

Posted: 06/17/2021

At: All Hudson schools, SAU building, district website



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

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

Agenda

June 21, 2021

Estimated
time

- 6:30 pm **A. Call to Order**
Pledge
- 6:31 pm **B. Public Input**
Hudson residents are welcome and encouraged to share feedback with the board on agenda items.
- 6:35 pm **C. Good News Update (Information)**
Assistant Superintendent Kim Organek will share some good news about what's happening in our schools.
- 6:40 pm **D. Presentations to the Board**
1. [School Safety](#) (Information)
Sarah Muncey, chair of the district's Emergency Management Committee, will provide an update on safety in our schools.
2. [Interactive White Boards](#) (Information)
District Technology Director Kevin Peterson compiled results of a survey on staff usage of interactive white boards.

Posted:

At: All Hudson schools, SAU building, district website

- 6:55 pm **E. Old Business (Note Discussion/Decision)**
1. [End-of-Year Spending Update](#) (Decision)
Business Administrator Jen Burk will provide an updated list of requests for year-end spending from FY21.
 2. [Lions Field Property Use Agreement](#) (Decision)
Business Administrator Jen Burk will review and agreement with the Lions Club to allow for use of district property adjacent to Lions Field.
- 7:10 pm **F. New Business (Note Discussion/Decision)**
1. [Extracurricular Nomination](#) (Decision)
Assistant Superintendent Kim Organeck will share nominations for AHS Summer Horticulture Internship
 2. [Extracurricular Nomination](#) (Decision)
Assistant Superintendent Kim Organeck will share nomination for HMS Team Facilitators
 3. [Budget Transfer – Food Service](#) (Decision)
Business Administrator Jen Burk will review the status of the food service program and outline a transfer request to cover program deficit.
- 7:20 pm **G. Recommended Action**
1. Manifests – Recommended action: Make necessary corrections and sign.
- 7:25 pm **H. Reports to the Board (Information)**
- District administrators will share updates for the board and public.
1. Assistant Superintendent Report
 2. Director of Special Services Report
 3. Business Administrator Report
- 7:30 pm **I. Committee Updates**
- 7:30 pm **J. Correspondence (Information)**
1. [Governor Citation for Steve Beals](#)
- 7:35 pm **K. Board Member Comments**

Posted:

At: All Hudson schools, SAU building, district website

7:40 pm

L. Non-Public Session

1. Staff Nominations
2. Superintendent Evaluation

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

These conditions are:

- a) *The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.*
- b) *The hiring of any person as a public employee.*
- c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.*
- d) *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*
- e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency or any subdivision thereof, or against any member thereof because of his membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled.*
- i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

7:50 pm

M. Adjourn

Upcoming Meetings

Meeting	Date	Time	Location	Purpose
School Board	07/19/21	6:30 pm	Hills Memorial Library	Regular Meeting
School Board	08/02/21	6:30 pm	Hills Memorial Library	Regular Meeting



School Safety Update

June 21, 2021

School Safety

- **School Safety = Asset Protection**

Assets include:

- **Students**
- **Building & grounds**
- **Vehicles**
- **Trust/reputation**
- **Information**
- **Staff**
- **Equipment**
- **Supplies**
- **Culture**



School Safety

- **Everyday occurrences**
 - **Parking lots – arrival/dismissal**
 - **Visitors to campus**
 - **Wildlife**
 - **Emergencies**
 - **Power Outage**
 - **Weather Event**
 - **Injury/Illness**
-

Review

- **Emergency Management Committee**
 - **Town of Hudson Emergency Operations Center (EOC)**
 - **HSEM School Security Assessments & recommended improvements**
 - **Standard Operating Procedures (SOP's)**
 - **Emergency protocols**
 - **ALICE protocols**
 - **Emergency Operations Plans (EOPs)**
-

ALICE

- **Options-based protocol**
 - **Proactive – staff & students are trained and empowered to make decisions**
 - **Increases odds of survival**
 - **Acknowledges that every event is different**
 - **Research based**
-

Communication

- **PA system – integrated with telephones**
 - **Radios**
 - **School-wide**
 - **Program specific**
 - **Administrators**
 - **Duties**
 - **Texting**
-

Communication Challenges

- **PA System**
 - **Gathering spaces**
 - **Gymnasium**
 - **Outside**
 - **Radios**
 - **Spotty coverage**
 - **No override**
 - **Overlapping zones**
 - **Limited range/ability**
-

Proposed Radios & Infrastructure

- **Aligned with NH School Safety Task Force Recommendations**
 - **Improve infrastructure**
 - **Consistency**
 - **Reliability**
 - **Plan developed in cooperation/collaboration with:**
 - ~ **NH Division of Emergency Services & Communications**
 - ~ **Emergency Management Committee (includes HPD & HFD)**
 - ~ **School/district administrators**
-

#HudsonLearnsTogether

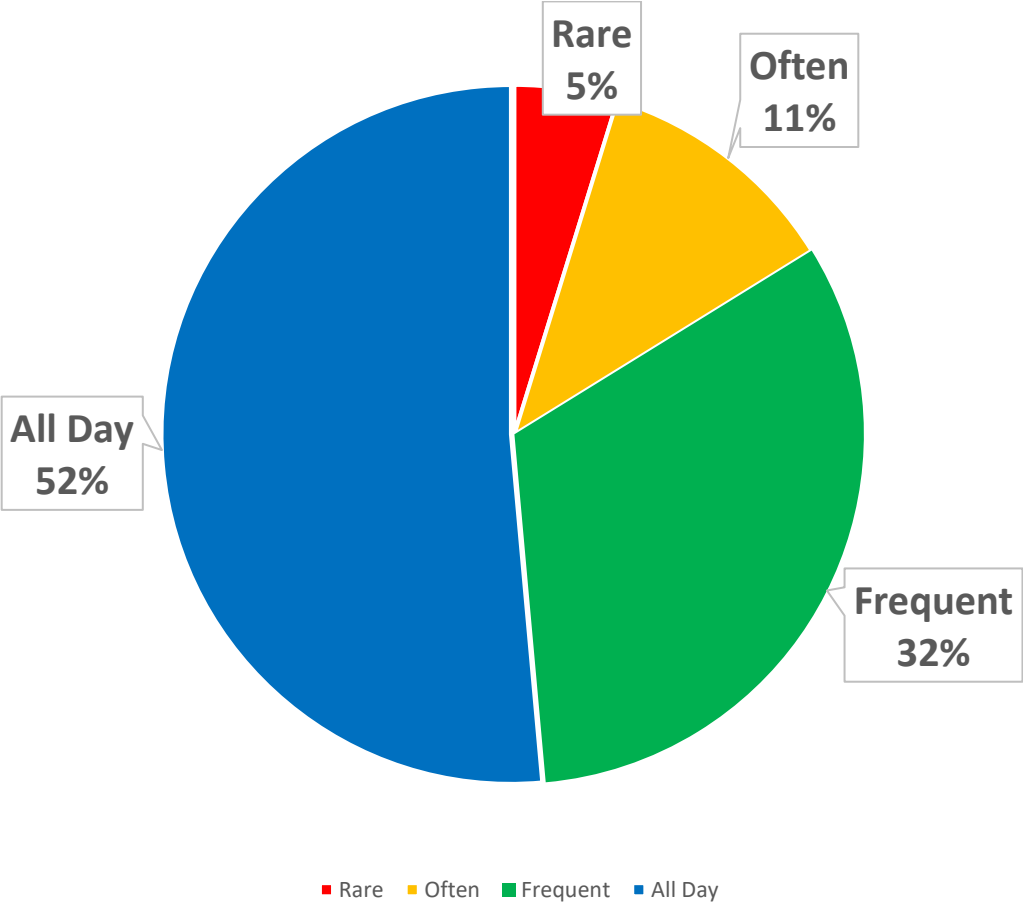


Interactive Whiteboard Survey Results

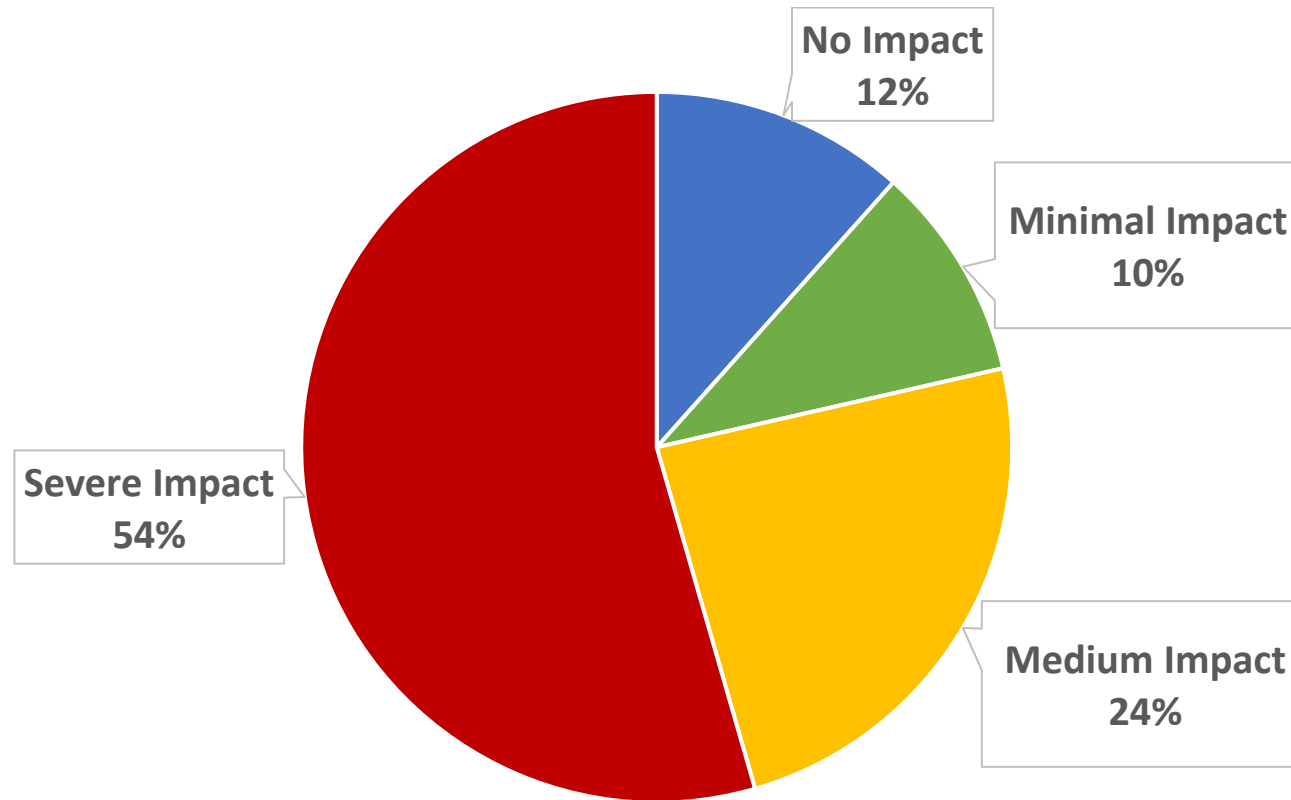
Monday, June 21, 2021

Survey Responses - 138

Usage of Interactive Whiteboard on a daily basis



Impact to teaching when Interactive Whiteboard is down



■ No Impact ■ Minimal Impact ■ Medium Impact ■ Severe Impact

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
jbork@sau81.org

MEMO

TO: Hudson School Board
FROM: Jennifer Burk
RE: Year-End Spending Requests
DATE: June 16, 2021

This memo summarizes the requests to date for year-end spending from the projected fund balance for FY21.

Recommended by Administration:

District-Wide Communication Infrastructure and Radio Upgrade – \$208,306 (includes optional UHF to VHF repeater)

Facilities Requests:

- Classroom Vanity Replacements at NWES – estimate \$32,000
- Replacement of furniture in Library Media Centers in all buildings – estimate \$240,000
- Replacement of furniture in the LMC of just HMS (to include painting) – estimate \$60,000
- Portable air conditioning units for the buildings (5 in each building) - \$12,000

Technology Requests:

- Replace 14 PolyVision Smartboards at HO Smith - \$70,000
- Replace 24 PolyVision Smartboards at HMS - \$120,000
- Deployment of 1:1 computers at the elementary levels (need additional 800 devices – currently at 3:1 for K-3 and 2:1 for grades 4-5) - \$200,000

Total for all remaining Recommended = \$870,306 (includes full LMC furniture vs HMS)

~~~~~  
**Not Recommended by Administration:**

- Stage Curtains for AHS - \$26,200 (possibly a Trustee request)
- Stage LED Lighting for AHS - \$100,000 (a consideration for a future new auditorium)
- Senior Class Funding from AHS - \$25,000 for increased expenses for graduation and \$15,000 to offset Prom costs

**Total for remaining Not Recommended = \$151,200**

## **Approved Items from June 7, 2021:**

- Life Skills Classroom Renovation - \$80,328
- Back Parking Lot at HOS – repair work \$30,200
- Trane Controls Upgrade for HVAC System at HMS – \$68,143
- Solid Sink Surfaces/Countertops Replacements in Bathrooms at HGS – estimate \$17,000
- Bathroom Countertop Replacements at HMS – estimate \$12,200
- Deployment of 1:1 Computers for 12<sup>th</sup> Grade - \$82,500
- Scoreboard Replacements for AHS - \$30,000

**Total for all approved as of 6/7/21 - \$352,371**

## Fund Balance Retention – Warrant Article 5 from FY20

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

Recommended by the Hudson School Board 5-0  
Not recommended by the Budget Committee 8-3

### Funding Limit:

The total contingency fund balance cannot exceed 2.5% of the Net Assessment, by law and approved warrant article (recalculated annually)

Net Assessment is the amount raised locally for the support of schools through town property taxes, including the state-wide education property tax.

### Based FY2020 Tax Rate and Assessment for FY2021:

|                                                     |                      |
|-----------------------------------------------------|----------------------|
| Net Assessment (gross)                              | \$51,526,565         |
| Less State Education Grant                          | <u>(\$7,097,203)</u> |
| Net Assessment (adjusted)                           | \$44,429,453         |
| <b>Maximum</b> Contingency Fund Balance at 2.5%     | \$1,110,736          |
| Contingency Carry Forward from FY20                 | <u>(\$600,000)</u>   |
| <b>Maximum Contribution to Contingency for FY21</b> | <b>\$510,736</b>     |

## LICENSE AGREEMENT

Agreement made, effective as of \_\_\_\_\_, \_\_\_\_\_, 2021, by and between the Hudson School District, a New Hampshire municipal corporation, with a mailing address of c/o SAU #81, 20 Library Street, Hudson, New Hampshire 03051, owner of Town of Hudson Tax Map 182 Lot 109, herein referred to as "Licensor", and the Hudson Lions Club, Inc. , a New Hampshire Non-Profit corporation, owner of Town of Hudson Tax Map 182 Lot 142, with a mailing address of PO Box 3, Hudson, New Hampshire 03051, herein referred to as "Licensee."

The parties agree as follows:

### SECTION ONE Grant of Permission

In consideration of Licensee's promises contained in this Agreement, Licensor gives permission, revocable and terminable as provided below, to Licensee to enter on the real property of Licensor described below and utilize the structures thereon on an exclusive basis for the purpose of operating and maintaining a spectator area and related activities on Licensor's property as described in Section Two below, all on the terms and conditions set forth in this Agreement, with which Licensee promises to comply and abide.

### SECTION TWO Description of Property

The real property of Licensor that Licensee is permitted to enter under and pursuant to this Agreement is located in the Town of Hudson, County of Hillsborough, State of New Hampshire, and more particularly described as follows: a portion of Tax Map 182 Lot 109 being 22, 289 square feet, 0.511 acres as shown on Exhibit A attached hereto and incorporated herein.

### SECTION THREE No Monetary Consideration

The permission granted to Licensee under this Agreement is given to Licensee as an accommodation to Licensee and it shall be without charge to Licensee. Licensee acknowledges the title of Licensor to the above-described real property and agrees never to assail, resist, or deny such title.

### SECTION FOUR Permission Exclusive

The permission granted to Licensee under this Agreement shall be exclusive to Licensee.

SECTION FIVE  
Buildings or Structures

Licensee may utilize the bleachers, concrete dugout and parking area but shall not construct any additional structures without the prior written consent of the Licensor. Licensee shall be solely responsible for the maintenance, repair and /or replacement of all structures and equipment that it has on the property.

SECTION SIX  
Hold Harmless: Insurance

The Licensee shall hold the Licensor harmless from any liability or damages, including its attorneys' fees, arising from the public's use of the property, unless caused by Licensor's willful or wanton misconduct. The Licensee shall maintain liability insurance for bodily injury and insurance for property damage arising from Licensee's and the public's use of the property, with contractual liability coverage and coverage limits satisfactory to Licensor, which policies shall list Licensor as an additional insured. Annually, on or before June 1 of each year, the Licensee shall provide an insurance certificate to the Licensor for review and approval.

SECTION SEVEN  
No Commercial Use or Nuisance

Licensee shall not use nor shall it allow any portion of the premises to be used for uses not included in its non-profit purpose as charitable association or for any profit-making commercial purposes, and shall not perform or permit any of Licensee's agents, employees or invitees to perform any disorderly conduct or commit any nuisance on such property or to use such property in any way so as to interfere with the exercise by Licensor of its use of the remainder of Tax Map 182 Lot 109..

SECTION EIGHT  
Utilities/Other Services

Licensee shall pay for all utility and other services furnished to or for Licensee on the above-described property.

SECTION NINE  
Privileges Not Assignable

Licensee's privileges under this Agreement shall not be assignable by Licensee in whole or in part.

SECTION TEN

Term; Termination; Conveyance

The initial term of this License Agreement shall be for two (2) years commencing upon the execution of the agreement and the Licensee shall have the right to renew for an additional term of two (2) years.

Both parties reserve the right to terminate the permission granted by this Agreement at any time by giving the other party a minimum of six (6) month's written notice of such termination, except that Licensor may, at its election, terminate the permission immediately without such notice at any time if Licensee shall fail to comply with or abide by each and all of the provisions of this Agreement or to keep all of Licensee's promises contained in this Agreement.

Both parties hereto acknowledge that subject to the approval of the 2022 School District Meeting and subsequent approval of the Hudson School Board, the property described on Exhibit A will be conveyed by Licensor to Licensee and this License will be terminated.

SECTION ELEVEN

Notice

Any notice provided for or concerning this Agreement shall be in writing and be deemed sufficiently given when sent by certified or registered mail if sent to the respective address of each party as set forth at the beginning of this Agreement.

SECTION TWELVE

Removal of Property

On revocation, surrender, or other termination of the permission granted by this Agreement, Licensee shall quietly and peaceably surrender the portion of the above-described property occupied by Licensee in as good condition as such property was at the time of Licensee's entry on such property under this Agreement and shall remove all fixtures, equipment, and other personal property placed by Licensee on such property, and if Licensee shall fail to do so, Licensor shall have the right to make such removal at Licensee's expense, the amount of which expense Licensee shall pay to Licensor on demand, and, if Licensor shall so elect, it shall have the right to take possession of and appropriate to itself without payment therefor any property of Licensee, or anyone claiming under Licensee, then remaining on the above-described property.

SECTION THIRTEEN

Governing Law

It is agreed that this Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of New Hampshire.

SECTION FOURTEEN  
Effect of Partial Invalidity

The invalidity of any portion of this Agreement will not and shall not be deemed to affect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect as if they had been executed by both parties subsequent to the expungement of the invalid provision.

SECTION FIFTEEN  
Entire Agreement

This Agreement constitutes the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding on either party except to the extent incorporated in this Agreement.

SECTION SIXTEEN  
Modification of Agreement

Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if evidenced in writing signed by each party or an authorized representative of each party.

In witness, each party to this Agreement has caused it to be executed at Hudson, New Hampshire on the date indicated on page one..

Licensor:  
Hudson School District  
By:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Name  
Title:  
Duly Authorized

Licensee  
Hudson Lions Club, Inc.  
By:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Name:  
Title:  
Duly Authorized

EXHIBIT A



HUDSON, NH 03051  
5319-0189

public

SARAGE

E H.C.R.D  
AN #39

45°16'E  
75'

R.R. Spike(s)

S85°30'00"E  
100.00'

60.00'

I.P. CAP(S)

100.00'

S04°30'00"W

R.R. Spike(s)

I.P. CAP(S)

100.00'

N04°30'00"E

100.00'

S85°30'00"E

60.00'

I.P. CAP(S)

100.00'

S85°30'00"E

60.00'

I.P. CAP(S)

100.00'

S85°30'00"E

60.00'

I.P. CAP(S)

100.00'

S85°30'00"E

60.00'

I.P. CAP(S)

182-109  
HUDSON, TOWN OF  
SCHOOL DISTRICT  
20 LIBRARY STREET  
HUDSON, NH 03051

PROPOSED  
NEW LOT LINE

22,289 sq. ft.  
0.511 acres

EDGE GRAVEL

65.00'

ohw

ohw

ohw

ohw

ohw

ohw

ohw

ohw

ohw

ohw

ohw

ohw

ohw

ohw

ohw

ohw

ohw

ohw

ohw

ohw

S85°30'00"E

354.24'

CONC. BLOCK RET. WALL

BLEACHERS

C.L.F. ON CONC. RET. WALL

35.0'

S85°30'00"E

331.59'

CONC. DUGOUT

CONC. RET. WALL

CONC. RET. WALL

S23°42'25"W

30.66'

I.P./CAP(F)

I.P./CAP(S)

CONC. DUGOUT AND PRESS BOX

33°42'25"W

30.66'

CONC. DUGOUT AND PRESS BOX

33°42'25"W

30.66'

BASEBALL FIELD

SEE H.C.R.D PLAN # 15167

182-142  
190,225 sq. ft.  
4.366 acres

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In witness, each party to this Agreement has caused it to be executed at Hudson, New Hampshire on the date indicated on page one..

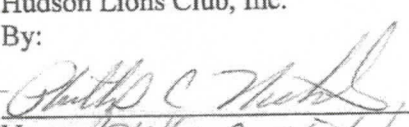
Licensor:  
Hudson School District  
By:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Name  
Title:  
Duly Authorized

Licensee  
Hudson Lions Club, Inc.  
By:

  
\_\_\_\_\_  
Witness

  
\_\_\_\_\_  
Name: Phillip C. Nichols  
Title: 1st V.P.  
Duly Authorized

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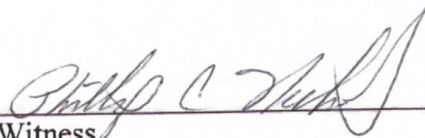
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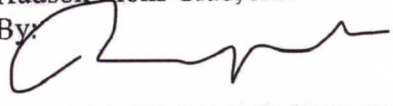
Licensor:  
Hudson School District  
By:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Name  
Title:  
Duly Authorized

Licensee  
Hudson Lions Club, Inc.  
By:

  
\_\_\_\_\_  
Witness

  
\_\_\_\_\_  
Name: Ray Bouley  
Title: President Hudson Lions Club  
Duly Authorized (B.A.D.)

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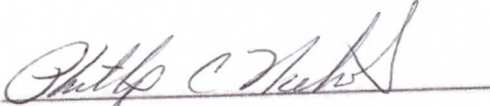
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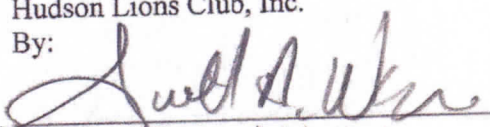
Licensor:  
Hudson School District  
By:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Name  
Title:  
Duly Authorized

Licensee  
Hudson Lions Club, Inc.  
By:

  
\_\_\_\_\_  
Witness

  
Name: SCOTT A WILSON  
Title: BOARD MEMBER  
Duly Authorized



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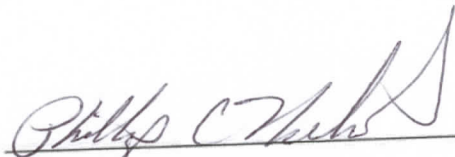
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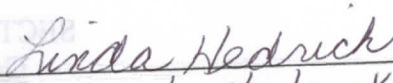
Licensor:  
Hudson School District  
By:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Name  
Title:  
Duly Authorized

\_\_\_\_\_  
Licensee  
Hudson Lions Club, Inc.  
By:

  
\_\_\_\_\_  
Witness

  
\_\_\_\_\_  
Name: Linda Hedrick  
Title: 2<sup>nd</sup> vice president  
Duly Authorized



**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](mailto:lrussell@sau81.org)

**Kimberly Organeck**  
*Assistant Superintendent*  
(603) 886.1235  
[korganeck@sau81.org](mailto:korganeck@sau81.org)

**Rachel Borge**  
*Director of Special Services*  
(603) 886-1253  
[rborge@sau81.org](mailto:rborge@sau81.org)

**Jennifer Burk**  
*Business Administrator*  
(603) 886-1258  
[jbork@sau81.org](mailto:jbork@sau81.org)

**MEMORANDUM**

**TO:** Hudson School Board  
**FROM:** Stephanie Colton, Benefits Coordinator  
**SUBJECT:** Team Facilitator Nominations  
**DATE:** June 16, 2021

---

The following nominations have been submitted for the 2021-2022 school year:

**Hudson Memorial:**

|         |                 |         |
|---------|-----------------|---------|
| Team 1  | Jeannine Hines  | \$2,000 |
| Team 2  | Katie LeLievre  | \$2,000 |
| Team 3  | Joy Whitaker    | \$2,000 |
| Team 4  | Michel Stilphen | \$2,000 |
| Team 5  | Rebecca Leary   | \$2,000 |
| Team 6  | Leanne Phaneuf  | \$2,000 |
| Team 7  | Carla Griffin   | \$2,000 |
| Team 8  | Kim Bourassa    | \$2,000 |
| UA Team | Michael Seckla  | \$2,000 |

**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](mailto:lrussell@sau81.org)

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MEMO

TO: Hudson School Board

FROM: Jennifer Burk

RE: Food Service Program Debt – Transfer Request

DATE: June 16, 2021

The Food Service Program experienced some challenges over the course of the past year due to COVID, as described in the memo provided by Food Service Director Carla Anger for the School Board meeting on June 7, 2021. The participation numbers were down over the course of the year with some students attending remotely and with hybrid schooling at HMS & AHS, plus a la carte options were limited due to COVID precautions that were put in place. To offset a portion of anticipated losses from those lower student counts, some positions remained vacant at the buildings in an attempt to reduce operating expenses, however the program overall ended up operating in a deficit. Historically the program has ended with a positive fund balance each year.

The US Department of Agriculture, which governs operations of federally funded school nutrition programs, states that a school food authority cannot carry a negative fund balance into the next school year, and that any negative balance must be cleared by funds from non-federal sources such as the general fund. As such, I am requesting that the School Board approve a transfer from the general fund's unreserved fund balance to offset the program losses. I am recommending using a "not to exceed" amount in the motion so that we can close out the books on the program for the school year and make a transfer based on the program's actual ending deficit.

Recommended Motion:

*The Hudson School Board authorizes a transfer from the unreserved fund balance of the General Fund into the Food Service Program in an amount not to exceed \$438,000 by June 30, 2021.*

Thank you in advance for support of the above motion.



*State of New Hampshire*  
*By His Excellency*  
*Christopher T. Sununu, Governor*

**CITATION**

**Be it hereby known that I,  
Christopher T. Sununu,  
Governor of the State of New Hampshire, join with my fellow  
citizens in extending my personal best wishes and sincerest  
congratulations to**

*Steve Beals*

In recognition of his leadership throughout the last year. Steve organized and facilitated bi-weekly meetings with high school principals from across the Granite State, providing a sense of community and cooperation during the COVID-19 pandemic. These invaluable meetings allowed principals to discuss COVID-19 practices and procedures, ensuring greater safety for staff and students during unprecedented times. He also served as the President of the NHIAA Executive Council, helping schools safely navigate their sports programs. Steve always has the best interests of students in mind, and he is known for his passion for helping others. On behalf of the citizens of New Hampshire, I commend Steve for his excellent work and wish him all the best going forward.



*Christopher T. Sununu*

Christopher T. Sununu, Governor

May 11, 2021