

Posted: 01.21.2021

At: All Hudson schools, SAU building, district website



HUDSON SCHOOL DISTRICT

Hudson, New Hampshire

January 25, 2021

**LOCATION CHANGE:
Hills Memorial Library
18 Library Street**

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

AGENDA

A. Call to Order: Board Chair Dr. Orellana will call the meeting to order.

- Pledge of Allegiance

B. Public Input

C. Presentations to the Board

1. Deliberative Session (Paul Inderbitzen, Moderator)

D. Old Business

2. Policies (2nd readings, KO)

a) JLCD Administering Medication to Students	reviewed
b) JLCEA Use of Automated External Defibrillators (AEDs)	replacing outdated policy w/NHSBA sample verbatim
c) JLCE Emergency Care and First Aid	same as previously adopted EBBC
d) JLCG Exclusion of Students from School for Illness	new, NHSBA sample w/tracked changes

E. New Business

1. [2021-2022 Calendar](#) (LR/KO)
2. [HFT Memorandum of Understanding](#) (JB)
3. [Student Activity Funds](#) (information only, JB)
4. Policies (1st readings, KO)

a) JLCK Special Physical Health Needs of Students	new, NHSBA sample verbatim
b) JLD School Counseling Program	new, NHSBA sample w/tracked changes
c) JLDBA Behavior Management and Intervention	new, NHSBA sample verbatim

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d) JLDBB Suicide Prevention and Response	new, NHSBA sample w/tracked changes
e) JLF Reporting Child Abuse and Neglect	new, NHSBA sample w/tracked changes
f) JLIA Supervision of Students	new, NHSBA sample verbatim
g) JLIE Student Automobile Use	new, NHSBA sample w/tracked changes

F. Recommended Action

1. Manifests – Recommended action: Make necessary corrections and sign.
2. Minutes – Recommended action: Review and approve. (LR)
 - a) [12.14.2020 Draft Minutes](#)
 - b) [12.21.2020 Draft Minutes](#)

G. Reports to the Board

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

H. Legislative Updates (LR)

I. Committee Reports

J. Board Member Comments

K. Upcoming Meetings

Meeting	Date	Time	Location	Purpose
School Board	02.01.2021	6:30 pm	Hudson Community Center	Regular Meeting
School Board	02.15.2021	6:30 pm	Hudson Community Center	Regular Meeting

L. Non-Public Session

1. Annual Report Dedication
2. Parent Requests
3. Student Request

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

These conditions are:

- (a) The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.*
- (b) The hiring of any person as a public employee.*
- (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.*

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- (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.*

M. Adjourn

HUDSON SCHOOL DISTRICT

POLICY NUMBER: JLCD Administering Medication to Students

ADOPTED: 4/20/2015

Page 1 of 4

First Reading: 4/6/2015

Second Reading: 4/20/2015

ADMINISTERING MEDICATIONS TO STUDENTS

Whenever a student has health needs that require taking medication during the school day, the school nurse shall be responsible for following established procedures to protect and control medications administered in schools. The school nurse is defined as a registered professional nurse currently licensed in New Hampshire per New Hampshire law RSA200:29. This duty may also be undertaken by a LPN under the direction of the school nurse.

Prescribed medication should not be taken during school hours, if it is possible to achieve the medical regimen at home.

RSA 200:42-RSA 200-47 allows students to carry and self-administer prescription epinephrine auto-injectors and inhalers provided that all conditions in the statute have been satisfied. Over the counter medicines/non-prescription medication shall only be administered by the school nurse with the written request and permission of the parent and/or guardian.

Procedures as quoted in ED 311.02 of the New Hampshire Code of Administrative Rules – Education:

A. Written Authorizations:

In order for prescription medications to be given at the school, the following shall occur:

- 1) The school nurse shall ensure that a written statement from the licensed prescriber containing the following be on file in the student's health record:
 - a. The student's name and date of birth;
 - b. The name and signature of the licensed prescriber and business and contact numbers;
 - c. The name, route and dosage of medication;
 - d. The frequency and time of medication administration or assistance;
 - e. The date of the order;
 - f. A diagnosis and any other medical conditions requiring medications, if not a violation of confidentiality or if not contrary to the request of the parent, guardian to keep confidential;
- 2) The school nurse shall ensure that there is written authorization by the parent and/or guardian which contains:
 - a. The parent and/or guardian's printed name and signature and a home, work and emergency phone number;

HUDSON SCHOOL DISTRICT

POLICY NUMBER: JLCD Administering Medication to Students

ADOPTED: 4/20/2015

Page 2 of 4

First Reading: 4/6/2015

Second Reading: 4/20/2015

- b. A list of all medications the student is currently receiving, if not a violation of confidentiality or contrary to the request of the parent, guardian or student that such medication be documented; any allergies to medications;
- c. Approval to have the school nurse administer the medication and/or the principal or his designee assist the student with taking the medication; and
- d. Persons to be notified in case of a medication emergency in addition to the parent or guardian and licensed prescriber.

B. Delivery of Medication to School:

A parent, guardian or a parent/guardian-designated-responsible-adult shall deliver all prescription medication to be administered by school personnel to the school nurse or other responsible person designated by the school nurse as follows:

- 1) The prescription medication shall be in a pharmacy or manufacturer labeled container;
- 2) The school nurse receiving the prescription medication shall document the quantity of the prescription medication delivered; and
- 3) The prescription medication may be delivered by other person(s), provided, that the nurse is notified in advance by the parent or guardian of the delivery and the quantity of prescription medication being delivered to school is specified.
- 4) All medications shall be stored in their original pharmacy or manufacturer labeled containers and in such a manner as to render them safe and prevent loss of efficacy. A single dose of medication may be transferred from this container to a newly labeled container for the purposes of field trips or school sponsored activities.

C. Recording Provisions:

- 1) Each school will document the following information regarding medication taken by each student:
 - a) Date and time of administration;
 - b) Name of medication prescribed;
 - c) Name of licensed prescriber;
 - d) Signature or initial of adult present;
 - e) Other comments.
- 2) Each school shall keep up-to-date, archived electronic records documenting the medication taken by the student and will show: the date, time of administration, the kind and quantity of medicinal preparation, the name of the prescribing physician, and the signature or initial of adult present.

HUDSON SCHOOL DISTRICT

**POLICY NUMBER: JLCD Administering
Medication to Students**

ADOPTED: 4/20/2015

Page 3 of 4

First Reading: 4/6/2015

Second Reading: 4/20/2015

- 3) If the student refuses to take or spills medication, or medication is lost or has run out, such shall be recorded.
- 4) Such a record shall be available with parent consent to representatives from the State Division of Public Health and/or State Department of Education.
- 5) Each record should be kept in a designated place for a period of time consistent with the New Hampshire Department of Education's records retention schedule.

D. Student Health Records:

Physicians' written orders and the written authorization of parents or guardians should be filed with the student's cumulative health record and kept for a period of time as determined by the New Hampshire Department of Education's Records Retention Schedule. Health records concerning students who receive special education services should be retained as long as the student is in a special education program and there is district liability for the education of the student.

The state forbids any child for any reason to take medication without written permission of the child's Parent or legal Guardian. Permission slips are available in the Nurse's office.

E. Medication during School Day:

- 1) Any pupil, who is required to take during the school day a medication prescribed by a licensed physician, advanced registered nurse practitioner, or licensed physician's assistant, shall have a school nurse either assist the student to take the medication or administer the medication.
- 2) If the school nurse is not available the building principal or designee is permitted to assist students in taking medications by:
 - a. Making such medications available to the student as needed,
 - b. Observing the student as he/she takes or does not take his/her medication,
 - c. Recording whether the student did or did not take his/her medication.
- 3) Upon receiving a request from the parent, guardian, or physician relative to a particular student's need for medication during school hours, the school nurse shall contact the parent/guardian and the family physician and discuss whether the student should remain at home, or whether the medication should be taken before, during, and/or after school.
- 4) All prescribed injectable medication shall be administered by a registered nurse or others who are qualified under the Chapter 326-B, Nurse Practice Act.
- 5) All prescription medication to be administered by the school nurse shall be kept in a securely-locked cabinet used exclusively for medications, which is kept locked except when opened to obtain medications. The cabinet shall be substantially constructed and anchored securely to a solid surface. Prescription medications requiring refrigeration shall

HUDSON SCHOOL DISTRICT

**POLICY NUMBER: JLCD Administering
Medication to Students**

ADOPTED: 4/20/2015

Page 4 of 4

First Reading: 4/6/2015

Second Reading: 4/20/2015

be stored in a locked box in a refrigerator maintained at temperatures of 38 degrees to 42 degrees.

- 6) No more than a 30-school day supply of the prescription for a student shall be stored at the school.
- 7) Non-prescription medication shall be given only with the written request and permission of the parent and/or guardian and if this is accordance with school policy.

Regulatory Reference:

RSA 326-B: Nurse Practice Act

RSA 200:42-45: Pupil Use of Epinephrine Auto-Injectors

RSA 200: 46: Use of Asthma Medications by Pupils

reviewed 12/14/2020

HUDSON SCHOOL DISTRICT

POLICY CODE: JLCEA - Use of Automated External Defibrillator(s)

FIRST ADOPTION:

LATEST REVISION:

RELATED POLICIES: GBGBA, KFD

Category R

The Board has acquired/purchased an Automatic External Defibrillator(s) (AED) for use in emergency situations warranting its use. The use/administration/maintenance of the AED is subject to the following conditions:

1. Location of the AED(s)

The Superintendent, working with the building principal and school nurse, shall select and approve the location(s) for the AED(s).

2. Authorized Employees/Training of Users

AEDs will only be administered by those employees designated by the Principal, in consultation with the school nurse. Employees will only be authorized after they have successfully received and completed appropriate training in cardiopulmonary resuscitation and AED use, provided by the School Nurse or his/her designee, or from another source acceptable to the School Nurse.

3. Maintenance

AEDs will be maintained by the School Nurse, or his/her designee. Maintenance shall be done according to the AED manufacturer's specifications. The School Nurse will maintain a record of all maintenance which has been performed on the AED(s).

4. Registration of AED(s)

In accordance with RSA 153-A:33, the School Nurse, or his/her designee, shall register the AED(s) with the New Hampshire Department of Safety. See sample registration forms in Appendix KFD-R or at www.state.nh.us/safety/ems/aed_public_registry_packet.pdf.

5. Incident Reporting

The School Nurse, or his/her designee, shall report all instances of AED use with the New Hampshire Department of Safety. See sample incident report forms in Appendix KFD-R or at www.state.nh.us/safety/ems/aed_public_registry_packet.pdf.

6. Liability Limited

The District, and persons administering the AED(s), shall enjoy the limitations of liability as specified in RSA 153:A-31, as well as other sources of law.

Statutory Reference:

RSA 153-A:28-33, Automated External Defibrillation

Further Information: State of NH, Bureau of Emergency Medical Services, 271-4568

Cross reference: Policy EBBB, Accident Reports

HUDSON SCHOOL DISTRICT

POLICY CODE: JLCE/EBBC Emergency Care and First Aid	FIRST ADOPTION:
RELATED POLICIES: EBBC	LATEST REVISION: Page 1 of 1

Category: Priority/Required by Law

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

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

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

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

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

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

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

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

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

Legal References:

RSA 200:40, Emergency Care

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

RSA 200:44-a, Anaphylaxis Training Required

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

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

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

Ed 306.12, School Health Services

HUDSON SCHOOL DISTRICT

POLICY CODE: JLCG Exclusion of Students from School for Illness	FIRST ADOPTION:
RELATED POLICIES:	LATEST REVISION:

Category R

A student may be excluded from the classroom when he/she exhibits symptoms of a contagious or communicable illness. The school nurse is responsible for determining whether a student should be excluded from school for such an illness. Parents/[guardians](#) will be notified if their child is excluded from school for such an illness and provided with criteria for readmission.

~~Criteria for excluding students from school under this policy are found Appendix JLCG-R.~~

Legal References:

RSA 200:39, Exclusion from School

Appendix JLCG-R

HUDSON, NH SCHOOL DISTRICT 2021-2022 CALENDAR

19, 20 New Teacher Orientation
23 – 25 Teacher Workshop

26 First Day for All Students

4 days

AUGUST 2021						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEB 21 – 25 Winter Break

15 days

FEBRUARY 2022						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

6 Labor Day (no school)

21 days

SEPTEMBER 2021						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

25 Teacher Workshop (no school)

22 days

MARCH 2022						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

8 Teacher Workshop (no school)
11 Columbus Day (no school)

19 days

OCTOBER 2021						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

25 – 29 Spring Break

16 days

APRIL 2022						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

11 Veterans Day (no school)
24 – 26 Thanksgiving Break

18 days

NOVEMBER 2021						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

30 Memorial Day (no school)

21 days

MAY 2022						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

23 – 31 Holiday Break

16 days

DECEMBER 2021						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

15 Last Day for Students (tentative)
(early release for students)
16 Teacher Workshop (am only)

NOTE: Last day includes 3 snow days.

11 days

JUNE 2022						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

14 Early Release for Students
14 Teacher Workshop PM
17 Martin Luther King/Civil Rights Day (no school)

20 days

JANUARY 2022						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOTE: Count below includes 3 snow days.

August thru January: 98 days
 February thru June: 85 days

No school for students or staff

No school for students (Jan 14 – early release for students, pm workshop for teachers)

to HSB 01.25.2021

**MEMORANDUM OF AGREEMENT BETWEEN
THE HUDSON SCHOOL BOARD
AND THE HUDSON FEDERATION OF TEACHERS**

BCP 1/21/21

This **Memorandum of Agreement** is entered into by the Hudson School Board and the Hudson Federation of Teachers. Hereinafter, the terms “Employee” or “Teacher” will refer to any employee included in the current collective bargaining agreement between the “Board” and the “Federation” noted above.

WHEREAS, the Board has adopted a reopening plan for the School District; and

WHEREAS, the Board and the Federation have bargained over impacts that the reopening plan has on terms and conditions of employment;

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth below, the parties agree as follows for the 2020-2021 school year:

1. Teachers will be provided upon request information regarding their rights to request accommodations should they have underlying health conditions or risk factors identified by the Centers for Disease Control and Prevention (CDC) as placing them at a higher risk from COVID-19.
2. All teachers are expected to return to work in their assigned buildings, unless otherwise instructed. To the extent that remote teaching assignments are available, the District will first attempt to make such assignments based upon application of the American Disabilities Act (ADA).
3. Effective as of the date of this agreement, Remote Learning Academy staff, outside of the federally recognized ADA process, will be selected by the criteria in sequential order below:
 - (1) Certification for grade and subject taught.
 - (2) Teaching experience at a particular grade level in elementary (K5);
 - (3) Previous experience in teaching specific courses in grades 6-8 and 9-12;
 - (4) Seniority shall be determining criterion among equally qualified teachers in the same classification. Seniority is defined as the total number of years of continuous employment in the Hudson School District.
 - (5) Teaching performance as determined by previous evaluations.
 - (6) Educational background including earned degrees.
4. The Board and Federation agree that all bargaining unit staff are expected to follow the health and safety procedures and protocols articulated in the Board’s reopening plan.
5. The Board and Federation agree that it is a collaborative responsibility to take care of the workplace. The District may require employees to clean and disinfect surfaces which the employee comes into contact with such as bathroom sinks, door knobs, computers, and the like. Teachers are encouraged to develop classroom habits with students to wipe down surfaces. This spot cleaning shall not replace thorough daily cleaning performed by custodial personnel. Teachers are not responsible for cleaning that replaces custodial responsibilities.
6. The District shall provide appropriate Personal Protective Equipment (PPE) to employees, including special equipment for nurses, at no cost. Appropriate PPE provided to employees shall include, but not be limited to masks, face shields, gloves, and other supplies as recommended by the CDC. Employees will be allowed to provide and wear their own PPE that is consistent with CDC standards.

7. Effective January 1, 2021, and conditional upon the expiration of the federal Emergency Paid Sick Leave Act¹ on December 31, 2020, the District shall provide employees with up to ten (10) sick days if the employee has been advised by a health care provider to self-quarantine due to concerns about the employee's own health related to COVID-19, or if the employee is experiencing COVID-19 symptoms. Supporting medical documentation shall be required upon request from the District. Any emergency sick leave days previously utilized by employees under the FFCRA shall be deducted from these ten (10) days.² This benefit, if activated, shall expire as of June 30, 2021 or until all mitigation procedures for COVID-19 required by the NH DHHS Guidelines have been rescinded, whichever occurs first.
8. Bargaining Unit Members, with the exception of the school nurse, will not be responsible for monitoring students' temperatures.
9. Personal, voluntary international and domestic travel outside of the New England states is discouraged per the NH Division of Public Health Services Bureau of Infectious Disease Control. All employees shall follow DHHS guidance relative to all travel outside of the New England states (Maine, New Hampshire, Vermont, Massachusetts, Connecticut, or Rhode Island).
10. Any quarantine that results from travel will require the teacher (a) to work remotely, as may be determined at the sole discretion of the Superintendent or designee, or (b) use emergency sick leave under FFCRA, accrued sick leave under the CBA, or unpaid leave for the time away from the school/work.
11. Any teacher diagnosed with COVID-19 shall notify the District immediately. Upon request, the teacher shall provide the District with appropriate medical documentation documenting said virus. Any such teacher shall not visit the worksite for the amount of time determined and/or ordered by their health care provider or recommended by the CDC or NH DHHS guidelines.
12. If/when any employee, student, or community member known to have been present in a school has tested positive for COVID-19, the District will coordinate with local and State health officials to notify and ensure the health and safety of all who may have been exposed consistent with the provisions of FERPA and HIPAA. The District will follow the direction from the NH Department of Health and Human Services, reserving the right to notify more people than recommended and to temporarily shift to remote learning for longer and for more students and teachers than recommended by the NH DHHS. The District shall make every reasonable effort to notify impacted staff members of any anticipated change to remote instruction or return to the classroom.
13. Staff who are working remotely and therefore using their home networks to communicate with students, parents, and/or colleagues, shall only have educationally appropriate communications with those parties through those networks.
14. Staff member's personal devices shall not be deemed to be the property of the District or subject to District search or seizure policies or practices by virtue of their use at the direction of the District, except as may be permitted or required by law. Staff who are working remotely shall not knowingly or

¹ As part of the Families First Coronavirus Response Act (FFCRA).

² By way of examples, if an employee used ten (10) days of emergency sick leave under FFCRA prior to January 1, 2021, the employee would not be eligible for the District's "emergency sick leave" under this provision. If an employee used five (5) emergency sick leave days under FFCRA prior to January 1, 2021, the employee would be eligible to use another five (5) days of the District's emergency sick leave.

intentionally store student information on those personal devices nor transmit student information over non-secure internet connections from their homes.

15. Employees shall take reasonable steps to protect student information and in the event of inadvertent disclosure, shall notify the District and work with the District to take appropriate measures to prohibit further disclosure of confidential information, if any. The District acknowledges that privately owned devices may be accessible or overseen by members of the employee's household. Employees shall take reasonable measures, including logging out of the District applications and accounts, in order to maintain student confidentiality.
16. Nothing in this memorandum of understanding should be interpreted as excusing staff members of their responsibilities under The Code of Ethics for New Hampshire Educators and The Code of Conduct for New Hampshire Educators. All School District policies regarding the use of technology shall continue to apply during remote learning except as modified by this agreement.
17. The evaluation process for the 2020-2021 school year shall proceed as normal with the understanding that teaching and working conditions have changed greatly. These circumstances shall be considered and documented. Regular evaluations as described in the collective agreement will occur to the extent possible.
18. The parties recognize the impact the block schedule has had on working conditions at the middle school. The District agrees to negotiate over the impact of the schedule upon request from the Federation. While reserving all rights to determine scheduling, the District agrees that if the middle school returns to full in-person learning this school year (2020-21), without hybrid and/or remote instruction, the middle school will resume teaching under the prior schedule and dissolve the block schedule.
19. Any alleged violation of this MOA shall be processed through the grievance procedure set forth in the parties current CBA.

AUTHORITY

1. The parties agree that this Memorandum of Agreement shall set no precedent or past practice and shall not be used in any proceedings except to enforce its terms.
2. The parties agree that this agreement does not replace the current collective bargaining agreement which is still in full force and effect except as explicitly modified by this MOA.
3. The parties agree to continue to work together, in good faith, to discuss and if necessary modify this MOA as conditions necessitate. Neither party will unreasonably deny a request to discuss proposed modifications to this MOA.
4. The parties acknowledge that an item included in this Memorandum of Agreement shall not be deemed an admission or determination by the District that the item represents a mandatory subject of bargaining and shall not prevent the District from declining to bargain with the Association regarding that item in future negotiations.

MDK

1/21/21

BCP 1/21/21

DURATION

The parties agree that this agreement is temporary and will only be in effect for the 2020- 2021 school year or until all mitigation procedures for COVID-19 required by the NH DHHS Guidelines have been rescinded, whichever occurs first.

WHEREFORE, the “Board” and the “Federation” have caused this MEMORANDUM OF AGREEMENT to be executed by their duly-authorized representatives this _____ day of _____, 2021.

HUDSON SCHOOL BOARD

HUDSON FEDERATION OF TEACHERS

Darcy Orellana, Chair

Elizabeth Lavoie, President

MDK

1/21/21

BCP 1/21/21

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THE HUDSON SCHOOL BOARD
AND THE HUDSON FEDERATION OF TEACHERS**

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WHEREAS, the Board has adopted a reopening plan for the School District; and

WHEREAS, the Board and the Federation have bargained over impacts that the reopening plan has on terms and conditions of employment;

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth below, the parties agree as follows for the 2020-2021 school year:

1. Teachers will be provided upon request information regarding their rights to request accommodations should they have underlying health conditions or risk factors identified by the Centers for Disease Control and Prevention (CDC) as placing them at a higher risk from COVID-19.
2. All teachers are expected to return to work in their assigned buildings, unless otherwise instructed. To the extent that remote teaching assignments are available, the District will first attempt to make such assignments based upon application of the American Disabilities Act (ADA).
3. Effective as of the date of this agreement, remote Learning Academy staff, outside of the federally recognized ADA process, will be selected by the criteria in sequential order below:
 - (1) Certification for grade and subject taught.
 - (2) Teaching experience at a particular grade level in elementary (K5);
 - (3) Previous experience in teaching specific courses in grades 6-8 and 9-12;
 - (4) Seniority shall be determining criterion among equally qualified teachers in the same classification. Seniority is defined as the total number of years of continuous employment in the Hudson School District.
 - (5) Teaching performance as determined by previous evaluations.
 - (6) Educational background including earned degrees.
4. The Board and Federation agree that all bargaining unit staff are expected to follow the health and safety procedures and protocols articulated in the Board’s reopening plan.
5. The Board and Federation agree that it is a collaborative responsibility to take care of the workplace. The District may require employees to clean and disinfect surfaces which the employee comes into contact with such as bathroom sinks, door knobs, computers, and the like. Teachers are encouraged to develop classroom habits with students to wipe down surfaces. This spot cleaning shall not replace thorough daily cleaning performed by custodial personnel. Teachers are not responsible for cleaning that replaces custodial responsibilities.
6. The District shall provide appropriate Personal Protective Equipment (PPE) to employees, including special equipment for nurses, at no cost. Appropriate PPE provided to employees shall include, but not be limited to masks, face shields, gloves, and other supplies as recommended by the CDC. Employees will be allowed to provide and wear their own PPE that is consistent with CDC standards.

7. Effective January 1, 2021, and conditional upon the expiration of the federal Emergency Paid Sick Leave Act¹ on December 31, 2020, the District shall provide employees with up to ten (10) sick days if the employee has been advised by a health care provider to self-quarantine due to concerns about the employee's own health related to COVID-19, or if the employee is experiencing COVID-19 symptoms. Supporting medical documentation shall be required upon request from the District. Any emergency sick leave days previously utilized by employees under the FFCRA shall be deducted from these ten (10) days.² This benefit, if activated, shall expire as of June 30, 2021 or until all mitigation procedures for COVID-19 required by the NH DHHS Guidelines have been rescinded, whichever occurs first.
8. Bargaining Unit Members, with the exception of the school nurse, will not be responsible for monitoring students' temperatures.
9. Personal, voluntary international and domestic travel outside of the New England states is discouraged per the NH Division of Public Health Services Bureau of Infectious Disease Control. All employees shall follow DHHS guidance relative to all travel outside of the New England states (Maine, New Hampshire, Vermont, Massachusetts, Connecticut, or Rhode Island).
10. Any quarantine that results from travel will require the teacher (a) to work remotely, as may be determined at the sole discretion of the Superintendent or designee, or (b) use emergency sick leave under FFCRA, accrued sick leave under the CBA, or unpaid leave for the time away from the school/work.
11. Any teacher diagnosed with COVID-19 shall notify the District immediately. Upon request, the teacher shall provide the District with appropriate medical documentation documenting said virus. Any such teacher shall not visit the worksite for the amount of time determined and/or ordered by their health care provider or recommended by the CDC or NH DHHS guidelines.
12. If/when any employee, student, or community member known to have been present in a school has tested positive for COVID-19, the District will coordinate with local and State health officials to notify and ensure the health and safety of all who may have been exposed consistent with the provisions of FERPA and HIPAA. The District will follow the direction from the NH Department of Health and Human Services, reserving the right to notify more people than recommended and to temporarily shift to remote learning for longer and for more students and teachers than recommended by the NH DHHS. The District shall make every reasonable effort to notify impacted staff members of any anticipated change to remote instruction or return to the classroom.
13. Staff who are working remotely and therefore using their home networks to communicate with students, parents, and/or colleagues, shall only have educationally appropriate communications with those parties through those networks.

¹ As part of the Families First Coronavirus Response Act (FFCRA).

² **By way of examples**, if an employee used ten (10) days of emergency sick leave under FFCRA prior to January 1, 2021, the employee would not be eligible for the District's "emergency sick leave" under this provision. If an employee used five (5) emergency sick leave days under FFCRA prior to January 1, 2021, the employee would be eligible to use another five (5) days of the District's emergency sick leave.

14. Staff member's personal devices shall not be deemed to be the property of the District or subject to District search or seizure policies or practices by virtue of their use at the direction of the District, except as may be permitted or required by law. Staff who are working remotely shall not knowingly or intentionally store student information on those personal devices nor transmit student information over non-secure internet connections from their homes.
15. Employees shall take reasonable steps to protect student information and in the event of inadvertent disclosure, shall notify the District and work with the District to take appropriate measures to prohibit further disclosure of confidential information, if any. The District acknowledges that privately owned devices may be accessible or overseen by members of the employee's household. Employees shall take reasonable measures, including logging out of the District applications and accounts, in order to maintain student confidentiality.
16. Nothing in this memorandum of understanding should be interpreted as excusing staff members of their responsibilities under The Code of Ethics for New Hampshire Educators and The Code of Conduct for New Hampshire Educators. All School District policies regarding the use of technology shall continue to apply during remote learning except as modified by this agreement.
17. The evaluation process for the 2020-2021 school year shall proceed as normal with the understanding that teaching and working conditions have changed greatly. These circumstances shall be considered and documented. Regular evaluations as described in the collective agreement will occur to the extent possible.
18. The parties recognize the impact the block schedule has had on working conditions at the middle school. The District agrees to negotiate over the impact of the schedule upon request from the Federation. While reserving all rights to determine scheduling, the District agrees that if the middle school returns to full in-person learning this school year (2020-21), without hybrid and/or remote instruction, the middle school will resume teaching under the prior schedule and dissolve the block schedule.
19. Any alleged violation of this MOA shall be processed through the grievance procedure set forth in the parties current CBA.

AUTHORITY

1. The parties agree that this Memorandum of Agreement shall set no precedent or past practice and shall not be used in any proceedings except to enforce its terms.
2. The parties agree that this agreement does not replace the current collective bargaining agreement which is still in full force and effect except as explicitly modified by this MOA.
3. The parties agree to continue to work together, in good faith, to discuss and if necessary modify this MOA as conditions necessitate. Neither party will unreasonably deny a request to discuss proposed modifications to this MOA.
4. The parties acknowledge that an item included in this Memorandum of Agreement shall not be deemed an admission or determination by the District that the item represents a mandatory subject of bargaining and shall not prevent the District from declining to bargain with the Association regarding that item in future negotiations.

DURATION

The parties agree that this agreement is temporary and will only be in effect for the 2020- 2021 school year or until all mitigation procedures for COVID-19 required by the NH DHHS Guidelines have been rescinded, whichever occurs first.

WHEREFORE, the “Board” and the “Federation” have caused this MEMORANDUM OF AGREEMENT to be executed by their duly-authorized representatives this _____ day of _____, 2020.

HUDSON SCHOOL BOARD

HUDSON FEDERATION OF TEACHERS

Darcy Orellana, Chair

Elizabeth Lavoie, President

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

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

Kimberly Organeck
Assistant Superintendent
(603) 886.1235
korganeck@sau81.org

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

Jennifer Burk
Business Administrator
(603) 886-1258
jbuk@sau81.org

To: Jen Burk, Business Administrator
From: Jenny Gordon, Finance Director
Date: January 20, 2021
Re: Student Activity Quarterly Report

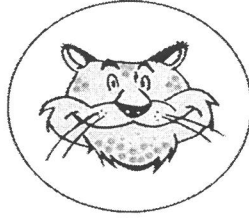
Attached are the reconciled student activity reports for the quarter ending December 31, 2020 for submission to the School Board.

Regards,
Jenny Gordon

EARLY LEARNING CENTER

"To educate and inspire the whole child to create a foundation for life-long learning"

Dr. H.O. Smith School
33 School Street
Hudson, NH 03051
Tel: 603-886-1248



Library Street School
22 Library Street
Hudson, NH 03051
Tel: 603-886-1255

Mary-Ellen Labrie
Principal

Sandie Johnstone
Principal

Christina Catalano
Special Education Dept. Head

Lauren Learner
School Counselor

TO: Finance Department
FROM: Mary-Ellen Labrie *ME Labrie*
DATE: January 15, 2021
RE: Student Activity Accounts

Attached is a summary from Dr. H.O. Smith School for the months of October, November and December. Listed below are the accounts we use and examples of the activity.

1. Student Activities – Supplies purchased for Students, Deposit and Reimbursement for Laptop Insurance from Parents to District
2. Principal – Deposit from Helpsy Recycle Funds Program, Supplies for Office, Education Week for Principal
4. Music – No Activity
5. Book Fair - No Activity
6. Field Day – No Activity
10. Picture Money – No Activity
13. Enrichment Program – No Activity
14. Preschool Snacks – No Activity
15. Community Outreach – No Activity

SELECTED Data

Current Cash Balance Report

Date: 10/01/2020 thru 12/31/2020

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A STUDENT ACTIVITIES					
1 Student Activities	869.87	180.00	214.88	0.00	834.99
2 Principal	668.18	279.37	148.96	0.00	798.59
4 Music	250.00	0.00	0.00	0.00	250.00
5 Book Fair	52.41	0.00	0.00	0.00	52.41
6 Field Day	200.00	0.00	0.00	0.00	200.00
10 Picture Money	2,050.04	0.00	0.00	0.00	2,050.04
13 Enrichment Program	172.36	0.00	0.00	0.00	172.36
14 Preschool Snacks/Sensory	0.00	0.00	0.00	0.00	0.00
15 Community Outreach	198.97	0.00	0.00	0.00	198.97
A STUDENT ACTIVITIES Totals:	<u>4,461.83</u>	<u>459.37</u>	<u>363.84</u>	<u>0.00</u>	<u>4,557.36</u>
Report Totals:	4,461.83	459.37	363.84	0.00	4,557.36

Q2

HILLS GARRISON SCHOOL

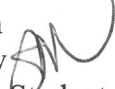
190 Derry Road
Hudson, NH 03051
(603)881-3930
FAX (603)881-3933

Lois Connor
Principal

Jennifer Perkins
School Counselor

Sarah Muncey
Interim Principal

Karen Ferrante
Interim Assistant Principal

To: Jenny Gordon
From: Sarah Muncey 
Re: January 2021 Student Activities Report
Date: January 15, 2021

1. Student Activities:

- ❖ To support special events and activities
- ❖ Field Day
- ❖ District funded field trips
- ❖ Recorder Order Money
- ❖ SAM's Club student snack money

2. Postage:

Account zeroed out. Postage now handled through a P.O. system

3. Principal's Account:

-For special events, activities, and materials

- ❖ Coke machine – Teacher's room (Haven't filled it due to COVID)
- ❖ Teacher Appreciation
- ❖ Staff Last Day Lunch
- ❖ Volunteer Appreciation
- ❖ Workshop Day Supplies

4. SPED Postage:

Account zeroed out. Postage now handled through a P.O. system

5. Peter Prokop Library Account (Memorial Account):

- ❖ Library books
- ❖ Lost book replacement

6. School Store Account:

- ❖ Funds to replenish the student run school store.

7. Field Trips:

- ❖ Funds generated from the Fall gift wrap sale to offset the cost of admissions and bus transportation for all field trips. DIDN'T RUN DUE TO COVID
- ❖ Interest from the checking account earmarked for this area.
- ❖ Deposits for spring field trips

8. Bank Interest:

- ❖ Will transfer money to the field trip account. Prices are increasing especially for buses due to fuel increases

9. After School Enrichment Program:

- ❖ Funds to cover stipends for instructors and the supplies for running each session.
- ❖ Chorus
- ❖ Fall, Winter, and Spring Enrichment
- ❖ Field Trips

10. Ski Club:

- ❖ Bus costs and chaperone pay for running ski program. Advisor – Christine Kingsley NOT RUNNING DUE TO COVID

12. Bowling Club:

- ❖ Bus and Bowling fees were paid for from this account. – NOT running this year

14. Playground Fund

- ❖ Funds generated to enhance the playground with additional equipment
- ❖ Giving Gorillas Fundraising Money

15. HGS Scholarship Fund

- ❖ Not running this year.

17. School Picture Money:

- ❖ Money sent from Hockmeyer for school photos
- ❖ STEM Assemblies for all students
- ❖ Paid for checks and deposit slips for checking account

18. Enrichment Band:

- ❖ Used to purchase band supplies and repairs.

20. OT/PT Supply Money

- ❖ This account is not used any longer. OT/PT now needs to use a P.O. to purchase supplies

ALL Data

Current Cash Balance Report

Arranged by:

Date: 10/01/2020 thru 12/31/2020

Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
0	0.00	0.00	0.00	0.00	0.00
0	0.00	0.00	0.00	0.00	0.00
Totals:	0.00	0.00	0.00	0.00	0.00
A Student Activities					
1 Student Activities	7,252.59	300.00	1,810.84	0.00	5,741.75
2 Postage Account	0.00	0.00	0.00	0.00	0.00
3 Principals Account	364.73	0.00	0.00	0.00	364.73
4 SPED Postage	0.00	0.00	0.00	0.00	0.00
5 Peter Prokop Library Account	408.27	0.00	0.00	0.00	408.27
6 School Store Account	633.61	0.00	0.00	0.00	633.61
7 Genevieves / Field Trips	4,161.58	0.00	0.00	0.00	4,161.58
8 Bank Interest	110.05	5.75	0.00	0.00	115.80
9 After School Enrichment Program	8,769.47	0.00	0.00	0.00	8,769.47
10 Ski Club	3,456.81	0.00	0.00	0.00	3,456.81
11 Cupstacking	0.00	0.00	0.00	0.00	0.00
12 Bowling Club	365.48	0.00	0.00	0.00	365.48
13 Camelita Beaulieu	0.00	0.00	0.00	0.00	0.00
14 Playground Fund	699.24	0.00	0.00	0.00	699.24
15 Hills Garrison Scholarship Fund	0.70	0.00	0.00	0.00	0.70
16 Summer Science Camp	0.00	0.00	0.00	0.00	0.00
17 School Picture Money	3,045.05	0.00	0.00	0.00	3,045.05
18 Band Enrichment	306.38	0.00	0.00	0.00	306.38
20 OT/PT Supply Money	0.92	0.00	0.00	0.00	0.92
A Student Activities Totals:	29,574.88	305.75	1,810.84	0.00	28,069.79
Report Totals:	29,574.88	305.75	1,810.84	0.00	28,069.79

MEMORANDUM

DATE: January 15, 2021

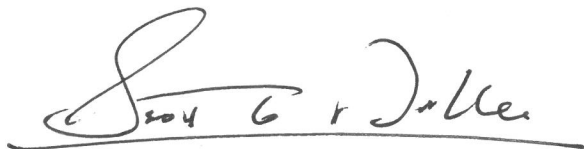
TO: Jennifer Gordon

FROM: Scott Baker

RE: **Quarter 2 2020** Student Activity Account

As of December 31, 2020, there is a balance of **\$41,164.82** in the student activity account for Nottingham West Elementary School. The following breakdown of each program and the balance associated is listed below:

No.	Activity Account	Balance	Comment
2	Student Activities	7,489.50	Reimbursement for field trips, student activity & needs reimbursement, etc.
3	Musical Programs	470.48	Purchases for chorus & musical instruments and performances
4	Principal Account	517.41	Purchase for staff & volunteer events.
12	Community Outreach	3,735.89	Used to help students and families in need
13	Enrichment Program	15,807.42	To pay instructor stipends and purchase of materials
15	Library	6.00	Lost Books
16	Art Program	5,485.91	Artist -in-Residence Program; money incurred from art fundraising activity
19	Consumables	251.47	Purchase social studies and science consumables (funded through Budget)
22	Preschool Program	425.96	Snacks for Preschool Students
24	Hockmeyer Commission	3,464.52	Commission money received from photo company, used for student activities
25	Playground	3,510.26	Fundraising for playground equipment and replacement needs

 1/15/21

ALL Data

Current Cash Balance Report

Date: 10/01/2020 thru 12/31/2020

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A Student Activities					
2 Student Activities	6,163.65	2,350.93	990.08	-35.00	7,489.50
3 Musical Programs	470.48	0.00	0.00	0.00	470.48
4 Principals Account	547.41	0.00	0.00	-30.00	517.41
12 Community Outreach	3,868.46	0.00	132.57	0.00	3,735.89
13 Enrichment Program	15,807.42	0.00	0.00	0.00	15,807.42
15 Library	-24.00	0.00	0.00	30.00	6.00
16 Art Program	4,697.31	788.60	0.00	0.00	5,485.91
19 Consumables	251.47	0.00	0.00	0.00	251.47
22 Preschool Program	425.96	0.00	0.00	0.00	425.96
24 Hockmeyer Commission	3,464.52	0.00	0.00	0.00	3,464.52
25 Playground	3,510.26	0.00	0.00	0.00	3,510.26
A Student Activities Totals:	39,182.94	3,139.53	1,122.65	-35.00	41,164.82
B inactive accounts					
1 Postage	0.00	0.00	0.00	0.00	0.00
5 Banking Program	0.00	0.00	0.00	0.00	0.00
6 Interest Account	0.00	0.00	0.00	0.00	0.00
7 School Store	0.00	0.00	0.00	0.00	0.00
8 Vending Machine Account	0.00	0.00	0.00	0.00	0.00
10 Recycling/Peer Mediation	0.00	0.00	0.00	0.00	0.00
14 Parenting Class	0.00	0.00	0.00	0.00	0.00
17 Teacher of the Year	0.00	0.00	0.00	0.00	0.00
18 Battle of the Books	0.00	0.00	0.00	0.00	0.00
20 Career Day	0.00	0.00	0.00	0.00	0.00
21 Joan Lang Educational Fund	0.00	0.00	0.00	0.00	0.00
23 Field Day	0.00	0.00	0.00	0.00	0.00
B inactive accounts Totals:	0.00	0.00	0.00	0.00	0.00
Report Totals:	39,182.94	3,139.53	1,122.65	-35.00	41,164.82

HUDSON MEMORIAL SCHOOL

Memo

To: Jennifer Gordon

From: Keith Bowen *KDR*

Date: January 15, 2021

Re: Student Activities Quarterly Balance Report/October through December 2020

Attached is the December 31, 2020 Cash Balance Quarterly Report for the Hudson Memorial School. The Activities Report has a balance of \$79,668.51.

Student Activities Account (#1): Monies raised for this account are used for all field trip buses, children in need, assemblies, and to supplement special classroom and student supplies. The receipts of \$829.00 was received from Hannaford from their Hannaford Helps fall promotion. The adjustment of \$825.00 was the Hannaford Helps check that should have been deposited into the PTO account.

Principals Account (#2): The money in this account is used for special staff activities, various learning materials for special projects, supplement registration fees for various workshops for all staff members, food and supplies for several faculty moral functions throughout the school year, etc. The receipts of \$203.00 was received from the staff soda machine and the receipt of \$120.00 was received from the staff and donated to the Hudson Community Center in Jay Mousseau's memory.

Eighth Grade Account (#3): The money for this account is for the preparation for school dances and is received from the students.

Washington DC Trip Account (#4): The money in this account is used for the yearly 8th grade trip to Washington DC. The adjustment of \$2,418.25 was transferred to the DC Scholarship Fund for any upcoming DC trip.

Cookie Dough Account (#8): The money in this account is funded by the sale of cookie dough for the benefit of individual student to pay for the DC trip.

Curtain Club/Drama Club (#16): The money in this account is used for the purchase of props, equipment, etc...for the spring play.

DC Scholarship Account (#17): The money in this account is used to scholarship students to DC and is funded by donations, Cookie Dough fundraiser and balance of the DC account each year. The adjustment of \$2,418.25 was transferred from the Washington DC Trip Account.

PTO Funded Activities (#18): The money in this account is for the benefit of the students. The disbursement of \$1,165.00 was for the virtual viewing of Bystanders and for the purchase of backpacks

for a raffle put on by the PTO. The adjustment of \$825.00 was the Hannaford Helps check that should have been deposited into the PTO account.

Ski Club Account (#19): The money in this account is to provide transportation, ski rental and lift passes for students in the ski club. The receipts of \$3,410.00 is from the parents of the students wishing to ski this winter with HMS.

1 To 1 Computing Account (#44): This account is used to purchase laptop insurance. The money comes from the parents of HMS students to purchase the insurance in case their students' laptop is damaged. This is a yearly fee. The receipts of \$440.00 was received from parents purchasing laptop insurance for their student's laptop.

Monies in all other accounts are used solely for the benefit of the account name.

ALL Data

Current Cash Balance Report

Date: 10/01/2020 thru 12/31/2020

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A SCHOOL ACCOUNTS					
1 Student Activities	8,014.08	844.82	39.98	-825.00	7,993.92
2 Principals Account	1,954.50	327.35	270.76	0.00	2,011.09
3 Eighth Grade Account	9,292.33	0.00	0.00	0.00	9,292.33
4 Washington DC Trip Account	2,418.25	0.00	0.00	-2,418.25	0.00
5 Lost Books	641.24	0.00	0.00	0.00	641.24
6 Picture Commission	0.00	0.00	0.00	0.00	0.00
8 Cookie Dough Account	23,927.38	0.00	0.00	0.00	23,927.38
9 Sports Account	777.84	0.00	0.00	0.00	777.84
10 Athletics	200.79	0.00	0.00	0.00	200.79
11 Student Council	1,077.06	0.00	0.00	0.00	1,077.06
12 Yearbook Account	2,669.81	0.00	0.00	0.00	2,669.81
13 Library Account	322.13	0.00	0.00	0.00	322.13
14 Science Account	275.60	0.00	0.00	0.00	275.60
16 Drama Club	11,801.55	0.00	0.00	0.00	11,801.55
17 DC Scholarship account	2,192.62	0.00	0.00	2,418.25	4,610.87
18 PTO Funded Activities	5,198.21	88.62	1,165.00	825.00	4,946.83
19 Ski Club Account	1,482.23	3,410.00	0.00	0.00	4,892.23
20 Music Account	159.26	0.00	0.00	0.00	159.26
23 Art Club Account	93.34	0.00	0.00	0.00	93.34
29 Scholarship Account	703.71	0.00	0.00	0.00	703.71
35 School Sign Account	1,209.79	0.00	0.00	0.00	1,209.79
41 Got Books	488.91	0.00	0.00	0.00	488.91
43 Tri-M Music Honor Society	181.40	0.00	0.00	0.00	181.40
44 1 To 1 Computing Insurance	400.00	410.00	0.00	0.00	810.00
45 Kids 4 Kids with Cancer	581.43	0.00	0.00	0.00	581.43
A SCHOOL ACCOUNTS Totals:	76,063.46	5,080.79	1,475.74	0.00	79,668.51
B DISCONTINUED ACCOUNTS					
7 3Design Club	0.00	0.00	0.00	0.00	0.00
15 Fundraising Account	0.00	0.00	0.00	0.00	0.00
21 Fundraising account	0.00	0.00	0.00	0.00	0.00
22 Heath Account	0.00	0.00	0.00	0.00	0.00
24 French Club Account	0.00	0.00	0.00	0.00	0.00
25 Bowling Club	0.00	0.00	0.00	0.00	0.00
26 Talent Show Account	0.00	0.00	0.00	0.00	0.00
27 SAC Juice	0.00	0.00	0.00	0.00	0.00
28 Interest Account	0.00	0.00	0.00	0.00	0.00
30 Destination Imagination	0.00	0.00	0.00	0.00	0.00
31 Recycling	0.00	0.00	0.00	0.00	0.00
32 Safe Program	0.00	0.00	0.00	0.00	0.00
33 Kandu Club	0.00	0.00	0.00	0.00	0.00
34 Basketball Camp	0.00	0.00	0.00	0.00	0.00
36 Memorial Madness	0.00	0.00	0.00	0.00	0.00
37 Book Club	0.00	0.00	0.00	0.00	0.00
38 Rachel's Challenge	0.00	0.00	0.00	0.00	0.00
39 Acting Out	0.00	0.00	0.00	0.00	0.00
40 Student Government	0.00	0.00	0.00	0.00	0.00
42 Scoreboard	0.00	0.00	0.00	0.00	0.00
B DISCONTINUED ACCOUNTS Totals:	0.00	0.00	0.00	0.00	0.00
Report Totals:	76,063.46	5,080.79	1,475.74	0.00	79,668.51

Alvirne High School Student Funds

2nd Quarter 10/1 - 12/31

Current Cash Balance Report

01/05/2021 02:02:03 PM

Page 1

Arrange By:

Group ID and Activity Number

Selection:

All Data Selected

Options:

Cover Page

Current Cash Balance Report

Date: 10/01/2020 thru 12/31/2020

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A Athletics					
103 Alvirne Baseball	4,719.89	0.00	0.00	0.00	4,719.89
105 Alvirne Volleyball	1,643.15	0.00	188.11	0.00	1,455.04
106 Alvirne Golf Team	560.71	0.00	0.00	0.00	560.71
112 Athletics	9,031.03	255.00	876.91	-1,220.36	7,188.76
115 Boy's Basketball	0.00	0.00	0.00	0.00	0.00
116 Boy's Tennis	30.47	0.00	0.00	0.00	30.47
117 Boys Varsity Soccer	1,433.14	1,512.50	240.00	0.00	2,705.64
121 Cheerleaders	610.75	0.00	2,939.00	2,328.25	0.00
133 Football	40.70	0.00	0.00	0.00	40.70
136 Friends of Softball	55.58	0.00	0.00	0.00	55.58
137 Friends of Swimming	3,056.47	0.00	0.00	0.00	3,056.47
140 Girls Basketball	263.94	0.00	0.00	0.00	263.94
141 Girl's Soccer	4,079.20	0.00	0.00	0.00	4,079.20
145 Hockey	304.27	0.00	0.00	0.00	304.27
150 JV Cheerleaders	1,107.89	0.00	0.00	-1,107.89	0.00
197 Gate Receipts	0.00	465.00	0.00	0.00	465.00
202 Wrestling	25.16	0.00	0.00	0.00	25.16
204 Girls Freshmen BB	0.30	0.00	0.00	0.00	0.30
205 Girls Tennis	764.83	0.00	0.00	0.00	764.83
213 Nate Herganhahn	1,094.96	0.00	0.00	0.00	1,094.96
221 Summer Camps	0.00	0.00	0.00	0.00	0.00
249 Boys JV Soccer	0.00	0.00	0.00	0.00	0.00
251 Cross Country	2,461.50	250.00	670.20	0.00	2,041.30
259 Girls JV Soccer	169.00	0.00	0.00	0.00	169.00
264 Track and Field	2,053.37	0.00	0.00	0.00	2,053.37
267 Gymnastics	0.00	0.00	0.00	0.00	0.00
268 Unified	224.88	0.00	0.00	0.00	224.88
282 S.A.L.C.	4,185.33	0.00	0.00	0.00	4,185.33
A Athletics Totals:	37,916.52	2,482.50	4,914.22	0.00	35,484.80
B Classes					
283 Class of 2019	0.00	0.00	0.00	0.00	0.00
286 Class of 2020	2,769.91	0.00	1,002.81	0.00	1,767.10
289 Class of 2021	1,860.23	80.00	0.00	900.00	2,840.23
295 Class of 2022	569.46	0.00	0.00	0.00	569.46
303 Class of 2023	110.10	173.50	88.15	0.00	195.45
308 Class of 2024	0.00	92.32	6.69	100.00	185.63
B Classes Totals:	5,309.70	345.82	1,097.65	1,000.00	5,557.87
C CTE					
199 ROTC student	9,579.30	0.00	1,213.85	0.00	8,365.45
223 Academy of Finance	1,446.27	0.00	0.00	0.00	1,446.27
224 AG Mechanics	514.66	0.00	0.00	0.00	514.66
225 Pet Kennel (grooming)	4,054.88	1,290.00	1,296.31	0.00	4,048.57
226 Blooming Broncos (hort)	1,005.20	80.00	0.00	-40.00	1,045.20
227 Bronco Backers	1,072.52	0.00	0.00	0.00	1,072.52
228 Checkers Restaurant	75.62	0.00	0.00	0.00	75.62
229 Early Childhood Education	1,693.46	0.00	0.00	0.00	1,693.46
230 FBLA	4,789.57	0.00	0.00	0.00	4,789.57
231 FFA	21,787.82	983.00	0.00	100.00	22,870.82
232 Forestry	1,429.81	536.00	0.00	0.00	1,965.81
233 HOSA	3,338.93	0.00	0.00	0.00	3,338.93
235 Marketing/DECA	4,814.30	399.40	280.00	0.00	4,933.70
236 NTHS	40.95	0.00	0.00	0.00	40.95

ALL Data

Current Cash Balance Report

Arranged by:

Date: 10/01/2020 thru 12/31/2020

Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
238 Skills USA	2,835.14	0.00	0.00	0.00	2,835.14
239 Small Engine Repair	1,056.35	0.00	0.00	0.00	1,056.35
240 US First	2,700.63	0.00	465.22	0.00	2,235.41
242 CTE Office	499.49	0.00	0.00	0.00	499.49
280 Building Trades	0.00	0.00	0.00	0.00	0.00
C CTE Totals:	62,734.90	3,288.40	3,255.38	60.00	62,827.92
D Other					
101 Academic Games	5.50	0.00	0.00	0.00	5.50
109 Alvirne Singers	0.00	0.00	0.00	0.00	0.00
110 American Humanities	440.58	0.00	625.00	184.42	0.00
111 Art	217.80	0.00	40.35	0.00	177.45
131 Drama Club	10,219.87	0.00	877.30	0.00	9,342.57
132 Field Trips	524.30	0.00	0.00	0.00	524.30
138 German Exchange / Foreign Exchange	423.02	0.00	0.00	0.00	423.02
152 Key Club	262.33	0.00	0.00	0.00	262.33
162 Music	7,642.80	280.00	320.00	0.00	7,602.80
163 National Honor Society	391.77	0.00	0.00	0.00	391.77
178 Science Ft/Activity	437.59	0.00	0.00	0.00	437.59
183 Ski Club	2,023.99	0.00	0.00	0.00	2,023.99
186 Student Council	1,977.10	0.00	0.00	0.00	1,977.10
187 Studio 19	115.38	0.00	0.00	0.00	115.38
198 FACS	935.03	0.00	0.00	0.00	935.03
201 French Field Trip	308.66	0.00	0.00	0.00	308.66
203 Model United Nations	1,076.00	0.00	0.00	0.00	1,076.00
215 Winter Guard	619.10	0.00	0.00	0.00	619.10
216 GSA	109.13	0.00	0.00	0.00	109.13
220 French National Honor Society	488.12	0.00	40.83	0.00	447.29
245 Spanish Honor Society	992.38	231.00	110.00	-20.00	1,093.38
250 Multi-Cultural Club	0.00	0.00	0.00	0.00	0.00
252 Foreign Exchange / France	5,885.44	302.41	0.00	0.00	6,187.85
254 Spanish Foreign Exchange	315.60	0.00	0.00	0.00	315.60
260 Photo Club	1,123.60	0.00	0.00	0.00	1,123.60
261 WATS Club	16,008.73	0.00	124.79	0.00	15,883.94
263 Pop Sensation	3,050.72	0.00	0.00	0.00	3,050.72
266 Ambassadors of Hope	0.00	0.00	0.00	0.00	0.00
284 Summer Shakespeare	2,439.86	0.00	0.00	0.00	2,439.86
287 Science Olympiad	540.00	0.00	20.00	0.00	520.00
290 LEO Club	403.07	0.00	0.00	-60.00	343.07
298 Astronomy club	85.70	0.00	0.00	0.00	85.70
299 Leo Admin.	856.19	0.00	113.67	0.00	742.52
307 Tri M	2,901.00	0.00	0.00	0.00	2,901.00
D Other Totals:	62,820.36	813.41	2,271.94	104.42	61,466.25
E Office					
142 Graduation	6,402.32	120.00	0.00	0.00	6,522.32
143 Guidance	3,844.98	0.00	250.00	0.00	3,594.98
156 Library	60.43	0.00	0.00	0.00	60.43
158 Lost Books	676.75	0.00	0.00	0.00	676.75
166 Office	4,690.46	4,399.63	720.45	0.00	8,369.64
169 Parking	6,969.43	560.00	0.00	-1,304.42	6,225.01
173 Postage	143.15	0.00	0.00	0.00	143.15
174 Prom	1,373.02	0.00	0.00	0.00	1,373.02
176 Scholarship Account	0.00	20,500.00	5,000.00	0.00	15,500.00
181 Senior Class Coke	3,029.24	364.00	305.45	20.00	3,107.79

ALL Data

Current Cash Balance Report

Date: 10/01/2020 thru 12/31/2020

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
184 Social	0.00	338.00	338.00	0.00	0.00
188 Summer School	50.00	0.00	0.00	0.00	50.00
191 Yearbook	491.31	1,045.00	212.00	0.00	1,324.31
196 Teacher Retirement Dinner Account	0.00	0.00	0.00	0.00	0.00
219 AP Testing	604.36	250.00	0.00	0.00	854.36
255 Student Assistance	1,575.29	0.00	0.00	0.00	1,575.29
275 Interest Income	63.78	0.00	0.00	0.00	63.78
279 B. Boyd	0.00	0.00	0.00	0.00	0.00
285 Continuing Ed.	300.00	2,425.00	0.00	-300.00	2,425.00
E Office Totals:	<u>30,274.52</u>	<u>30,001.63</u>	<u>6,825.90</u>	<u>-1,584.42</u>	<u>51,865.83</u>
F Obsolete					
193 Volleyball	0.00	0.00	0.00	0.00	0.00
274 Katie's Closet	0.00	0.00	0.00	0.00	0.00
F Obsolete Totals:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
G Junior Achievement					
288 Junior Achievement	769.96	0.00	0.00	73.15	843.11
291 Economics period 6	0.00	0.00	0.00	0.00	0.00
292 Economics Period 3	0.00	0.00	0.00	0.00	0.00
293 economics period 4	0.00	0.00	-26.50	-26.50	0.00
294 Economics period 7	0.00	0.00	-5.86	-5.86	0.00
296 Economics per. 1	0.00	0.00	0.00	0.00	0.00
297 Economics Per. 8	6.27	0.00	0.00	-6.27	0.00
300 Period 6 Economics -Pfaff	8.56	0.00	0.00	-8.56	0.00
301 Period 3 Economics -Pfaff	0.00	0.00	0.00	0.00	0.00
302 Period 4 Economics- Pfaff	0.00	0.00	0.00	0.00	0.00
304 Economics Period 5- Lee	0.00	0.00	0.00	0.00	0.00
305 Economics Period 2 - Lee	0.00	0.00	-25.96	-25.96	0.00
306 Economics Per 1- Pfaff	0.00	0.00	0.00	0.00	0.00
G Junior Achievement Totals:	<u>784.79</u>	<u>0.00</u>	<u>-58.32</u>	<u>0.00</u>	<u>843.11</u>
Report Totals:	<u>199,840.79</u>	<u>36,931.76</u>	<u>18,306.77</u>	<u>-420.00</u>	<u>218,045.78</u>

HUDSON SCHOOL DISTRICT

POLICY CODE: JLCK Special Physical Health Needs of Students	FIRST ADOPTION:
RELATED POLICIES:	LATEST REVISION: Page 1 of 1

Category: Priority/Required by Law

The School District will meet the special physical health needs of all students, consistent with state and federal law. The school board recommends that all pupils participate in developmentally appropriate daily physical activity, exercise, or physical education as a way to minimize the health risks created by chronic inactivity, childhood obesity, and other related health problems. The School District will encourage developmentally appropriate daily physical activity, exercise, or physical education through curriculum, athletics, and other school programs.

Legal References:

RSA 189:11-a, V

NH Department of Education Administrative Rule Ed 306.04(a)(2022), Meeting the Special Physical Health Needs of Students

HUDSON SCHOOL DISTRICT

POLICY CODE: JLD School Guidance and Counseling Program	FIRST ADOPTION:
RELATED POLICIES:	LATEST REVISION: Page 1 of 1

Category: Recommended

The School Board is committed to ensuring a high-quality school ~~guidance-counseling~~ program that is comprehensive, developmentally appropriate, fosters academic achievement, and personal growth, which is provided to all District students in an equitable manner.

The program will include the following:

- Distribution of information and support to students and families about academic programming, community supports, and other relevant information.
- Conformance with national standards, including "The ASCA National Model: A Foundation for School Counseling Program," published by the American School Counselor Association ("ASCA") in 2012.
- Prevention, intervention, and crisis response services.
- Promotion of personal, interpersonal, health, academic, and career development for all students through classroom programs and other services.
- A summary report of student performance in achievement, attendance, and behavior shall be provided to the board at least once a year, addressing the effectiveness of the school counseling program.
- All provisions of NH Administrative Rules, Section Ed 306, Minimum Standards for Public School Approval.

It is the policy of this Board that, at all grade levels, school counselors collaborate with parents, students, staff, and community to remove barriers to learning and provide opportunities and supports to empower students to embrace their full potential and achieve their academic and personal aspirations. The ~~guidance~~-counselor is responsible for developing a program or plan that identifies student success in academic performance, social awareness, and career planning.

The Superintendent shall develop and have on file a comprehensive K-12 School counseling program implementation plan consistent with this policy and kept current biennially.

Legal References:

Ed 306.39, Guidance Program

HUDSON SCHOOL DISTRICT

POLICY CODE: JLDDBA Behavior Management and Intervention	FIRST ADOPTION:
RELATED POLICIES: JIC, JICD, JLD	LATEST REVISION: Page 1 of 1

Category: Priority/Required by Law

It is the policy of the Board to promote good behavior in a safe and orderly environment where all students can be fully engaged in the learning process. To ensure that our students and staff are protected against disruptive behavior, the board directs the Superintendent to set forth procedures for behavior management and interventions that are designed to maintain a positive environment conducive to learning.

Student conduct that disrupts class work, involves disorder, or invades the rights of others will not be tolerated and may be cause for suspension or other disciplinary action.

The administration of disciplinary action will focus both on consequences and on changing or managing inappropriate behavior.

It is important that there be careful evaluation of the individual situation so that the school's response to the student is appropriate.

If the student has an Individualized Education Program (IEP), the process will follow federal and state laws governing special education.

All available resources should be utilized, including preventive and responsive interventions to support students' needs. These interventions should include psychological, curricular, and behavioral services, which should take place within classrooms, schools, and alternative settings. Exclusion from the classroom should be the disciplinary action of last resort.

The Superintendent will also ensure that classroom behavior management skills are addressed through professional development, and that there is an adequate system of recordkeeping regarding disciplinary infractions and interventions.

The use of corporal punishment is prohibited in District schools.

This policy will be reviewed on an ongoing basis in accordance with the Board's policy review process.

Legal References:

Ed 306.04(a)(18), Behavior Management and Intervention for Students

HUDSON SCHOOL DISTRICT

POLICY CODE: JLDBB Suicide Prevention and Response	FIRST ADOPTION:
RELATED POLICIES:	LATEST REVISION: Page 1 of 1

Category: Priority/Required by Law

The School Board is committed to protecting the health, safety and welfare of its students and school community. This policy supports federal, state and local efforts to provide education on youth suicide awareness and prevention; to establish methods of prevention, intervention, and response to suicide or suicide attempt (“postvention”); and to promote access to suicide awareness, prevention and postvention resources.

- A. District Suicide Prevention Plan and Biennial Review. No later than May 31, 2020, the Superintendent shall develop and provide to the Board for approval, a coordinated written District Suicide Prevention Plan (the “Plan”) to include guidelines, protocols and procedures with the objectives of prevention, risk assessment, intervention and response to youth suicides and suicide attempts.
1. Specific Requirements for Plan Terms: The District Suicide Prevention Plan shall include terms relating to:
 - a) Suicide prevention (risk factors, warning signs, protective factors, referrals)
 - b) Response to in-or-out-of-school student suicides or suicide attempts (postvention, suicide contagion)
 - c) Student education regarding safe and healthy choices, coping strategies, recognition of risk factors and warning signs of mental disorders and suicide; and help seeking strategies
 - d) Training of staff, designated volunteers, and contracted personnel on the issues of youth suicide risk factors, warning signs, protective factors, response procedures, referrals, post-intervention and resources available within the school and community
 - e) Confidentiality considerations
 - f) Designation of any personnel, in addition to the ~~(see adoption note (d) above, and B.1 & B.2, below)~~ District Suicide Prevention Coordinator and Building Suicide Prevention Liaisons, to act as points of contact when students are believed to be at an elevated risk of suicide
 - g) Information regarding state and community resources for referral, crisis intervention, and other related information

- h) Dissemination of the Plan or information about the Plan to students, parents, faculty, staff, and school volunteers
 - i) Promotion of cooperative efforts between the District and its schools and community suicide prevention program personnel
 - j) Other provisions deemed appropriate to meet the objectives of this Policy (e.g., student handbook language, reporting processes, “postvention” strategies, memorial parameters, etc.)
2. Biennial Review: No less than once every two years, the Superintendent, in consultation ~~with the District Suicide Prevention Coordinator and Building Suicide Prevention Liaisons _____ and~~ with input and evidence from community health or suicide prevention organizations, and District health and guidance personnel, shall update the District Suicide Prevention Plan, and present the same to the Board for review. Such Plan updates shall be submitted to the Board in time for appropriate budget consideration.

B. Suicide Prevention Coordinator and Liaisons.

1. District Suicide Prevention Coordinator. ~~{The Superintendent shall appoint a}~~ OR ~~{the _____ The Director of School Counseling is designated as the}~~ District Suicide Prevention Coordinator, who, under the direction of the Superintendent shall be responsible for:
- a) developing and maintaining cooperative relationships with and coordination efforts between the District and community suicide prevention programs and personnel;
 - b) annual updating of (i) State and community crisis or intervention referral intervention information, and (ii) names and contact information of Building Suicide Prevention Liaisons, for inclusion in student handbooks and on the District’s website;
 - c) developing - or assisting individual teachers with the development – of age appropriate student educational programing, such that all students receive information in the importance of safe and healthy choices and coping strategies, recognizing risk factors and warning signs of mental disorders and suicide in oneself and others, and providing help-seeking strategies for oneself or others, including how to engage school resources and refer friends for help;
 - d) developing or assisting in the development of the annual staff training required under section C of this policy;
 - e) Such other duties as referenced in this Policy or as assigned by the Superintendent.
2. Building Suicide Prevention Liaison. The ~~{name position _____}~~ school counselor, or, in his/her absence, the building principal, shall be designated as the Building Suicide Prevention Liaison, and shall serve as the in building point-of-contact person when a student is believed to be at an elevated risk for suicide. Employees who have reason to believe a student is at risk of suicide, or is exhibiting risk factors for suicide, shall report that information to the Building Liaison, who shall, immediately or as soon as possible, establish and implement a response plan with the District Suicide Prevention Coordinator.

- C. Annual Staff Training. The Superintendent shall assure that beginning with the 2020-21 school year, all school building faculty and staff, designated volunteers, and any other personnel who have regular contact with students, including contracted personnel or third-party employees, receive at least two hours of training in suicide awareness and prevention. Such training may include such matters as youth suicide risk factors, warning signs, protective factors, intervention, response procedures, referrals, and postvention and local resources.
- D. Dissemination. Student handbooks and the District's website will be updated each year with the contact information for the Building Suicide Prevention Liaisons, State and community crisis or intervention referral intervention resources. The District Suicide Prevention Plan will be made available on the District's, and each school's respective websites.

Legal References:

RSA 193-J: Suicide Prevention Education

Other Resources:

- *The New Hampshire Department of Education's Bureau of Student Wellness, Office of Social and Emotional Wellness (OSEW), provides resources and technical assistance to school districts to work collaboratively with their community to respond to the needs of students through a multi-tiered system of support for behavioral health and wellness. For further information see: www.nhstudentwellness.org*
- *American Foundation for Suicide Prevention (AFSP) - <https://www.afsp.org>*
- *Suicide Prevention Resource Center - <http://www.sprc.org>*
- *The National Suicide Prevention Lifeline – <https://www.suicidepreventionlifeline.org>*
- *The Trevor Project - <https://www.thetrevorproject.org>*

HUDSON SCHOOL DISTRICT

POLICY CODE: JLF Reporting Child Abuse or Neglect

RELATED POLICIES: GBEBA, IJOC, JICK

FIRST ADOPTION:

LATEST REVISION:
Page 1 of 1

Category: Priority/Required by Law

A. Statutorily Mandated Reporting – All Persons

Under New Hampshire law (RSA 169-C:29), every person who has “reason to suspect” that a child has been abused or neglected is required to report that suspicion to DCYF (Division of Children, Youth and Families of the New Hampshire Department of Health and Human Services) or directly to the police. Under RSA 169-C:30, the initial report “shall be made immediately via telephone or otherwise.”

The requirement to report is not dependent on whether there is proof of the abuse or neglect, nor is it dependent upon whether the information suggests the abuse or neglect is continuing or happened in the past. Any doubt regarding whether to report should be resolved in favor of reporting. Failure to report may be subject to criminal prosecution, while a report made in good faith is entitled to both civil and criminal immunity. Additionally, a “credential holder”, as defined in New Hampshire Department of Education Rule 501.02(h), who fails to report suspected abuse or neglect risk having action taken by the New Hampshire Department of Education against his/her credential. See N.H. Code of Conduct for Educators, Ed. 510.05 (e).

The report should contain:

- a. the name and address of the child suspected of being abused or neglected
- b. the person responsible for the child's welfare
- c. the specific information indicating neglect/abuse or the nature and extent of the child's injuries (including any evidence of previous injuries)
- d. the identity of the person or persons suspected of being responsible for such neglect or abuse
- e. any other information that might be helpful in establishing neglect or abuse.

To report child abuse or neglect to **DCYF**, call **24/7 (800) 894-5533** (in-state) or (603) 271-6562. **In cases of current emergency or imminent danger, call 911.**

B. Additional provisions relating to school employees, volunteers and contracted service providers.

Each school employee, designated volunteer or contracted service provider having reason to suspect that a child is being or has been abused or neglected must also immediately report his/her suspicions to the building Principal or other building supervisor. This initial report may be made orally but must be supplemented with a written report as soon as practicable after the initial report, but in no event longer than one calendar day.

1. Request for Assistance in Making Initial Report.

The initial report to the Principal/building supervisor may be made prior to the report to DCYF/law enforcement, but only if:

- (a) the initial report is made for the purpose of seeking assistance in making the mandated report to DCYF/law enforcement, **and**
- (b) reporting to the Principal, etc. will not cause any undue delay (measured in minutes) of the required report to DCYF/law enforcement.

When receiving a request for assistance in making a report, the Principal or other person receiving the request is without authority to assess whether the report should be made, nor shall he/she attempt in any way to dissuade the person from making the legally mandated report. Once the Principal/building supervisor receives the information, the law would impose a reporting requirement upon both the original reporter and the Principal.

2. Principal's Action upon Receiving Report.

Upon receiving the report/request from the employee, volunteer or any other person, the Principal/building supervisor shall immediately assure that DCYF/law enforcement is or has been notified, and then notify the Superintendent that such a report to DCYF has been made.

A written report shall be made by the Principal to the Superintendent within twenty-four (24) hours, with a copy provided to DCYF if requested. The report shall include all of the information included in the initial oral report, as well as any other information requested by the Superintendent, law enforcement or DCYF.

3. Requirements for Reporting of Other Acts.

Employees/contract providers are also reminded of the requirements to report any act of “theft, destruction, or violence” as defined under RSA 193-D:4, I (a), incidents of “bullying” per Board Policy ~~(**)/JICK~~, JICK, and hazing under RSA 671:7. See also Board Policy ~~(**)/GBEBA~~ GBEAB. A single act may simultaneously constitute abuse, bullying, hazing, and/or an act of theft, destruction, or violence.

C. Signage and Notification.

The Superintendent is directed to assure that the Principal or administrator of each school shall post a sign within the school that is readily visible to students, in the form provided by the, Division for Children, Youth, and Families, that contains instructions on how to report child abuse or neglect, including the phone number for filing reports and information on accessing the Division's website. Additionally, information pertaining to the requirements of section A of this policy shall be included in each student handbook or placed on the district's website.

D. Training Required.

The Superintendent shall assure that all District employees, designated volunteers and contracted service providers receive training (in-person or online) upon beginning service with the District, with ~~annual~~-refreshers thereafter, on the mandatory reporting requirements, including how to identify suspected child abuse or neglect.

Legal References:

NH Code of Administrative Rules, Ed 306.04(a)(10), Reporting of Suspected Abuse or Neglect
NH Code of Administrative Rules, Code of Conduct for NH Educators, Ed 510.05(e), Duty to Report
RSA 169-C, Child Protection Act
RSA 169-C:29-39, Reporting Law
RSA 189:72, Child Abuse or Neglect Information
RSA 193-D:4, Safe School Zones, Written Report Required

HUDSON SCHOOL DISTRICT

POLICY CODE: JLIA Supervision of Students	FIRST ADOPTION:
RELATED POLICIES:	LATEST REVISION: Page 1 of 1

Category: Recommended

The Board is committed to ensuring that students are appropriately supervised at times when the District is responsible for providing students with a reasonable duty of care and supervision.

The Building Principal is responsible for administering and supervising the school, the general conduct of students, both on school premises and during school-sponsored activities off school grounds. Students should be under the supervision of a member of the school staff at all reasonable times while they are in school or attending school functions. All school staff shall ensure the safety of students even when they are not specifically scheduled for supervisory duty.

All dangerous conditions in the school should be reported at once to the Building Principal.

In schools where bus transportation is provided, the supervisory duties shall include the loading and unloading, when necessary of the students at the school. Elementary school students shall be escorted to the bus to ensure that the students board the bus safely.

The Building Principal is authorized to establish administrative rules and/or regulation in furtherance of this policy.

HUDSON SCHOOL DISTRICT

POLICY CODE: JLIE Student Automobile Use	FIRST ADOPTION:
RELATED POLICIES:	LATEST REVISION: Page 1 of 1

Category R

Improper use of a motor vehicle on school grounds ~~can result in suspension from school (in-school or away from school) for a period of time not to exceed five (5) days~~ may result in disciplinary action. Driving a motor vehicle from school grounds during the school day without written authorization will be considered improper use of a motor vehicle and will be considered ~~grounds for suspension~~ for disciplinary action.

Parking at the school is a privilege granted by the school and the privilege will be withdrawn if it is abused.

Prior to driving or parking on school grounds, Students will be required to register motor vehicles in the main office and will be required to have a school sticker on the motor vehicle.

If a student leaves the school grounds in a motor vehicle without authorization, parents will be notified and the Student will be subject to disciplinary action, ~~including suspension from school~~.

**Hudson School District
Hudson School Board Meeting
Draft Minutes**

Present:

Dr. Darcy Orellana, Board Chairman
Mr. Gary Gasdia, Board Vice-Chair
Ms. Diana LaMothe
Mr. Ethan Beals
Ms. Fabiana Fickett
Mr. Larry Russell, Superintendent of Schools
Ms. Kim Organek, Assistant Superintendent
Ms. Rachel Borge, Director of Special Services
Ms. Jennifer Burk, Business Administrator

- A. **Call to Order:** Dr. Orellana called the meeting to order. Pledge of Allegiance.
- B. **Review Public Comment Regarding Preschool thru Grade 5 Plan:** Dr. Orellana opened it up to public input.
1. Megan Smith, 1st grade teacher at H.O Smith: Ms. Smith went over the results from a climate survey that was given out at the schools. She states that the majority of the staff felt that it is not safe to return to school on January 4th after the holiday break. Ms. Smith went over some challenges that they are already facing at the schools and stressed that this would not be a long-term thing as they do wish to return to their students but when it's safe to do so.

Dr. Orellana went over the emails that were received. Dr. Orellana stated out of all the emails they received, 106 wanted to stay in school, 15 would like to go remote, and 12 were neutral.

C. **Discussion:**

Ms. Fickett was thankful for the surveys the teachers did and stated that this was very important because the numbers are rising in Hudson. Mr. Russell went over what is happening in the EOC.

Ms. Borge brought up preschool regarding executive order 64. Ms. Borge said they must stay in school as much as they possibly can. The second part of the order is that they cannot eliminate the option of in-person learning. She went over the situations they must consider with going forward with making these tough decisions.

Dr. Orellana asked how the district was doing regarding cleaning in the buildings. Mr. Russell said there was a notion that there was not cleaning happening at night. However, he assured that this

was not the case and that they hired a cleaning business to come in and he has checked on this several times to be certain that cleaning is happening.

Mr. Gasdia asked if anything has changed since the meeting. Mr. Russell said the numbers in the district are representing what is happening around us. He said right now they have had 5 adult-to-adult transmissions; there have been no adult-to-student or student-to-adult transmissions.

Dr. Orellana wanted to let the public know that this meeting was to just to go over the emails that were received and to let the public know that the board reads them and hears you. The Board stressed that any information that you would like the Board to know, to please get that to them by Monday night's meeting as they will be making a decision regarding what is going to happen after break with all the information that is presented.

Ms. Fickett stressed to the other Board members that a decision should be made tonight because if they decided next meeting, the district would only have one day to plan. Ms. LaMothe mentioned she would like to see how the cases would be within the next week, whether they would be increasing or declining in numbers, but is willing to discuss the consideration of making a decision tonight.

Ms. Fickett made a motion for the whole district to go remote from January 3rd to the 8th and return on January 11th, second by Ms. LaMothe.

Discussion: Ms. LaMothe asked how long the teachers would need to prepare to go remote for a full week. Mr. Russell said it would be a challenge as it is one day to prepare but he thinks it could all work if they were given that one day to prepare. Some teachers gave their opinion on this matter and said one day is not enough time to prepare as this would take much longer to get everything ready.

Ms. Fickett, aye, Mr. Beals, nay, Ms. LaMothe, aye, Mr. Gasdia, nay, Dr. Orellana, nay. Motion fails 2-3.

The Board will revisit this next meeting, but the motion still stands to have Elementary School return to in-person learning from December 14th -22nd and High School and Middle School will be in remote learning, and everyone will return to in person on January 4th.

D. Presentation to The Board:

1. Swim Coach Nominations

Ms. Bonney nominated the following:

Head Swim Coach	Colleen Vurgaropulos	\$3150
Assistant Swim Coach	Jeremie Fortier	\$1400
Assistant Swim Coach	Xenophon Vurgaropulos	\$1400
Dive Coach	Derek Peabody	\$1,000

Mr. Beals made a motion to approve the nominations, second by Ms. LaMothe. Motion passes 5-0.

E. Non-Public:
None.

F. Upcoming Meetings:

Meeting	Date	Time	Location	Purpose
School Board	12/21/2020	6:30 pm	Community Center	Regular Meeting
School Board	1/4/2021	6:30 pm	Community Center	Regular Meeting

G. Adjourn:

Ms. LaMothe moved to adjourn, second by Mr. Gasdia. Motion passes 5-0.

Meeting adjourned at 8:20 pm.

Respectfully submitted,

Amanda Gage (public)

**Hudson School District
Hudson School Board Meeting
Draft Minutes**

Present:

Dr. Darcy Orellana, Board Chairman
Mr. Gary Gasdia, Board Vice-Chair
Ms. Diana LaMothe
Mr. Ethan Beals
Ms. Fabiana Fickett
Ms. Kara Roy, Vice-Chairman, Board of Selectmen
Mr. Larry Russell, Superintendent of Schools
Ms. Kim Organek, Assistant Superintendent
Ms. Rachel Borge, Director of Special Services
Ms. Jennifer Burk, Business Administrator
Ms. Hannah LoVerdi, Student Representative

A. Call to Order: Dr. Orellana called the meeting to order. Pledge of Allegiance.

B. Non-public Session:

Ms. Fickett moved to enter non-public under RSA 91-A:3 II (c), second by Mr. Gasdia. Rollcall vote: Ms. LaMothe, aye; Mr. Beals, aye; Dr. Orellana, aye; Mr. Gasdia, aye; Ms. Fickett, aye. Motion passes 5-0.

A student matter was discussed with a family member and an external representative. Mr. Russell and the Board will discuss further.

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

C. Public Input: Dr. Orellana opened it up to public input.

1. Kim Bourassa, Union Rep from Hudson Memorial: Ms. Bourassa came to talk about the survey results she forwarded the Board this past weekend. She mentioned that most of the teachers feel that it is not safe to return after vacation due to the rise in numbers. Mr. Beals asked if after January 11th if staff would feel that it is safe to return then. Ms. Bourassa said if the date is pushed back it gives them the timeframe to quarantine so they would feel safer.
2. Amanda Fredette, 1 Melba Drive: Presented a passionate statement regarding the return date of their students after break, she also presented a personal experience that a teacher who recently contracted COVID-19 went through. Ms. Fredette stated that there were 47 members of Nottingham West that were out due to positive cases, COVID symptoms, or quarantining guidelines. Ms. Fredette asked the Board to reconsider the decision that was made to return to in-person learning on January 4th.

Dr. Orellana followed up by reviewing the public email comments that they received, which were opinions about the holiday schedule.

D. Presentations to the Board:

1. Alvirne Renovation Options (Jay Doherty, Lavallee-Brensinger Architects): Mr. Doherty reviewed what he presented last time and then went on to explain new options that would save cost but still ensure safety was put forth. The Board thanked Mr. Doherty for coming back and acknowledged that safety is an important aspect and that they will revisit this topic soon.

E. Old Business:

1. Calendar Discussion
 - a) June: Mr. Russell asked the Board if they could make a motion to approve the district to still have snow days as now it could be an issue with power outages with remote learning during a snowstorm.
Mr. Gasdia made a motion to approve the Calendar change which would make the last day of school to be June 14th, 2021 second by Ms. LaMothe. Ms. Fickett, aye, Mr. Gasdia, aye, Mr. Beals, aye, Ms. LaMothe, aye, Dr. Orellana, aye. Motion passes 5-0.
 - b) Remaining Academic Year: Ms. Fickett reviewed the data that was collected due to COVID uprisings and positive cases in the district. Mr. Russell went on to talk about his opinion on the new ten-day quarantine period that is recommended by the CDC. The Board also spoke with Ms. Roy on the numbers in the town and how they are currently rising and what precautions they are taking. Ms. LoVerdi gave some insight on what she is hearing around the school.
Ms. LaMothe made a motion to have everyone go full remote from January 4th to January 8th and return to our prior mode of instruction on January 11th, second by Ms. Fickett. Mr. Gasdia, aye, Ms. LaMothe, aye, Mr. Beals, aye, Ms. Fickett, aye, Dr. Orellana, aye. Motion passes 5-0.
2. Extracurricular Nomination: This an indoor track extracurricular nomination. Mr. Russell spoke with the athletic director and felt that even though it will not be a normal season the athletes should still go through with practices and training for the season and is asking the Board if the program can continue. The Board is concerned about what exactly the athletes and coaches will be doing because this would include a full stipend. Mr. Beals asked if a memo could be put together regarding what this season will entail.
3. Warrant Articles:
 - Warrant Articles 4 & 5 (Roof Replacements): Mr. Pratte presented to the Board a proposal on the completion of HMS and a full one-summer completion on the roof at Hills Garrison. Mr. Pratt also went over the warranty and the cost of these projects.
Ms. Fickett made a motion to accept warrant articles 4 and 5 for the roof completion of HMS and the roof replacement at Hills Garrison, second by Ms. LaMothe. Mr. Gasdia, aye, Ms. LaMothe, aye, Mr. Beals, aye, Ms. Fickett, aye, Dr. Orellana, aye. Motion passes 5-0.
 - Warrant Article 1 (Alvirne High School Renovations): Ms. Burk went over the tax rates and the costs of this article to the Board. The Board had many thoughts on these renovations

and mentioned that there is a lot of information that goes into this and it is a major decision as safety is extremely important.

Ms. LaMothe made a motion to approve Warrant Article 1 with option B that was presented tonight for \$9.9 million for safety renovations, second by Ms. Fickett. Ms. Fickett, aye, Mr. Beals, nay, Ms. LaMothe, aye, Mr. Gasdia, nay, Dr. Orellana, aye. Motion passes 3-2.

4. Policies (2nd readings deferred from 11/16/2020): Ms. Organek went over these policies for a second time.

a) JICA Student Dress Code	Replacing outdated policy w/ NHSBA sample w/tracked changes
b) JICI Weapons on School Property	Replacing outdated policy w/NHSBA sample verbatim
c) JICI Unauthorized Communication Devices	New, NHSBA sample w/tracked changes
d) JICK Pupil Safety and Violence Prevention	Reviewed by Policy Committee
e) JICL School District Internet Access for Students	New, NHSBA sample verbatim
f) JIE Pregnant Students	Reviewed by Policy Committee

Mr. Gasdia made a motion to approve all the policies as amended, second by Ms. LaMothe. Mr. Gasdia, aye, Ms. LaMothe, aye, Mr. Beals, aye, Ms. Fickett, aye, Dr. Orellana, aye. Motion passes 5-0.

F. New Business:

1. Financial Report: Ms. Burk presented an up-to-date report that was updated by the Finance Director. Ms. Burk went over the revenue and expenditures from last year and this current year. She mentioned one area they are keeping an eye on are supplies due to COVID expenditures.
2. Budget Transfer Report: Ms. Burk also presented the year-to-date Budget Transfer Report, as there were four budget transfers that occurred. Most of these budget transfers were due to special services, culinary arts, CTE funds, and certain math programs.
3. Tentative Impact Bargaining Agreements: There have been three impact bargaining agreements in the works.

Ms. LaMothe made a motion to ratify the MOAs, one pertaining to the PSRPs and the other to the Secretaries, second by Mr. Gasdia. Mr. Gasdia, aye, Ms. LaMothe, aye, Mr. Beals, aye, Ms. Fickett, aye, Dr. Orellana, aye. Motion passes 5-0.

4. Policies (1st readings): Ms. Organek presented the following first readings.

a) JLCD Administering Medication to Students	Reviewed
b) JLCEA Use of Automated External Defibrillators	Replacing outdated policy w/NHSBA sample verbatim
c) JLCE Emergency Care and First Aid	Same as previously adopted EBBC
d) JFCG Exclusion of Students from School for Illness	New, NHSBA sample w/ tracked changes

G. Recommended Action:

1. Manifests- Recommended Action: Make necessary corrections and sign.
2. Minutes- Recommended Action: Review and Approve.
 - a) 9/28/2020 Draft Minutes:
 - b) 10/5/2020 Draft Minutes:
 - c) 11/2/2020 Draft Minutes:
 - d) 11/12/2020 Draft Minutes:
 - e) 11/16/2020 Draft Minutes:
 - f) 12/7/2020 Draft Minutes:

Ms. LaMothe made a motion to approve the minutes 9/28/2020, 10/5/2020, 11/2/2020, 11/12/2020, 11/16/2020, 12/7/2020, second by Mr. Gasdia. Mr. Gasdia, aye, Ms. LaMothe, aye, Mr. Beals, aye, Ms. Fickett, aye, Dr. Orellana, aye. Motion passes 5-0.

H. Reports to the Board:

1. Superintendent Report: No more to report tonight.
2. Assistant Superintendent Report: Shared that Alvirne High School is going to be participating in a virtual science fair. Ms. Organek also mentioned that there is going to be a virtual career internship available to four students from the computer science program. Lastly the HMS started to create a virtual career day with the counselors.
3. Director of Special Services Report: Ms. Borge extended her thanks to the budget community for recognizing her department. She is also starting to look at what the summer program will look like.
4. Business Administrator Report: No more to report tonight.

I. Legislative Updates: Legislature is going to reconvene again on January 6th and elect a new house speaker.

J. Committee Reports: No Report tonight.

K. Board Member Comments:

1. Ms. Hannah LoVerdi: Wished everyone a Happy Holiday and a Happy New Year.
2. Ms. Kara Roy: Mentioned that there will be a virtual Board of Selectman meeting on the 29th and wished everyone a safe holiday.

3. Mr. Gary Gasdia: Congratulated the high school students who got inducted into the national honor society and gave credit to the special education students and staff on their hard work all year long.
4. Ms. Diana LaMothe: Wished everyone a Merry Christmas and happy holidays.
5. Mr. Ethan Beals: Thanked the town for holding our meeting for tonight.
6. Ms. Fabiana Fickett: Thanked the teachers and reps who came out to speak as well as the families for the flexibility and wished everyone a happy holiday.
7. Dr. Darcy Orellana: Is appreciative of all the hard work that has been going on in the district.

L. Upcoming Meetings:

Meeting	Date	Time	Location	Purpose
School Board	1/4/2021	6:30 pm	Community Center	Regular Meeting
School Board	1/25/2021	6:30 pm	Community Center	Regular Meeting

M. Non-public:

Ms. LaMothe made a motion to enter non-public session according to RSA 91-A: 3(C) at 9:03 pm, second by Ms. Fickett. Ms. Fickett, aye, Mr. Gasdia, aye, Mr. Beals, aye, Ms. LaMothe, aye, Dr. Orellana, aye. Motion passes 5-0.

Ms. Fickett moved to end the expulsion providing an education path and conditions, second by Ms. LaMothe. Motion passes 5-0.

N. Adjourn:

Mr. Beals moved to exit non-public and adjourn, second by Ms. Fickett. Motion passes 5-0.

Meeting adjourned at 9:20 pm.

Respectfully submitted,

Amanda Gage (public)
Ms. Organek (non-public)