

Posted: Thursday, May 2, 2024

At: All Hudson schools, SAU building, district website



HUDSON SCHOOL DISTRICT ♦ Hudson, New Hampshire
Hills Memorial Library 18 Library Street

6:30 pm Regular Meeting
followed by non-public session

School Board Agenda - May 6, 2024

Estimated
time

6:30pm A. Call to Order

Pledge of Allegiance

6:31pm B. Public Input

Hudson residents are welcome and encouraged to share feedback with the board on agenda items.

7:01pm C. Presentations to the Board

1. DECA (Information)

DECA Advisor Sarah Compagna and DECA students will report on the 2024 DECA National Convention they attended April 27-May 1 in Anaheim, CA.

[DECA PowerPoint Presentation](#)

2. XRP Robot Kits (Information)

CTE Engineering Teacher Colin Stone and students will demonstrate use of the newly donated Experiential Robotics Platform (XRP) robots.

7:30pm **D. New Business**

1. Skills USA Request (Decision)

CTE Engineering Teacher Colin Stone and Skills USA students will request to attend the National Skills Conference in Atlanta, GA taking place June 24-28.

[Skills USA Memo](#)

2. FY24 Year-End Spending Requests (Decision)

Facilities Director John Pratte and Business Administrator Jen Burk will present requests for year-end spending.

[FY24 Year-End Spending Requests Memo](#)

3. Nomination (Decision)

Superintendent Moulis will present a nomination to the Board.

[Hudson Memorial School Game Manager Nomination](#)

4. Bid results (Decision)

Business Administrator Jen Burk will present bid results for various supplies.

[Art Supplies](#)

[Copy Paper](#)

[Office Supplies](#)

7:50pm **E. Policies – First Reading**

DKC Expense Reimbursements	DKC -proposed
EDC Authorized Use of School Owned Materials and Equipment	EDC- proposed
IHBAB Special Education Evaluation	IHBAB - proposed
JJJ Access to Public School Programs	JJJ - proposed

8:05pm **F. Recommended Action**

1. Manifests – Recommended action: Confirm required signatures received
2. Minutes – [April 15, 2024 - Draft minutes](#)

8:10pm **G. Reports to the Board (Information)**

District administrators will share updates for the board and public

1. Superintendent Report
2. Director of Special Services Report
3. Business Administrator Report

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8:20pm **H. Committee Reports**

Board members will share committee updates

8:25pm **I. Board of Selectmen – Liaison Comments**

8:28pm **J. Student Representative Comments**

8:30pm **K. Board Member Comments**

8:40pm **L. 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 and c

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

(b) The hiring of any person as a public employee.

(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

(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 by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with any body or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph.

(h) Consideration of applications by the business finance authority under RSA 162-A:7-10 and 162-A:13, where consideration of an application in public session would cause harm to the applicant or would inhibit full discussion of the application.

(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.

(j) Consideration of confidential, commercial, or financial information that is exempt from public disclosure under RSA 91-A:5, IV in an adjudicative proceeding pursuant to RSA 541 or RSA 541-A.

(k) Consideration by a school board of entering into a student or pupil tuition contract authorized by RSA 194 or RSA 195-A, which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general public or the school district that is considering a contract, including any meeting between the school boards, or committees thereof, involved in the negotiations. A contract negotiated by a school board shall be made public prior to its consideration for approval by a school district, together with minutes of all meetings held in nonpublic session, any proposals or records related to the contract, and any proposal or records involving a school district that did not become a party to the contract, shall be made public. Approval of a contract by a school district shall occur only at a meeting open to the public at which, or after which, the public has had an opportunity to participate.

(l) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

(m) Consideration of whether to disclose minutes of a nonpublic session due to a change in circumstances under paragraph III. However, any vote on whether to disclose minutes shall take place in public session.

9:00pm **M. Adjourn**

Posted: Thursday, May 2, 2024

At: All Hudson schools, SAU building, district website

Upcoming Meetings

Meeting	Date	Time	Location	Purpose
School Board	May 14, 2024	3:00 pm	Hills Memorial Library	Planning Meeting
School Board	May 20, 2024	6:30 pm	Hills Memorial Library	Regular Meeting
School Board	June 3, 2024	6:30 pm	Hills Memorial Library	Regular Meeting
School Board	June 17, 2024	6:30 pm	Hills Memorial Library	Regular Meeting

DECA ICDC 2024

Alvirne High School

ICDC 2024

Anaheim, California

25,000 students competed

Student Takeaways :

- How to act in a professional environment
- Time management
- Responsibility
- Networking with people
- Fun



Sponsorship Shirts

Convention Center Photos



Group Photos



Universal DECA Night





**PALMER CTE CENTER
HUDSON SCHOOL DISTRICT
MEMORANDUM**

TO: HUDSON SCHOOL BOARD

FROM: COLIN STONE, SKILLSUSA ADVISOR
ERIC FRAUWIRTH, CTE DIRECTOR

SUBJECT: SKILLS USA NATIONAL CONFERENCE

DATE: 4/15/24

CC: JENNIFER BURK

We are requesting permission for our SkillsUSA students to attend the National Skills Conference and Competition in Atlanta, GA from June 24th to 28th, 2024.

Students participate in the annual conference with other SkillsUSA members from the state and nation during a 6-day, 5-night stay at the Hotel Indigo in Atlanta, GA. Students will arrive on Monday, 6/24 and leave on Saturday, 6/29. At this event, SkillsUSA members compete in various skills events with other SkillsUSA students from around the country at the Conference Center. These activities provide students the opportunity to gain perspectives on the abilities of peers in skilled trade competitions. Students also have the opportunity to network with other SkillsUSA students. Students are eligible for several scholarships through the national SkillsUSA organization.

The cost per student is approximately \$1800 per member. This amount will be paid through fundraising and student/family contribution.

HUDSON SCHOOL DISTRICT

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To:	Hudson School Board
From:	Jennifer Burk, Business Administrator John Pratte, Facilities Director
Date:	April 29, 2024
Re:	FY24 Year-End Spending Requests

Below are requests from district administration for year-end spending:

LSS/HOS/NWES/DW – Add Mobile Generator Transfer Switch:

Item	Quote
LSS Mobile Generator Transfer Switch	\$38,178
HOS Mobile Generator Transfer Switch	\$37,237
NWES Mobile Generator Transfer Switch	\$52,885
District-Wide/SAU Transfer Switch	\$12,500
TOTAL	\$140,800

Quotes received from Stellos as outlined above. Alternative quotes received from Yates Electric, total of \$181,000.

AHS/HMS Athletics Repairs:

Item	Quote
AHS Backstop Repairs – JV Fields (baseball)	\$17,100
AHS Backstop Repairs – Varsity Fields (baseball)	\$20,800
AHS Batting Cage Repairs – JV & Varsity	\$12,900
HMS Backstop & Fence Repairs (softball)	\$10,100
TOTAL	\$60,900

Total of all requests outlined above = \$201,700

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TO: Hudson School Board
FROM: Cathy Brackett, HRIS Coordinator
SUBJECT: Spring Extracurricular Nominations
DATE: April 16, 2024

The following nomination has been submitted for Spring of the 2023-2024 school year:

Hudson Memorial School:

Game Manager	Daniel Pooler	\$500.00
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To:	Hudson School Board
From:	Pamela Clark, Purchasing Coordinator
Date:	April 29, 2024
Re:	Awarding of FY25 Vendor Contracts – Art Supplies

For the fiscal year 2025, we reviewed quotes and pricing from two vendors for art supplies. I am requesting that the Board approve the following motion so that staff may begin entering requisitions for art supplies to be purchased after July 1, 2024. This action is in compliance with policy DJE Bidding and Purchasing.

Recommended Action:

- 1. The Hudson School Board awards National Art Supplies a contract to provide art supplies for the fiscal year 2025 in accordance with policy DJE. The anticipated expenditure amount with National Art Supplies is \$36,750.*

Thank you in advance for support of the above motion.

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To:	Hudson School Board
From:	Pamela Clark, Purchasing Coordinator
Date:	April 29, 2024
Re:	Awarding of FY25 Vendor Contracts – Copy Paper

For the fiscal year 2025, we reviewed quotes and pricing from two vendors for copy paper. I am requesting that the Board approve the following motion so that staff may begin entering requisitions for copy paper to be purchased after July 1, 2024. This action is in compliance with policy DJE Bidding and Purchasing.

VENDOR NAME	WHITE PAPER COST	EST. COPY PAPER COST
W.B. Mason	\$32.53/case	\$59,000
Quill	\$39.99/case	\$72,000

Recommended Action:

- 1. The Hudson School Board awards W.B. Mason a contract to provide copy paper for the fiscal year 2025 in accordance with policy DJE. The anticipated expenditure amount with W. B. Mason is \$59,000.*

Thank you in advance for support of the above motion.

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To:	Hudson School Board
From:	Pamela Clark, Purchasing Coordinator
Date:	April 29, 2024
Re:	Awarding of FY25 Vendor Contracts - Office Supplies

For the fiscal year 2025, we reviewed quotes and pricing from three vendors for school and office supplies. I am requesting that the Board approve the following motion so that staff may begin entering requisitions for school and office supplies to be purchased after July 1, 2024. This action is in compliance with policy DJE Bidding and Purchasing.

Recommended Action:

The Hudson School Board awards W.B. Mason a contract to provide school and office supplies for the fiscal year 2025 in accordance with policy DJE. The anticipated expenditure amount with W.B. Mason is \$47,000.

The Hudson School Board awards Quill a contract to provide school and office supplies for the fiscal year 2025 in accordance with policy DJE. The anticipated expenditure amount with Quill is \$47,000.

Thank you in advance for support of the above motion.

HUDSON SCHOOL DISTRICT POLICY

DKC Expense Reimbursements

Updated: Return to School Board Meeting for First Reading – May 6, 2024

Related Policies: DAF

Category: Optional

Expense Reimbursements

Hudson School District personnel who incur expenses in carrying out their authorized duties may be reimbursed by the District upon submission of a properly filled out and approved purchase requisition, which must be completed in advance of the expense being incurred, and providing such supporting receipts as required by the Business Administrator. Such expenses may be approved and incurred in line with budgetary allocations for the specific type of expense.

Any employee ~~wishing~~ requesting to be reimbursed for travel expenses incurred under this policy must complete a travel expense reimbursement form, to be submitted along with the pre-approved purchase requisition, all original, itemized, final receipts, and approval confirmations for all expenses, to the SAU Business Office within fifteen (15) days upon returning from the trip. Reimbursement for travel expenses will only be issued after the employee has completed the trip, and only upon submittal of all items outlined in this policy.

When official travel by personally owned vehicles has been authorized, mileage payment shall be made at the rate currently set by the Internal Revenue Service.

All travel outside of New Hampshire, and any in-state travel requiring an overnight stay, must have the prior approval (written or electronic) of the Superintendent or designee, and such approval shall accompany the request for reimbursement as outlined above. **Travel requests for individuals in excess of \$3,000, or requests that would require international travel even if total request is under \$3,000, will also require prior approval by the School Board.**

All expense reimbursement forms and travel expense vouchers must be approved by the employee's supervisor and administrator, and must include all associated receipts for requested reimbursement including flights, hotel, meals and other related expenses. In the event that reimbursement is being made for multiple employees on a single receipt, the senior supervisor/administrator in the traveling party must charge that expense and submit the receipt for reimbursement in accordance with this policy. Receipts covering multiple employees must include a list of the employees covered by that expense. In no case shall an employee pay for the expenses of his/her supervisor.

All purchases for property and services made using federal funds are conducted in accordance with all applicable Federal and State laws and regulations, the Uniform Grant Guidance, and the District's written policies, such as policy DAF, and associated procedures.

~~The advance approval of the Superintendent or Assistant Superintendent is required for any out-of-district travel by a district employee if any of the following conditions occur.~~

- ~~1. Travel requires an overnight stay.~~

- ~~2. Anticipated reimbursement in excess of \$500.00 (reimbursement is inclusive of travel, room, board and meeting fees).~~

~~Any request for travel shall include all anticipated costs, reason for travel, benefit to the district. In addition to approval by the Superintendent, advance approval by the School Board for out-of-district travel is required if any of the following conditions occur.~~

- ~~1. If air travel is required.~~
- ~~2. If travel is to a destination is in excess of 300 miles.~~
- ~~3. If travel is to a foreign country.~~

~~The superintendent shall develop procedures for employee travel reimbursement. District personnel and officials who incur expenses in carrying out their authorized duties may be reimbursed by the District upon submission of a properly filled out and approved voucher and such supporting receipts as required.~~

~~When official travel by personally-owned vehicle has been authorized, mileage payment shall be made at the current Internal Revenue Service standard mileage reimbursement rate for business travel.~~

Legal References

n/a

Initial Reading: May 17, 2004

Second Reading: June 9, 2004

First Adoption: June 9, 2024

First Reading: July 22, 2019

Second Reading: August 5, 2019

Revision: August 5, 2019

Revision: April 6, 2020

First Reading: February 19, 2024

Second Reading: March 11, 2024

First Reading: May 6, 2024

HUDSON SCHOOL DISTRICT POLICY

EDC Authorized Use of School-Owned Materials and Equipment

Updated: For First Reading- School Board Meeting – May 6, 2024

Category: Optional

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

The Board shall permit school equipment to be loaned to staff members when such use is related to their employment, and to students when the equipment is to be used in connection with their studies or extracurricular activities. It is the borrower's responsibility to return the equipment in the condition in which it was received, and his/her/the borrower's financial responsibility for any loss or damage, ~~which will meet the requirements of all applicable insurance.~~ -If District equipment is stolen while in the possession of the borrower, the borrower (and/or parent or guardian in the case of a student) must ~~report should be filed~~ file a report with local authorities and/or file a claim filed with the borrower's insurance. ~~-The employee will~~ must also report the theft to their supervisor and the Business Administrator. The student must also report the theft to the Principal or Assistant Principal.

Legal References

RSA 194-C:4 Superintendent Services

First Adoption: January 27, 2020

First Reading: May 6, 2024

HUDSON SCHOOL DISTRICT POLICY

IHBAB Special Education Evaluations

Updated: For First Reading- School Board Meeting – May 6, 2024

Related Policies: IHBA, IHBAA,

Category: Recommended

A. Statement of Policy

State and Federal special education laws require that the district, as the local educational agency (“LEA”), shall find, identify, and evaluate all children suspected to be children with disabilities. The District is committed to ensuring that each child’s IEP ([Individualized Education Program](#)) team bases its decisions on high quality, reliable, and educationally sound special education evaluations.

The availability, steps, timelines, and other procedures for requesting, initiating a referral, or conducting an educational evaluation relative to a determination of whether a child is a child with a disability, are as set forth in the New Hampshire Department of Education Special Education Procedural Safeguards Handbook, a current copy of which may be obtained from the child’s building Special Education Coordinator, the District Student Services/Special Education office, or from the New Hampshire Department of Education. This policy establishes the criteria for those evaluations.

B. Evaluation Criteria

To assure high quality, reliable, and educationally sound evaluations, and consistency among those evaluations, the district has established the following list of criteria for all special education evaluations the district conducts, all evaluations the district asks outside contractors to conduct, and all individual educational evaluations (“IEE”) parents expect the district to review, consider and/or fund.

1. Evaluation Criteria Waiver: Unique circumstances may justify deviation or waiver, in whole or in part, from these criteria. If a parent or district staff member is aware of such unique circumstances, they should inform the student’s special education teacher, building LEA or district special education administrator immediately. The District’s Director of Special ~~Services~~[Education/Student Services Director](#) is authorized to grant a waiver.
2. Evaluator Credentials:
 - a. The evaluation must be conducted in New Hampshire, by an evaluator whose principal office is located in New Hampshire, or in a state that is contiguous to New Hampshire, unless there is no qualified evaluator in New Hampshire or its contiguous states.
 - b. The evaluator must hold a valid license or certification from the ~~s~~[State of New Hampshire in which the practice is located](#), in the field related to the known or suspected disability. [Said license or certificate must be consistent with the requirements set forth in the New Hampshire Standards for the Education of Children with Disabilities.](#) The evaluator must have extensive training and experience in evaluation in the area(s) of concern and be able to interpret the instructional implications of evaluation results. In instances where no “applicable license or

certification” exists, the district must be satisfied that the evaluator has extensive training and experience related to the known or suspected disability.

3. Test Protocol Requirement: All tests administered shall be the current version of the test. The test must be norm-referenced for the individual evaluation appropriate for the age and educational level of the child and measure the same skills and meet the same standards of technical adequacy for reliability and validity.
4. Student Educational Record Review: The evaluator must review educational records located in the student’s local public school and other relevant educational records.
5. Communications and Shared Information Between Evaluator and District: The evaluator must be permitted to directly communicate with and is required to provide information to members of the IEP team, and to the Director of Special ~~Education Services/Student Services~~ or designees. The evaluator should have access to the current evaluation and current IEP if applicable.

The evaluator is required to release the assessments and results, including any parent and teacher questionnaires, to members of the IEP team, and to the ~~Student Services Director/~~Director of Special ~~Services Education/~~ Building Special Education Coordinator or their designees.

Additionally, the district shall be entitled to inspect and obtain copies of the evaluator’s records, including any records created by third parties. However, for purposes of the federal Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g(a)(4)(B)(i), records will not be deemed accessible to any school district personnel other than the evaluator, unless and until the district exercises its right to inspect or obtain copies of those records from the evaluator.

Accordingly, parents/guardians must authorize the release of information to allow for the sharing of such information as well as the records indicated in paragraph B.4.

6. Student Observation: In the absence of a contrary determination by the child’s IEP team, the evaluator must either: a) observe the child in one or more educational settings; or b) make at least one contact with the child’s general education teacher for the purpose of determining how the student is progressing in the general curriculum. In addition, evaluators are encouraged to make additional contacts with other involved general and special education teachers and related service providers.
7. Evaluation Compliance: The evaluation must comply with the relevant provisions of the State and Federal Special Education Laws, including, without limitation, 34 C.F.R. 300.530-300.536 and New Hampshire Dept. of Education Rules Ed 1100
8. Evaluation Reports: All evaluation reports will include the appropriate standardization and reporting methods as designed by the test publishers.

9. Cost & Payment: The cost of the evaluation shall not exceed the usual and customary rate for such evaluations. The school district will not pay for the evaluation until it receives the evaluator's report.

C. Information To Provide to Parents

The Director of Special ~~Services~~Education/~~Student Services Director~~ or designee shall provide a copy of this policy to parents who indicate they are considering obtaining an IEE and shall make available upon parent/guardian request information about where an IEE may be obtained.

Legal References

RSA 186-C Special Education

N.H. Department of Education's Procedural Safeguards Handbook

N.H. Department of Education Administrative Rule – Ed 1107.03 Independent Educational Evaluations

N.H. Department of Education Administrative Rule – Ed 1120.07

34 C.F.R. 300.300 – 300.502

20 U.S.C. 1232g(a)(4)(B)(i) Family Educational Rights and Privacy Act

First Reading: May 6, 2024

Second Reading

Adopted

HUDSON SCHOOL DISTRICT POLICY

JJJ Access to Public School Programs by Non-Public, Charter School and Home Educated Pupils

Updated: For School Board Meeting-First Reading May 6, 2024

Related Policies: IK, JJA

Category: Priority

All pupils residing in the district, whether they are home educated, or are attending public chartered school or nonpublic schools (collectively, “non-enrolled district students”), shall have access to curricular courses and co/extra-curricular programs offered by the district in accordance with RSA 193:1-c.

A. Equal Access to District Courses and Programs

Non-enrolled district students will have the same access as enrolled students to the district’s courses and programs. Non-enrolled district students shall not be subject to any policies, procedures or standards with respect to participation in the district’s courses or programs that are more restrictive than those governing the district’s enrolled students. Non-enrolled district students, however, must meet the same eligibility criteria as the district’s students as described in paragraph B below.

The district allows non-enrolled district students to participate on an equal basis in courses and programs offered by the district provided they meet the eligibility requirements for participation (e.g., deadlines for registration, academic progress/performance, parental permission, third party (e.g., NHIAA) requirements, physical exams/health requirements, etc.).

In the event that a course or program has reached capacity, selection between enrolled students and non-enrolled district students must be made using the same criteria, such as registration deadlines, registration dates, audition/tryout, seniority by grade, etc. If, after applying such criteria the course/program remains overenrolled, the determination should be made randomly.

If a student or their parent/guardian believes that they have not been given equal opportunity for participation in district programs, then they may appeal as outlined in School Board [policy JJA](#) [procedure JJA-R](#).

B. Participation in Curricular Courses

In order to participate in the district’s curricular courses, non-enrolled district students must meet the eligibility criteria that applies to students enrolled in the school district. The building principal will provide this eligibility criteria to parents or guardians of non-enrolled district students upon request.

Parents/guardians shall submit requests for participation in district courses in writing to the building principal consistent with board procedures JJJ-R. The building principal will verify that the eligibility standards are the same as those that apply to students enrolled in the school district.

The principal will determine if a non-enrolled district student has satisfied eligibility criteria and prerequisites in the same manner as s/he would:

1. for determining whether a course satisfies requirements for awarding credits (School Board

policy IK) and

2. for assigning classes or grade levels and for students transferring from other schools (School Board policy JG).

In making the determination, the principal should consider home education evaluation materials (see RSA 193-A:6, III), course descriptions, syllabi, and/or any other relevant information offered by the parent/guardian of the student.

Requests for the related services including, but not limited to, physical therapy, occupational therapy, speech therapy, counseling, psychological, guidance, and/or special education services shall be referred to the ~~Special Education Director/Student Services Director~~ Director of Special Services. If a dispute arises between the parent/guardian and the district as to the pupil's right to these services, the ~~Special Education Director/Student Services Director~~ Director of Special Services shall ~~inform the superintendent, who shall~~ consult the district's attorney for a legal opinion and inform the Superintendent.

C. Use of School Texts and Library Materials

Non-enrolled district students will be permitted to use the school library, borrow school texts and borrow library materials under the same conditions and rules as pupils enrolled in the district.

D. Participation in Activities and Co/extra-curricular Programs

Requests by non-enrolled district students for participation in district co-curricular/extra-curricular activities or programs ("activities") shall be made in writing by the parent/guardian to the building principal. The building principal shall ensure that there is equal treatment and opportunity of non-enrolled district students relative to their participation in district activities.

In order to participate in district activities, non-enrolled district students must:

1. Meet the eligibility criteria for participation in the activity that apply to students enrolled in the school district, with the exception of school attendance;
2. Meet any tryout criteria or their equivalent for participation in the activity that apply to students enrolled in the school district (see School Board policy JJA); and
3. Comply with all policies, rules and regulations or their equivalent of the governing organization of the activity (see School Board policy JJA).

Non-enrolled district students participating in district co-curricular and extra-curricular activities are subject to the same fees charged enrolled students for the activity.

E. Appeals

Any student/parent/guardian who believes that the district's policies/regulations or the state's laws/regulations pertaining to a non-enrolled district student's access to a course or program have not been appropriately or fairly interpreted may appeal as follows:

If the original decision being appealed was made by the principal, then the "principal" as used in steps 1-4 shall refer to the "superintendent", and the superintendent's decision shall be final.

Step 5 shall not apply.

1. Submit a letter to the building principal stating the nature of the concern and requesting a hearing.
2. Within five (5) school days the principal will convene a meeting with him/herself, the student and/or parents, the coach/advisor, and a teacher(s).
3. The student/parent will be given an opportunity to explain why they believe the student should be eligible for participation. Additionally, the student/parent may present information, documents or other material in support of their position. The principal shall prepare [the](#) minutes of the meeting.
4. The principal will consider all information available and will make a final decision within three (3) school days following the meeting. The principal will notify and inform the student/parents of his/her decision in writing via email. When time is of the essence, the principal should first convey the basic conclusion as soon as practicable via telephone or email.
5. The student/parent/guardian may within 3 days of the principal's email of the decision submit a written request for further review by the superintendent. The written request should describe why the principal's decision should not be upheld. The superintendent may decide without further information to uphold the principal's decision or may determine a further meeting is necessary. In either event, the superintendent's decision will be final. If the parent/guardians do not request a review by the superintendent, then the principal's decision will be final as of the fourth day after the principal's written decision was transmitted to the parents/guardians.

F. Administrative Regulations or Procedures

The Superintendent or designee may adopt such administrative regulations or procedures as s/he deems appropriate in order to implement this policy.

Legal References

RSA 193:1-c, Access to Public School Programs by Nonpublic...Pupils.

RSA 193-A:6, (Home Education), Records; Evaluation

Adopted: September 11, 2017

First Reading: May 6, 2024



HUDSON SCHOOL DISTRICT ♦ Hudson, New Hampshire
Hills Memorial Library 18 Library Street

**6:30 pm Regular Meeting
Non-Public Session**

School Board Meeting Minutes – April 15, 2024-Draft

In Attendance

Board Members

Maureen Dionne, Chair
Mike Campbell, Vice Chair
Ethan Beals
Gary Gasdia
Grace Kennedy
Victoria Tilley

SAU Staff

Dan Moulis, Superintendent of Schools
Kimberly Organek, Assistant Superintendent
Of Curriculum & Instruction
Rachel Borge, Director Special Services
Jen Burk, Business Administrator

A. Call to Order [0:00:11]

Board Chair Maureen Dionne called the meeting to order at 6:30 pm. Ethan Beals led the Pledge of Allegiance.

B. Public Input [0:00:36].

Gary Gasdia made a motion to allow public input on items that were not on tonight's agenda. Mike Campbell seconded the motion. Motion passed 5-0.

Darcy Orellana of 12 Robin Drive spoke about how diversity, equity, and inclusion fits into building the best teaching and learning environments in alignment with policies and accreditation standards. She referred to the district's antidiscrimination plan that was approved in April 2023, supporting nondiscrimination and response to discrimination, and achieving full potential in an environment that is inclusive and equitable, including training. She said that most organizations have DEI expectations, and that DEI is important to Hudson public schools.

Mike Tranfaglia of 24 Woodcrest Drive asked if there will be a mission statement and goals published for a DEI subcommittee. He mentioned that he did not see meeting location on all meeting postings.

Randy Brownrigg of 2 Little Hales Lane suggested having a speaker in the back of the room for better audibility when people speak. He mentioned that he did not experience a DEI program while he was serving in the Navy but that there was a DEI program in the military now that he does not think is good. He feels that people are treated equally and that more time should be spent on education in the district, given the testing scores. He feels the DEI program is one-sided.

Patrick Quinlan of 12 A Sunshine Drive spoke about the DEI program, stating that the main focus of school should be academics. He noted failing proficiency. He feels that DEI is an ideology, and that ideology should stem from family not school.

C. Presentations to the Board [0:13:37]

1. Hudson Memorial School COLT Council and Student Council Leadership Programs

HMS Staff Leonie Freemantle, Rachael Tirone and Mandy Sawyer, Student Council members students Leona, Fiona, and Henry gave a presentation on their year in leadership. Highlights included:

- Decrease in involvement (from 20-30 students per meeting to about 5)
- Students are involved in other subjects and had limited time after school
- Inability for students to vote on leadership positions due to less involvement
- This year's initiatives included: candy grams, Teacher Appreciation Week, Colt's newsletter, Spring Spirit Week, and school cleanup.

Students were thanked for their participation. Involvement was good as far as purchase of candy grams, etc. An idea was for COLTs to help with step-up day.

COLTs Leadership Team (HMS):

School Counselors and Advisors Karen O'Brien and Ashley Ciaraldi

Students: Olivia, Kinley, Henry, Bismark

- Creating opportunities for leadership to transform the school experience
- Goal to build a positive culture and climate in the middle school by coordinating activities that address culture concerns (bullying, stress/mental health, etc.)
- Red Ribbon Week
- Anti-Bullying Week (themes such as being an upstander)
- Kindness Week
- Positive messages for the teachers
- Video on empathy

- Positive message board
- Wellness Day with empathy theme

Participants were thanked for their work and their positive impact.

2. FFA Presentation (Information) and FFA National Convention Request

Ethan Beals made a motion to address both the FFA Presentation and FFA National Convention request as one agenda item. Gary Gasdia seconded the motion. Motion passed 5-0.

FFA advisors Jen Beaudry and Corie Bliss and FFA students (Alvirne FFA Chapter President Donovan Greenwood), gave a report on their participation in the March 27-29, 2024 State Convention.

- 17 members participated representing the Palmer CTE Center and Alvirne High School in a variety of career development events (e.g. veterinary science, floriculture, public speaking, etc.)
- 2 members served as delegates (Donovan Greenwood and Riley Devin).
- Alvirne Chapter Display theme was “limitless” (illustrated by a tree with apples (members), and leaves (FFA impacts)).
- Slides of alumni Maria VanderWoude, Megan Ferentino, Jenna (Breault) Arnold, Josh Edwards, Jon Marcotte, Ralph McClellan, Jessica Edwards, Shawn Jasper, Dr. Christina Murdock, Kaylah Caires, Brenden Bliss, and Corie Bliss.

Placements:

- Chapter (Kloey Zinc, Ava Malley) placed 3rd.
- Animal Welfare CTE: 4th place: Kloey Zinc, and Hadleigh Matthews (honorable mention).
- Demonstration CDE: 2nd place: Kahleigh West; 3rd Place: Fen Nielson; 4th place: Morgan Gora; 2nd place: Riley Devin.
- Employment Skills LDE: 2nd place: Kloey Zinc and 4th place: Connor Magovern.
- Extemporaneous Public Speaking Leadership Development event: 1st place: Vicky Rackliff – who will have the chance to represent Alvirne and NH at the FFA National Convention.
- Impromptu Public Speaking LDE: novice division - 1st place: Callie Dillion ; 2nd place: Nika Bouchard; 3d place: Connor Magovern; experienced division: 1st place: Riley Devin; 2nd place: Vicky Rackliff.
- Floral Design CDE: 1st place (gr. 11/12 div.): Morgan Gora ; 1st place (gr. 9/10 div.): Mikaela Gora; 4th place (gr. 11/12 div.): Kylee MacDonald
- Floriculture Career Development event: team placed 4th overall (Morgan Gora, Lindsay Norman, Taylor Montgomery, and Sophia Ciecero)

- FFA Creed Speaking event: Ava Malley represented FFA
- Veterinary Science Career Development Event: Alvirne team placed 1st in the state- overall with individual placements: 1st place: Fen Nielson; 2nd place: Callie Dillion; 3rd place: Nika Bouchard; and 4th place: Kahleigh West. The team will represent at the National Convention.
- Students were commended for their successes.

There was a request for the FFA to attend the National Conference from October 22-26, 2024, in Indianapolis. Five to six students will attend along with 2 advisors. The cost is approximately \$400 - \$600 to attend, and fundraising will be done to offset the cost.

Ethan Beals made a motion to approve the FFA request to attend their National Conference in October 2024 as presented. Mike Campbell seconded the motion. Motion passed 5-0.

A group photo was taken.

3. Evaluation Committee Report and Findings (Information)

- Social Studies Department Head Jeff Peterson and committee members Jennifer Vesey, Jacob Piedra, and Kim Bourassa presented a report on the evaluation process. Highlights included:
 - Committee began in 2017
 - Educator growth/coaching model
 - Optimize student learning through instructional practice
 - Mini-observations (unannounced)
 - Evaluators' survey data shows that 70% of admins/evaluators would opt to eliminate formal observation (Charlotte Danielson model) - 0% of those surveyed felt that this was the most valuable method.
 - Evaluation schedule for the district: 1st and 2nd yr. teachers: 2 20-minute unscheduled observations with direct supervisor or building administrator/1 scheduled observation with conferences/1 summative; 3rd yr. + teachers: 3 30-minute unscheduled observations; 1 summative evaluation
 - Point system was removed
 - Forms were updated for consistency and timely feedback.
 - From formal observation to scheduled; from mini-observation to unscheduled.
 - Headings changed to: Needs Improvement, Approaching, Meeting, and Exceeding Expectations for FY25.
 - Through research, merit pay would have negative effect on collaboration within the district.
 - This year there was more focus on the unannounced mini-observation (the new method had just begun before the pandemic but was hindered during the pandemic).

- The plan is to have quarterly meetings on what is working and/or what needs to be refined.

There was discussion about incentive for teachers; professionalism and merit pay. There is concern about just doing the minimum. Feedback will be given, according to a rubric, for teachers needing improvement. It was mentioned that most teachers are intrinsically motivated. A contractual piece is that there will be a teacher grant initiative fund going into place next year. New teachers will teach a required class with PLC support. Observations are done via availability. Some schools on trimesters will be observed in fall, winter, and spring. All teachers are evaluated with the same rubrics, but school counseling is different. There was discussion about peer coaching: the goal is to see where teachers need professional development via observations. Input is only taken by administrators. Professional responsibilities are built into summatives.

D. New Business [1:35:00]

1. Natural Resources/Forestry Position Proposal

Principal Beals and Dr. Frauwirth presented a proposal to expand the Natural Resources/Forestry Position from part-time to full-time. There were some good candidates but no one who could start in the spring. Due to the budget cycle that passed, it reverted to the two part-time positions. The request was to revisit the creation of a full-time position. Availability of funds was found from a part-time computer science and part-time pet care instructor to add to the monetary pool of the two part-time Natural Resources/Forestry positions. It was positive that 18 students signed up for forestry and this change would help Alvirne move in the right direction. It was noted that four out of 10 departments are balanced, meeting needs for student class signups. Superintendent Moulis supported the full time Natural Resources position.

Gary Gasdia made a motion to expand the Natural Resources/Forestry position from part-time to full-time as presented. Mike Campbell seconded the motion. Motion passed 5-0.

2. Facilities Recommendations (Decision)

Director of Facilities John Pratte presented 2 contract awards.

- HMS Science Lab renovations – Hertz Furniture

Mike Campbell made a motion to award a contract to Hertz Furniture for the HMS Science Lab furniture per the proposal specifications in the amount of \$139,507 in accordance with policy DJE. Ethan Beals seconded the motion. Motion passed 5-0.

- District-wide HVAC digital controls system – Trane U.S. Inc.

Ethan Beals made a motion to award a contract to Trane U.S. Inc. for the DW HVAC Controls Upgrade per the proposal specifications in the amount of \$172,000 in accordance with policy DJE. Gary Gasdia seconded the motion. Motion passed 5-0.

3. School Board Administration Retreat (Decision)

There was discussion on potential dates, times and locations for the annual planning meeting. May 14, from 3-6 pm was proposed and approved. The location will be at a district building.

Maureen Dione made a motion to add an agenda item to add a discussion on the Lion's Club deed. Ethan Beals seconded the motion. Motion passed 5-0.

Mr. Gasdia had gone back to the Lions Club to ask if they would be willing to give the district first right of refusal in the event that they wanted to sell the land (as discussed at the last Board meeting). The deed was written whereby the Club did not have that ability. If the land were to be used for another purpose, it would need to go back to the original heirs; the Club would have first right of refusal.

Ethan Beals made a motion to approve the signing of the Lions Club deed. Mike Campbell seconded the motion. Motion passed 4-0-1 (G. Gasdia abstention)

E. Recommended Action [1:56:04]

- 1. Manifests**
- 2. Minutes - April 1, 2024**

Ethan Beals made a motion to approve the minutes of April 1, 2024 as presented. Mike Campbell seconded the motion. Motion passed 5-0.

F. Reports to the Board (Information) [1:56:27]

1. Superintendent Report

Superintendent Moulis reported:

- On Monday, Commissioner of Education Frank Edelblut visited a 2nd grade classroom at Hills Garrison where they had a solar eclipse activity.
- Alvirne JROTC students participated in flights last week at the Nashua Airport with an instructor from the Civil Air Patrol.
- Exploration STEM Camp will occur this summer for students entering grade 1 to grade 6. The cost will be \$50/week per student.
- Alvirne Sophomore Quinn Fauvel competed in the 2024 Junior Rifle Olympics at the US Olympic and Para-Olympic Training Center in Colorado Springs, CO last week. He qualified in the under-18 division; he was congratulated.
- Hiring for positions is occurring, including positions in science, language arts, and Special Education teaching.
- He attended the HMS drama performance of *The Addams Family* on Friday.

- On Saturday, he and his family attended Alvirne High School's class act drama performance, *Haunt*.
- Last week, Alvirne High School and Special Olympics NH had a sendoff for Liam McNeal who ran the Boston Marathon and a donation of \$26,200 was made in his name to the Special Olympics NH for his achievement. His final time was 4 hours 19 minutes and 26 seconds. He was commended.
- He attended the Greater Hudson Chamber of Commerce *A Night of Stars* awards ceremony where Citizen of the Year Paul Inderbitzen was recognized as well as Large Business of the Year Reeds Ferry Sheds, Small Business of the Year Luc's Bar and Grille, Community Partner Katie's Closet and Junior Citizen of the Year Ryan Gasdia.

G. Committee Reports [2:02:02]

There were no Committee Reports.

H. Correspondence [2:02:10]

- Financials as of March 31, 2024
- Student Activities Reports
- Discipline Report (showing graphs with trends comparing FY23 with FY24). Regarding bullying, there was discussion about how to create an environment where there is willingness to report incidents. It was helpful to have the note regarding tardiness improving last month.
- NEASC Letter to Alvirne High School (recommending areas of accommodation and growth)

I. Board of Selectmen - Liaison Comments - N/A

J. Student Representative Comments - N/A

K. Board Member Comments [2:06:20]

Ms. Kennedy said she enjoyed hearing the students talk about what they were involved in at school.

Mr. Gasdia referred to the HMS Leadership Council remarks about issues affecting students e.g. bullying and noted that they happened in the district, and it hinders student concentration if not dealt with. He noted that on HCTV last week, he, the Select Board Chair, Lt. Col. Cheetham, and Principal Beals held a round table, discussing the JROTC program that is at risk if enrollment does not increase.

Mr. Campbell noted that the Pinewood Derby was this weekend, and he thanked the Hudson Raceway for providing the location. Everyone had fun. He noted that AHS

student Liam McNeil finished the marathon with Brian Allard. He congratulated him and said people can still contribute to his cause.

Ms. Dionne appreciated the students who had come before the Board to speak and make a difference in the schools. She encouraged people to view and share the HCTV piece on the JROTC.

L. Non-Public Session per RSA 91-A:3 II a and I [2:12:16]

At 8:45 pm, Ethan Beals made a motion to enter into a non-public session per RSA 91-A:3 II a and I. Mike Campbell seconded the motion. Motion passed 5-0. Roll call vote.

PELRB Hearing decision and personnel matter

At 8:49pm SAU staff other than Superintendent Moulis were dismissed.

School Board member Grace Kennedy left the meeting before adjournment.

M. Return to General Session and Adjourn

At 11:06pm, Ethan Beals made a motion to return to general session. Mike Campbell seconded the motion. Motion passed 4-0. Roll call vote.

Submitted by
Susan DeFelice
Non-Public by
Kim Organek and Dan Moulis