

Posted: 07.02.2020

At: All Hudson schools, SAU building, district website



HUDSON SCHOOL DISTRICT
Hudson, New Hampshire
July 6, 2020
REMOTE

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

AGENDA

Due to the Governor's stay-at-home order, the board meeting will be held remotely via Zoom. The meeting will be broadcast live on HCTV and recorded.*

Hudson residents may submit their agenda-related public input to the board by emailing https://www.sau81.org/school_board/public_comment.

A phone number will be posted to the district's website and Facebook page on Monday at 5:00 pm for people to listen to the Zoom meeting as an alternative to HCTV.

**Zoom provides a remote conferencing service that combines video conferencing, online meetings, chat, and phone collaboration.*

- A. **Call to Order**: Chairman Darcy Orellana will call the meeting to order.
- B. **Public Input**
- C. **Old Business**
1. Budget Committee Update
 2. Diversity, Equity, & Inclusion Committee Discussion
 3. Policies (2nd readings, KO)
 - a) [GCO Teacher Performance and Evaluation System](#) NHSBA sample w/tracked changes
 - b) [GBEC/ADB Drug-free Workplace & Drug-free Schools](#) Same as ADB (already adopted)
 - c) [GBED/ADC/JICG Prohibitions Regarding Use and Possession of Tobacco Products, E-cigarette, and E-liquids in and on School Facilities and Grounds](#) Same as ADC (already adopted)
 - d) [IGD Curriculum Adoption](#) NHSBA sample w/tracked changes
 - e) [IMDA Patriotic Exercises](#) Replacing outdated policy w/NHSBA sample, verbatim

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- f) [IMG Animals in the Schools](#) Replacing outdated policy w/NHSBA sample w/tracked changes
- g) [IMGA Service Animals in Schools](#) Replacing outdated policy w/NHSBA sample w/tracked changes

D. New Business

1. Alvirne Renovation
2. Policies (1st readings, KO)
 - a) [JBAA Sexual Harassment/Students](#) reviewed by Policy Comm
 - b) [JCA Change of School or Assignment](#) replacing outdated policy w/NHSBA sample w/tracked changes
 - c) [JEA Compulsory Attendance Age](#) new, NHSBA sample verbatim
 - d) [JEB Age of Entrance – grade 1](#) reviewed by Policy Comm
 - e) [JEBK Age of Entrance – K](#) reviewed by Policy Comm
 - f) [JF Enrollment](#) new, NHSBA sample w/tracked changes
 - g) [JFA Residency](#) new, NHSBA policy verbatim
 - h) [JFAA Admission of Resident Students](#) new, NHSBA policy verbatim
 - i) [JFAB Admission and Tuition and Non-Resident Students](#) minor tracked changes
3. [Financial Report](#) (SH)
4. End-of-Year Spending (SH)
5. [Extracurricular Nominations](#) (LR)

E. Recommended Action

1. Manifests – Recommended action: Make necessary corrections and sign.
2. Minutes – Recommended action: Review and approve.
 - a) [06/17/2020 Draft Minutes](#) (LR)

F. Reports to the Board

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

G. Legislative Updates

1. Legislative Summary

H. Board Member Comments

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I. Upcoming Meetings

Meeting	Date	Time	Location	Purpose
School Board	07/22/2020	6:30 pm	Remote	Regular Meeting
School Board	08/03/2020	6:30 pm	TBD	Regular Meeting

J. Non-Public Session

1. Staff Nominations

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.*

K. Adjourn

HUDSON SCHOOL DISTRICT

POLICY CODE: GCO Teacher Performance and Evaluation System	FIRST ADOPTION:
RELATED POLICIES:	LATEST REVISION: [Latest Revision] Page 1 of 1

Category: Priority/Required by Law

The School Board will adopt and the superintendent will implement a teacher performance and evaluation system. The performance and evaluation system will include procedures, evaluation criteria and other components necessary to evaluate certified teaching personnel. Such procedures, criteria and components may be included as an appendix to this policy.

The School Board will involve teachers and principals in the development of ~~this policy and its corresponding appendix by providing such teachers with notice and an opportunity to comment on their provision~~ the evaluation system. However, all final decisions relative to evaluation procedures, criteria and components will remain with the School Board.

Legal References:

RSA 189:1-a, Duty to Provide Education

RSA 189:14-a, Failure to be Renominated or Reelected

N.H. Code of Administrative Rules, Section Ed. 302.02(n), Substantive Duties of Superintendents

N.H. Code of Administrative Rules, Section Ed. 304.01(b), Substantive Duties of School Principals

HUDSON SCHOOL DISTRICT

POLICY CODE: GBEC/ADB Drug-free Workplace & Drug-free Schools	FIRST ADOPTION:
RELATED POLICIES: JICH	LATEST REVISION:

Category: Priority-Required by Law

See ABD for policy.

HUDSON SCHOOL DISTRICT

POLICY CODE: GBED/ADC/JICG Prohibitions Regarding Use and Possession of Tobacco Products, E-cigarette, and E-liquids in and on School Facilities and Grounds	FIRST ADOPTION:
RELATED POLICIES: IHAMA	LATEST REVISION:

Category: Priority/Required by Law

See ADC for policy.

HUDSON SCHOOL DISTRICT

POLICY CODE: IGD Curriculum Adoption	FIRST ADOPTION:
RELATED POLICIES:	LATEST REVISION:

Category R

It is the policy of the Board that no basic course of study shall be eliminated or new courses added without ~~approval of~~ the Board being made aware of such change prior to communication to the public, nor shall any significant alteration or reduction of a course of study be made without ~~such Board~~ approval.

New programs and courses of study shall not be acted upon by the ~~Board School District~~ until the meeting following their presentation by the administration so that Board members may have opportunity to review the proposed program.

Legal Reference:

NH Code of Administrative Rules, Section Ed. 302.02(f), Substantive Duties of Superintendents

NH Code of Administrative Rules, Section Ed. 303.01(g), Substantive Duties of School Boards

HUDSON SCHOOL DISTRICT

POLICY CODE: IMDA Patriotic Exercises	FIRST ADOPTION:
RELATED POLICIES:	LATEST REVISION:

Category: Recommended

Constitution and Citizenship Day.

In accordance with federal law, the District shall offer an education program(s) each year on Constitution Day and Citizenship Day to commemorate the September 17, 1787 signing of the United States Constitution and recognize all who, by coming of age or by naturalization, have become citizens. The Superintendent or his/her designee shall establish administrative guidelines ensuring that the District observes Constitution Day and Citizenship Day properly and in a manner befitting the importance of the event.

During the weeks of Memorial Day and Veterans Day, the District will devote time for exercises of a patriotic nature, including a discussion of the words, meaning, and history of the Pledge of Allegiance and the Star-Spangled Banner.

Pledge of Allegiance.

Every school shall establish a period of time during each school day for the recitation of the Pledge of Allegiance. Pupil participation shall be voluntary. Pupils who do not participate in the recitation may sit or stand as they choose, but shall respect the rights of those pupils electing to participate.

General John Stark Day.

New Hampshire observes General John Stark day on the second Monday in April. Schools in the District shall commemorate the day with appropriate educational activities.

Legal References:

RSA 4:13-l, General John Stark Day

RSA 189:18, Patriotic Exercises

RSA 194:15-c, New Hampshire School Patriot Act

36 U.S.C. § 106, Constitution Day and Citizenship Day

Section 111 of Division J of Public Law 108-447 (2004)

HUDSON SCHOOL DISTRICT

POLICY CODE: IMG Animals in the Schools	FIRST ADOPTION:
RELATED POLICIES:	LATEST REVISION:

Category O

The Board recognizes that under the proper conditions, animals can be an effective teaching aid. In order to protect both children and animals, the following guidelines are adopted for use in all schools in the district.

1. The bringing of animals into the classroom must not violate city/state/federal ordinances.
2. The only animals and animal products (e.g., owl feces for dissection) allowed in a classroom must be for a specific and appropriate educational purpose and shall be allowed for the amount of time necessary to achieve the educational goal.
3. Precautions should be taken to minimize transmission of all diseases and injuries (e.g., Salmonella, rabies, ringworm, bites, scratches, etc.)
4. All animals must be in good physical condition and vaccinated against transmittable diseases. Dogs, cats, and ferrets require proof of current rabies vaccination. Animals are to be kept clean and free of intestinal parasites, fleas, ticks, mites, and lice.
5. Certain groups of people may be more susceptible to diseases, including infants, children, pregnant women, and those with weakened immune systems. Consult with parents to determine special considerations needed for children who are immunocompromised, who have allergies, or who have asthma.
6. The teacher will be responsible for the proper control of animals brought to school for instructional purposes, including the effective protection of children when animals are in the school. This will include keeping the animal in an appropriate cage or container, supervising human-animal contact, and handling fecal material in a sanitary manner.
7. No animals are to be allowed to run freely in the classrooms, food areas, or activity areas.
8. Areas should be designated for animal contact. Such areas should be properly cleaned regularly and after animal contact. Food or drink should not be consumed in these areas.
9. All fecal material must be cleaned from the cage of any mammal or bird on an as needed basis (at a minimum of one time per week), and appropriate sanitizer used. Reptiles, fish, and insects must be cared for in a manner to minimize odor and maintain health. Persons cleaning cages must wear gloves, masks, and glasses or goggles. Cleaning should be performed by people older than 5 years and under the supervision of an adult. Ideally, cleaning should be performed when other children are not in the room.
10. Wash hands after contact with animals, animal products, or their environment. Hand hygiene should be stressed, using verbal and written educational materials.
11. Certain animals pose additional risks and contact should not be permitted with young children.
12. Wild or exotic animals are not permitted in classrooms, unless under the control of a professional.

It will be the responsibility of the teacher to provide for a plan of care for classroom housed animals in the event of an emergency school closing which might cause disruption of the routine care of the animals. In each school where these animals are housed, there should be a plan

whereby the staff member who visits the school daily during the emergency closing will be aware of the animals' presence and see to their care. If no staff member visits the school daily in such circumstances, the teacher is responsible for the daily care of the animal(s).

Comfort animals and/or therapy animals must be under the supervision of a professional handler borne by the owner. The proper care and supervision of said animal is the responsibility of the aforesaid handler.

Teachers must be contacted prior to having animals in their classroom. No animal shall be at school unless the teacher involved is familiar with the appropriate care, feeding, and handling of that animal and of any potential dangers caused by that animal. It shall be the responsibility of the teacher to become familiar with each animal as it relates to the well being of the individual students in that particular classroom.

The principal shall be advised of any animals to be housed in the classroom. At the principal's discretion, permission to keep the animal may be denied based on these considerations: (1) the purpose for the animal's presence, (2) the ability of the teacher to control the animal, and/or (3) the past practice in the classroom.

Unauthorized Animals on School Grounds

Unauthorized animals are not allowed in school buildings or on school grounds. Children and staff will be instructed to keep their own animals off the school grounds. The appropriate town official will be called and requested to impound all animals taken into custody by school personnel.

The Superintendent shall develop procedures stating which animals are unauthorized as well as proper handling and caging procedures of animals in buildings or on school grounds.

Legal References:

National Association of State Public Health Veterinarians, Inc., Compendium of measures to Prevent Disease Associated with Animals in Public Settings, 2006.
<http://www.nasphv.org/documentsCompendia.html>

HUDSON SCHOOL DISTRICT

POLICY CODE: IMGA Service Animals in Schools	FIRST ADOPTION:
RELATED POLICIES: IMG	LATEST REVISION:

Category: Priority - Required by Law

Related Policy: IMG

A. General Conditions.

1. Use of a service animal by a person with a disability will be allowed in or upon District property when the animal is required to perform work or tasks directly related to the individual's disability.

Qualified individuals with disabilities and service animal trainers are eligible to use service animals in the School.

2. "Service animals":

a. "Service Animal" for the purposes of this policy shall mean and include any dog individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Service animal shall be construed to include a "hearing ear dog," "guide dog," or "service dog," as those terms are currently defined in NH RSA 167-D:1. "Emotional support," "therapy," or "comfort dogs" are generally not service animals for the purposes of this policy, except as may be provided under Paragraph B.2, below.

Miniature horses do not specifically fall within the state or federal statutory definitions for "service animal". However, miniature horses which have been individually trained to perform specific work or tasks may be permitted in the schools in certain circumstances as a reasonable accommodation for a qualified individual with a disability. Any such requests should be directed to the Superintendent or his/her designee, who in addition to the above will take into consideration the provisions of Paragraph B.2, and Section C, below. If a miniature horse is approved, all the conditions in this policy shall apply.

Other species of animals, whether wild or domestic, trained or untrained, are not service animals for purposes of this definition.

b. The work or tasks performed by a service animal must be directly related to the individual's disability. Under state and federal law, work and tasks may include, but are not limited to: (1) assisting individuals who are blind or have low vision with navigation and other tasks; (2) alerting individuals who are deaf or hard of hearing to the presence of people or sounds; (3) providing nonviolent protection or rescue work; (4) pulling a wheelchair; (5) assisting an individual during a seizure; (6) alerting individuals to the presence of allergens; (7) retrieving items such as medicine or a telephone; (8) providing physical support and assistance with balance and stability to individuals with mobility disabilities; and (9) helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effect of an animal's presence and the provision of emotional support, well-being, comfort, or companionship does not constitute work or tasks for the purposes of the law.

3. "Comfort" animals/pets: Animals which do not meet the definition of Service Animal as provided above, are not entitled to protection under this policy and are subject to such other

applicable policies or administrative regulations of the District or school.

4. The District will have no responsibility for the training, feeding, grooming or care of any service animal permitted to attend school under this policy (except in the limited circumstances described in Section B.3.a, below). It shall be the responsibility of the individual with a disability or designated handler to ensure the proper care and supervision of the service animal.
5. All service animals must be kept on a harness, leash or tether (unless this prevents the animal from performing his/her specific work or tasks with the individual), or must otherwise be under the control of the individual with a disability or designated handler at all times.
6. The individual (in the case of a student, the student's parent/guardian(s)) is liable for any damage to District property or other personal property, and for any injuries to individuals caused by the service animal, consistent with any applicable laws.
7. Individuals with service animals may access the same areas that individuals without disabilities are authorized to access.
8. As used in this policy, "service animal trainer" shall have the same definition as that provided under RSA 167-D:1 as the same may be amended or replaced from time-to-time. As of February 1, 2017 that statute defines "service animal trainer": (i) as any person who is employed to train dogs for or is volunteering to raise dogs for a provider of service animals for persons with disabilities, (ii) or an individual trainer who helps a person with disabilities to train his or her own service animal, (iii) or an individual trainer who tests an animal to verify its eligibility for the New Hampshire service animal tag.

B. Administrative Review of Service Animals.

1. Whenever a service animal is in the school or on District property (and it is not obvious that the animal qualifies as a service animal, e.g., guide dog for a blind person), a building administrator or other authorized District personnel may ask:

- a. Whether the service animal is required because of a disability;
- b. What work or task(s) the animal has been trained to perform;
- c. In the case of a service animal trainer, documentation of the individual's affiliation with a recognized organization as described in RSA 167, and section A.7 above.

~~2. If a student with an educational disability or a Section 504 Plan seeks to bring an animal on a school campus that is not a service animal as defined above, the request shall be referred to the IEP or Section 504 Team to determine whether the animal is necessary for the student to receive a free and appropriate education (FAPE). After such review, if the animal is deemed necessary for the student to receive FAPE, then the animal shall be a service animal for the purposes of this policy.~~

3. When it is anticipated that a service animal is going to be in school on a regular basis with a third party (e.g., employee, volunteer, service animal trainer or other frequent visitor to the school), the individual using the service animal (or in the case of a student, the student's parent/guardian(s)) are strongly encouraged to notify the Superintendent or the Principal in advance.

- a. The school will not provide any staff support to care for or control a service animal, but may provide support to a student using a service animal as needed in a particular instance (i.e., accompanying a young student who takes a service animal outside to relieve itself).
- b. Any handler (service animal trainer, parent/guardian or other person) accompanying the service animal must have approval to work in the school from the New Hampshire Department of

Education and undergo the State criminal background check.

4. Service animals must be properly licensed and vaccinated in accordance with New Hampshire law (see RSA Chapter 466).

C. Additional Considerations Relative to Service Miniature Horses.

In making a determination as to whether to allow a specific miniature horse as a service animal, the Superintendent/designee will consider pertinent factors, including, without limitation:

- a. The type, size, and weight of the miniature horse and whether the facility can accommodate these features;
- b. Whether the handler has sufficient control of the miniature horse;
- c. Whether the miniature horse is housebroken; and
- d. Whether the miniature horse's presence in a specific facility compromises legitimate safety requirements necessary for the safety of students or others.

D. Removal or Exclusion of Service Animals from School.

1. The Superintendent, Principal or other authorized school official may require that the service animal be removed from the school or other District property under any of the following circumstances:

- a. The service animal poses a direct threat to the safety of individuals, causes a significant disruption of school activities or programs, fundamentally alters the nature of any school program, or otherwise jeopardizes the safe operation of the school in a manner that cannot be eliminated by modifications;
- b. The service animal demonstrates that he/she is unable to perform reliably the work or tasks which he/she was represented as being able to perform (which is required to be defined as a service animal);
- c. The service animal is not under the full control of the person with a disability, or the authorized handler/trainer, and the individual does not take effective action to control the animal;
- d. The service animal is sick (i.e., vomiting, etc.), infested with parasites, has an infection of the skin, mouth or eyes, or otherwise presents a threat to the public health (applying the standard that would be applied to any other animal allowed on school premises); and/or
- e. The service animal is not housebroken (i.e., demonstrates that it is not sufficiently trained to relieve itself outside in appropriate locations).

2. If a service animal is removed or excluded, the individual shall still be provided access to school facilities, programs and/or services.

Legal References:

Section 504 of the Rehabilitation Act - 29 U.S.C. 794;

Americans with Disabilities Act - 42 U.S.C. 12101 et seq.;

Nondiscrimination on the Basis of Disability, Title 28 CFR Part 35-36;

NH RSA 167-D and 466;

HUDSON SCHOOL DISTRICT

POLICY: JBAA Sexual Harassment/Students	APPROVED: 03.18.19 First Reading: 02.18.19 Second Reading: 03.18.19
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JBAA - Sexual Harassment - Students

POLICY AND PROCEDURE GUIDELINES

I. PURPOSE

The Hudson School District is committed to creating and maintaining an educational environment where all individuals are treated with respect and dignity.

The purpose of this policy is to maintain a learning environment for students within the Hudson School District that is free from sexual harassment, or other improper or inappropriate behavior that may constitute harassment as defined below.

Sexual harassment is against the law and is against school board policy. Any form of sexual harassment is strictly prohibited. It is a violation of this policy for any student to harass another person through conduct or communication of a sexual nature as defined by this policy.

The Hudson School District will investigate all complaints, either formal or informal, verbal or written, of sexual harassment and will discipline any student who sexually harasses another individual.

II. SEXUAL HARASSMENT/SEXUAL VIOLENCE DEFINED

Sexual harassment shall include, but is not limited to, unwelcome sexual advances, requests for sexual favors and other verbal, nonverbal or physical conduct of a sexual nature when:

1. The conduct or communication has the purpose or effect of demanding sexual favors in exchange for benefits;
2. Submission to or rejection of the conduct or communication is used as the basis for educational decisions affecting a student;
3. The conduct or communication is so severe, persistent or pervasive that it has the purpose or effect of unreasonably interfering with a student’s educational performance or opportunities; or creates an intimidating, offensive or hostile educational environment.

Relevant factors to be considered will include, but not be limited to: did the individual view the environment as hostile; was it reasonable to view the environment as hostile; the nature of the conduct; how often the conduct occurred and how long it continued; age and sex of the complainant; whether the alleged harasser was in a position of power over the individual subjected to the harassment; number of individuals involved; age of the alleged harasser; where the harassment occurred; and other incidents of sexual harassment at the school involving the same or other individual.

Examples of sexual harassment may include, but not be limited to:

- physical touching or graffiti of a sexual nature

- displaying or distributing of sexually explicit drawings
- pictures and written materials
- sexual gestures or obscene jokes
- touching oneself sexually or talking about one's sexuality in front of others
- spreading rumors about or rating other students or others as to appearance, sexual activity or performance.

III. REPORTING PROCEDURES

1. The Superintendent or his/her designee is responsible for implementing all procedures of this policy. Additionally, the Superintendent may develop and implement additional administrative regulations in furtherance of this policy.
2. Any student who believes he or she has been the victim of sexual harassment should report the alleged act(s) immediately to any District employee or the building Principal. If a student initially reports the alleged act to a District employee, that employee shall immediately notify the building Principal, who shall then immediately notify the Superintendent.
3. The Hudson School Board encourages all students and staff members to use the Report Form available from the Principal or Superintendent.
4. In each building, the Principal is the person responsible for receiving oral or written reports of sexual harassment. Upon receipt of a report, the Principal will notify the Superintendent immediately without screening or investigating the report. If the report was given verbally, the Principal shall reduce it to written form within 24 hours and then forward it to the Superintendent. Failure to forward any sexual harassment report or complaint as provided herein will result in disciplinary action. If the complaint involves the building Principal, the complaint shall be filed directly with the Superintendent.
5. The Board designates the Superintendent as the Human Rights Officer to receive any report or complaint of sexual harassment. If the complaint involves the Superintendent, the complaint shall be filed directly with the School Board.
6. Submission of a complaint or report of sexual harassment will not affect the student's standing in school, grades, work assignments, eligibility for extra-curricular activities or any other aspect of the student's educational program.
7. The use of formal Reporting Forms provided by the District is voluntary. The District will respect the confidentiality of the complainant and the individual against whom the complaint is filed as much as possible, consistent with the School District's legal obligations and the necessity to investigate allegations of sexual harassment and take disciplinary action when the conduct has occurred.

IV. INVESTIGATION AND RECOMMENDATION

The Superintendent, as the Human Rights Officer, will authorize an investigation upon receipt of a report or complaint of alleging sexual harassment. This investigation may be conducted by District officials or by a third-party designated by the Superintendent.

If District officials conduct the investigation, the following considerations should be taken into account: surrounding circumstances, nature of the sexual advance, relationship between parties and the context in which

the alleged incidents occurred. Whether a particular action or incident constitutes sexual harassment requires a determination based on all the facts and surrounding circumstances.

The investigation may consist of personal interviews with the complainant, the individual (s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator. Students who are interviewed may have a parent or other representative present.

In addition, the Hudson School District may take immediate steps, at its discretion, to protect the complainant, students and employees pending completion of an investigation of alleged sexual harassment.

If the Superintendent determines that a third-party designee should conduct the investigation, the Hudson School District agrees to assent to that party's methods of investigation.

Upon completion of an investigation conducted by either the District official or a third-party, the Superintendent will be provided with a written factual report and recommended action.

V. SCHOOL DISTRICT ACTION

If the investigating party determines that the alleged conduct constituted sexual harassment, the Superintendent or Principal may discipline the offending individual. Discipline will be issued in accordance with other applicable Hudson School Board policies. Due to FERPA and other privacy-related laws, the victim will not be informed of what discipline was imposed.

If the complaint is against a school employee and found to be sexual harassment, disciplinary action shall comply with all applicable school district policy and laws.

If the investigating party determines that the alleged conduct did not constitute sexual harassment, both the complaining party and the accused will be informed of such. No disciplinary action will be taken.

Conduct which does not rise to the level of sexual harassment as defined by this policy but is nonetheless inappropriate or in violation of other related Hudson School Board policies, will be addressed on a case-by-case basis by the Superintendent or Principal, who may still impose discipline or order the offending individual to engage in some remedial action.

VI. REPRISAL

The Hudson School District will discipline any individual who retaliates against any other individual who reports alleged sexual harassment or who retaliates against any person who testifies, assists or participates in an investigation, proceeding or hearing relating to a sexual harassment or sexual violence complaint. Retaliation includes, but is not limited to, any form of intimidation, threats, reprisal or harassment.

VII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any student to pursue other avenues of recourse, which may include filing charges with the Commissioner of Education, initiating civil action or seeking redress under state criminal statutes and/or federal law.

VIII. SEXUAL HARASSMENT OR SEXUAL VIOLENCE AS SEXUAL ABUSE

Under certain circumstances, sexual harassment or sexual violence may constitute sexual abuse under New Hampshire law. In such situations, the Hudson School District shall comply with all pertinent laws.

Nothing in this policy will prohibit the Hudson School District from taking immediate action to protect victims of alleged sexual abuse.

IX. AGE APPROPRIATE SEXUAL HARASSMENT POLICY

Per the requirements of Ed 303.01 (j), the Hudson School Board is required to establish a policy on sexual harassment, written in age appropriate language and published and available in written form to all students. This policy is intended to apply to middle school and high school aged students.

The Superintendent and building Principals(s) are charged with establishing policies, rules, protocols and other necessary age appropriate information or materials for the District's elementary schools.

X. BY-PASS OF POLICY

Any individual with a sexual harassment complaint may choose to bypass this Policy and accompanying regulation and proceed directly to: N.H. commission on Human Rights, at 2 Chenelle Dr., Concord, NH 03301, phone 603-271-2767 or US Department of Health & Human Services, Office of civil Rights, Region 1, JFK Building, Room 1875, Boston, MA 02203, phone 617-565-1340.

Legal Reference:

NH Code of Administrative Rules, Section Ed.303.01 (j), Substantive Duties of School Boards; Sexual Harassment Policy

NH Code of Administrative Rules, Section 306.04 (a) (8), Student Harassment

NH Code of Administrative Rules, Section 306.04 (a) (9), Sexual Harassment

RSA 354-A: 7, Unlawful Discriminatory Practices

Appendix: GBAA-R, BBA-R

Reviewed by Policy Committee 6/22/2020

HUDSON SCHOOL DISTRICT

POLICY CODE: JCA Change of School or Assignment	FIRST ADOPTION:
RELATED POLICIES: JEC & JFAB	LATEST REVISION:

Category: Priority/Required by Law

In circumstances where the best interests of a pupil/student warrant a change of school or assignment, the Superintendent is authorized to reassign a pupil/student from the public school to which he/she is currently assigned to another public school, or to approve a request from another Superintendent to accept a transfer of a pupil/student from a school district that is not part of the SAU, under the following conditions and procedures.

A. Manifest Educational Hardship Change of Assignment Distinguished.

When a parent/guardian believes that an initial assignment has been made which will result in a manifest educational hardship to the pupil/student, the parent/guardian may seek a change of assignment in accordance with provisions of RSA 193:3, I, as the same may be amended or replaced from time-to-time, and Board Policy JEC - Manifest Educational Hardship.

B. Conditions and Procedures for Reassignment Based upon Best Interests.

1. Either the parent/legal guardian or the Superintendent of a different SAU may make a written request to the Superintendent for a change of school assignment. In the request, the parent/guardian should state why the best interests of the pupil/student warrant a reassignment.
2. The Superintendent will fully consider this written request, will meet with the parent/guardian, if necessary, and will make a determination concerning the reassignment request.
3. The Superintendent's decision will be based on the best interests of the pupil/student, as determined by the Superintendent. The Superintendent may develop administrative regulations concerning the factors that will be considered in making such a determination.
4. If the Superintendent determines that the best interests of the pupil/student warrant a reassignment, he/she will present the matter to the school board. The board must vote to approve the re-assignment before the reassignment can occur. Upon school board approval, the Superintendent may reassign the pupil/student to: (a) another school within the same school district; (b) another school district within the same SAU; or (c) a school district in another SAU, subject to the pupil/student meeting the admission requirements of such school, and subject to the agreement of the Superintendent of the receiving SAU and approval of the school boards of both the sending and receiving school districts.
5. The Superintendent will issue a written decision to the parent/guardian.
6. The total reassignments or transfer made under this policy in any one school year will not exceed one (1) percent of the average daily membership in residence of a school district, or five (5) percent of the average daily membership in residence of any single school,

whichever is greater, unless the school board votes to exceed this limit.

7. Reassignments made under this policy that exceed the percentages provided in Paragraph #6 must have the prior written approval of the School Board.

C. Count of Reassigned Pupil Students, Tuition Payment and Rate, and Transportation.

Pupil Students reassigned under this policy will be counted in the average daily membership in residence of a given pupil student's resident school district. Said pupil student's resident district will forward any tuition payment due to the District to which the pupil student was assigned.

The Superintendents involved in the reassignment of a pupil student will jointly establish a tuition rate for each such pupil student. Some or all of the tuition may be waived by the Superintendent of the receiving district for good cause shown or pursuant to any applicable policies of the receiving district, presuming said action is not contrary to law.

The cost of transportation for any pupil student reassigned under this policy will be the sole responsibility of the parent/guardian.

D. Notice to the Department of Education.

The Superintendent of the pupil student's resident SAU will notify the Department of Education within thirty (30) days of any reassignment made under this policy.

E. Special Education Placements.

A placement made relative to a student's special education needs and services shall not be deemed a change of school assignment for purposes of this section.

Legal References:

- RSA 193:3, III, *Change of School Assignment*
 - RSA 193:14-a, *Change of School Assignment; Duties of State Board of Education*
- Legal References Disclaimer: These references are not intended to be considered part of this policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to enact this policy, nor as a complete recitation of related legal authority. Instead, they are provided as additional resources for those interested in the subject matter of the policy.*

HUDSON SCHOOL DISTRICT

POLICY CODE: JEA Compulsory Attendance Age	FIRST ADOPTION:
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: Page 1 of 1

Category O

Compulsory attendance shall be required of all children in accordance with RSA 193:1.

Legal Reference:

RSA 193:1, Duty of Parent; Compulsory Attendance by Pupil

HUDSON SCHOOL DISTRICT

POLICY NUMBER: JEB Age of Entrance	ADOPTED: 4/17/2017
Page 1 of 1	First Reading: 4/17/2017 Second Reading: waived

The policy of the Hudson School Board is to admit students to first grade whose sixth birthday occurs on or before September 30, in accordance with RSA 193:1 Duty of Parent; Compulsory Attendance by Pupil:

A parent of any child at least 6 years of age and under 18 years of age shall cause such child to attend the public school to which the child is assigned in the child's resident district. Such a child shall attend full time when such school is in session.

Any student who turns six years old on or before September 30 must enroll in first grade.

The School Board will entertain no exceptions to this date.

Reviewed by Policy Committee May 2020

HUDSON SCHOOL DISTRICT

POLICY CODE: JEBK Age of Entrance	FIRST ADOPTION: 4/17/2017
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION:

ADMISSION TO KINDERGARTEN

The policy of the Hudson School Board is to admit students to kindergarten whose fifth birthday occurs on or before September 30.

Students whose sixth birthday occurs on or before September 30 must enroll in first grade in accordance with New Hampshire RSA 193:1 Duty of Parent; Compulsory Attendance by Pupil:

A parent of any child at least 6 years of age and under 18 years of age shall cause such child to attend the public school to which the child is assigned in the child's resident district. Such a child shall attend full time when such school is in session.

The School Board will entertain no exceptions to this date.

Reviewed by Policy Committee May 2020

HUDSON SCHOOL DISTRICT

POLICY CODE: JF Enrollment	FIRST ADOPTION:
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: Page 1 of 1

Category: Optional
See Also JEB

Just as it is the District's responsibility to provide an education to all resident pupils between the ages of six years and eighteen years, it is the responsibility of resident parents to enroll their children in school, consistent with this policy and with all applicable state laws.

Consistent with the provisions of Policy JEB – Age of Entrance - a student may enter kindergarten if his/her chronological age will be five before September 30 of the year of entering school. A student may enter grade one if his/her chronological age will be six before September 30 of the year of entering school.

Students may attend school part-time, consistent with the provisions of RSA 193:1-a, Dual Enrollment. If a student is a resident of the District and is attending a school within the District on a part-time basis, the District will ensure that the student is satisfying compulsory attendance requirements. If a student is not a resident of the District, but is attending a school within the District on a part-time basis, it shall not be the District's responsibility to ensure that the student is satisfying compulsory attendance requirements.

Students participating in alternative learning programs established, offered and approved by the District shall be considered enrolled in the District. Alternative learning programs may include but are not limited to extended learning opportunities, alternative learning programs, independent studies, ~~private instruction~~, or others.

Resident students who participate in a home education program pursuant to RSA 193-A will not be considered to be enrolled in the District, even if such students access educational programs through the District.

Legal References:

RSA 189:1-a, Duty to Provide Education

RSA 193:1, Duty of Parent; Compulsory Attendance of Pupil

RSA 193:1-a, Dual Enrollment

HUDSON SCHOOL DISTRICT

POLICY CODE: JFA Residency	FIRST ADOPTION:
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: Page 1 of 1

Category R

Residency for the purpose of enrollment in a District school shall be defined by RSA 193:12.

Legal Reference:

RSA 193:12, Legal Residence Required

HUDSON SCHOOL DISTRICT

POLICY CODE: JFAA Admission of Resident Students	FIRST ADOPTION:
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: Page 1 of 1

Category: Recommended

The school district of residence of a student is defined by RSA 193:12, II.

New Resident Students

All new resident students, accompanied by a parent/guardian, should register at school before opening day and as early as possible.

Children entering school for the first time must have proof of physical examination, immunization records, a copy of the child's birth certificate and proof of residency satisfactory to the Superintendent or his/her designee. Principals or their designees will meet with new children and parents to explain school programs.

Legal References:

RSA 193:1, Duty of Parent, Compulsory Attendance by Pupil

RSA 193:12,II Legal Residence Required

RSA 110-D, Interstate Compact on Educational Opportunities for Military Children

HUDSON SCHOOL DISTRICT

POLICY CODE: JFAB Admission of Tuition and Non-Resident Students	FIRST ADOPTION: 11/05/2012
RELATED POLICIES: [Related Policy Codes]	LATEST REVISION: 07/06/2020

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Category P

POLICY ON ADMISSION AND ATTENDANCE OF NONRESIDENT STUDENTS

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Pup#Students who do not legally qualify as "residents" of the Hudson School District in accordance with RSA 193:12, who are admitted by the board, shall be charged tuition except as special considerations that fall within the following parameters:

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- (1) To bring into the school system on occasion students from other countries who are the guests of district residents under exchange programs that have been recognized for purposes of school attendance by the board.
- (2) The superintendent will have the discretion to allow students to begin school in September if their parents plan to move into the district within 45 school days. If their parents are not in residence by the 45th school day, they will be charged tuition at a rate based on the per **pup#student** cost determined in accordance with state law. Likewise, the superintendent will have the authority to allow students to finish in their school if their parents move to a neighboring community within 45 school days of the closing of school. In both instances cited, the parents will be responsible for transportation.
- (3) The superintendent will have the discretion to allow students to remain in their school if there is a temporary move out of the district by their parents, if, in the superintendent's judgment, there is sufficient evidence that their parents will regain Hudson residency within 45 school days. Parents will be responsible for transportation.
- (4) The superintendent will have the authority to allow high school seniors whose parents move from Hudson during the second semester to finish the year and be graduated with their class, with the understanding that the parents will be responsible for transportation.

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Aside from the exceptions listed above, or unless a **pup#student** is enrolled through an agreement with another school system or agency, all nonresident day **pup#students** shall be charged tuition based on a per **pup#student** cost determined in accordance with State law. This cost shall be determined annually, and the tuition set by the Board.

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The Hudson School Board will also set a monthly tuition rate for students attending the Hudson School District's preschool program. Tuition due dates will be set by Director of Special Services. If the preschool child meets the free and reduced lunch criteria, the monthly tuition will be reduced to 1/3 (one third) of the monthly tuition rate. If a tuition payment is not made on or before the due date, a late fee set by Director of Special Services will be charged. If the payment is not made in full by the next tuition due date (in approximately 30 days), the child will not be able to return to the preschool setting. The Director of Special Services will decide whether to allow re-admittance into the preschool program once the tuition is no longer in arrears. Parents of preschool students receiving special education and related services are not obligated to pay tuition. The Hudson School Board will vote on the acceptance of non-resident students.

The Board shall approve the admission of all tuition students who are not covered by one of the five above-listed exceptions. In making their decision, the Board shall consider the welfare of all enrolled students, State minimum guidelines and recommendations from the administration.

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SCHOOL ADMINISTRATIVE UNIT NUMBER EIGHTY-ONE
Hudson, New Hampshire

FINANCE OFFICE MEMORANDUM

To: Susan Hickey, Business Administrator
From: Cindy McNickle, Finance Director
Date: July 2, 2020
Re: PRELIMINARY June Financial Statement

As of July 2, 2020, the General Fund is projected to have a Total Fund Balance of \$1,701,557 for fiscal year 2020, which is \$595,182 higher than the prior report.

Revenue is expected to be \$113,085 higher than planned and \$54,137 higher than the prior report.

Taking into consideration approved end of year projects, expenditures, including prior year encumbrances, are expected to be \$1,588,472 lower than planned. Major contributors to the anticipated decline in expenditures are lower than anticipated salaries and health insurance costs as well as cost savings in transportation and other contracted services as a result of remote learning. In addition, expenditures are anticipated to be \$541,045 lower than the prior report primarily due lower salaries and benefits, special education costs and other general expenses.

Of the anticipated fund balance of \$1,701,557, \$600,000 will be transferred to the voter-approved Retained Fund Balance in accordance with RSA 32:11.

The CTE Renovation began in fiscal year 2019. Inception to date revenues for the CTE Renovation Construction Fund include proceeds from the NH Municipal Bond offering (\$8,262,500) received in fiscal year 2019 and \$6,294,594 from the state grant. Total anticipated state grant revenue is \$14,450,000, which is lower than originally expected.

Inception to date expenditures of \$12,056,967 are for architect fees, environmental study fees and construction costs.

**HUDSON SCHOOL DISTRICT
FY2020
UNAUDITED FUND BALANCE**

GENERAL FUND

as of: **6/30/2020**

<u>REVENUE</u>	DRA APPROVED REVENUE	ACTUAL YTD REVENUE	ANTICIPATED REVENUE	TOTAL ANTICIPATED REVENUE	EXCESS/ (SHORTFALL)
10 1121 CURRENT TAX APPROPRIATION	42,181,814	42,181,814	-	42,181,814	-
10 1320 TUITION FROM OTHER LEA'S	70,000	56,057	40,000	96,057	26,057
10 1340 PRE-SCHOOL TUITION	85,000	56,815	-	56,815	(28,185)
10 1510 INTEREST ON INVESTMENTS	60,000	36,108	5,000	41,108	(18,892)
10 1710 ATHLETIC FEES	9,000	3,832	-	3,832	(5,168)
10 1730 1:1 COMPUTER INSURANCE	10,800	9,450	-	9,450	(1,350)
10 1900 OTHER LOCAL REVENUE	10,000	27,698	-	27,698	17,698
10 1901 ERATE	25,000	39,827	(0)	39,827	14,827
10 1903 IMPACT FEES	250,000	-	250,000	250,000	-
11 1910 RENTALS	30,000	14,986	1,000	15,986	(14,014)
10 1921 ROTC PROGRAM CONTRIBUTIONS	65,000	74,125	6,000	80,125	15,125
10 3210 SCHOOL BUILDING AID	278,632	278,632	-	278,632	(0)
10 3241 SPECIAL EDUCATION AID	370,057	480,566	-	480,566	110,509
10 3242 VOCATIONAL TUITION AID	145,000	22,992	152,008	175,000	30,000
10 3800 EDUCATION GRANT	7,584,627	7,584,611	-	7,584,611	(16)
10 4580 MEDICAID	75,000	41,495	-	41,495	(33,505)
10 5220 INDIRECT COSTS	50,000	37,830	12,170	50,000	-
	-	-			-
TOTAL GENERAL FUND REVENUE	51,299,930	50,946,837	466,178	51,413,015	113,085
10 5202 UNRESERVED FUND BALANCE	927,425				
	52,227,355				

**HUDSON SCHOOL DISTRICT
FY2020
UNAUDITED FUND BALANCE**

GENERAL FUND					
					as of: 6/30/2020
<u>REVENUE</u>	REVENUE BUDGET	ACTUAL YTD REVENUE	ANTICIPATED REVENUE	TOTAL ANTICIPATED REVENUE	EXCESS/ (SHORTFALL)
TOTAL GENERAL FUND REVENUE (From Page 1)	51,299,930	50,946,837	466,178	51,413,015	113,085
<u>EXPENDITURES</u>	APPROPRIATION BUDGET	ACTUAL YTD EXPENDITURES	ANTICIPATED EXPENDITURES	TOTAL ANTICIPATED EXPENDITURES	(EXCESS)/ SHORTFALL
FY19 PRIOR YEAR ENCUMBRANCES					
Prior Year Encumbrances (FY19)	940,169				
Prior Year Encumbrances Paid to Date		937,619			
Anticipated Prior Year Encumbrance Payments			-		
EXCESS/SHORTFALL					2,550
FY20 APPROPRIATION BUDGET	52,227,355				
Expenditures		49,219,959			
Current Year Encumbrances			1,392,474		
Anticipated Expenditures			29,000		
TOTAL ANTICIPATED EXPENDITURES				50,641,433	
EXCESS/SHORTFALL					1,585,921
<u>ANTICIPATED FUND BALANCE</u>					1,701,557
DESIGNATED FOR RETAINED FUND BALANCE					600,000
REMAINING FUND BALANCE					1,101,557

**HUDSON SCHOOL DISTRICT
FY2020
UNAUDITED FUND BALANCE**

CONSTRUCTION FUND (INCEPTION TO DATE)

as of: **6/30/2020**

<u>REVENUE</u>	REVENUE BUDGET	ACTUAL REVENUE	ANTICIPATED REVENUE	TOTAL ANTICIPATED REVENUE	EXCESS/ (SHORTFALL)
30 3243 VOCATIONAL AID (FY20)	17,000,000	6,924,594	7,525,406	14,450,000	(2,550,000)
30 1510 INTEREST INCOME	-	43,466	6,534	50,000	50,000
30 5110 SALE OF BONDS AND NOTES (FY19)	8,262,500	8,262,500	-	8,262,500	-
TOTAL CONSTRUCTION FUND REVENUE	25,262,500	15,230,560	7,531,940	22,762,500	(2,500,000)

<u>EXPENDITURES</u>	APPROPRIATION BUDGET	ACTUAL YTD EXPENDITURES	ANTICIPATED EXPENDITURES	TOTAL ANTICIPATED EXPENDITURES	(EXCESS)/ SHORTFALL
PROJECT APPROPRIATION BUDGET	25,262,500				
FY2019 ACTUAL EXPENDITURES		1,336,212			
FY2020 ACTUAL EXPENDITURES		10,720,755			
FY2020 ENCUMBRANCES			287,261		
REMAINING ANTICIPATED EXPENDITURES			12,918,272		
TOTAL ANTICIPATED EXPENDITURES				25,262,500	
EXPENDITURE (EXCESS)/SHORTFALL					-

<u>ANTICIPATED FUND BALANCE</u>	(2,500,000)
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**HUDSON SCHOOL DISTRICT
FY2020 FINANCIAL STATEMENT
FUNCTION SUMMARY REPORT**

GENERAL FUND

6/30/2020

FUNCTION	DESCRIPTION	BUDGET	TRANSFERS / ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBERED	ANTICIPATED EXPENDITURE	AVAILABLE BUDGET
1100	Regular Programs	19,843,295	(245,240)	19,598,055	18,948,523	135,936	29,000	484,596
1200	Special Education	7,924,012	(22,426)	7,901,586	7,225,626	128,032	-	547,928
1300	Vocational	1,863,034	31,147	1,894,181	1,668,063	81,426	-	144,692
1400	Student Activities	732,909	(32,207)	700,702	568,864	38,369	-	93,469
2100	Student Services	4,787,309	121,037	4,908,347	4,655,427	24,903	-	228,018
2200	Student Support (Instruction)	1,790,625	(43,092)	1,747,533	1,551,882	58,492	-	137,158
2300	Student Support (Administration)	845,413	81,672	927,085	880,500	827	-	45,758
2400	School Administration	3,245,094	13,040	3,258,134	3,139,118	15,908	-	103,108
2500	School Resources	1,035,575	(12,074)	1,023,501	1,060,279	11,809	-	(48,588)
2600	Operations/Maint. Of Plant	5,511,319	58,169	5,569,488	5,248,178	429,910	-	(108,600)
2700	Student Transportation	2,329,645	(4,611)	2,325,034	2,160,639	23,799	-	140,595
2800	Information Mgt Services	315,265	54,585	369,851	276,245	263,064	-	(169,458)
4000	Facilities	270,000	-	270,000	246,740	180,000	-	(156,740)
5100/5200	Principal/Interest/Fund Transfers	1,733,859	-	1,733,859	1,589,875	-	-	143,984
TOTAL		52,227,355	0	52,227,355	49,219,959	1,392,474	29,000	1,585,921

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

GENERAL FUND

as of: 6/30/2020

FUNCTION	DESCRIPTION	BUDGET	TRANSFERS / ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBERED	ANTICIPATED EXPENDITURE	AVAILABLE BUDGET
100	Salaries	26,249,884	(35,682)	26,214,202	25,614,116	-	25,000	575,086
200	Benefits	13,987,321	(10,000)	13,977,321	13,257,572	51,548	(46,000)	714,201
300-500	Purchased Services	7,160,937	(44,140)	7,116,798	6,153,831	643,242	50,000	269,725
600	Supplies	2,457,092	(20,625)	2,436,467	2,010,909	288,773	-	136,784
700	Property	549,101	124,517	673,617	524,430	408,911	-	(259,724)
800	Other	90,361	(14,070)	76,291	70,227	-	-	6,064
900	Principal/Interest/Fund Transfers	1,732,659	-	1,732,659	1,588,875	-	-	143,784
TOTAL		52,227,355	0	52,227,355	49,219,959	1,392,474	29,000	1,585,921

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

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Business Administrator
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MEMORANDUM

TO: Hudson School Board
FROM: Stephanie Colton, Benefits Coordinator
SUBJECT: Fall Sports Nominations
DATE: June 30, 2020

The following nominations have been submitted for the 2020-2021 school year:

Alvirne High School:

Girls Varsity Soccer	Gerald Ruigrok	\$3,500
Girls Junior Varsity Soccer	Jaimee Cava	\$2,450
Boys Varsity Soccer	Marcos Vieira Filho	\$3,500
Girls Cross Country	Colleen Currier	\$3,500
Girls Assistant Cross Country	Sue Sawyer	\$2,450
Boys Cross Country	Tom Daigle	\$3,500
Varsity Golf	Sy Tebbetts	\$3,150
Junior Varsity Golf	Scott Rush	\$2,205
Head Football Coach	Tarek Rothe	\$6,200
Assistant Football Coach	Andrew Conrad	\$4,100
Assistant Football Coach	Paul Masotta	\$2,000
Assistant Football Coach	Russell Farrar	\$3,500
Assistant Football Coach	Chris Goldsack	\$3,500
Varsity Volleyball	Kevin Cole	\$3,500
Junior Varsity Volleyball	Justin Scott	\$2,450
Freshmen Volleyball	Melanie Packard	\$2,275
Varsity Fall Cheerleading	Shyla Francoeur	\$2,900
Junior Varsity Fall Cheerleading	Colleen Gillis	\$2,030
Unified Soccer	Steve Beals	\$500

Hudson School District
Hudson School Board Meeting
Draft Minutes

Present:

Dr. Darcy Orellana, Board Chairman
Mr. Gary Gasdia, Board Vice-Chair
Ms. Diana LaMothe
Ms. Patty Langlais
Mr. Ethan Beals
Ms. Kara Roy, Vice-Chairman, Board of Selectmen
Mr. Larry Russell, Superintendent
Ms. Mary Wilson, Assistant Superintendent
Ms. Kim Organek, incoming Assistant Superintendent
Ms. Karen Burnell, Business Administrator
Ms. Susan Hickey, incoming Business Administrator
Ms. Rachel Borge, Director of Special Services

- A. Call to Order:** Board Chair Orellana called the meeting to order. Due to the Governor's stay-at-home order, the board meeting is being held remotely via Zoom. She read a prepared statement regarding our electronic meeting which included how the Town of Hudson could participate/watch this meeting. Roll call attendance was taken. Dr. Orellana, present; Mr. Gasdia, present; Ms. LaMothe, present, Ms. Langlais, present; Mr. Beals, present; Ms. Roy, present; Mr. Russell, present; Ms. Wilson, present; Ms. Burnell, present; Ms. Borge, present. Also present in the meeting are Ms. Wolf, Susan Hickey, incoming Business Administrator, and Kim Organek, incoming Assistant Superintendent.
- B. Public Input:** An online form was created for the public to fill out and to submit questions or concerns to the board. There was no public input.
- C. Presentations to the Board:**
1. Recognition of 2020 Retirees: Mr. Russell read a message about each retiree. He first spoke about Mary Wilson and then Karen Burnell, who both work with him at the SAU. Georgina Igoe (Ziggy) has been a full-time para-professional at AHS for 41 years. Donna Johnson has been a full-time lead teacher for 14 years at AHS. Frank DiFonzo taught at AHS for 15 years and was also the assistant golf coach there. David Nesbitt taught several social studies classes at AHS for 18 years and was an advisor for various afterschool clubs. Mike Lee started at AHS in 1983 as the baseball coach and started teaching there in 1988. Pam Hutchins has been a paraprofessional at the HSD for over 20 years. Jan Walsh has been the art teacher at HMS for 17 years and was the advisor of the afterschool art club.
- D. Requests of the Board:** There were no requests of the board.
- E. Old Business:**
1. Policies: Ms. Wilson presented the 2nd readings for the following policies:
 - a) IKB Homework
 - b) IKE Promotion and Retention of Students

- c) IKF High School Graduation
- d) IKFA Early Graduation
- e) IKFG Career Readiness Pathways & Credentials
- f) IKG Awards and Scholarships
- g) IL Analysis and Assessment of Instructional Resources
- h) ILDA Non-Educational Questionnaires, Surveys and Research
- i) ILD Non-educational/Non-academic Questionnaires, Surveys and Research
- j) IMAB Teachers Teaching Their Own Children

There is a first grade and a kindergarten retention specific policy that is separate from policy IKE above. There is not a separate policy that we would use for personnel feedback (ILD, is for students). One can be created, and it would be unique and could be discussed with the policy committee. We can add sexual orientation in the IKG policy, so no one is discriminated against.

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

F. New Business:

1. Budget Transfer: Ms. Burnell presented the budget transfer from the CTE Director, Don Jalbert. He would like to transfer funds from various CTE accounts to purchase laptops for the newly constructed Marketing Lab. The transfer is in the amount of \$6,247.30

Ms. Langlais made a motion to approve the transfer listed above, second by Ms. LaMothe. Dr. Orellana, aye, Mr. Gasdia, aye, Ms. LaMothe, aye, Ms. Langlais, aye, Mr. Beals, aye. Motion passes 5-0.

2. Policies: Ms. Wilson presented the 1st readings of the following polices:
 - a) GCO Teacher Performance and Evaluation System
 - b) GBEC/ADB Drug-free Workplace & Drug-free Schools
 - c) GBED/ADC/JICG Prohibitions Regarding Use and Possession of Tobacco Products. E-cigarette, and E-Liquids in and on School Facilities and Grounds
 - d) IGD Curriculum Adoption
 - e) IMDA Patriotic Exercises
 - f) IMG Animals in the Schools
 - g) IMGA Service Animals in the Schools

The person who has the service animal has to provide the handler for that animal. The RSA states that the handler should be the student. If it is a younger child, who is responsible for taking care of the animal during the school day? Mr. Russell will investigate this and respond at the next meeting.

3. Food Service Price Increases: Ms. Burnell presented the increase in the school lunch program for the fall. The increase would be .25 for each school. This will ensure there are sufficient funds to run highly nutritious programs. This is outlined in detail in an attachment to the agenda.

Ms. LaMothe made a motion to approve the increase in lunch prices of .25 across the board, second by Mr. Gasdia. Dr. Orellana, aye, Mr. Gasdia, aye, Ms. LaMothe, aye, Ms. Langlais, aye, Mr. Beals, aye. Motion passes 5-0.

4. District-wide air conditioning: Ms. Burnell presented two bids for the district-wide air conditioning. One bid was from ENE Systems of NE in the amount of \$71,740. The second bid was from J. Lawrence Hall Co., in the amount of \$77,954. The bids include full installation and commissioning of the AC systems at all locations. Ms. Burnell met with Mr. Pratte and they recommend the School Board award all six projects to ENE Systems of NH in the amount of \$71,740. The total budgeted was for \$75,000.

Ms. LaMothe made a motion to award ENE Systems of NH a contract for the DW Air Conditioning in the amount of \$71,740, second by Ms. Langlais. Dr. Orellana, aye, Mr. Gasdia, aye, Ms. LaMothe, aye, Ms. Langlais, aye, Mr. Beals, aye. Motion passes 5-0.

5. HMS Partial Roof Replacement: Ms. Burnell presented three submitted bids to the School Board for the roof replacement at HMS. Seven vendors showed up to the pre-bid meeting and three bids were received. Upon reviewing the bid documents and meeting with Mr. Pratte, they recommend the School Board award the FY21 bid to A&M Roofing Services, LLC in the base bid amount of \$217,800 and the additional services, if required in the amount of \$111,000. The RFP has a not to exceed amount of \$225,000.

Ms. Langlais made a motion to award A&M Roofing Services a contract for the roof replacement at HMS in the amount of \$217,800 and the additional services in the amount of \$111,000, second by Ms. LaMothe. Dr. Orellana, aye, Mr. Gasdia, aye, Ms. LaMothe, aye, Ms. Langlais, aye, Mr. Beals, aye. Motion passes 5-0.

6. HMS Window Replacement: Ms. Burnell presented the one bid that was submitted for the HMS window replacement. Portland Glass' bid is in the amount of \$49,684. The bid includes removal, disposal, and installation of new vinyl windows (9 openings) along HMS main entrance. Portland Glass has been a reputable and reliable vendor for the HSD, and they are responsive to warranty issues. Ms. Burnell met with Mr. Pratte and they recommend the School Board award the contract to Portland Glass in the amount of \$49,684.

Ms. Langlais made a motion to award Portland Glass a contract for the replacement windows at HMS in the amount of \$49,684, second by Mr. Gasdia. Dr. Orellana, aye, Mr. Gasdia, aye, Ms. LaMothe, aye, Ms. Langlais, aye, Mr. Beals, aye. Motion passes 5-0.

7. Preventing Racism in the Hudson School District: Dr. Orellana wanted the School Board to have a discussion on preventing racism in the HSD. There is currently no issue. She referenced a case from 1954, Brown v. The Board of Education. What can we do, as a body? We have a policy (AC) and it's in our Strategic Plan as a goal. The discussion continued around how we can prevent racism and how it's taught. Racism

is also taught in the household and treating others differently could be considered bullying. The Board would like that policy revisited. This is beyond a policy; it's more than just words and we need to make it happen. Mr. Russell encourages the Board to continue asking those questions and to continue having the conversation. Can a committee be put together to have a discussion on how we are moving forward on this? Having speakers come in and speak on the topic as well, would be helpful. We should have professional development on diversity and inclusion. Project Aware does have the training for the staff. Jess Paepflow, ESOL Coordinator, has spoken with some of our diverse students to start a student group to do training for other students and staff. There are staff members who would like to contribute to this committee along with a couple of board members. We want to continue to prevent problems before they arise. To continue to prevent problems, is to address them when they occur.

Ms. Lamothe made a motion to form a DEI committee for diversity, education, and inclusion, second by Mr. Beals. Dr. Orellana, aye, Mr. Gasdia, aye, Ms. LaMothe, aye, Ms. Langlais, aye, Mr. Beals, aye. Motion passes 5-0.

G. Recommended Action:

1. Manifests – Recommended action: Make necessary corrections and sign. Everything in the finance department is being completed remotely. The School Board is sent the manifests weekly and they are signed electronically. This is working out quite well.
2. Minutes – Recommended action: Review the following draft minutes and approve:
 - a) 06/01/2020 Draft Minutes: Review and approve. Minor correction-closing comments on Diana LaMothe; 'Have a happy and healthy summer.'
 - b) 06/05/2020 Draft Minutes: Review and approve.

Mr. Beals made a motion to approve the 06/01/2020 and 06/05/2020 minutes as amended to Ms. LaMothe's comments on 6/1/20, second by Ms. LaMothe. Dr. Orellana, aye, Mr. Gasdia, aye, Ms. LaMothe, aye, Ms. Langlais, aye, Mr. Beals, aye. Motion passes 5-0.

H. Reports to the Board:

1. Superintendent Report: Mr. Russell mentioned that on our website there are resources for food service vendors and groups for feeding the children over the summer. Last week was a week of professional development for the teachers and we received feedback from them. Support the teachers, analyze the data and feedback on whether we go to remote learning next year. The staff did a great job last week. Graduation went beautifully, was an honor to speak. This class deserved the graduation. The taskforce gathered information last week about what may happen in the fall. Parent and teacher surveys were done. Both parents and staff have concerns about returning to school. We need to prepare a plan if we must go to remote learning at any time next year, as well as have a plan for a hybrid model. There are a lot of moving pieces and challenges to this. We want to do what is best for the students and staff. The taskforce is doing a great job. We have a protocol set up using the EOC guidelines, we can streamline the use of the schools' athletic fields for practices. Coaches should reach out to Mr. Pratte.
2. Assistant Superintendent Report: Ms. Wilson gave a shout-out to all the awards and scholarship winners that were handed out prior to graduation. Graduation was

fantastic. Our end-of-year information that we received regarding remote learning and what we can do to strengthen remote learning was important to hear. The structure and the PD that needs to be in place is important, as well. The feedback was tremendous and thoughtful. The SEL piece was well-received. The teachers deserve a break.

3. Business Administrator Report: Ms. Burnell wished Susan the best and appreciates what everyone has done. We are a little higher in our fund balance than anticipated; approximately \$800,000. Add this item to the next agenda.
4. Director of Special Services Report: Ms. Borge said thank you to all the retirees for their time and dedication to the students. Award appreciation and gratitude to Mary and Karen. Welcome to Kim and Sue. The year has ended. Thank you to all the staff and students, we did it. We worked hard and we did it well and we came away with skills on how to make it better. Thank you to everyone.

I. Legislative Updates:

1. Legislative Summary: There was no update this evening.

- J. Committee Reports:** Ms. LaMothe presented her notes from the last Budget Committee meeting which was held on June 3rd. A member requested a PowerPoint presentation on the impact that COVID has had the budget. The next meeting is on August 5th at 7 pm. Ms. Langlais is on the Trustee's committee and they did meet but some could not find their notes and would like more specifics on the greenhouse. It looks like they will honor the requests of the school.

- K. Correspondence:** There is no correspondence.

L. Board Member Comments:

Gary Gasdia: To all the retirees tonight, even if my children did not have them, I knew their names. They have left a mark on Hudson, in a good way. Thank you. To Karen and Mary, I have been amazed, no matter the time of day, you were always available. You have both helped this district move forward. Thank you both for working alongside and really pushing us forward. Welcome to Kim and Sue. We are in great hands and look forward to working with both.

Diana LaMothe: Congratulations to all the retirees. Mary, I witnessed how hard you worked on the Strategic Plan and putting it together. We've been very blessed to have you here. Karen, it has been a pleasure working and volunteering with you. You work hard and will be sorely missed. Sue and Kim, we are happy to have you and look forward to working with you. She will miss the HLN on Friday and seeing all the pictures of the graduation.

Patty Langlais: Watched graduation from home as it would have been difficult to not hug the students I've known since they were infants. It was a beautiful ceremony. To all the retirees, especially Mr. Nesbitt and Ms. Walsh, as my kids had you both. Thank you to Mary for the wonderful things you have done for our district. Karen, I consider you a friend and I feel privileged that I know your family, happy to be a part of your granddaughters' life, and your daughter's life. That means a lot to me. You are a fabulous person. Never sell yourself short, you are the most fabulous person I know. You've done so many wonderful things for the district. Enjoy your retirement.

Ethan Beals: Thanked all the retirees. Mr. Nesbitt's life experiences made history class more interesting. Mr. Lee was his economics teacher and baseball coach; he expected a lot out of his players, on the field and in the classroom. I interacted with Karen Burnell while working with the facilities department during winter and summer vacations. Apologized for not knowing the other teachers and Mary as well. A lot of the retirees have more years in the district than he's been alive.

Kara Roy: Tomorrow ends our full standing up of our EOC. Thank you to Larry and Sarah Muncey, for all the input they gave us. Sarah was incredible. The school opening will impact the Rec department, keep them informed. Congratulations to all the retirees. She hopes they all have a long, healthy, and happy retirement. Graduation was perfect. The student speakers were articulate and on point. Congratulations to them all.

Darcy Orellana: Congratulations to all the retirees. They are a gift to us and our community. Thanked the board for having the conversation around racism and for supporting our community. To Mary, your passion and zeal as a colleague has been rewarding. To be so committed and have those analytical skills to go with it, is an asset to the Board. You are a career educator and you go above and beyond, always. Karen, you were always willing to show me and go over everything. You are one of the savviest people I know with the biggest heart. Thank you, Karen, and Mary. Graduation rocked. They were happy to be together. The fireworks made me cry, it was a nice tribute to the students. Thank you, Mr. Russell. Welcome to Sue and Kim. I expect the policy letters to be in musical form when you read them.

M. Upcoming Meetings:

School Board Meeting, 07/07/2020 6:30 pm, Remote

School Board Meeting, 07/21/2020 6:30 pm, TBD

N. Non-Public Session:

Ms. LaMothe made a motion to enter non-public session according to RSA 91-A:3(b) at 8:18 pm, second by Mr. Gasdia. Roll call vote, Dr. Orellana, aye, Ms. Langlais, aye, Mr. Gasdia, aye, Ms. LaMothe, aye, Mr. Beals, aye. Motion passes 5-0.

E3 Visa discussion. Employee presented their case. Joyce Coll presented from the lawyer and employer view. Board wants to make sure we review policy ASAP and that it states that visas will be taken on a case-by-case basis. Ms. Lamothe moved to approve the payment of \$2,500 of the lawyer fee and \$460 filing fee for CF E3 visa. Ethan Beals seconded. Motion passes 5-0. Board also wants to make sure the procedure for renewal includes the renewal of the E3 Visa.

Parent request was discussed. No action taken.

Patty Langlais moved to accept all nominations (Alyssa Dillion, Thomas Hanson, Cindy Milne, Amy White), second by Ms. LaMothe. Darcy Orellana called for roll call vote: Ethan Beals, Aye; Gary Gasdia, Aye; Diana Lamothe, Aye; Patty Langlais, Aye; Darcy Orellana, Aye; Vote carries 5-0.

Discussion on fall coaching positions. Board requested that they have them sooner rather than later.

Hudson School Board
June 17, 2020

Remote
Public Session 6:30

At 9:08 pm Ethan Beals moved to exit non-public and adjourn. Patty Langlais seconded.
Darcy Orellana called for roll call vote: Patty Langlais, Aye; Diana Lamothe, Aye; Gary Gasdia, Aye;
Ethan Beals, Aye; Darcy Orellana, Aye; Vote carries 5-0.

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