**Session 6**

Copyright Law: A Primer for Choral Musicians

– Bryan Tuk, presenter

*HYATT Regency ABC*

**Session 6**

Earthtones Vocal Ensemble: Exploring Cultures Through Song

– Mary Ellen Junda, presenter

*RIVERSIDE Frontier*

**Session 6**

Equipping the Versatile Singer - Teaching Vocal Registration

– Kyle Weary, presenter

*HILTON GARDEN INN Ritter and Paul Louis*

**4:00 PM-5:15 PM**

**Music In Worship**

"Singing with the Spirit" with the American Spiritual Ensemble

– Eileen Guenther, speaker

*DUPC Sanctuary*

**Undergraduate Conducting Masterclass**

Undergraduate Conducting Masterclass with Marguerite Brooks  
Connetquot High School Choir  
~Sponsored by DCINY  
*HYATT Grand EFG*

**Session 7**

Music Literacy in the Elementary Choral Rehearsal  
– Craig Knapp, presenter  
*HILTON GARDEN INN Ritter and Paul Louis*

**4:15 PM-6:15**

**Composer Meet & Greet**

– de Mets, Boyle, and Gregorio, Hosts  
*HILTON GARDEN INN Eggleston*

**5:00 PM-5:50 PM**

**Session 7**

Developing a Community of Empowered Musicians: Literacy Through Literature  
– Ridgley and Krueger, presenters  
*HILTON GARDEN INN Ritter and Paul Louis*

**5:15 PM-6:15 PM**

**Graduate Conducting Masterclass**

Graduate Conducting Masterclass with Marguerite Brooks  
Syracuse University Hendricks Chapel Choir  
~Sponsored by DCINY  
*HYATT Grand EFG*

**8:00 PM-10:00 PM**

**Welcome and Presentation**

Helen Kemp Award: Marguerite Brooks  
– Peggy Dettwiler, President: ACDA East Region

**Concert**

*War Requiem* - Benjamin Britten  
Eastman-Rochester Chorus | Eastman Chorale | Eastman Philharmonia  
Tami Petty, soprano  
Anthony Dean Griffey, tenor  
Malcolm J. Merriweather, baritone  
Bach Children's Chorus of Nazareth College  
Genesee Valley Children's Chorus  
William Weinert, conductor  
*Kodak Hall at Eastman Theatre*

**Friday**

## Saturday

7:30 AM-9:00 AM

### Registration

*HYATT Grand Foyer*

### Coffee/tea and Breakfast Snacks

*HYATT Regency and Christa Foyers*

8:00 AM-8:50 AM

### Reading Session 5

Mixed Voice, Easy-Medium (MS-HS)

*HYATT Grand EFG*

### Reading Session 6

Equity & Social Justice Music (various voicings)

*HYATT Regency ABC*

9:00 AM-9:50 AM

### Session 7

South African Musicing...YES! Cultural Appropriation...MAYBE?

– Steven Fisher, presenter

*HYATT Grand EFG*

### Session 7

Breaking the Silence: Empowering Voices Seldom Heard

– VOICES 21C, presenter

*HYATT Regency ABC*

### Session 7

Musician and Clergy Collaboration as a Model for Leadership

– Jeffery Seeley, presenter

*RIVERSIDE Frontier*

### Session 7

Music Literacy in the Elementary Choral Rehearsal

– Craig Knapp, presenter

*HILTON GARDEN INN Ritter and Paul Louis*

### Session 7

Women Composers Panel: Kala Pierson, Deirdre Robinson, Jessica French, Katerina Gimon, and Melissa Dunphy

– Joy Hirokawa, presenter

*HILTON GARDEN INN Eggleston*

Saturday



**9:15 AM-10:15 AM**

**Concert Session 4**

The Mansfieldians  
– Sheryl Monkeliën, conductor  
Rutgers University Glee Club  
– Patrick Gardner, conductor  
*HOCHSTEIN Performance Hall*

**10:30 AM-11:30 AM**

**Concert Session 5**

Accord Treble Choir  
– Liz Geiseweite, conductor  
Syracuse University Singers  
– John Warren, conductor  
*DUPC Sanctuary*

**Concert Session 4**

The Mansfieldians  
– Sheryl Monkeliën, conductor  
Rutgers University Glee Club  
– Patrick Gardner, conductor  
*HOCHSTEIN Performance Hall*

**11:45 AM-12:45 AM**

**Concert Session 5**

Accord Treble Choir  
– Liz Geiseweite, conductor  
Syracuse University Singers  
– John Warren, conductor  
*DUPC Sanctuary*

**12:00 PM-12:50 PM**

**Session 7**

South African Musicing...YES! Cultural Appropriation...MAYBE?  
– Steven Fisher, presenter  
*HYATT Grand EFG*

**Session 7**

Breaking the Silence: Empowering Voices Seldom Heard  
– VOICES 21C, presenter  
*HYATT Regency ABC*

**Saturday**

# Saturday

## Session 7

Musician and Clergy Collaboration as a Model for Leadership

– Jeffery Seeley, presenter

*RIVERSIDE Frontier*

## Session 7

Developing a Community of Empowered Musicians: Literacy Through Literature

– Ridgley and Krueger, presenters

*HILTON GARDEN INN Ritter and Paul Louis*

## Session 7

Women Composers Panel: Kala Pierson, Deirdre Robinson, Jessica French, Katerina Gimon, and Melissa Dunphy

– Joy Hirokawa, presenter

*HILTON GARDEN INN Eggleston*

**2:30 PM-3:45 PM**

## Honor Choir Concerts

Elementary Honor Choir

– Henry Leck, conductor

Junior High Honor Choir

– Lynnel Joy Jenkins, conductor

*Kodak Hall at Eastman Theatre*

**4:00 PM-5:15 PM**

## Honor Choir Concerts

Musical Theatre Honor Choir

– Rob Fisher, conductor

High School Honor Choir

– Edith Copley, conductor

*Kodak Hall at Eastman Theatre*



Scan with your phone camera to get the ACDA APP!!

# Hudson Memorial School Workshop/Conference Request/Approval

Last Name Crivello First Name Rebecca Date 1/30/2020

Current Position: Chorus teacher Grade and Subject 6-8

Title of workshop: ACDA Eastern Division Conference

Location: Rochester, NY

Date workshop to begin: wed March 4 Ending Date: Sat March 7

### Request for Funding-Projected Costs-

Workshop/Conference Fee: \$ 271 Mileage: (.535 per mile) \$ ✓

Hotel: 557.46 (Toll Receipts required)

Total Funds requested \$ 828.46

- Principal's signature: Kenneth W Bowen Date: 1/30/2020
- Staff Member signature: Rebecca Crivello Date: 1/30/2020

Approved \$ \_\_\_\_\_  No Funds Available-Submit receipts in the event funds become available.

Funding Adjustment \$ \_\_\_\_\_  Denied \$ \_\_\_\_\_

(To be filled in by principal for workshop)

**PLEASE SUBMIT ONE WORKSHOP REQUEST FOR SIGNATURE  
ONE COPY OF THE WORKSHOP DESCRIPTION  
1 COPIES OF THE COMPLETED REGISTRATION FORM**



Auto-Receipt Jan 27



to Rebecca ▾

### Order Information

Description: CVENT Transaction

Invoice Number 49NR6V59HB3

PO

2020

Customer ID

Number

ACDA

Eastern

Confere

### Billing Information

Rebecca Crivello

### Shipping

Information

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**Total: \$271.00 (USD)**

### Payment Information

Date/Time: 27-Jan-2020 19:53:38 CST

Transaction ID: 62156906789

Payment Method: Visa xxx.

Transaction Type: Purchase

Auth Code: 994499

### Merchant Contact Information

ACDA EASTERN DIVISION

OKLAHOMA CITY, OK 73102

US

[mmeyer@acda.org](mailto:mmeyer@acda.org)



Thank you for choosing to stay with Hyatt Hotels & Resorts

**Confirmation:**

**Hyatt Regency Rochester**

125 East Main Street Rochester, New York, 14604 United States

Tel: +1 585 546 1234

**Reservation Summary**

<b>Check-in</b>	Wed, Mar 4, 2020 03:00 PM	<b>Rate</b>	- G-ACEA/ACEA
<b>Checkout</b>	Sat, Mar 7, 2020 11:00 AM	<b>Total Cash Per Room*</b>	<b>\$557.46 USD</b>
<b>Room</b>	1 2 Queen Beds	Wed, Mar 4	\$163.00 USD
<b>Guest</b>	1 Adult	Thu, Mar 5	\$163.00 USD
<b>Guest Details</b>	Rebecca Crivello	Fri, Mar 6	\$163.00 USD
	5-201	Subtotal	\$489.00 USD
		OCCUPANCY TAX	\$29.34 USD
		SALES TAX	\$39.12 USD
		Taxes & Fees	\$68.46 USD

\*Changes in taxes or fees will affect the total price. Total rate in hotel currency is guaranteed. Total rate in your selected currency will vary with fluctuations in exchange rate.

**Payment Details**      Visa xxx:

**Special Requests**

## HUDSON SCHOOL DISTRICT

Section E 2<sup>nd</sup> readings 03/02/2020

Code/Title	Category	Detail	Page
EEAEA Mandatory Drug and Alcohol Testing – Bus Drivers	P	new, NHSBA verbatim	1
EEAEC Student Conduct on School Buses	R	new, NHSBA w/marked changes	3
EEAG Use of Private Vehicles to Transport Students	R	new, NHSBA verbatim	4
EFE Vending Machines	R	new, NHSBA verbatim	5
EGAD Copyright Compliance	R	new, NHSBA verbatim	6
EH Public Use of School Records	R	new, NHSBA w/marked changes	7
EI Risk Management	R	new, NHSBA verbatim	9
EIB Liability Insurance and Pooled Risk Management	R	new, NHSBA verbatim	10
EID Insurance	R	new, NHSBA verbatim	11

R: recommended

O: optional

P: priority, required by law

## HUDSON SCHOOL DISTRICT

<b>POLICY CODE:</b> EEAEA Mandatory Drug and Alcohol Testing <b>RELATED POLICIES:</b> [Related Policy Codes]	<b>FIRST ADOPTION:</b> [Policy Adopted Date] <b>LATEST REVISION:</b> [Latest Revision] Page 1 of 2
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*Category P*

### **1. Statement of Policy**

The School Board believes that the safety of students while being transported to and from school or school activities is of utmost importance and is the primary responsibility of the driver of the vehicle. To fulfill such a responsibility, each driver, as well as others who perform safety-sensitive functions with commercial vehicles that transport students, must be mentally and physically alert at all times while on duty. To that end, the Board has established this policy related to the fitness for duty of transportation personnel.

### **2. Medical Examination of School Bus Operators**

In accordance with RSA 200:37, before employing any person as a school bus operator, directly or through a vendor, the School District shall require that such persons submit a certificate signed by a licensed physician setting forth the physician's findings as a result of the examination to determine the physical condition of drivers in accordance with the requirements of 49 C.F.R. Part 391.41-391.49. Such certificate shall be submitted to the School District prior to the commencement of such employment and the District shall retain a copy of such certification. Every 2 years thereafter, either prior to the commencement of the school year or prior to the reemployment of such persons as a school bus operator, the School District shall require submission of a like certificate, except that school bus operators attaining the age of 70 shall be required to undergo an annual examination and to submit a certificate annually.

### **3. School Bus Driver's Certificate**

No person shall be employed as a school bus operator, directly or through a vendor, unless the person has received a School Bus Driver's Certificate from the NH Department of Motor Vehicles as required by RSA 263:29.

### **4. Criminal Background Investigation**

Before employing any person as a school bus operator, directly or through a vendor, the School District shall require a criminal background investigation as set forth in RSA 189:13-a and School District policy. If the school bus operators are employed directly by the District, then the employee will pay for the investigation. If the District contracts with a vendor to provide student transportation services, either the vendor or the bus operator will pay for the investigation at the discretion of the vendor.

### **5. Mandatory Drug and Alcohol Testing**

In compliance with the United States Department of Transportation's Title 49 Code of Federal Regulations, Part 391, all CDL holders and personnel performing safety-sensitive

functions related to the transportation of the students of this School District will be required to submit to drug and alcohol testing. Testing procedures and facilities used for the tests shall conform to the requirements of the 49 C.F.R. Part 40. The term "CDL holder" means someone who is required as part of their job duties to hold a Commercial Driver's License. The term "safety-sensitive function" refers to all tasks associated with the operation and maintenance of commercial vehicles. A "commercial vehicle" is any vehicle capable of carrying 16 or more passengers including the driver.

If the School District employs the transportation personnel directly, the District will be responsible for ensuring compliance with the Mandatory Drug and Alcohol Testing requirements. If the School District contracts with a vendor to provide student transportation services, the vendor shall be the employer and provide assurance to the District on an annual basis that they are in compliance with the Mandatory Drug and Alcohol Testing requirements.

The Drug and Alcohol Testing will include pre-employment, random, reasonable suspicion and post-accident testing as defined by Department of Labor Regulations. The School District supports a zero-tolerance policy related to substance abuse. Therefore, any personnel who have a confirmed positive test for drugs or a confirmed alcohol concentration of 0.02 or greater will be terminated from employment.

**Legal References:**

*RSA 200:37, Medical Examination of School Bus Operators*

*RSA 263:29, School Bus Driver's Certificate*

*RSA 189:13-a, School Employee & Volunteer Background Investigations*

*49 C.F.R. § 40.1-40.13 (2001), Transportation Workplace Drug Testing Program*

*49 C.F.R. Part 391 (1995), Qualifications of Drivers*



## HUDSON SCHOOL DISTRICT

<b>POLICY CODE:</b> EEAEC Student Conduct on School Buses	<b>FIRST ADOPTION:</b> [Policy Adopted Date]
<b>RELATED POLICIES:</b> EEA, JICC	<b>LATEST REVISION:</b> [Latest Revision] Page 1 of 1

### *Category R*

Students using District transportation must understand that they are under the jurisdiction of the school from the time they arrive at the bus stop, until they exit the bus stop.

~~Pupils~~ Students transported in a school bus shall be under the authority of the District and under control of the bus driver. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reasons for a pupil-student to be denied the privilege of transportation in accordance with the regulations of the Board District and policies of the Board.

The driver of the bus shall be held responsible for the orderly conduct of the pupils transported.

The Superintendent or his/her designee will develop rules and regulations for conduct on buses and these shall be printed in the Parent-Student Handbook.

### **Resolution of Conflicts**

A parent who wishes to request a change or exemption from any of the Student Transportation policies shall direct that request first to the ~~SAU Transportation Coordinator~~ Business Administrator. ~~If the parent is not satisfied by the ruling of the SAU Transportation Coordinator, he or she may appeal the ruling within five days to the School Business Administrator.~~ If the parent is again not satisfied by the ruling, he or 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~~.

### Legal References:

*RSA 189:9a, Pupils prohibited for Disciplinary Reasons*

## HUDSON SCHOOL DISTRICT

<b>POLICY CODE: EEAG Use of Private Vehicles to Transport Students</b>	<b>FIRST ADOPTION:</b> [Policy Adopted Date]
<b>RELATED POLICIES:</b> [Related Policy Codes]	<b>LATEST REVISION:</b> [Latest Revision] Page 1 of 1

### *Category R*

Any use of private vehicles to transport students to or from school, field trips, athletic events, or other school functions, must have prior authorization by the Superintendent or his/her designee. The Board specifically forbids any employee to transport students, except the teacher's own children, for school purposes without prior written authorization by the Superintendent or his/her designee. Individuals providing unauthorized student transportation do so at their own expense and liability.

Any employee or private citizen using their own or a rented vehicle to provide school-authorized student transportation must have automobile liability insurance of not less than \$500,000 Combined Single Limit and provide a Certificate of Insurance naming the District as an Additional Insured. The District will maintain liability insurance, which will be in excess of the owner's primary insurance for authorized student transportation.

Persons under contract with the school district to provide school transportation services must have a valid School Bus Driver Certificate/License in accordance with applicable rules and laws. All vehicles must be approved by the New Hampshire Department of Safety as meeting all applicable school bus safety standards. Parents transporting their own children are exempt from this requirement, per Department of Safety regulations.

Persons providing transportation on an incidental basis, i.e., not specifically as part of a contract to transport, must have a valid driver's license, and the vehicle used must have a current New Hampshire inspection sticker. A commercial license is required for any vehicle that has a capacity of 16 or more.

No student shall be sent on school errands using any automobile. No student will transport another student for school authorized transportation.

Reimbursement for use of private vehicles may be made, but only if the employee or other person has prior approval of the designated administrator.

### **Legal References:**

*New Hampshire Code of Administrative Rules Section Saf-C 1304.05, Exemption From School Bus Driver's Certificate*

## HUDSON SCHOOL DISTRICT

<b>POLICY CODE: EFE Vending Machines</b>	<b>FIRST ADOPTION:</b> [Policy Adopted Date]
<b>RELATED POLICIES: JLCF</b>	<b>LATEST REVISION:</b> [Latest Revision] Page 1 of 1

### *Category R*

The installation and use of vending machines in the schools will be to complement the school lunch program and encourage students in good eating habits. Contents of vending machines will be in compliance with Policy JLCF, Student Wellness Policy.

The service and sale of all food and beverages to students during school hours will be under the control of the school food service department, and the revenue from such sales will be deposited and accrued to the food service revenue budget.

Vending machines may be operated by the school food services department for the sale of beverages in employee lunchrooms. The funds derived from such sales will accrue to the food service program revenue budget. Students will not make purchases from these machines.

Vending machines may also be operated by the school in employee lounges for employee use only. The funds derived from such operation will accrue to the internal accounts fund for the individual school.

Vending machines may be operated after school hours for student use. The profits derived from such operations will accrue to the school's student activities fund or its internal accounts fund.

The Food Services Director and Principal(s) will submit to the Superintendent annual financial reports on each account.

## HUDSON SCHOOL DISTRICT

<b>POLICY CODE: EGAD Copyright Compliance</b>	<b>FIRST ADOPTION:</b> [Policy Adopted Date]
<b>RELATED POLICIES:</b> [Related Policy Codes]	<b>LATEST REVISION:</b> [Latest Revision] <b>Page 1 of 1</b>

### *Category R*

The District recognizes that federal law makes it illegal to duplicate copyrighted materials without authorization of the holder of the copyright, except for certain exempted purpose. Severe penalties may be imposed for unauthorized copying or using audio, visual or printed materials and computer software, unless the copying or using conforms to the "fair use" doctrine.

Under the "fair use" doctrine, unauthorized reproduction of copyrighted materials is permissible for such purposes as criticism, comment, news reporting, teaching, scholarship or research.

While the District encourages its staff to enrich the learning programs by making proper use of supplementary materials, it is the responsibility of District staff to abide by the District's copying procedures and obey the requirements of the law. Under no circumstances shall it be necessary for District staff to violate copyright requirements in order to perform their duties properly. The District cannot be responsible for any violations of copyright law by its staff.

Any staff member who is uncertain as to whether reproducing or using copyrighted material complies with the District's procedures or is permissible under the law should contact the Superintendent. The Superintendent will assist staff in obtaining proper authorization to copy or use protected materials when such authorization is required.

### **Legal Reference:**

*US Code Title XVII, Public Law 94-533, United States Copyright Law of 1976.*

## HUDSON SCHOOL DISTRICT

<b>POLICY CODE: EH Public Use of School Records</b>	<b>FIRST ADOPTION:</b> [Policy Adopted Date]
<b>RELATED POLICIES: EHB</b>	<b>LATEST REVISION:</b> [Latest Revision] Page 1 of 2

*Category: Recommended*

The Superintendent is hereby designated the custodian of all District governmental records, including but not limited to, minutes, documents, writings, letters, memoranda, e-mails, or other written, typed, copied, electronic or developed information received, possessed, assembled, or maintained by this District.

1. All requests for governmental records are to be forwarded to the Superintendent or designee immediately upon receipt. If the requested governmental records exist, are properly disclosed to the public, and are readily available, the requested records shall be promptly made available for inspection or if requested, copies provided. No fee shall be charged to inspect governmental records. A fee may be charged for copies which reflects the actual cost of making a paper copy or the actual cost of the electronic media onto which a copy is placed for delivery.
2. If the existence or location of the requested governmental records is uncertain, if a determination needs to be made as to whether some or all of the requested records are confidential or exempt from disclosure, if legal advice is needed regarding the request, or if redacted copies must be prepared to provide the properly disclosed records while preserving the confidentiality of information which is not properly disclosed, the Superintendent or designee will within five (5) business days of the request respond to the requestor in writing acknowledging receipt of the request and providing a statement of the time reasonably necessary to determine whether the request shall be granted or denied.
3. The Superintendent or designee may contact the person making the request, if the request is unclear or will be time consuming and onerous to fulfill, to determine if the person will clarify the request or agree to narrow the request. Any clarification or narrowing of the request shall be documented in writing and a copy provided to the person making the request.
4. In accordance with RSA 91-A:4, if the Superintendent or designee finds the requested governmental records exist and to be public in nature, he or she shall notify the person making the request and make the records or a copy of the records available for inspection. If requested, copies will be provided at cost. If the requested governmental records do not exist the party requesting the information will be informed in writing that the requested governmental records do not exist.
5. If the Superintendent or designee finds the information not to be public in nature, he or she shall inform the requesting party in writing that the governmental records requested are not a public record and cannot legally be disclosed.
6. If the Superintendent or designee is unable to ascertain whether or not the information

requested is public in nature, or whether the Right-to-Know law requires preparation of a copy of the governmental record that discloses public information while redacting confidential information/information exempt from disclosure, he or she is hereby authorized to request, on behalf of the Board, an opinion from the Board's attorney as to the nature of the information. Such opinion requests will be made promptly following the request for the information. The Superintendent or designee shall notify the person making the request in writing that additional time will be needed to determine if the request will be granted or denied. Upon receipt of an opinion from legal counsel, the Superintendent or designee will promptly notify the person making the request of the outcome of the determination and where legally appropriate make the records available for inspection or copying.

**Legal References:**

*RSA 91-A:4, Minutes and Records Available for Public Inspection*

## HUDSON SCHOOL DISTRICT

<b>POLICY CODE:</b> EI Risk Management	<b>FIRST ADOPTION:</b> [Policy Adopted Date]
<b>RELATED POLICIES:</b> [Related Policy Codes]	<b>LATEST REVISION:</b> [Latest Revision] Page 1 of 1

### *Category R*

The Board recognizes its responsibility for properly managing the resources of the school system. This responsibility includes concern for the safety of students, employees and the public, as well as concern for protecting the system's property from loss. No new policy or procedure will be adopted or approved by the board without first giving careful consideration to the school system's risk exposure.

The Superintendent or, by designation, the Business Administrator, shall be responsible for establishing a risk management and insurance program covering all property and program risks related to the performance of the educational and service missions of the system. This risk management and insurance program shall include means for identifying, eliminating, reducing, retaining or transferring risk. Only when a particular risk cannot be eliminated or feasibly retained by the system shall it be transferred by the purchase of insurance.

The Board realizes that the assumption of some predictable risks is the most economically feasible method of treating certain exposures. When it is in the apparent best interest of the system, the board may budget for and retain limited and predictable risks of financial loss, through the use of contingency funds, deductibles, etc. or participation in pooled risk management programs with other School Districts.

When the purchase of commercial insurance is deemed necessary, such purchase will be made on the basis of service offered by the insurer, the reliability and financial stability of the insurer, and the price of the insurance as competitively determined.

The Board does not recognize any obligation to purchase insurance from a particular agent, broker or insurer representative or from any group of agents, brokers or insurer representatives other than an obligation based on the above stated considerations.

The Board charges the Superintendent with the responsibility for preparing an annual risk management audit report for review by the board. The report shall include a description of the system's current risk management program and a summary of the existing insurance coverages. Minimum information to be maintained for planning, budgeting, loss control and overall financial management, includes at least the following: 1) policy roster; 2) losses incurred and paid; 3) property valuations; 4) inspection and maintenance records for all property; 5) emergency plans.

The Board authorizes the Superintendent to seek professional risk management advice, if necessary, in order to develop, implement, maintain and audit an effective risk management program for the system.

### **Legal Reference:**

*RSA 194:3,III, Powers of Districts*

## HUDSON SCHOOL DISTRICT

<b>POLICY CODE: EIB Liability Insurance and Pooled Risk Management</b>	<b>FIRST ADOPTION:</b> [Policy Adopted Date]
<b>RELATED POLICIES:</b> [Related Policy Codes]	<b>LATEST REVISION:</b> [Latest Revision] Page 1 of 1

### *Category R*

The School Board must procure liability insurance to protect against such risks of loss, cost or damage to itself, its employees or its pupils, or other loss. Such insurance may include general liability coverage, automobile liability coverage, errors and omissions liability coverage, and other coverage as the Board may determine. Liability limits for all coverage will correspond to those limits established by applicable law.

The Board may also participate in a pooled risk management program. The pooled risk management program may be utilized for: the defense of claims and indemnification for losses arising out of the ownership, maintenance, and operation of real or personal property and the acts or omissions of school officials, school employees, or agents of the school district; the provision of loss prevention services including, but not limited to, inspections of property and the training of personnel; and the investigation, evaluation, and settlement of claims by and against the school district. Membership in a pooled risk management program will conform to the provisions set forth in RSA 5-B and related statutes.

### **Legal References:**

*RSA 5-B, Pooled Risk Management Programs*

*RSA 507-B:4, Limit of Liability*

*Marcotte v. Timberlane/Hampstead School Dist., 143 N.H. 331 (1999)*



## HUDSON SCHOOL DISTRICT

<b>POLICY CODE:</b> EID Insurance	<b>FIRST ADOPTION:</b> [Policy Adopted Date]
<b>RELATED POLICIES:</b> [Related Policy Codes]	<b>LATEST REVISION:</b> [Latest Revision] Page 1 of 1

### *Category R*

The Board must procure and maintain fidelity bonds in reasonable amounts, in order to protect against the loss of money, securities, and checks by actual destruction, disappearance, or wrongful abstraction from within all premises and also while off any premises. Such coverage will include a commercial blanket bond covering employee dishonesty, and may include a comprehensive dishonesty, disappearance and destruction bond, with optional coverage's depending on the exposures at various locations.

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**MEMORANDUM**

**TO:** Hudson School Board  
**FROM:** Stephanie Colton, Benefits Coordinator  
**SUBJECT:** Extracurricular Nomination  
**DATE:** February 19, 2020

---

The following nominations have been submitted for the 2019-2020 school year:

**Hudson Memorial:**

Girls Track & Field	Rebecca Leary	\$1,850
Softball	David Yates	\$2,000

## HUDSON SCHOOL DISTRICT

Section F & G (partial) 1<sup>st</sup> readings 03/02/2020

Code/Title	Category	Detail	Page
FA Facilities Development Goals/Priorities Objectives	O	new, NHSBA verbatim	1
FBB Enrollment Projections	R	new, NHSBA w/tracked change(s)	2
FE Facilities Construction	O	new, NHSBA w/tracked change(s)	3
FEA Educational Specifications	O	new, NHSBA verbatim	4
FEB Selection of a Design Professional	O	new, NHSBA verbatim	5
FEE Site Acquisition Procedure	O	new, NHSBA verbatim	6
FEH Supervision of Construction (Clerk of the Works)	O	new, NHSBA w/tracked change(s)	7
GA Personnel Policies Goals	R	new, NHSBA verbatim	8
GADA Employment References and Verification (Prohibiting Aiding and Abetting of Sexual Abuse)	P	new, NHSBA verbatim	9
GBB Employee Involvement in Decision-Making	O	new, NHSBA verbatim	10

R: recommended

O: optional

P: priority, required by law

## HUDSON SCHOOL DISTRICT

<b>POLICY CODE: FA Facilities Development</b> <b>Goals/Priority Objectives</b>	<b>FIRST ADOPTION:</b>
<b>RELATED POLICIES:</b>	<b>LATEST REVISION:</b> [Latest Revision] Page 1 of 1

### *Category O*

As the Board seeks to incorporate the most appropriate and cost-effective risk management techniques for loss prevention and control, and to overcome deficiencies in its physical plant, it will strive to provide new and remodeled facilities that will offer the best possible physical environment for learning and teaching. The Board specifically recognizes the need and importance of regular and substantial capital maintenance, renovation, improvement and expansion consistent with realistic fiscal constraints.

The Board aims specifically toward:

1. Facilities, including buildings, ground, and playing fields, that will accommodate organization and instructional patterns that support the district's educational philosophy and instructional goals.
2. Meeting all safety requirements through the remodeling and renovation of older structures.
3. Providing building renovations to meet requirements on the availability of public school facilities to handicapped persons whenever possible.
4. Building design, construction, and renovation that will lend themselves to low maintenance costs and the conservation of energy.
5. Facilities that will also lend themselves to utilization by the community in ways consistent with the overall goals of the district.
6. Keeping the community informed about the condition of district facilities as well as the perceived needs in the areas of capital improvement expansion and acquisition.

Decisions pertaining to education specifications of new buildings and those undergoing extensive remodeling will be developed with the input of teachers, students, parents, and the community.

## HUDSON SCHOOL DISTRICT

<b>POLICY CODE: FBB Enrollment Projections</b>	<b>FIRST ADOPTION:</b>
<b>RELATED POLICIES:</b>	<b>LATEST REVISION:</b> [Latest Revision] Page 1 of 1

### *Category R*

Enrollment projections will be prepared ~~on a 5-year basis~~ under the direction of the Superintendent and will be reviewed annually.

The projections will take into consideration the following:

1. Figures from the latest school census.
2. School registration figures.
3. Review of forthcoming changes in town planning and zoning.
4. Review of current and planned community land development and housing.

Whenever construction of new school facilities or the closing of any school buildings is being contemplated, the Board may authorize outside studies made of population trends and school enrollment.

## HUDSON SCHOOL DISTRICT

<b>POLICY CODE: FE Facilities Construction</b>	<b>FIRST ADOPTION:</b>
<b>RELATED POLICIES:</b>	<b>LATEST REVISION:</b> [Latest Revision] Page 1 of 1

### *Category O*

Changing educational needs require the planning, design, and construction of new educational facilities as well as to renovate or make additions to existing schools. The size, complexity, and potential cost for such a program requires that the Superintendent develop a comprehensive plan in the following areas:

1. Educational program spatial requirements and assessment of the adequacy of existing facilities to accommodate present or proposed educational programs.
2. Cost/benefit considerations relating to facility modernization, renovation, or new construction.
3. An annual minimum six-year capital improvements program showing population projections, new capital projects needed, and associated costs. Use of a community-based advisory committee is encouraged to assist in the creation and review of this program.
4. Community use of schools and school-related facilities.
5. An annual report reviewing projects underway or completed.

Construction plans, requests for bond money, and all other documents required to begin and/or complete needed school construction projects will be submitted to the appropriate local and state agencies in a timely manner

## HUDSON SCHOOL DISTRICT

<b>POLICY CODE: FEA Educational Specifications</b>	<b>FIRST ADOPTION:</b>
<b>RELATED POLICIES:</b>	<b>LATEST REVISION:</b> [Latest Revision] Page 1 of 1

*Category O*

The Board shall require the Superintendent to develop a set of comprehensive educational specifications for the architect. These specifications, which shall then be discussed in conferences with the architect, shall include:

1. Information concerning the plan of school organization and estimated enrollment in the proposed building.
2. A description of the proposed curriculum and the teaching methods and techniques to be employed.
3. A schedule of space requirements, including an indication of relative locations of various spaces.
4. A desired layout of special areas and the equipment needed for such areas.
5. An outline of mechanical features and special finishes desired.

## HUDSON SCHOOL DISTRICT

<b>POLICY CODE: FEB Selection of a Design Professional</b>	<b>FIRST ADOPTION:</b>
<b>RELATED POLICIES:</b>	<b>LATEST REVISION:</b> [Latest Revision] Page 1 of 1

### *Category O*

The State Board of Education requires that a design professional must be employed to design the plans of the proposed building to make the project eligible for state building aid. The designer contributes to the building program as follows:

1. Advice and assistance in the selection of a site.
2. Assistance in determining the physical requirements of the project and developing preliminary budgets.
3. Preparation of preliminary sketches and studies incorporating educational specifications.
4. After thorough review, preparation of detailed drawings, plans, specifications, and contracts for the project, to be in full accord with all local state and federal laws and regulations.
5. Assistance in obtaining approval by: the State Department of Education for building aid, Fire Marshal, water supply and pollution control, and all other governmental agencies as required.
6. Preparation of necessary forms and information to advertise the project for bid, assistance in bid opening, advice to the committee on awarding the contract.
7. Supervision and administration of the construction phase of the project.
8. Certification of payments to the contractor, advice as to final acceptance of the building.
9. Authoritative, professional presentation of the building program to the public, especially with regard to costs and details of construction.

### **Legal Reference:**

*RSA 310-A, Professional Engineers, Architects, Land Surveyors, etc.*



## HUDSON SCHOOL DISTRICT

<b>POLICY CODE: FEE Site Acquisition Procedure</b>	<b>FIRST ADOPTION:</b>
<b>RELATED POLICIES:</b>	<b>LATEST REVISION:</b> [Latest Revision] Page 1 of 1

### *Category O*

Priorities based upon student population, location, and education needs shall be established well in advance in order that proper locations for school sites might be acquired. Sites shall be acquired in advance of time for construction to allow adequate time for the completion of topography studies and other preliminary work.

Eminent domain action for the acquisition of property for school site purposes shall be executed only after negotiations fail.

### **Legal References:**

*RSA 31:92, Taking of Land*

*RSA 195:16-b, Cooperative Districts Only; Power of Eminent Domain*

*RSA 498-A, Eminent Domain Procedures Act*

*RSA 199:1-3, Schoolhouses: Location and Building*

## HUDSON SCHOOL DISTRICT

<b>POLICY CODE: FEH Supervision of Construction (Clerk of the Works)</b>	<b>FIRST ADOPTION:</b>
<b>RELATED POLICIES:</b>	<b>LATEST REVISION:</b> [Latest Revision] Page 1 of 1

### *Category O*

The Board will determine the need to employ a Clerk of the Works who shall be directly responsible to the Board for review of the architect and contractor's activities in his/her supervision of building construction. This review shall include adequacy of field inspection of the contractor's operations, administrative activities of the architect relating to construction, and any other matters relating to the interest of the District. The District's representative shall make periodic reports certifying by his/her personal knowledge that the work of the construction contractor and the architect is being performed in accordance with plans, specifications, and contracts.

Change orders will be recommended by the Clerk of the Works to the Superintendent who will determine whether or not it is a matter for Board consideration. If the Superintendent decides Board consideration is not necessary, then the signature of the Superintendent shall be considered Board action. The Superintendent will develop a procedure to use relative to the need for the School Board review of change orders.

Upon completion of building construction and after a final inspection of all its aspects by the design professional, contractors, and school officials, a recommendation for its acceptance will be made to the Board by the design professional and the Clerk of the Works.

### **Legal Reference:**

*RSA 199:3, 4, 4a, Transfer of Building*

## HUDSON SCHOOL DISTRICT

<b>POLICY CODE: GA Personnel Policies Goals</b>	<b>FIRST ADOPTION:</b>
<b>RELATED POLICIES:</b>	<b>LATEST REVISION:</b> [Latest Revision] Page 1 of 1

### *Category R*

The Board recognizes that a dynamic and efficient staff dedicated to education is necessary to maintain a constantly improving educational program. The Board is interested in its personnel as individuals, and it recognizes its responsibility for promoting the general welfare of the staff.

The Board's specific personnel goals are:

- to recruit, select, and employ the best qualified personnel to staff the School system.
- to provide staff compensation and benefits programs sufficient to attract and retain qualified employees.
- to provide an in-service training program for all employees to improve their performance, and to improve the overall rate of retention and promotion of staff, including a work-site wellness program that encourages health promotion and disease prevention for employees and their families through attention to their physical, mental, and emotional well-being.
- to conduct an employee appraisal program that will contribute to the continuous improvement of staff performance.
- to assign personnel so as to ensure they are utilized as effectively as possible.
- to effectively administer negotiated collective bargaining agreements.
- to develop the quality of human relationships necessary to obtain maximum staff performance and satisfaction.

## HUDSON SCHOOL DISTRICT

<b>POLICY CODE: GADA Employment References and Verification (prohibiting aiding and abetting of sexual abuse)</b>	<b>FIRST ADOPTION:</b>
<b>RELATED POLICIES:</b>	<b>LATEST REVISION:</b> [Latest Revision] Page 1 of 1

*Category: Priority/Required by Law*

*Related Policies: GBCD, GBJ, GCF, GDB*

The District shall act in good faith when providing employment references and verification of employment for current and former employees.

The School District, and its employees, contractors, and agents, are prohibited from providing a recommendation of employment, and/or from otherwise assisting any school employee, contractor, or agent in obtaining a new position or other employment if he/she or the District has knowledge of, or probable cause to believe that the other employee, contractor, or agent ("alleged perpetrator") engaged in illegal sexual misconduct with a minor or student. This prohibition does not include the routine transmission of administrative and personnel files.

In addition, this prohibition does not apply if:

1. The information giving rise to probable cause has been properly reported to a law enforcement agency with jurisdiction;
2. The information giving rise to probable cause has been reported to any other authorities as required by local, state or federal law (for instance New Hampshire Division of Children, Youth and Families "DCYF"), and
3. At least one of the following conditions applies:
  - a. The matter has been officially closed;
  - b. The District officials have been notified by the prosecutor or police after an investigation that there is insufficient information for them to proceed;
  - c. The school employee, contractor, or agent has been charged with, and acquitted or otherwise exonerated; or
  - d. The case or investigation remains open and there have been no charges filed against or indictment of the school employee, contractor, or agent within four years of the date on which the information was reported to a law enforcement agency.

### **Legal References:**

*20 U.S.C. 7926(a) (§8546(a) of the Elementary and Secondary Education Act/Every Student Succeeds Act*

## HUDSON SCHOOL DISTRICT

<b>POLICY CODE: GBB Employee Involvement in Decision-Making</b>	<b>FIRST ADOPTION:</b>
<b>RELATED POLICIES:</b>	<b>LATEST REVISION:</b> [Latest Revision] Page 1 of 1

### *Category O*

The Superintendent shall establish channels for open communications with employees for ideas regarding the operation of schools.

The Superintendent may involve professional and support staff employees for the ready inter-communication of ideas regarding the operation of the schools. He/she will consider with care the counsel given by employees when appropriate and shall inform the Board of all such counsel in presenting reports of administrative action and in presenting recommendations for Board action.

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. Gretchen Whiting  
Ms. Kara Roy, Vice-Chair, Board of Selectmen  
Mr. Larry Russell, Superintendent  
Ms. Mary Wilson, Assistant Superintendent  
Ms. Karen Burnell, Business Administrator  
Mr. Jack Gasdia, Student Representative

- A. Call to Order:** Chairman Price called the meeting to order.
- B. Non-public Session:** *Dr. Orellana moved to enter non-public session under RSA 91-A:3 II (b), second by Ms. Whiting. Ms. Whiting, aye; Ms. LaMothe, aye; Mr. Gasdia, aye; Dr. Orellana, aye, Mr. Price, aye. Motion passes 5-0.*

The board entered non-public session at 6:32.

The board interviewed candidates for the Business Administrator position.

*At 7:29 pm, Mr. Gasdia moved to exit non-public, second by Ms. LaMothe. Motion passes 5-0.*

- C. Moment of Silence:** The School Board observed a moment of silence in honor of Officer Katie Thyne, Captain Ryan Phaneuf, and Mr. John Hodgkins.
- D. Public Input:** There was no public input.
- E. Presentations to the Board:**
1. African American History Month: Mrs. Rachel Scanzani from HMS presented what the history classes are doing for the month of February. Several bulletin boards have been created around the building highlighting different aspects of African Americans. She talked about what each grade is doing and how they make sure it is developmentally appropriate. She had a list of authors that are covered as well. The librarian also highlights certain authors that pertain to African American History Month. Mr. Jeff Peterson from AHS presented what they are covering and he stated that they don't just do it for one month, but all through the school year. It is embedded into the history curriculum at AHS. He talked about a field trip later this month to hear a woman portray Harriet Tubman. He also passed out an article and highlighted a paragraph within the article. He then spoke about the books read by the students and some of the movies they watch throughout the school year. Mr. Rush from AHS was present to speak about the history curriculum as well. He reiterated that they don't just focus on one month for a topic but how it is taught throughout the school year. He showed some

of the projects his students have completed. Ms. Mary Wilson presented what the elementary school students are learning during African American History Month. She reviewed what each grade level is doing in their curriculum and the different books that are available for them to read or to have them read to. She had a draft social studies standard from the State that she read aloud. This presentation was done for the community to see what is being done in the schools. The board members were very appreciative of the presentations this evening.

**F. Requests of the Board:**

1. Model UN New York Trip Request: Sgt. Gibson, Mr. Rush, Hannah Peterson (President of Model UN Club), Mr. Jack Gasdia, and other students are here to discuss an upcoming overnight field trip for the Alvirne Model UN Club. Hannah first discussed what the club stands for, what they do, and what they stand for as a group. The club started with about 8 students four years ago and now there are over 30 members. The trip is to New York City from March 4-7, 2020. They would get to work with other Model UN students from other States. This is the largest Model UN conference in the world and is held at the United Nations Headquarters. This trip consists mostly of seniors and would cost each student \$330 which will be lowered due to fundraising activities held by the Model UN students as well as donations from local groups. This is detailed in attachment # 3. There was discussion and concerns around the transportation of students to CT. They did explore other options for transportation but the cost for a bus was enormous. 8 students plus 2 teachers would be attending. There will be some research for possibly renting a van for the students. The best presentation the board has seen.

***Dr. Orellana made a motion to approve the Model UN overnight trip to New York City, pending transportation not done by private vehicles, second by Ms. Whiting. Motion passes 5-0.***

**G. Old Business:**

1. 2020-2021 School Calendar: Mr. Russell presented the school calendar for the 2020-2021 school year for the 2<sup>nd</sup> reading. There is one small change, on June 21, 2021, this will be an afternoon for teachers to finish grading. The professional development day has been moved to January 15, 2021. There was a request to change Civil Rights Day to read Martin Luther King Day/Civil Rights Day. It is shown in attachment # 4. Once approved, the calendar will be added to the website.

***Ms. LaMothe made a motion to accept the calendar as amended, second by Mr. Gasdia. Motion passes 5-0.***

**H. New Business:**

1. Public School Infrastructure Fund: Ms. Burnell is requesting payment for the completion of classroom door replacement at Alvirne High school now that the project is complete. This is shown in detail in attachment # 5.

***Ms. LaMothe made a motion to accept this request for payment for the door replacement project at Alvirne High School, second by Dr. Orellana. Motion passes 5-0.***

**I. Recommended Action:**

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

**J. Reports to the Board:**

1. Superintendent Report: Mr. Russell attended a law conference today. There are not a lot of things going on this year. Some bills are being followed closely, for example, the funding of full-day kindergarten bill. He made sure the Board had the Legislative Bulletin that he received. There was a fire in the construction area of the high school on Saturday morning. Some rags were too close to each other which caused a reaction. The fire did not cause a lot of damage, but the smoke and soot did get into other areas. A private company was called in and they worked all weekend to clean it up. School was held at the high school as normal today.
2. Assistant Superintendent Report: The Blizzard Bag initiative failed. The response from the teachers wasn't what they had hoped. This is something that can be thought out and possibly be brought about in the coming years. There are more logistics that need to be addressed before this is rolled out.
3. Business Administrator Report: Ms. Burnell made note that all expenses incurred by the fire at AHS were liability of the painting and construction company. Jim Wilbur was the custodian on duty and he mitigated a situation that could have been much worse. Thank you, Jim.

**K. Legislative Updates:**

1. 2019 Legislative Update: Mr. Russell presented the latest NHSBA Legislative update, a handout for the board members to review. This is detailed in attachment # 6.

**L. Committee Reports:**

1. Strategic Plan Update: The last item we had was for February 1<sup>st</sup>, which was discussed at the last meeting. Mr. Russell will report on this at the next meeting.

**M. Correspondence:**

1. January Financial Report: Ms. Burnell presented the projected General Fund Balance of \$545,778 for fiscal year 2020. For the Board's reading, detailed in attachment # 7.
2. Technology Integration Specialist Report: For the Board's reading, shown in attachment # 8.

**N. Board Member Comments:**

Mr. Jack Gasdia: Glad people showed up to the deliberative session. Show up for the town's session. Very positive that the Social Studies department was here talking about African American History Month. It's important that our community is aware of what is happening in our schools. Next week is the NH Primary, so vote there as well.

Ms. Diana LaMothe: Michaela came up with our vision tag line. We need to share more positive stories. The administrative office is working on that and there is a procedure. Recognition needs to be broadcast more. February 5<sup>th</sup>, CTE open house, 5:30-7:30. Upcoming Board of



Selectmen meeting, Ms. LaMothe will attend the February 4<sup>th</sup> meeting. February 25<sup>th</sup> and March 9<sup>th</sup>. Ms. Whiting will look to see if she can attend the March 9<sup>th</sup> Selectmen's meeting.

Ms. Gretchen Whiting: The students this evening were well-spoken, well-versed, and interested in what they are doing. We have a lot of student successions in town. A few divers and swimmers who will be participating in State competition on February 14<sup>th</sup> and 15<sup>th</sup>.

Mr. Gary Gasdia: The students were great. The presentations were great. Check the school's websites for important dates. There are a lot of things going on, there is good information for the students and the community. We had a good turnout at the deliberative session, would have liked to see more. If you like what we talk about here or if you don't like what we talk about, come out, get involved. We can only represent what we hear about.

Ms. Kara Roy: Thanked everyone for showing up at the deliberative session on Saturday. She hopes to see everyone this coming Saturday for the Town Deliberative Session, so they know what they are voting for.

Dr. Darcy Orellana: Happy to see people and engaged in the deliberative session. Loved hearing the B Naturals sing. These students tonight displayed what we talk about – excellence in education. They were remarkable. We thank the students and faculty for coming out tonight. Hudson is a welcoming community. Get out and vote.

Mr. Malcolm Price: Surprised this evening with what he learned and was presented. Thank you for answering the questions. Very humbling to see students in this town are engaged in worldly good. It was genuine, not practiced.

**O. Non-Public Session:**

*Note: At the February 17<sup>th</sup> meeting, the minutes from this non-public session were sealed until June 1, 2020.*

**P. Adjourn:**

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

Meeting adjourned at 9:32 pm.

Respectfully submitted,  
Susan Piper (public)  
Mary Wilson (non-public)

Hudson School District  
Hudson School Board Meeting  
Draft Minutes

Present:

Dr. Darcy Orellana, Board Vice-Chair  
Mr. Gary Gasdia  
Ms. Diana LaMothe  
Ms. Gretchen Whiting  
Ms. Kara Roy, Vice-Chairman, Board of Selectmen  
Mr. Larry Russell, Superintendent  
Ms. Mary Wilson, Assistant Superintendent  
Ms. Karen Burnell, Business Administrator

- A. Call to Order:** Vice-Chair Orellana called the meeting to order. Ms. Whiting led the Pledge of Allegiance.
- B. Public Input:** There was no public input.
- C. Presentations to the Board:**
1. Champions for Children Summer Program: Briana Mireault (area manager of Champions) and Storm Mathias are here to speak with the Board regarding having summer camps at one of our schools. Hudson families are asking if we can have winter break and summer camps. Champions has seen a 15% growth over last year's enrollment in the afterschool program. They accept NH subsidies, are an area licensed summer program and this would be local and convenient for Hudson families. The cost would be \$38 a day and a weekly field trip for \$15. They are flexible with how many days parents can bring their children. The hours they are proposing are 7:00 am to 5:30 pm. They also have theme weeks and parents can pick and choose which week they'd like their child to attend. Field trips can include Lego Land, Museum of Science, minor league baseball game, and in-house "staycations" where they have people come in for the students. The Hudson schools do not currently have a summer program. This would happen at one school for all grades. The Board would like Champions to come up with some more logistics and come back with a plan on what it would look like.
- D. Requests of the Board:** There were no requests of the Board.
- E. Old Business:**
1. American Humanities: Ms. Bureau, Ms. Conrad and Mr. Peterson from Alvirne High School are here to discuss further the rationale for the American Humanities class at the high school. Ms. Bureau did forward the Board a document that discussed American Humanities in great detail. Ms. Bureau presented a PowerPoint of that document. This is shown in attachment # 1. Mr. Peterson spoke about the co-teaching teams and how both teachers gain from working together. He spoke about the History curriculum of the American Humanities class. Ms. Conrad spoke about the English curriculum of the American Humanities class. There was some discussion around the size of the classes and how that class is taught. The teachers co-teach and there are usually support paras in the class as well. This discussion came about because of the AP concerns; will their schedule be impacted? The concern is this one year; can this be put off one more year? AHS is committed to the AP Humanities class. The students must take one AP test, Language or History but some students can choose to take both. There will be test prep for whichever AP test the student chooses. There was more discussion about whether student in the AP Humanities class

can opt for the honors level instead? Mrs. Bureau said they would discuss this and get back to them with an answer after that discussion. There will be communication to the parents when they have a final resolution.

**F. New Business:**

1. Extracurricular Nominations: Mr. Russell presented the following extracurricular nominations for spring athletics at Alvirne High school. This is shown in attachment # 2.

Varsity Baseball – Michael Lee \$3,850  
Junior Varsity Baseball – Scott MacDonald \$2,700  
Baseball Pitching – Adam Perkins \$2,700  
Varsity Softball – Sarah Brisk \$3,850  
Junior Varsity Softball – Andrew Conrad \$2,700  
Boys Varsity Tennis – Mike Coulter \$ 3,150  
Girls Varsity Tennis – Jen Ruigrok \$3,150  
Boys Varsity Spring Track – Tom Daigle \$3,850  
Girls Varsity Spring Track – Caroline Conrad \$3,850  
Assistant Spring Track – Tarek Rothe \$2,700  
Assistant Spring Track – Colleen Currier \$2,700  
Assistant Spring Track – Melanie Packard \$2,450

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

2. Policies: Ms. Wilson presented the first reading of the following policies. These are shown in detail in attachment # 3.

- a) EEAEA Mandatory Drug and Alcohol Testing – Bus Drivers
- b) EEAEC Student Conduct on Buses
- c) EEAG Use of Private Vehicles to Transport Students
- d) EFE Vending Machines
- e) EGAD Copyright Compliance
- f) EH Public Use of School Records
- g) EI Risk Management
- h) EIB Liability Insurance and Pooled Risk Management
- i) EID Insurance

EI-Risk Management: Is there an annual risk audit report? This is done every year through Primex.

Ms. Whiting asked permission to add one thing to new business. Would like to understand how we understand the disciplinary path of when incidents happen? The disciplinary action is listed in each of the school handbooks. They have started working to gather students and staff members together to discuss the disciplinary process – what is working and what isn't working from their perspective. Project AWARE will be bringing in training for our teachers on this as well. There are many variables when it comes to discipline. There is an investigation and a decision can be made based on the witnesses or the students themselves who were involved in the incident. The administrator needs to figure out what is right and what the correct discipline is.

**G. Recommended Action:**

1. Manifests – Recommended action: Make necessary corrections and sign.
2. Minutes – Recommended action: Review the following draft minutes and approve.
  - a) 01/15/20 Draft Minutes: The minutes from the January 15, 2020 meeting are detailed in attachment # 4.

***Ms. Whiting made a motion to approve the minutes from January 15<sup>th</sup> as written, second by Mr. Gasdia. Motion passes 4-0.***

- b) 01/27/20 Draft Minutes: The minutes from the January 27, 2020 meeting are detailed in attachment # 5.

***Ms. LaMothe made a motion to approve the minutes from January 27<sup>th</sup> as written, second by Mr. Gasdia. Motion passes 4-0.***

**H. Reports to the Board:**

1. Superintendent Report:  
The Strategic Plan format will be updated and should be easier to read. It will have a table of contents in the front.

We've had 4 snow days this school year already.

Legislative update on House Bill 1691; it funds full-day kindergarten in the first year. That passed the full house 283-64. Senate Bill 625 is the same as House Bill 1691, once it passes it will go right through, there will not be a 60-day delay. This Bill goes next to the Senate Finance Committee. Senate Bill 435 with Senator Carson passed unanimously. This is to obtain the rest of the CTE funds this year. Mr. Russell presented to the Senior Center on February 11<sup>th</sup>.

He's meeting with the Republicans and Democrats this week.

On March 7<sup>th</sup>, he'll be doing a hard hat tour of the construction at AHS and show the plans for the upcoming renovations at AHS. He will also be at the Hudson-Litchfield Rotary on March 20<sup>th</sup>. Mr. Russell passed around a sample ballot to the Board members. They are considering mailing the sample school ballot home to about 10,000 households. Total cost of printing and mailing the sample school ballot would be about \$3,000. The Town is not mailing out a sample ballot; they have created posters and they are hung up around town. The sample school ballot is information only. Can this sample ballot be sent out through email, put on social media, sent home in backpacks, handed out at school events, etc. The Town isn't sending out a sample ballot, it looks like we aren't working as closely together as we say we are. Both ballots will be posted on the Town website. Can we partner with the Town and come up with one document and send it out together? Ms. Roy will speak with someone after the meeting about collaborating this venture. Ms. Whiting proposes that we go back to the Town and see what we can do together; use lighter paper; make sure it says "Sample Ballot" on the top. The Board agreed; they are in consensus on Ms. Whiting's proposal.

Kyle Hancock earned the certified Education Technology Leader designation by passing a rigorous certification exam. We are very proud of him.

Congratulations to Jack Gasdia for being named a National Merit Scholarship finalist.

Assistant Superintendent search is underway. We've interviewed 13 people, 4 were internal candidates. 5 will be sent for a second interview and that will be narrowed down to 3 candidates. They should be ready to interview with the Board on March 2<sup>nd</sup> in closed session starting at 6 pm.

The Board would like to proceed with the proposed interview schedule on March 2<sup>nd</sup>, starting at 6 pm, closed session.

There has been a request to bring back the boys' soccer team to represent their trip to England on March 2<sup>nd</sup>.

2. Assistant Superintendent Report: Ms. Wilson passed out a paper about the seal of bi-literacy report of Jess Paeplov.
3. Business Administrator Report: No report from Ms. Burnell

**I. Legislative Updates:** Information only shown in attachment # 6. For the Board to read.

**J. Committee Reports:**

1. Strategic Plan: Under the pillar of strong connections, school, family, community. Birth to 5 programs was started back in August. Created posters showing what their child should know at what age. Provided kits for the parents to help them with the readiness program. Kindergarten teachers are now providing at-home activities for those students. The middle school is currently working on remediation plans and bringing the parents in to explain to them how this is going to work. Pillar of vibrant learning system which is providing summer enrichment; the middle school is having discussions about that. The elementary schools have programs where students complete their summer work and get recognized for it. Extending some things to the 5<sup>th</sup> graders at the middle school. ELC does provide a summer boot camp. This can vary from year to year what they do. NWES has a 2<sup>nd</sup> grade reading challenge.

**K. Correspondence:**

1. Discipline Report: Mr. Russell presented the latest discipline reports for December and January. They are shown in detail in attachment # 7. There was discussion around ISS and the number of students being put in there. Should there be a task force to look at discipline? Are they repeat offenders? They have been working with the school counselors and having them speak to these students and looking for family support. They have been looking at various models throughout the State to see what is working and not working. Are the numbers comparable to last year at the same time?
2. Outreach Coordinator Report: Ms. Wilson presented the Outreach Coordinator's latest report for December 2019 and January 2020. This is shown in detail in attachment # 8.
3. Technology Integration Specialist Report: Ms. Wilson presented the latest technology integration report from January 2020. This is shown in detail in attachment # 9.
4. Building Committee Minutes: Ms. Burnell presented the minutes from the December 19, 2019 building committee meeting. This is shown in detail in attachment # 10.

**L. Board Member Comments:**

Ms. Diana LaMothe: Spread the word about 2 new scholarships in the name of Zachary Thompkins. Zachary passed away 10 years ago in his sleep. Zachary M. Thompkins Memorial academic scholarship. Zachary M. Thompkins athletic scholarship.

Ms. Gretchen Whiting: There were State championships for swimming, diving, gymnastics, wrestling at high school and state champions for wrestling at the middle school as well. Some school records were broken in

swimming. There was the DECA State competition as well this past week. Quite a few of the students will be heading to Nashville, TN for the next round. There was also a Leadership camp at the middle school this past weekend.

Mr. Gary Gasdia: Leaders in Prevention at the middle school is phenomenal. Jazz All-State – 400 kids auditioned. AHS had 21 students. The music is incredible. They do it all in the gym.

Ms. Kara Roy: Thanked Mr. Peterson for bringing the students to vote. Candidate night tomorrow night at the community center. Don't forget March 10<sup>th</sup> – come out and vote.

Dr. Darcy Orellana: Thank you.

**M. Non-Public Session:**

***Mr. Gasdia made a motion to enter non-public session according to RSA 91-A:3(c) at 8:30 pm, second by Ms. LaMothe. Roll call vote, Dr. Orellana, aye, Ms. Whiting, Mr. Gasdia, aye, Mr. LaMothe, aye. Motion passes 4-0.***

***Ms. Whiting moved to allow a student to finish the school year in Hudson, second by Mr. Gasdia. Motion passes 4-0.***

The board discussed a staff member request.

***Ms. LaMothe moved to seal the non-public minutes of the February 3, 2020 meeting until June 1, 2020, second by Ms. Whiting. Motion passes 4-0.***

The board discussed a student matter.

**N. Adjourn:**

***Mr. Gasdia moved to exit non-public session and adjourn, second by Ms. Whiting. Motion passes 4-0.***

Meeting adjourned at 9:09 pm.

Respectfully submitted,

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



## New Hampshire School Boards Association

Excellence in Public Education Through School Board Leadership

### **NHSBA Legislative Update** **February 14, 2020 (Vol. 6)**

Dear NHSBA Members -

We are pleased to provide the following Legislative Update.

#### **Bills Heard This Week**

##### **House Education:**

SB 558. This bill extends the reporting date of the commission to study school funding. As members likely know, the NH Legislature is undertaking a year-long study to review school funding. This bill extends the reporting date to January 2021. The original date was September 2020.

NHSBA position: Signed in support.

House Education vote (Wednesday 2/12): Ought to Pass by a vote of 20 yes, 0 no.

SB 684. This bill seeks to correct numerous provisions of the NH Medicaid to Schools Program. As members are aware, recent changes to NH Department of Health and Human Services rules impact the ability of school districts to receive Medicaid reimbursement. This bill is intended to correct impediments to school districts receiving these reimbursements.

NHSBA position: Signed in support.

House Education vote (Wednesday 2/12): Ought to Pass with Amendment by a vote of 19 yes, 1 no.

HB 1231. This bill establishes a commission to study approaches to allow parents or guardians of school children to be educated as to the content of non-core topics that are periodically discussed. Testimony on HB 1231 focused on seeking collaborative methods of informing parents/guardians when schools discuss with students, have student assemblies, etc. about "non-core subjects." Testimony included lots of discussion about suicide, drug/alcohol, mental health, and so forth.

NHSBA position: Tracking.

HB 1636. This bill is relative to special education services for children in charter schools. Testimony related primarily to the ongoing issue of school districts providing special education services to students in charter schools, where those services should be provided, transportation issues when a charter school student requires services, and so forth.

NHSBA position: Signed in opposition. This is an ongoing issue and has been the subject of much legislative debate the last 3-4 years. A study committee was established a few years ago, with no resulting outcome. Further, the bill did not contain a fiscal note stating the cost to local school districts. This bill would undoubtedly have a fiscal impact on local school districts at a time when both the federal and state governments fail to fully fund special education obligations.

HB 1232. This bill provides that the burden of proving the appropriateness of a child's special education placement or program is on the school district or other public agency.

NHSBA position: Signed in opposition.

HB 1558. This bill modifies the definition of "child with a disability" to include persons 21 years of age. Admittedly, NHSBA was confused by testimony presented at this hearing. There seemed to be some confusion as to whether federal special education laws require school districts to provide services until a student reaches the 21 years of age; or whether such services are to be provided throughout the student's 21<sup>st</sup> birthday (meaning, until the student turns 22 years). Further testimony indicated that the practice in NH varies district to district.

NHSBA position: Signed in opposition.

HB 1473. This bill would require each school district or school administrative unit to establish a "special education parent advisory council" "to ensure that the needs of the students with disabilities are met."

NHSBA position: Testified in opposition. Though opposed, NHSBA continues to discuss alternative language with the bill's sponsor.

HB 1466. This bill establishes an exemption to the prohibition against scanning, recording, retaining, or storing information collected from drivers' licenses.

NHSBA position: Support. Due to inclement weather, NHSBA was not able to attend this hearing. However, NHSBA has been asked to support this bill in response to school district safety and security measures. As part of local district safety initiatives, some districts now scan drivers' licenses upon a visitor's entry into a school.

HB 1136. This bill permits a specified designee of the superintendent to perform the duties of the superintendent regarding criminal history records checks.

NHSBA position: Support. As with HB 1466, NHSBA was not able to attend this hearing. However, this bill clarifies language in the criminal background statute that would allow the superintendent's designee (Assistant Superintendent, Human Resources Department, etc.) to have access to criminal history check background reports of potential employees.

NHSBA's support for HB 1136 is found in *Resolution VI:D\* NHSBA supports legislative action that allows criminal background checks to be shared with their Human Resources Department and that the specific charge be shared with the Superintendent so he/she can make an informed judgment related to their employment. (2017)*

**Bills Voted on This Week by Various Committees:**

HB 1185. This bill establishes a committee to gather information and propose a plan for a New Hampshire apprenticeship program.

House Labor, Industrial and Rehabilitative Services Committee: Ought to Pass with Amendment: 17 yes, 0 no.

NHSBA position: Tracking.

SB 514. This bill requires the state board of education to establish a process for the approval of vendors offering alternative, extended learning, and work-based programs which may be accepted for credit by a local school board.

Senate Vote: Ought to Pass: 14 yes, 10 no.

NHSBA position: Support.

SB 625. This bill changes the formula for an additional adequate education grant to a school district that operates a full-day kindergarten program.



Senate Vote: Ought to Pass with Amendment: Passes via voice vote. Referred to Senate Finance.

HB 1336. A bill relative to disclosure of information regarding high school student assessment.

House Education Vote: Ought to Pass: 11 yes, 9 no.

NHSBA position: Opposed.

HB 1369. A bill relative to the acceptance of high school course credits from certain schools or education agencies.

House Education Vote: Inexpedient to Legislate: 11 yes, 9 no.

NHSBA position: Oppose

HB 1412. A bill requiring secondary schools to grant educational credit for certain courses completed.

House Education Vote: Inexpedient to Legislate: 12 yes, 8 no.

NHSBA position: Opposed.

HB 1454. A bill relative to credit for alternative, extended learning, and work-based programs.

House Education Vote: Inexpedient to Legislate: 11 yes, 9 no.

NHSBA position: Opposed.

HB 677. A bill relative to discipline of students, addressing students' behavioral needs, and making an appropriation therefor.

House Finance Vote: Ought to Pass with Amendment: 19 yes, 1 no.

NHSBA position: Support, with certain stipulations relative to funding and delayed implementation to allow for school boards to amend pertinent policies, school staff to receive necessary training and professional development, and for the NHDOE to have time to develop technical advisories, state-wide training, guidance documents, and related assistance.

**Legislative Calendar for the Week of February 17, 2020:**

Please [click here](#) to view next week's calendar.

*Barrett M. Christina, Esq.*  
*NHSBA Executive Director*  
[bchristina@nhsba.org](mailto:bchristina@nhsba.org)  
(603) 228-2061

**SCHOOL ADMINISTRATIVE UNIT NUMBER EIGHTY-ONE**  
Hudson, New Hampshire

**FINANCE OFFICE MEMORANDUM**

To: Karen Burnell, Business Administrator

From: Cindy McNickle, Finance Director

Date: February 24, 2020

Re: February Financial Statement

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As of February 19, 2020, the General Fund is projected to have a Fund Balance of \$592,769 for fiscal year 2020.

Revenue is expected to be \$137,320 higher than planned due to an increase in special education aid.

Expenditures, including prior year encumbrances, are expected to be \$455,449 lower than planned primarily due to lower than anticipated salaries and health insurance costs partially offset by an increase in anticipated transportation costs, architect fees and repairs.

Compared to the prior report, the fund balance has increased \$46,991 primarily due to a decrease in projected salary and benefit expense.

The CTE Renovation began in fiscal year 2019. Inception to date revenues for the CTE Renovation Construction Fund include proceeds from the NH Municipal Bond offering (\$8,262,500) received in fiscal year 2019 and anticipated state grant revenue of \$14,450,000. The anticipated grant revenue is lower than originally expected.

Inception to date expenditures of \$5,628,425 are for architect fees, environmental study fees and construction costs.

**HUDSON SCHOOL DISTRICT  
FY2020  
UNAUDITED FUND BALANCE**

**GENERAL FUND**

as of: 2/19/2020

<u>REVENUE</u>	DRA APPROVED REVENUE	ACTUAL YTD REVENUE	ANTICIPATED REVENUE	TOTAL ANTICIPATED REVENUE	EXCESS/ (SHORTFALL)
10 1121 CURRENT TAX APPROPRIATION	42,181,814	28,244,980	13,936,834	42,181,814	-
10 1320 TUITION FROM OTHER LEA'S	70,000	-	70,000	70,000	-
10 1340 PRE-SCHOOL TUITION	85,000	53,060	31,940	85,000	-
10 1510 INTEREST ON INVESTMENTS	60,000	23,415	18,585	42,000	(18,000)
10 1710 ATHLETIC FEES	9,000	3,832	5,168	9,000	-
10 1730 1:1 COMPUTER INSURANCE	10,800	9,450	1,350	10,800	-
10 1900 OTHER LOCAL REVENUE	10,000	2,179	7,821	10,000	-
10 1901 ERATE	25,000	39,827	(0)	39,827	14,827
10 1903 IMPACT FEES	250,000	-	250,000	250,000	-
11 1910 RENTALS	30,000	6,190	23,810	30,000	-
10 1921 ROTC PROGRAM CONTRIBUTIONS	65,000	46,181	18,819	65,000	-
10 3210 SCHOOL BUILDING AID	278,632	164,060	114,572	278,632	-
10 3241 SPECIAL EDUCATION AID	370,057	480,566	0	480,566	110,509
10 3242 VOCATIONAL TUITION AID	145,000	22,992	152,008	175,000	30,000
10 3800 EDUCATION GRANT	7,584,627	5,311,742	2,272,869	7,584,611	(16)
10 4580 MEDICAID	75,000	470	74,530	75,000	-
10 5220 INDIRECT COSTS	50,000	21,974	28,026	50,000	-
<b>TOTAL GENERAL FUND REVENUE</b>	<b>51,299,930</b>	<b>34,430,918</b>	<b>17,006,332</b>	<b>51,437,250</b>	<b>137,320</b>
10 5202 UNRESERVED FUND BALANCE	927,425				
	<b>52,227,355</b>				

**HUDSON SCHOOL DISTRICT  
FY2020  
UNAUDITED FUND BALANCE**

GENERAL FUND					
					as of: 2/19/2020
<u>REVENUE</u>	REVENUE BUDGET	ACTUAL YTD REVENUE	ANTICIPATED REVENUE	TOTAL ANTICIPATED REVENUE	EXCESS/ (SHORTFALL)
<b>TOTAL GENERAL FUND REVENUE</b> (From Page 1)	51,299,930	34,430,918	17,006,332	51,437,250	137,320
<u>EXPENDITURES</u>	APPROPRIATION BUDGET	ACTUAL YTD EXPENDITURES	ANTICIPATED EXPENDITURES	TOTAL ANTICIPATED EXPENDITURES	(EXCESS)/ SHORTFALL
<b>FY19 PRIOR YEAR ENCUMBRANCES</b>					
Prior Year Encumbrances (FY19)	940,169				
Prior Year Encumbrances Paid to Date		330,303			
Anticipated Prior Year Encumbrance Payments			609,666		
<b>EXCESS/SHORTFALL</b>					200
<b>FY20 APPROPRIATION BUDGET</b>					
Expenditures	52,227,355				
Current Year Encumbrances		28,519,342			
Anticipated Expenditures			19,969,103 3,283,662		
<b>TOTAL ANTICIPATED EXPENDITURES</b>				51,772,106	
<b>EXCESS/SHORTFALL</b>					455,248
<b><u>ANTICIPATED FUND BALANCE</u></b>					592,769

**HUDSON SCHOOL DISTRICT  
FY2020  
UNAUDITED FUND BALANCE**

**CONSTRUCTION FUND (INCEPTION TO DATE)**

as of: 2/19/2020

<u>REVENUE</u>	REVENUE BUDGET	ACTUAL REVENUE	ANTICIPATED REVENUE	TOTAL ANTICIPATED REVENUE	EXCESS/ (SHORTFALL)
30 3243 VOCATIONAL AID (FY20)	17,000,000		14,450,000	14,450,000	(2,550,000)
30 1510 INTEREST INCOME	-	36,071	13,929	50,000	50,000
30 5110 SALE OF BONDS AND NOTES (FY19)	8,262,500	8,262,500	-	8,262,500	-
<b>TOTAL CONSTRUCTION FUND REVENUE</b>	<b>25,262,500</b>	<b>8,298,571</b>	<b>14,463,929</b>	<b>22,762,500</b>	<b>(2,500,000)</b>

<u>EXPENDITURES</u>	APPROPRIATION BUDGET	ACTUAL YTD EXPENDITURES	ANTICIPATED EXPENDITURES	TOTAL ANTICIPATED EXPENDITURES	(EXCESS)/ SHORTFALL
<b>PROJECT APPROPRIATION BUDGET</b>	<b>25,262,500</b>				
FY2019 ACTUAL EXPENDITURES		1,336,212			
FY2020 ACTUAL EXPENDITURES		4,292,213			
FY2020 ENCUMBRANCES			30,022		
REMAINING ANTICIPATED EXPENDITURES			19,604,054		
<b>TOTAL ANTICIPATED EXPENDITURES</b>				<b>25,262,500</b>	
<b>EXPENDITURE (EXCESS)/SHORTFALL</b>					<b>-</b>

**ANTICIPATED FUND BALANCE**

**(2,500,000)**

**HUDSON SCHOOL DISTRICT  
FY2020 FINANCIAL STATEMENT  
FUNCTION SUMMARY REPORT**

**GENERAL FUND**

2/19/2020

FUNCTION	DESCRIPTION	BUDGET	TRANSFERS / ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBERED	ANTICIPATED EXPENDITURE	AVAILABLE BUDGET
1100	Regular Programs	19,843,295	(252,168)	19,591,127	9,953,800	8,589,652	797,859	249,816
1200	Special Education	7,924,012	(44,222)	7,879,790	3,930,641	3,310,225	619,246	19,678
1300	Vocational	1,863,034	31,465	1,894,499	885,505	778,910	111,507	118,577
1400	Student Activities	732,909	(21,965)	710,944	385,882	61,467	263,488	107
2100	Student Services	4,787,309	131,869	4,919,178	2,368,246	2,184,826	283,417	82,689
2200	Student Support (Instruction)	1,790,625	(4,393)	1,786,232	1,027,711	430,470	317,387	10,664
2300	Student Support (Administration)	845,413	49,733	895,146	573,508	273,519	76,309	(28,190)
2400	School Administration	3,245,094	11,806	3,256,900	1,960,240	1,169,887	64,799	61,974
2500	School Resources	1,035,575	10,057	1,045,632	640,400	328,242	52,609	24,381
2600	Operations/Maint. Of Plant	5,511,319	70,009	5,581,328	3,522,520	1,666,108	379,163	13,538
2700	Student Transportation	2,329,645	-	2,329,645	1,240,088	1,116,925	36,658	(64,026)
2800	Information Mgt Services	315,265	17,808	333,074	195,185	58,871	88,728	(9,710)
4000	Facilities	270,000	-	270,000	246,740	-	23,260	-
5100/5200	Principal/Interest/Fund Transfers	1,733,859	-	1,733,859	1,588,875	-	169,233	(24,249)
<b>TOTAL</b>		<b>52,227,355</b>	<b>(0)</b>	<b>52,227,355</b>	<b>28,519,342</b>	<b>19,969,103</b>	<b>3,283,662</b>	<b>455,248</b>

**HUDSON SCHOOL DISTRICT  
FY2020 FINANCIAL STATEMENT  
OBJECT SUMMARY REPORT**

**GENERAL FUND**

as of: 2/19/2020

<b>FUNCTION</b>	<b>DESCRIPTION</b>	<b>BUDGET</b>	<b>TRANSFERS / ADJUSTMENTS</b>	<b>REVISED BUDGET</b>	<b>YTD EXPENDED</b>	<b>ENCUMBERED</b>	<b>ANTICIPATED EXPENDITURE</b>	<b>AVAILABLE BUDGET</b>
100	Salaries	26,249,884	(18,982)	26,230,902	14,042,726	10,932,126	1,159,142	96,908
200	Benefits	13,987,321	(10,000)	13,977,321	7,048,456	6,018,808	423,755	486,301
300-500	Purchased Services	7,160,937	(657)	7,160,281	3,938,951	2,428,322	902,284	(109,276)
600	Supplies	2,457,092	7,656	2,464,748	1,484,691	564,311	410,799	4,948
700	Property	549,101	31,740	580,841	359,956	24,187	195,968	731
800	Other	90,361	(9,758)	80,603	55,687	1,349	23,682	(115)
900	Principal/Interest/Fund Transfers	1,732,659	-	1,732,659	1,588,875	-	168,033	(24,249)
<b>TOTAL</b>		<b>52,227,355</b>	<b>-</b>	<b>52,227,355</b>	<b>28,519,342</b>	<b>19,969,103</b>	<b>3,283,662</b>	<b>455,248</b>

## FY2020 End of Year Surplus Expenditures for School Board Consideration

<u>School</u>	<u>Project</u>	<u>Estimated Cost</u>
LSS	Remove tree in front of school and repair damaged sidewalk (joint loss issue)	
LSS	Complete last phase of window replacement scheduled for FY22	
DW	Upgrade all buildings to master key schedule (do not duplicate protected keys)	
HMS	Complete additional roof replacement	
HMS	Upgrade HVAC DDC controls	
CTE	Accounting (NEW) Conference Table	500
CTE	Accounting (NEW) Conference Seating	300
CTE	Accounting (NEW) Stock Ticker	6,500
CTE	Building Trades (NEW) Shop Work Benches	14,500
CTE	Building Trades (NEW) Lathe	3,000
CTE	Marketing (NEW) Conference Table	500
CTE	Marketing (NEW) Conference Seating	300
CTE	Veterinary Sciences (NEW) Anesthesia Machine	5,500
CTE	Veterinary Sciences (NEW) Closed-Circuit Camera System	4,500
CTE	Conservation Sciences (NEW) Hydroponics/Aquaponics	13,900
CTE	Computer Science (RENO-P-1a) Testing Lab Furnishings	7,000
CTE	Digital Media (RENO P-1a) 2 Portable Cameras	5,000
CTE	Digital Media (RENO P-1a) 2 Studio Camera	35,000
CTE	Network Switches & Battery Backups: 4 @ \$30,000 = \$120,000	120,000
CTE	Wireless Access Points: 51 @ \$500 = \$25,000	25,000
CTE	Cameras: 30 @ \$1000 = \$30,000	<u>30,000</u>
	CTE Total	271,500
Alvirne	Art Room Furniture for new space	35,000
Alvirne	Cafeteria Round Tables: 4 tables to replace old ones	6,000
Alvirne	Gymnasium Matting: replace wall and stage matting	10,000
Alvirne	Gymnasium Retractable Curtain: replace curtain that is 15 years old	15,000
Alvirne	Digital Photography computers and cameras	30,000
Alvirne	AHS Server	<u>15,000</u>
	AHS Total	111,000
HGS	Air conditioning unit (main office, library, cafeteria and nurses' office)	
HGS	Cafeteria tables (minimum of 3)	
HGS	Painting	
HGS	Professional window cleaning of all exterior windows in the school	