

Posted: 12/30/2021

At: All Hudson schools, SAU building, district website



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

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

## Agenda

January 3, 2022

Estimated  
time

- 6:00 pm **A. Call to Order**  
Pledge of Allegiance
- 6:03 pm **B. Non-public Session**  
1. Student Matter
- 6:30 pm **C. Public Input**  
Hudson residents are welcome and encouraged to share feedback with the board on agenda items.
- 6:48 pm **D. Presentations to the Board**  
1. Joyce Coll will present feedback on her recent business trip to the AASPA HR Administrator Summit. [memo](#)
- 7:05 pm **E. Good News Update (Information)**  
Assistant Superintendent Kim Organek will share some good news about what's happening in our schools.
- 7:10 pm **F. Old Business**  
1. Warrant Articles (Discussion/Decision)  
The board will discuss and vote on the [draft warrant articles](#).  
2. Policies (2<sup>nd</sup> readings)  
Ms. Organek will present the following polices for a second reading:  
a) [IHAM Health Education and Exemption from Instruction](#)  
b) [KF Use of School Buildings and Facilities](#)
- 7:30 pm **G. New Business**  
1. Collective Bargaining Agreements (Discussion/Decision)  
The board will discuss and ratify the Secretaries, PSRP, and AFSCME CBAs.  
2. Superintendent and School Board Evaluations (Discussion)

Mr. Gasdia will discuss the process.

3. Replacement Food Steamer at HMS (Decision)

Ms. Burk will present the [request from Food Service](#).

8:10 pm **H. Recommended Action**

1. Manifests – Recommended action: Make necessary corrections and sign.
2. Minutes – Recommended action: Review and approve.
  - a) [09/20/2021 Draft Minutes](#)
  - b) [09/27/2021 Draft Minutes](#)
  - c) [10/18/2021 Draft Minutes](#)
  - d) [10/25/2021 Draft Minutes](#)
  - e) [11/01/2021 Draft Minutes](#)
  - f) [11/04/2021 Draft Minutes](#)
  - g) [11/08/2021 Draft Minutes](#)
  - h) [11/15/2021 Draft Minutes](#)
  - i) [11/18/2021 Draft Minutes](#)
  - j) [12/06/2021 Draft Minutes](#)
  - k) [12/20/2021 Draft Minutes](#)

8:30 pm **I. Committee Reports (Information)**

1. Superintendent Search Committee  
Mr. Beals and Mr. Campbell will provide an update on the committee's progress.

8:40 pm **J. Reports to the Board (Information)**

District administrators will share updates for the board and public.

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

8:50 pm **K. Board of Selectmen Liaison Comments**

8:55 pm **L. Board Member Comments**

9:05 pm **M. Non-Public Session**

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

*These conditions are:*

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

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

## **N. Adjourn**

### **Upcoming Meetings**

<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>	<b>Purpose</b>
School Board	01/24/2022	6:30 pm	Hills Memorial Library	Regular Meeting
School Board	02/07/2022	6:30 pm	Hills Memorial Library	Regular Meeting

## 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  
[russell@sau81.org](mailto:russell@sau81.org)

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

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To: Hudson School Board  
From: Joyce Coll  
Date: January 3, 2022  
Re: AASPA HR Administrator Summit - Update

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In November, the board approved a request to attend the AASPA HR Administrator Summit in December. This two-day summit was inspiring and confirmed we are moving forward in the right direction.

### Workshop Highlights

#### **Recruit, Train, Retain**

- Recruit - Grow your own programs, provide a pathway for advancement, offer support and incentives for additional credentialing in areas of need
- Train – Provide clear expectations, mentor programs, instructional coaching, PLC's, train the trainer programs
- Retain – evaluations, strength assessments, wellbeing, positive affirmations, promote active engagement. The #1 engagement tool is people understanding what is expected of them.

#### **Branding**

Answer the “why” for candidates: Demonstrate why a prospective employee would want to live in Hudson, NH and work for the Hudson School District. Incorporate employee testimonials in our branding efforts.

#### **Data: Utilizing data to improve HR practices**

- Strategic approach to design people processes: recruiting, hiring, orientation, onboarding. Implement practices that ensure staff can be part of an inclusive and inviting workplace.
- Systematic measurement, analysis and improvement of process, policies and people to ensure we reach our goals for all students.
- Benchmarking and market analysis for review of external competitiveness, ensure internal equity and make system updates.

# WARRANT ARTICLES

## HUDSON SCHOOL DISTRICT State of New Hampshire

To the inhabitants of the School District of Hudson, New Hampshire qualified to vote in district affairs:

### FIRST SESSION OF ANNUAL MEETING (DELIBERATIVE SESSION)

You are hereby notified to meet in the Hudson Community Center in said district on the 5<sup>th</sup> day of February 2022 at 9:00 am for the first session of the annual school district meeting, for explanation, discussion, and debate of the Warrant Articles 1 through 5. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended, (b) warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended, and (c) no warrant article shall be amended to eliminate the subject matter of the article.

### SECOND SESSION OF ANNUAL MEETING (OFFICIAL BALLOT VOTING)

You are hereby notified to meet again at the Hudson Community Center in said district on Tuesday, March 8, 2022 between the hours of 7:00 am and 8:00 pm for the second session of the annual school district meeting to vote by official ballot upon the following subjects:

### ELECTION OF OFFICERS (Separate Ballot Vote)

- To choose two (2) member of the School Board for the ensuing three (3) years

## WARRANT ARTICLES 2022-2023

### Warrant Article 1 Operating Budget

Shall the Hudson School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant article and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session, for the purposes set forth therein, totaling \$XX,XXX,XXX? Should this article be defeated, the operating budget will be \$XX,XXX,XXX which is the same as last year with certain adjustments required by previous action of the Hudson School District or by law; or the governing body may hold one special meeting under RSA 40:13-X and XVI to take up a revised operating budget only.

Estimated tax rate impact: \$.XX

Default tax rate impact: \$.XX

Estimated tax rate: \$XX.XX

Default estimated tax rate: \$XX.XX

Hudson School Board  
Budget Committee

# WARRANT ARTICLES

## Warrant Article 2

### Collective Bargaining Agreement between the Hudson School Board and PSRPs

Shall the Hudson School District vote to approve the cost items in the collective bargaining agreement between the PSRP AFT Local #6245, AFT-NH, AFL-CIO (Hudson School District full- and part-time cafeteria personnel, part-time para-educators and part-time licensed practical nurses) and the Hudson School Board which calls for the following increases in salaries and benefits at the current staffing levels over the amount paid in the prior fiscal year:

2022-23 \$XXX,XXX

and to further raise and appropriate \$XXX,XXX for the upcoming fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement that would be paid under current staffing levels.

Estimated tax rate impact: \$.XX

Hudson School Board  
Budget Committee

## Warrant Article 3

### Collective Bargaining Agreement between the Hudson School Board and AFSCME

Shall the Hudson School District vote to approve the cost items in the collective bargaining agreement between the AFSCME Local 1906 and the Hudson School Board which calls for the following increases in salaries and benefits at the current staffing levels over the amount paid in the prior fiscal year:

2022-23 \$XXX,XXX

and to further raise and appropriate \$XXX,XXX for the upcoming fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement that would be paid under current staffing levels.

Estimated tax rate impact: \$.XX

Hudson School Board  
Budget Committee

## Warrant Article 4

### Collective Bargaining Agreement between the Hudson School Board and the Secretaries

Shall the Hudson School District vote to approve the cost items in the collective bargaining agreement between the Secretaries AFT Local #6260, AFT-NH, AFL-CIO (Hudson School District Secretaries) and the Hudson School Board which calls for the following increases in salaries and benefits at the current staffing levels over the amount paid in the prior fiscal year:

2022-23 \$XXX,XXX

# WARRANT ARTICLES

and to further raise and appropriate \$XXX,XXX for the upcoming fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement that would be paid under current staffing levels.

Estimated tax rate impact: \$.XX

Hudson School Board  
Budget Committee

## **Warrant Article 5 Partial Roof Replacement at Nottingham West Elementary School**

Shall the Hudson School District vote to raise and appropriate a sum of \$550,000 to replace a section of the roof at Nottingham West Elementary School?

Estimated tax rate impact: \$.17

Recommended by the Hudson School Board 5-0  
Budget Committee

## **Warrant Article 6 Increasing Funds in the Capital Reserve School Renovation Fund**

Shall the Hudson School District vote to raise and appropriate a sum of up to \$250,000 to be added to the Capital Reserve School Renovation Fund established in September 1999? This sum is to come from the June 30 fund balance available for transfer on July 1 with no amount to be raised by additional taxation.

Estimated tax rate impact: \$.00

Hudson School Board  
Budget Committee

## **Warrant Article 7 Transfer of Property to the Hudson Lions Club**

Shall the Hudson School District authorize the School Board to convey an approximately .511 acre portion of the District's property at the HO Smith Elementary School, Tax Map 182 Lot 109, to the School District's abutter, the Hudson Lions Club, Inc., which is presently using the property for the bleachers and dug out for a ball field on their property, all on such terms and conditions as the School Board shall determine are in the best interest of the District?

Estimated tax rate impact: \$.00

Recommended by the Hudson School Board 4-0-1  
Budget Committee

# WARRANT ARTICLES

## Warrant Article 8

### Add Playground to Dr. H.O. Smith Elementary School

Shall the Hudson School District vote to raise and appropriate a sum of \$75,000 to build a playground at the Dr. H.O. Smith Elementary School? This is a special warrant article.

Estimated tax rate impact: \$.02

Recommended by the Hudson School Board 5-0  
Budget Committee

GIVEN UNDER OUR HANDS AT SAID HUDSON THIS \_\_\_\_\_ DAY OF JANUARY \_\_\_\_\_.

True Copy of Warrant – Attest:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Hudson School Board

DRAFT



## HUDSON SCHOOL DISTRICT

<b>POLICY CODE: IHAM Health Education and Exemption from Instruction</b>	<b>FIRST ADOPTION:</b>
<b>RELATED POLICIES: IGE</b>	<b>LATEST REVISION:</b>
<i>JICK &amp; JLF</i>	Page 1 of 1

*Category: Priority/Required by Law*

### ***Related Form: IHAM-R***

Consistent with state law and Department of Education requirements, health and physical education, including, instruction about parts of the body, reproduction, sexuality education, human immunodeficiency virus (HIV)/acquired immunodeficiency syndrome (AIDS) and related topics, will be included in the instructional program. Sexuality education shall include instruction relative to abstinence and sexually transmitted infections.

Instruction must be appropriate to grade level, course of study, and development of students and must occur in a systematic manner. The Superintendent will require that faculty members who present this instruction receive continuing in-service training, which includes appropriate teaching strategies and techniques.

Parents and legal guardians shall be notified by e-mail, other written means, website/social media postings or phone call, not less than two (2) weeks in advance of use of the curriculum course material to be used for instruction of human sexuality or human sexual education. ~~Such notice will be delivered via email, other direct written means, website/social media posting, or phone call.~~ To the extent practicable, a school district shall make curriculum course materials available to parents or legal guardians for review upon request. Accordingly, the notice will identify and provide contact information for the Principal or other staff member a parent or guardian should contact to arrange an opportunity to inspect the curriculum course material.

### ***Opt-Out Procedure and Form***

Parents/guardians, or students over eighteen years of age, who do not want their child to participate in a particular unit of health or sex education instruction for religious reasons or ~~religious objections~~, are allowed to have their child opt-out of such instruction.

Parents/guardians who do not want their child to participate in a particular unit of health or for religious reasons must complete a Health and Sex Education Exemption/Objectionable Course Material: Opt-Out Form. Opt-Out Forms are available from either the health education teacher or the Principal. Opt-out requests must be submitted annually and are valid only for the school year in which they are submitted.

Any student who is exempted by request of the parent/guardian under this policy may be given an alternative assignment sufficient to meet state requirements for health education. The alternative assignment will be provided by the health or physical education teacher in conjunction with the Principal.

In accordance with the federal Protection of Pupil Rights Amendment, as a School District that

receives federal Department of Education funds, the Superintendent shall develop procedures to allow the parent/guardian of a student to inspect any instructional material used as part of the educational curriculum for the student. The procedures will provide reasonable access to instructional material within a reasonable period of time after the request is received.

**Legal References:**

*20 U.S.C §1232h, (c)(1)(C), Protection of Pupil Rights*

*RSA 186:11, IX, Instruction as to Intoxicants and Sexually Transmitted Diseases*

*RSA 186:11, IX-b, Health and Sex Education*

*RSA 186:11, IX-c, Objectionable Course Material*

*RSA 186:11, IX-e Notice to Parents/Guardian Required*

*NH Code of Administrative Rules, Section Ed 306.40, Health Education Program*

*NH Code of Administrative Rules, Section Ed 306.41, Physical Education Program*

# HUDSON SCHOOL DISTRICT

**POLICY NUMBER: KF Use of School  
Facilities**

**ADOPTED: 6/1/2015**

**REVIEWED: 12/13/2021**

Page 1 of 3

## COMMUNITY USE OF SCHOOL FACILITIES

The Hudson School Board may grant the use of school facilities to public agencies and to responsible, properly organized community groups, private organizations, and individuals for any lawful purpose, including the purposes of education, elections, and civic welfare. Such use shall not displace any school activity unless approved in advance by the Superintendent or his/her designee.

The Superintendent of Schools, or designee, may approve the use of school facilities by outside organizations. Charges shall be made according to the schedule of fees developed by the Superintendent and approved by the School Board. Proof of liability insurance shall be required for the use of school property. The Superintendent shall establish such rules and regulations as are needed to implement this policy as well as to assure the preservation of District property.

All organizations and groups, permitted by law, may rent school facilities according to the following regulations, and at fees set out on the "District Rental Fee Schedule". All organizations except those described in the following paragraphs shall pay a fee. A reasonable use fee shall be charged for the lease of school facilities and property and this fee may be offset by goods contributed or services rendered by the user. "Reasonable use fee" means an amount that is at least equal to the cost for utilities, services, supplies or personnel provided to the lessee pursuant to the terms of the lease. If the school administration determines a custodian is necessary, the charge will be at the overtime rate.

### General Conditions

The District will use its best efforts to avoid conflicts with approved use of the facilities and property but no lease or use provision shall be effective if the administrator of the facility finds that it would cause delay, cancellation, or rescheduling of a school-sponsored activity.

A person, group or organization that is otherwise eligible to lease school property shall not be denied use of or charged differentiated fees for school property on the basis of the person, group or organization's beliefs, expression of beliefs or exercise of the rights of association that are protected under state or federal laws. Failure to pay necessary fees or to properly safeguard the property of the District and follow its regulations shall be deemed grounds to disallow future use of facilities.

All individuals or organizations must sign the rental agreement form and furnish the certificate of insurance before using District facilities.

### Uncompensated Use

The Superintendent may permit the uncompensated use of facilities and property by any school related group or by any organization whose membership is open to the public and whose activities promote the educational function of the District. "Educational function" means uses that are directly related to the educational mission of the District as adopted by the School Board and includes the educational mission related uses of parent-teacher organizations and youth organizations.

## HUDSON SCHOOL DISTRICT

<b>POLICY NUMBER: KF Use of School Facilities</b>  Page 2 of 3	<b>ADOPTED: 6/1/2015</b>  <b>REVIEWED: 12/13/2021</b>
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If an exempt organization's use of the facility results in costs to the district, the organization will be responsible for that cost. All other organizations will pay the scheduled facility rental fee, and in addition, any costs incurred by the District. The Superintendent may waive any costs to the exempt organization if it is deemed in the best interest of the District.

### DISTRICT RENTAL FEE SCHEDULE

	<u>A</u>	<u>B</u>	<u>Utilities</u>
Gymnasium (1/2 day)	N/C	\$250	\$25
Gymnasium (full day)	N/C	\$500	\$50
AHS/HMS football field (1/2 day)	N/C	\$250	N/A
AHS/HMS football field with lights	N/C	\$250	\$50
AHS/HMS football field (full day)	N/C	\$500	N/A
AHS/HMS football field with lights	N/C	\$500	\$50
Locker Room (1/2 day)	N/C	\$40	N/A
Locker Room (full day)	N/C	\$80	N/A
Cafeteria or Kitchen (1/2 day)	N/C	\$200	\$25
Cafeteria or Kitchen (full day)	N/C	\$400	\$50
Classroom (1/2 day)	N/C	\$60	N/A
Classroom (full day)	N/C	\$120	N/A

Use of the football field(s) in excess of one week shall be considered "season rate". The rate for the season shall be recommended to the School Board by the administration. The rate shall be based on several factors including the number of participation, type of use, number of practices and games, etc. Any recommendation for season use shall include a Memorandum of Understanding to be approved by the School Board.

Requests for use of the Hills House grounds must be presented to the School Board for approval. The rental fee will be determined by the School Board.

If custodian coverage is required, the hourly charge is \$31.00 per hour for each custodian. If a Food Service employee is required, the hourly charge is \$17.00 for each employee. Full day use of a facility is considered any use in excess of four (4) hours.

**Category A:**

Branches of Hudson municipal government (includes no charge for custodian or utilities); school approved organizations, e.g. PTO, Friends of Music, Boosters; not-for-profit private school and established youth organizations i.e. scouts, youth sports, musical, and theatrical, etc.; local groups including religious, cultural, fraternal, patriotic, political, service and duly established charitable organizations where no admission is charged and/or no other profit-making activity is engaged in (no charge if held during time when the school is open). No charge for use of the facility or custodial costs shall be charged to the Hudson Recreational Department for use during the basketball season.

## HUDSON SCHOOL DISTRICT

<b>POLICY NUMBER: KF Use of School Facilities</b>	<b>ADOPTED: 6/1/2015</b>
Page 3 of 3	<b>REVIEWED: 12/13/2021</b>

Custodial costs shall be charged for any profit making activity where admission is charged and sponsored by or part of one of the groups identified in Categories A. The charge will be applied only if the activity is scheduled when custodians are not scheduled for normal work activity.

**Category B:**

Private promoters for their own exclusive profit, and any individual/group not specifically mentioned as part of Category A.

**Damage to Facility or Equipment**

If an organization that has permission to use a school district facility, regardless of category, causes damage to the facility or equipment, that organization shall compensate the district for that damage. In the event damage occurs, an assessment shall be conducted by district personnel to determine the level of compensation.

Reviewed by Policy Committee 12/13/2021

**HUDSON SCHOOL DISTRICT**

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Hudson, NH 03051-4240  
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[shickey@sau81.org](mailto:shickey@sau81.org)

**Memorandum**

Date: December 14<sup>th</sup>, 2021

To: Hudson School District School Board

From: Abigail Kaplan MS RD, Food Service Director

RE: Purchasing of New Steamer for Hudson Memorial School

Good evening everyone,

The Hudson Food Service Department would like the school board's support with the purchasing of a new convection gas steamer from Alternative Sales due to equipment price and lead time. Attached are quotes and communication from four equipment vendors regarding the purchasing of this piece of equipment.

The current steamer needs extensive repairs to be operational and a replacement is the best option financially. The steamer allows for efficiency among staff and optimal food quality for service.

Thank you for taking the time to review the attachments and for your consideration regarding the purchasing of a new convection gas steamer from Alternative Sales.

<b>Company Name</b>	<b>Point of Contact</b>	<b>Equipment</b>	<b>Lead Time</b>	<b>Price</b>	<b>Attached Quote</b>
Alternative Sales	Kayla Miller	Convection Steamer – Gas	5-6 weeks from receipt of purchase order	33,358.07	Yes
United Restaurant Equipment	George Zaharoolis	Convection Steamer – Gas	Not Provided	33,773.00	Yes
Independent Restaurant Supply	Saul Bornstein	Convection Steamer – Gas	Not Provided	35,058.47	Yes
Kittredge Equipment	Sarah Prats	Convection Steamer – Gas	6 weeks once PO received. Lead time might be longer	34,259.17	Yes

Plumbing, Electrical, and Disposal – not included for all quotes received

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---

To: Hudson School Board  
From: Joyce Coll  
Date: January 3, 2022  
Re: AASPA HR Administrator Summit - Update

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In November, the board approved a request to attend the AASPA HR Administrator Summit in December. This two-day summit was inspiring and confirmed we are moving forward in the right direction.

### Workshop Highlights

#### **Recruit, Train, Retain**

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#### **Data: Utilizing data to improve HR practices**

- Strategic approach to design people processes: recruiting, hiring, orientation, onboarding. Implement practices that ensure staff can be part of an inclusive and inviting workplace.
- Systematic measurement, analysis and improvement of process, policies and people to ensure we reach our goals for all students.
- Benchmarking and market analysis for review of external competitiveness, ensure internal equity and make system updates.



# United

**Restaurant Equipment CO., Inc.**

# Quote



11/19/2021

**To:**  
 Hudson NH School District SAU#81  
 Abigail Kaplan  
 20 Library St  
 Hudson, NH  
 6038861246  
 603-883-7765 85016 (Contact)  
 Project Code: HUDSON\_N

**Project:**  
 Hudson NH School District SAU#81  
 Steamer Rev 1  
 Memorial School  
 1 Memorial Drive  
 Hudson, NH 03051

**From:**  
 United Restaurant Equipment Co.  
 George Zaharoolis  
 1 Executive Park Drive  
 North Billerica, MA 01862  
 978-439-5500  
 978-439-5500 (Contact)

QUOTE VALID UNTIL 12/23/2021

Item	Qty	Description	Sell	Sell Total
1	1 ea	<b>CONVECTION STEAMER, GAS</b>  Crown Model No. GCX-10-36 Convection Steamer, gas, (2) compartment, (5) 12" x 20" pan capacity per compartment, 36" cabinet base, electronic ignition, automatic blowdown, 60 minute timer per compartment, removable pan supports & drain trough, CSD-1 code package, includes water filter system, split water line, automatic water level control, pressure gauge, water gauge glass, operating pressure control, safety high-limit pressure control, safety relief valve & cathodic protector, 304 stainless steel exterior, 6" legs, adjustable flanged feet, NSF, CSA Flame, CSA Star  1 ea NOTE: Failure or malfunction of this appliance due to poor water quality is not covered under warranty. Contact Crown for water quality solutions  1 ea Domestic Shipping, inside of North America 1 ea Standard one year limited warranty 1 ea Specify Gas Type 1 ea 120v/50/60/1-ph, standard 1 ea B25-30 300,000 BTU Upgrade, in lieu of standard 250,000 BTU Included 1 ea Steam take-off kit for steam kettles	33,123.50	33,123.50
			274.50	274.50
2	1 ea	<b>LABOR</b>  United Restaurant Equipment Model No. LABOR/DELIVERY United will received steamer into our warehouse, check for freight damage, uncrate, prepare for delivery, schedule delivery as not to interrupt operations, set in place, and level. [subject to delivery conditions no stairs and there is clear access to location of steamer]	375.00	375.00

\*\* BY OTHERS: Plumbing and Electrical connections, interconnections

Item	Qty	Description	Sell	Sell Total
		and disconnections. Removal and disposal of old steamer.		
3		<b>IF REMOVAL AND DISPOSAL OF OLD STEAMER IS REQUIRED PLEASE SEND PICTURES OF OLD STEAMER AND CALL FOR PRICING. [NOTE: PLUMBING AND ELECTRICAL DISCONNECTIONS BY OTHERS]</b>		
		Total		33,773.00

BY OTHERS: Plumbing and Electrical connections, interconnections and disconnections. Special order equipment is non-cancelable and non-returnable. All equipment is provided with the manufacturer's standard warranty and with standard components. Delivery is to be during normal business hours- Monday through Friday 8AM to 3:30 PM by non union personnel. BY OTHERS: electrical, plumbing, carpentry, and removal of old equipment.

\*\*\*NOTE\*\*\* Due to supply chain issues and market volatility prices subject to change without notice.

Acceptance: \_\_\_\_\_ Date: \_\_\_\_\_  
 Printed Name: \_\_\_\_\_

## Abigail Kaplan

---

**From:** Kayla Miller <kmillerr923@gmail.com>  
**Sent:** Thursday, December 2, 2021 8:52 AM  
**To:** Abigail Kaplan  
**Cc:** kmiller@alternativesales.net  
**Subject:** Re: Hudson\_Memorial\_School\_Quote.pdf

You're very welcome!! Lead time right now is 5-6 weeks from receipt of purchase order.  
Thank you,  
Kayla

Sent from my iPhone

On Dec 2, 2021, at 8:39 AM, Abigail Kaplan <akaplan@sau81.org> wrote:

Hi Kayla,

Thank you for sending me the quote! I appreciate it!

I was wondering if you can please let me know the lead time for the unit. I need this information when presenting this purchase to our school board.

Best,  
Abigail Kaplan

---

**From:** Kayla Miller <kmillerr923@gmail.com>  
**Sent:** Wednesday, December 1, 2021 10:45 AM  
**To:** Abigail Kaplan <akaplan@sau81.org>  
**Cc:** kmiller@alternativesales.net  
**Subject:** Fwd: Hudson\_Memorial\_School\_Quote.pdf

Hey Abigail!  
This is my personal email hopefully this goes through!! Quote and original email are below! We would love to work with you if another quote comes in higher let us know and we can adjust!!!  
Thank you for the opportunity!  
Kayla

---

**From:** [kmiller@alternativesales.net](mailto:kmiller@alternativesales.net) <[kmiller@alternativesales.net](mailto:kmiller@alternativesales.net)>  
**Sent:** Tuesday, November 30, 2021 1:21 PM  
**To:** 'Abigail Kaplan' <[akaplan@sau81.org](mailto:akaplan@sau81.org)>  
**Subject:** Hudson\_Memorial\_School\_Quote.pdf

Hello Abigail!

The quote for the steamer is attached. If our quote ends up being on the high end let me know we'd love to work with you!! 😊

Thank you,

**Kayla Miller**

Alternative Sales

Direct line: 603-347-2923

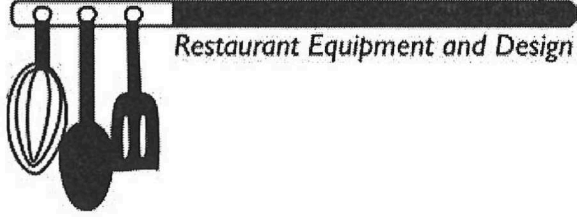
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# Alternative Sales Corp.



# Quote

11/30/2021

**Bill to:**

Hudson School District SAU 81  
 Abigail Kaplan  
 603-883-7765 85016 (Contact)

**Ship to:**

Hudson Memorial School  
 1 Memorial Drive  
 Hudson, NH 03051

**From:**

Alternative Sales  
 John Lumnah  
 135 Route 125  
 Kingston, NH 03848-3526  
 (603)642-3873  
 (603)642-3873 (Contact)

Due to the volatility of the current market, quotes cannot be guaranteed until placement of order with deposits and verification of availability of stock product.

Item	Qty	Description	Sell	Sell Total
1	1 ea	<b>CONVECTION STEAMER, GAS</b> Crown Model No. GCX-10-36 Convection Steamer, gas, (2) compartment, (5) 12" x 20" pan capacity per compartment, 36" cabinet base, electronic ignition, automatic blowdown, 60 minute timer per compartment, removable pan supports & drain trough, CSD-1 code package, includes water filter system, split water line, automatic water level control, pressure gauge, water gauge glass, operating pressure control, safety high-limit pressure control, safety relief valve & cathodic protector, 304 stainless steel exterior, 6" legs, adjustable flanged feet, NSF, CSA Flame, CSA Star	\$29,281.17	\$29,281.17
	1 ea	NOTE: Failure or malfunction of this appliance due to poor water quality is not covered under warranty. Contact Crown for water quality solutions		
	1 ea	Standard one year limited warranty		
	1 ea	Extended 2nd year warranty, for Schools and Universities only		
	1 ea	Specify Gas Type		
	1 ea	120v/50/60/1-ph, standard		
	1 ea	B25-30 300,000 BTU Upgrade, in lieu of standard 250,000 BTU	\$1,948.24	\$1,948.24
	1 ea	Steam take-off kit for steam kettles	\$242.66	\$242.66
		<b>ITEM TOTAL:</b>		<b>\$31,472.07</b>

Item	Qty	Description	Sell	Sell Total
3	1 ea	<b>FREIGHT</b> ALTERNATIVE SALES Model No. FREIGHT FOB Charge(s) of shipping product to/from locations incurred by Alternative Sales to provide the quoted product.	\$1,386.00	\$1,386.00
			<b>ITEM TOTAL:</b>	<b>\$1,386.00</b>
2	1 ea	<b>SERVICE</b> ALTERNATIVE SALES Model No. DELIVERY Delivery & Set in Place. Standard Ground level delivery to be done during business hours Monday through Friday from 8:00 AM to 5:00 PM by non-union personnel. Based on site conditions, products will be set in place and made ready for mechanical connections by others. Final adjustments and leveling to be performed by others. Packing materials and trash to be removed. Deliveries that involve stairs, obstacles that do not provide reasonable access or require elevation must be disclosed prior to the delivery or additional charges may be applied at time of delivery. <b>Disconnections of existing plumbing and electrical by other</b> <b>Connection of plumbing and electric on new unit by other</b>	\$500.00	\$500.00
			<b>ITEM TOTAL:</b>	<b>\$500.00</b>
			<b>Total</b>	<b>\$33,358.07</b>

Warranty: Alternatives Sales Corp. will not be liable for any consequential damages incurred by equipment failure, including but not limited to, food loss. New equipment will be covered by the manufactures warranty policy. Alternative Sales Corp. will help facilitate the warranty process by providing documentation and contact information, but costs associated from non warranty issues are the responsibility of the Buyer. Reconditioned equipment will be warranted for 30 days parts and labor, 30 days additional for labor and additional 30 days grace period. Reconditioned warranty work to be performed during normal business hours by Alternative Sales.

Delivery Delays: Equipment stored at Alternative Sales Corp warehouse longer than 15 days beyond anticipated delivery date is subject to full payment and/or storage fees.

Returns and Refunds: Equipment can only be returned with prior approval of Alternative Sales Corp. Returned items are subject to pick up charges, re-crating charges, and freight charges back to the manufacturer and are subject to the manufactures return policy. Alternative Sales Corp stocked equipment may be returned for a 25% restock fee if it is unused and in original condition within 30 days. Custom fabricated/special order items are not returnable. Freight damage is not a valid reason for return. Change orders may be subject to manufacturers restock policy.

Drop Shipments: All freight should be inspected during the receiving process for possible damage. Should there be a question about the condition of the equipment, it is best to refuse the shipment. Freight claims are seldom paid, but if damage is found after the delivery, it is the consignee's (receiver) responsibility to notify the carrier within 5 days of the delivery. Information required for a freight claim are:

- ⊗ Copy of Bill of Lading and Pro numbers
- ⊗ Delivery date and date damage was discovered
- ⊗ Contact name, phone number, email address
- ⊗ Type of unit damaged including model and serial number
- ⊗ Extent of damage
- ⊗ Pictures of damage as well as packaging
- ⊗ Original shipping papers and packaging

**Alternative Sales**

**11/30/2021**

Orders: All quotations, terms and financial arrangements are subject to approval of the credit department at Alternative Sales Corp. A signed quote or purchase order with deposit will be required to place any order. All equipment remains the property of Alternative Sales Corp until paid in full. A finance charge of 1.75% per month will be applied to past due invoices. Buyer will be responsible for any collection costs including reasonable collection fees.

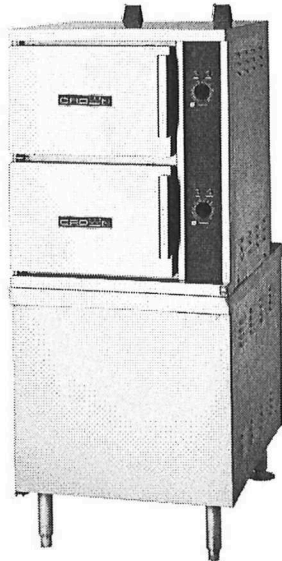


Job: \_\_\_\_\_ Item#: \_\_\_\_\_



GCX

## GAS STEAM COMPARTMENT COOKER ON CABINET BASE



- GCX-2-24
- GCX-2-36
- GCX-10-24
- GCX-10-36

### OPERATION SHALL BE BY:

Gas fired steam boiler rated at 9-11 psi (62 - 76 kPa).

The controls shall be equipped for operation on 115 VAC, 1 phase, 50/60 Hz.

- Natural gas
- L.P. gas

### Standard Features

- Water Treatment System
- CSD-1 boiler controls
- Electronic ignition
- Automatic blowdown
- Split water line

### OPTIONS & ACCESSORIES AT ADDITIONAL COST

- Floor Protective Panel for 36" Gas Boiler Based Cabinets and Up (aluminum panel, painted on top with special anti-reflective black paint) (8976-1)
- Floor Protective Panel 24" Gas Boiler Based Cabinets (aluminum panel, painted on top with special anti-reflective black paint) (8978-1)
- 300,000 BTU 36" (915 mm) cabinet (B25-30)
- 220 VAC, 1 Phase, 50/60 Hz operation (SGVS-2)
- Stainless steel rear panel (SSB-)
- Stainless steel frame (SSF-)
- Load compensating timer (LCT)
- Correctional package
- Steam take off kit (STOK)
- Spray and rinse assembly
- Water in "Y" strainer (condenser feed)

### STANDARD CONSTRUCTION SPECIFICATIONS

Shall be a Crown model **GCX-2-24, GCX-2-36, GCX-10-24 or GCX-10-36**, convection steamer on a modular, gas fired, steam boiler base, with stainless steel type 304 exterior and #4 finish.

The steamer shall have doors with removable inner liner of stainless steel, fullperimeter gasket seal, outer shell of one piece all welded stainless steel, positive lock and seal mechanism and a stainless steel drip trough connected to a drain to collect condensated when doors are opened.

Each cooking chamber shall be constructed of all welded type 316 stainless steel, fully insulated and provided with removable stainless steel pan supports and shall be:

- GCX-2, 13.875" W x 10.875" H x 19.875" D (352 mm x 276 mm x 504 mm).
- GCX-10, 13.875" W x 17.375" H x 19.875" D (352 mm x 441 mm x 504 mm).

Control housing shall be accessible through a fully removable side panel and each compartment shall include a 60 minute mechanical timer with ready pilot and cooking pilot light and an audible signal which will sound at the end of the cooking cycle.

Steam flow to the chamber shall be interrupted when the compartment door is opened during cooking cycle and shall be reactivated when the door is closed.

The convection steamer shall be mounted on a cabinet base with full perimeter angle frame, reinforced counter and boiler mountings, gas boiler with controls, all stainless steel exterior, hinged door(s) with magnetic latch and 6" (152 mm) stainless steel legs fitted with 4 adjustable flanged feet for securing unit to the floor.

Standard boiler controls shall include automatic water level control, pressure gauge, water gauge glass, operating pressure control, safety high-limit pressure control, safety relief valve and cathodic protector.

Unit comes standard with a split water line, CSD-1 boiler controls, electronic ignition, nickel plating, automatic blowdown, and water treatment system.

The unit shall be ASME code stamped and National Board registered, AGA, CGA and NSF certified.

**\*SEE REVERSE SIDE OF SPEC SHEET FOR WATER TREATMENT SYSTEM STATEMENTS\***

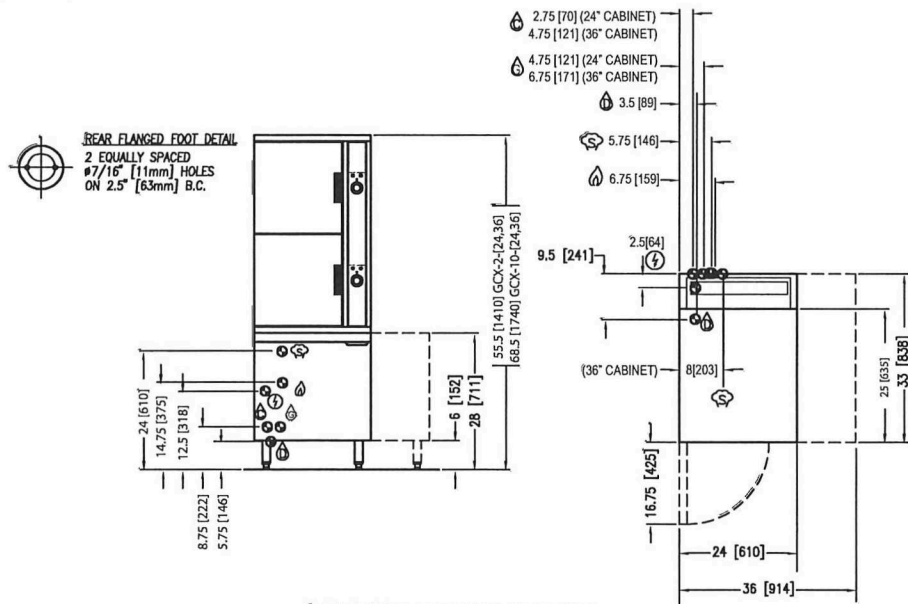


Approval Notes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



Models:  GCX-2-24  GCX-2-36  GCX-10-24  GCX-10-36

GCX



**SERVICE CONNECTIONS**

- ELECTRICAL CONNECTION: 1/2" (13 mm) conduit connection to controls. 120 VAC-60Hz-1PH. 2 Amps per compartment or as specified on data plate.
- BOILER FEED WATER: 1/2" (13 mm) NPT at 25-50 PSI (170-345 kPa).
- CONDENSATE COLD WATER: 1/2" (13 mm) NPT at 25-50 PSI (170-345 kPa) (OPTIONAL)
- DRAIN: 2" (51 mm) IPS piped to open floor drain. No solid connection.
- GAS CONNECTION: 3/4" (19 mm) IPS supply line required.
- STEAM TAKE-OFF CONNECTION: 3/4" (19 mm) IPS optional to operate adjacent equipment.

**GAS SUPPLY AND SPECIFICATIONS**

MODEL	GAS SUPPLY				AVAILABLE CABINET WIDTH	
	WATER COLUMN PRESSURE		BTU/Hr	kW/Hr	24"	36"
	Natural	Propane				
GCX-2-[24,36]	7" - 14"	11" - 14"	200,000	58.6	Yes	Yes
GCX-10-[24,36]	(178 mm - 355 mm)	(279 mm - 355 mm)	250,000	73.3	No	Yes
			300,000	87.9	No	Yes

MODEL	COMPARTMENT PAN CAPACITY				SHIPPING WEIGHT (24" CABINET)	SHIPPING WEIGHT (36" CABINET)	MINIMUM CLEARANCE	
	PAN DEPTH							
	1"	2-1/2"	4"	6"				
GCX-2-[24,36]	6	3	2	1	630 lbs. [286 kg]	764 lbs. [347 kg]	SIDES	3" [76]
GCX-10-[24,36]	10	5	3	2	670 lbs. [304 kg]	840 lbs. [381 kg]	BACK	6" [152]

**WATER QUALITY STATEMENT**

Water is the essential ingredient in steam equipment, water quality is the major factor affecting the performance of your appliance. Crown Steam Group offers a Comprehensive Water Treatment System which exceeds our minimum water requirements. Proof of installation and proper cartridges replacement is required for warranty coverage. Water supply to Crown Steam Group steamers must be within these guidelines.

Total dissolved solids.....	Less than 60 PPM	Chlorine .....	Less than 1.5 PPM
Total alkalinity .....	Less than 20 PPM	pH Factor .....	6.8 - 7.3
Silica.....	Less than 13 PPM		

Water which does not meet these standards should be treated with the installation of Middleby's Water Treatment System. Call 919-762-1000 if you have questions concerning your water meeting these parameters.

\*Failure or malfunction of this appliance due to poor water quality is not covered under warranty.  
Reference [www.crownsteamgroup.com](http://www.crownsteamgroup.com) for complete warranty details and instructions.

**DISCLAIMER**

If installing on any floor with an epoxy coating or other combustible floor surface (i.e., a surface other than quarry tile, cement or natural stone), contact the factory for installation options as damage due to improper installation is not covered under warranty.

**Terry System Cartridge Changes / Installation** – "2-3 gallons of water MUST be purged at each cartridge change or new installation prior to water supply being fed to the steamer. Failure to do so can result in component damage within the steamer which is not covered under warranty. For additional guidance on proper installation, refer to install documentation provided with each Terry System and Replacement Cartridge Set."

**INTENDED FOR COMMERCIAL USE ONLY.  
NOT FOR HOUSEHOLD USE.**



## Abigail Kaplan

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**From:** Saul Bornstein <Saul@independent-restaurantsupply.com>  
**Sent:** Wednesday, December 1, 2021 10:35 AM  
**To:** Abigail Kaplan  
**Subject:** RE: Hudson School District Steamer Quote

Do you have propane tanks outside the building? You could ask whoever pays the bills or the maintenance department would know.

---

**From:** Abigail Kaplan <akaplan@sau81.org>  
**Sent:** Wednesday, December 1, 2021 10:32 AM  
**To:** Saul Bornstein <Saul@independent-restaurantsupply.com>  
**Subject:** RE: Hudson School District Steamer Quote

Hi Saul,

I am not sure. How would I go about determining this?

I am sorry if that is a silly question. I am new in this position and am learning as I go.

Thank you!  
Abigail Kaplan

---

**From:** Saul Bornstein <Saul@independent-restaurantsupply.com>  
**Sent:** Wednesday, December 1, 2021 10:28 AM  
**To:** Abigail Kaplan <akaplan@sau81.org>  
**Subject:** RE: Hudson School District Steamer Quote

Sure. What type of gas do you use?

---

**From:** Abigail Kaplan <akaplan@sau81.org>  
**Sent:** Wednesday, December 1, 2021 10:01 AM  
**To:** Saul Bornstein <Saul@independent-restaurantsupply.com>  
**Subject:** RE: Hudson School District Steamer Quote

Good morning Saul,

Is there any way to obtain a new quote for a unit that accommodates 300,000 BTU?

Thank you!

---

**From:** Saul Bornstein <Saul@independent-restaurantsupply.com>  
**Sent:** Thursday, November 18, 2021 10:36 AM  
**To:** Abigail Kaplan <akaplan@sau81.org>  
**Subject:** Hudson School District Steamer Quote

Review "Hudson School District Steamer" Quote

Good morning,

Please find a link to your quote above. Thank you for the opportunity.

Saul

Saul Bornstein

**Independent Restaurant Supply Inc.**

Portsmouth, NH & Portland, ME.

603-436-1600 (voice or text)

[www.independent-restaurantssupply.com](http://www.independent-restaurantssupply.com)

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## Abigail Kaplan

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**From:** George Zaharoolis <george@unitedrestaurant.com>  
**Sent:** Wednesday, December 1, 2021 12:05 PM  
**To:** Abigail Kaplan  
**Subject:** Hudson\_NH\_School\_District\_SAU\_81\_Steamer\_Rev\_1\_Quote.pdf  
**Attachments:** Hudson\_NH\_School\_District\_SAU\_81\_Steamer\_Rev\_1\_Quote.pdf

Hello Abigail,

The revised quote is attached.

Just a reminder we cannot do the plumbing or electrical work. Let me know if you need removal and disposal of the old steamer and I will price that out for you.

Thanks

George



*S. GEORGE ZAHAROO LIS*

**UNITED RESTAURANT EQUIPMENT CO., INC.**  
**1 EXECUTIVE PARK DRIVE**  
**NORTH BILLERICA, MA 01862**  
**PH: 978-439-5500**  
**FX: 978-262-9999**

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**EQUIPMENT  
CHINA  
FURNITURE  
SMALLWARES**

12/01/2021

## Quote

Project: Hudson School District Steamer revised 12-1-21

From: Independent Restaurant Supply  
Saul Bornstein  
927 US Route 1 Bypass  
Portsmouth, NH. 03801  
(603)436-1600

Item	Qty	Description	Self	Sell Total
1	1 ea	<b>CONVECTION STEAMER, GAS</b>	\$32,883.35	\$32,883.35
		 Crown GCX-10-36 Convection Steamer, gas, (2) compartment, (5) 12" x 20" pan capacity per compartment, 36" cabinet base, electronic ignition, automatic blowdown, 60 minute timer per compartment, removable pan supports & drain trough, CSD-1 code package, includes water filter system, split water line, automatic water level control, pressure gauge, water gauge glass, operating pressure control, safety high-limit pressure control, safety relief valve & cathodic protector, 304 stainless steel exterior, 6" legs, adjustable flanged feet, NSF, CSA Flame, CSA Star		
	1 ea	NOTE: Failure or malfunction of this appliance due to poor water quality is not covered under warranty. Contact Crown for water quality solutions		
	1 ea	Domestic Shipping, inside of North America		
	1 ea	Standard one year limited warranty		
	1 ea	Extended 2nd year warranty, for Schools and Universities only		
	1 ea	Natural Gas		
	1 ea	120v/50/60/1-ph, standard		
	1 ea	B25-30 300,000 BTU Upgrade, in lieu of standard 250,000 BTU 5-6 weeks to ship.	\$2,175.12	\$2,175.12
			<b>Extended Total:</b>	<b>\$35,058.47</b>
			Subtotal	\$35,058.47
			Total	\$35,058.47



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

**6:00 pm      Non-public Session  
6:30 pm      Regular Meeting  
                  Non-public Session**

**Hudson School Board  
DRAFT Minutes of September 20, 2021**

**Present:**

Gary Gasdia, Chair  
Diana LaMothe, Vice-chair  
Ethan Beals, Member  
Mike Campbell, Member  
Gretchen Whiting, Member  
Kara Roy, Board of Selectmen Liaison  
Larry Russell, Superintendent  
Kim Organek, Assistant Superintendent  
Rachel Borge, Director of Special Services  
Jen Burk, Business Administrator

**A. Non-public Session**

***Mr. Beals made a motion to enter a non-public session according to RSA 91-A: 3(c) at 6:00 pm, second by Ms. Whiting. Ms. Whiting, aye, Mr. Beals, aye, Mr. Campbell, aye, Ms. LaMothe, aye, Mr. Gasdia, aye. Motion passes 5-0.***

A parent requested a meeting with the School Board to present her perspective regarding her son and why she is seeking to appeal to the School Board for a Manifest Educational Hardship (MEH). Mr. Russell explained why he declined the petition for MEH, presenting the district's position regarding circumstances in this case and legal guidance regarding MEH requests.

The School Board asked questions and asked for copies of emails that were referenced. The Board then asked for an extension to October 5, 2021 before providing a written response to the parent regarding the appeal for a MEH so that time would be allowed to review additional information received through October 4, 2021. The parent agreed with the extension of time for the School Board to provide a response.

The Board will make a decision regarding this matter in a non-public session of the October 4, 2021 meeting.

***Motion to exit non-public at 6:26 pm by Mr. Beals, second by Ms. Whiting. Motion passed 5-0.***

**B. Call to Order**

Mr. Gasdia called the meeting to order; Mr. Campbell led the Pledge of Allegiance.

**C. Public Input**

Shawn Clark, 65 Wason Road: To expedite future donations, Mr. Clark requested an increase in the value limit for donations that do not require board approval. It is currently \$500 and he is in the process of securing 80 box fans for Hills Garrison and Nottingham West totaling \$1600 but cannot do anything until the board approves the donation acceptance.

Mr. Gasdia thanked him for the donation.

***Without closing public input, Mr. Beals motioned to move up #3 under new business (Donation of Box Fans), second by Mr. Campbell. Motion passes 5-0.***

Mr. Gasdia told the audience that the board did receive some comments since the last meeting, mostly about masks. Comments were fairly split between the current policy of them being optional vs. making them mandatory for everybody. With that, he closed public input.

**D. Donation of Box Fans (moved up from F3)**

There was a brief discussion about the amount and Ms. Whiting asked that it be noted that Policy KCD is in the process of being revised by the Policy Committee.

***Mr. Beals moved to accept the donation in the amount of \$2400, second by Mr. Campbell. Motion passes 5-0.***

**E. Good News**

Ms. Organek shared a slide show from the Summer Scholars Program. Comments and survey results showed that parents were in favor of the program, its length, the length of the school day; it was both fun and beneficial to their kids with them learning a lot. The teachers also had favorable comments. One of the big hits for the kids was Kona Ice on Wednesdays and the trip to Canobie Lake Park.

Mr. Campbell asked to see the survey results. Mr. Gasdia asked about tracking these students to see if there is a marked difference for those who participated as compared to those who didn't. He also asked about making this an annual offering. Ms. Organek stated that the program will run next summer and was budgeted for using ESSER funds and that the iReady diagnostic will indicate the benefit of the program to those who attended. They should have less "summer-slide because they were in school until the end of July.

**F. New Business**

1. 2021-2022 Tuition Rate: Tuition rates are set based on the DOE-25. Last year's was \$16,350 and Ms. Burk recommends setting this year's at \$16,500.

***Ms. LaMothe moved to set the tuition rate at \$16,500 with a second by Mr. Beals. Motion passes 5-0.***

2. Extracurricular Nominations

Mr. Beals asked what Little Buddies is. It is when high school students are paired with Hills Garrison students. Ms. Whiting asked if this could happen at Nottingham West in the future. Ms. Borge responded that that would require transportation and part of the reason Hills Garrison was selected is because kids can just walk. We can look at that morning period of time when our high school kids are in session, but our elementary school kids are not, or it could be an after-school period of time

when the elementary school kids are in session. There's a little bit of flexibility in the schedule there without having to tap into additional transportation resources.

***Ms. Whiting moved to approve the nominations as provided in the agenda and in the hand-carry, second by Mr. Campbell. Motion passes 5-0.***

3. Box Fan Donation (already addressed)

4. Palmer Center Part-time Employee Requests

Mr. Russell presented a request for three part-time employees - a culinary aide, natural resources/forestry aide, and a bus driver. There was discussion of the need for the positions, especially the bus driver since First Student is currently covering the route. There was also concern that any of the positions would be difficult to fill at \$15/hr. The consensus was to increase it to \$20/hr.

***Ms. Whiting moved to approve the culinary aide and the natural resources/forestry aide part-time positions with the capability of up to \$20 per hour, second by Ms. LaMothe. Motion passes 4-1 with Mr. Beals voting nay.***

5. Location and Police Presence

Mr. Russell stated that Hudson residents who attend board meetings have been respectful, asking for permission to speak and to add items to the agenda. There have been other municipalities having a difficult time. He asked if this (Hills Memorial Library) is the best place to hold the meetings or if there should be flexibility to use another site. Police presence is an issue that has been brought up in a couple different superintendent meetings and it was a big topic in the public input webinar that the NH School Boards Association put on last Wednesday. He added this topic to the agenda to see if there's an interest in having a discussion on it.

Mr. Beals stated that he thinks that so far, we've done things the right way. If there is a meeting that is really packed, the board could call a timeout and move or reschedule the meeting. He also cited how lucky we are to have this space and for HCTV to have a setup here. Ms. Whiting and Ms. LaMothe also agreed that the current arrangement works well.

Ms. LaMothe asked what the conclusion on the police presence topic was during the NHSBA webinar. Mr. Russell replied that districts had concerns with the authority of the police at board meetings as different departments had different stances on it. Some will intervene if there's a disruption where others would not unless there was almost a physical assault. Mr. Russell wanted to the board to know that if the board has a perceived need for police presence, we could do that. Ms. Whiting asked if there's been a discussion with our police department to see when they would step in. Mr. Russell replied that he thinks that our PD's attitude would be to deescalate and work from there on out. Mr. Gasdia mentioned that when we recently had them at a board meeting held at the Hudson Community Center (HCC), their goal was not to escalate anything so it's a high threshold. He reiterated that our citizens are respectful. If we see something on the agenda that could be a big deal, we go for the HCC but it might be worth having a backup. Using the HCC can sometimes be tough to get, such as during basketball season.

6. Snowplowing Bid Award

Ms. Burk shared that there were five responses to the RFP for snow removal services. The first bidder did not meet the requirements. The second has been our provider but we've struggled with their service and do not recommend extending another contract to them. The other three bidders



did meet the requirements. Inner City Materials has really good solid references and was the lowest of the top three cost-wise. After speaking with John Pratte, our recommendation is to award the bid to the Inner City Materials. We are looking at three years plus two additional option years. There's been talk about joint services with the town. We'd be covered for three years and then if there's something going on with the town, we could possibly start that in year four.

Ms. Burk addressed questions from the board regarding the services and cost. Mr. Beals suggested perhaps there would be cost savings if we went with Knott's Land Care who currently do our landscaping. He also asked what it would look like at the end of three years if we did it ourselves. Ms. Whiting asked if we had a contract price for Knott's to do both and if it's worth asking them to see if we can save money? Mr. Campbell asked how long we've used Knott's to which Mr. Russell replied that he believes it was four years ago. Mr. Gasdia agreed that we should contact Knott's to see what they can do for us. It sounds like we are tabling this until our next meeting; does that work from a time standpoint? Ms. Burk replied that it should be as long as the board decides so that if the company needs to purchase additional equipment or hire additional workers, they have time. Jen confirmed that the cost is per season, regardless of the number of storms. We will talk about this on the fourth.

7. Facilities Use Request – Haunted Hayride

Ms. Burk presented a request from Class Act to use the Hills House Field for the annual Haunted Hayride.

***Mr. Beals moved to approve the request, second by Ms. Whiting. Motion passes 5-0.***

8. Joint Cost Savings Committee

Mr. Gasdia shared that during a joint meeting between the Board of Selectmen and the School Board a decision was made to form this committee to see if as a team, money could be saved. There was such a committee formed previously that started, failed, restarted, and failed again. The committee will be restarted with the hope that it does not fail. It will include members of both boards and the library. Ms. Burk's help will be needed along with that of her counterpart for the town. The board discussed the makeup of the committee and frequency of meetings. Mr. Campbell and Ms. Whiting will be members.

9. Policies

Ms. Organek presented five policies for their first reading. Discussion ensued, particularly around policy KCD Public Gifts/Donations.

**G. Recommended Action**

Manifests are all set.

**H. Committee Reports**

1. Capital Improvement Plan

Ms. LaMothe provided an overview and shared the committee's goals such as preparing a list of high-priority capital needs that will serve as a resource for consideration. This is an evolving document and a brand-new committee. They've also developed a list of action items. One of the first meetings was with the Town Planner and Town Administrator. The committee wants public input which will happen in October. She talked about the budget committee visiting the schools when the time is right as seeing the buildings in person demonstrates the needs very well. Ms. LaMothe continued to describe some of the district's project needs.

Ms. Burk, per the board's request, had requested an updated design for Alvirne based on what we put to the voters two years ago. She outlined the options within the proposal. Discussion ensued

including whether or not the district could go straight to the construction company instead of through the architect and what year this would go on the ballot. Costs of updates to the plan were also discussed as were building aid and ELC improvement needs.

***Ms. LaMothe moved to accept the agreement from Lavallee Brensinger with option two selected, not option one at this point, second by Mr. Beals. Motion passes 5-0.***

Mr. Gasdia commended Ms. LaMothe, Mr. Beals, and anyone else involved for their phenomenal work. Ms. LaMothe concluded by saying, "it's obvious we do want to mitigate the impact on the tax rate as we're managing more on article decisions, but we do have to keep in mind our overarching goal is to create a safe and dynamic environment that is stated in our mission statement. I really enjoyed doing this work. Again, school tours were a great eye-opener and all the work, all the input that we received invaluable."

## **I. Reports to the Board**

### **1. Superintendent's Report**

Mr. Russell shared information on current COVID cases and changes in mask requirements within the district since the beginning of this school year. He is watching local numbers closely and will base decisions on the trends. This is something new for everyone and Mr. Russell asks that people remain patient as we go through building this process.

Mr. Russell shared that there was a petition delivered to our office for a special meeting to change the rules to "mask optional" for all students and staff. He has reached out to district attorneys and will update the board on October 4<sup>th</sup>. He wants to make sure we are doing this right as it is a new process and he wants to make the public aware that that's out there right now.

Important dates coming up include October 4<sup>th</sup>, board meeting; October 8<sup>th</sup>, teacher workshop day (no school for students); October 11<sup>th</sup>, no school for staff or students.

### **2. Assistant Superintendent's Report**

Ms. Organeck addressed the board. October 8<sup>th</sup> PD day.

About four weeks in now and we've noticed our little ones, especially, are getting used to getting into the swing of things, learning procedures, and learning how to sit in a space and stay there. Staff have been working very hard at getting those kids used to knowing the classroom procedures and protocols and their daily routines. This usually takes six weeks or longer.

Last Friday was Constitution Day and Citizenship Day, established in 2004. We are required by law to acknowledge that. Various activities were held throughout the district. At Hills Garrison, the 2<sup>nd</sup> graders watched the video "We the People" and learned some fun facts such as there are 4543 words, before amendments, in the Constitution.

### **3. Director of Special Services**

Ms. Borge shared that 13 new staff members and existing staff were trained on Orton-Gillingham principles which is very exciting. She continued to explain what Orton-Gillingham is. Two other staff members will soon do another specifically designed reading training.

We've also had some challenges with staffing, especially at the middle and high schools. It is very difficult to find sufficient numbers of care professionals to fill our positions. It is easier with the

younger grades. Our staff is working double duty. This is a time for patience as our staff are giving everything they have.

Ms. Borge also discussed COVID-related fallout with our preschool population. Many early intervention services have had to be done via telehealth which with a two-year-old is tricky. Remote evaluation is difficult. We have incoming three-year-olds that have greater needs than in the past which has a direct impact on our preschool professionals. They are doing an amazing job.

We are struggling to meet middle school speech and language needs and have had a position posted since spring. Now have a contract in place for a teletherapy provider. Not the preference but better than not having anyone. Families have been notified.

4. **Business Administrator Report**

Ms. Burk addressed the board. The National Regional Planning Commission (NRPC) had reached out to First Student, our regular transportation bus company about going green. Since we have new buses scheduled in the third year of our contract extension, they wanted to see what we might be able to do about going with electric buses. First Student is looking into this. It is very expensive to get electric buses, but there are grants available. Stay tuned.

Ms. Burk asked that the board consider an additional budget meeting between the October 18<sup>th</sup> and November 1<sup>st</sup> meetings. The board agreed and the additional meeting will be on October 25<sup>th</sup>.

**J. Correspondence**

1-5. Ms. Burk provided explanations to financial documents 1-5, FY21 Actuals, FY21 Audited Financials, FY22 Financial Report, School District Contract, and FY22 Revenue/Revenue Sources Summary. Ms. Whiting asked why the Budget Committee was asking for the information, commenting on the amount of time and effort that had to go into it. Ms. LaMothe replied that she believes they were trying to get information from both the town and district earlier (than when budget season arrives) and that they're trying to gain a better understanding. She agreed that it's a significant amount of work. Ms. Burk concurred but believes it was probably a useful exercise to have some more information available to not on the board and Budget Committee, but also the community in general. The contacts piece may feed into preparing for a conversation about how the default budget is set which is a number that cannot change.

Ms. LaMothe asked about the unassigned fund balance in the FY21 Audited Financials. Ms. Burk explained.

**K. Board Member Comments**

Ms. Roy welcomed Brett Gagnon to the Board of Selectmen, making it a full board which is very exciting. There are numerous vacancies on town boards. Please consider volunteering if you have time at night.

Mr. Campbell shared that the Cable Utility Committee met last week for the first time since around December of 2019. It was cool getting a tour of the new HCTV truck. They can go places and cover events all over town, including the 911 Memorial and football games. The ELC is holding a fundraiser for school spirit so you can get tees and hoodies and show your school spirit all over town. Thank you to everyone who contributed to public input and to those that will.

Ms. Whiting stated that it's nice to see everyone back in school and the beginning has gone well. When passing the elementary schools, I kids are outside. There are a lot of buses and safety is appreciated.

Mr. Beals thanked Ms. LaMothe for the tremendous amount of work along with other people including Ms. Burk, especially on the Capital Improvement Plan Committee. It's easy being on a committee with her (Ms. LaMothe) because she carries a heavy, heavy load.

Ms. LaMothe mentioned that a perk to being on the board is after three years, she was able to hand her daughter a diploma during graduation which was a great experience. A lot of work and a lot of benefits including getting to know people in the district and town. Went to a lot of Board of Selectmen and Budget Committee meetings so just want to plant a seed on that. There was a donation of backpacks delivered to preschool – grade 12 students prior to orientation. PTO presidents and vice-presidents helped distribute the backpacks. There was an event coordinated by Katie Buxton that got rained out, but they were still able to collect backpacks and supplies, around 20 to 40 for each school. Expressed gratitude for the work by Katie Buxton at the Hudson Speedway and also our Hudson PTOs.

Mr. Gasdia: I think this meeting started off on a very high note, not just the good news from our assistant superintendent. But it was fantastic to see a parent come up and be so involved and donate like that and ask us to raise our limit because there's more. Then, we see the bag. We hear about the backpacks, and we have the fundraiser going on at the ELC. I think one of the things that is a perk of being on the school board is you get to see a lot of that.

Yes, you get a lot of some of the things Mr. Campbell was alluding to and especially when there are some hot topics, but it's nice to see that. In whatever way you want to get involved, if you're a parent out there, whether it's making a donation we'll always accept. But showing up to your kids' schools, it's great to go back to the football games and see so many people there, see people out at different events. But find a way to get involved because that's really what makes all this really work.

We can sit around here. We can talk policy, we can talk this, we can talk that. At the end of the day, the school is all about the town. It's all about everybody getting involved. Everybody chipping in to do the best they can. I'll never say we're perfect. I will take every chance I can to find a way to say something to Mr. Russell about how we can do better. But it's nice seeing everybody back, as Ms. Whiting said. Think about where we were last year at this time and where we are now.

We should all feel really good. If we have to wear a mask, yes, it stinks. I don't want to wear one. Nobody wants to wear them. But we're back in school. We're going to football games. We're going to band. We're trying out for plays. We're doing after-school activities. We're complaining about too much homework. We're doing the things we're supposed to be doing. So, I think there's a lot of positive things happening in this district right now, and I hope people feel upbeat about that.

With that, we are about to go to non-public. Mr. Russell.

**L. Non-Public**

***Mr. Beals moved to enter non-public under RSA 91-A (b), second by Ms. Whiting. Rollcall vote with all voting aye. Motion passes 5-0.***

The board entered non-public at 9:22 pm.

***Mr. Beals moved to approve the nominations, second by Mr. Campbell. Motion passes 5-0.***

***Mr. Campbell moved to accept the intent to retire letters, second by Ms. LaMothe. Motion passes 4-0 with Mr. Beals voting nay.***

***Mr. Beals moved to approve a request for a waiver of the separation pay date, second by Mr. Campbell. Motion passes 5-0.***

***Mr. Beals moved to accept a letter of resignation, second by Ms. Whiting. Motion passes 5-0.***

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

Meeting adjourned at 10:22 pm.

Respectfully submitted,

Gail Porter (public)

Diana LaMothe (6:00 non-public)

Kim Organek (9:22 non-public)

DRAFT

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

Present:

Mr. Gary Gasdia, Board Chairman  
Ms. Diana LaMothe, Board Vice-Chair  
Mr. Ethan Beals  
Ms. Gretchen Whiting  
Mr. Michael Campbell  
Mr. Larry Russell, Superintendent of School  
Ms. Terry Wolf, Director Strategic Engagement & Communication  
Virtually:  
Ms. Kim Organek, Assistant Superintendent  
Ms. Jennifer Burk, Business Administrator  
Attorney Gordon Graham, Soule, Leslie, Kidder, Sayward & Loughman

- A. Call to Order:** Mr. Gasdia called the meeting to order at 6:30 pm.
- B. Recess:**  
**Ms. Whiting made a motion to recess, second by Mr. Beals. Ms. Whiting, aye, Mr. Beals, aye, Mr. Campbell, aye, Ms. LaMothe, aye, Mr. Gasdia, aye. Motion passes 5-0.**

A consultation with school legal counsel, Attorney Gordon Graham, occurred.

Mr. Beals moved to exit recess and adjourn meeting at 7:24 pm, second by Ms. Whiting. Motion passes 5-0.

- C. Adjourn:**  
**Meeting adjourned 7:24 pm.**

Respectfully submitted,

Diana LaMothe



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

6:30 pm

Regular Meeting  
Non-Public Session

## Hudson School Board Meeting DRAFT Minutes October 18, 2021

### In attendance:

#### Board Members

Gary Gasdia, Chairman  
Diana LaMothe, Vice-chair  
Ethan Beals  
Mike Campbell  
Gretchen Whiting

#### SAU Staff

Larry Russell, Superintendent of Schools  
Rachel Borge, Director Special Services  
Jen Burk, Business Administrator  
Kim Organek, Assistant Superintendent of Curriculum & Instruction

### A. Call to Order [0:00:08]

#### 1. Pledge of Allegiance

Mr. Gasdia called the meeting to order at 6:30 pm. The Pledge of Allegiance was said.

### B. Public Input [0:00:45]

Ms. LaMothe read the policy for public input.

The Board received online comments regarding COVID-19 protocol (mask mandating) and gym usage. There was a late request from Jim Weaver who wanted to speak about allowing the non-Rec basketball program in the schools this year.

***Diana LaMothe made a motion to allow public input regarding the use of gymnasiums by the Hudson Recreation Department. Gretchen Whiting seconded the motion. Motion passed 5:0.***

Jim Weaver of 27 Rolling Woods Drive spoke about allowing The Hudson Rec Dept. to use the school gym for rec basketball during the week and weekend. Travel basketball would be held at the Community Center. Around 500 students participated in Rec Basketball. It took about 4 weeks to get the program running. The Rec director, Supt. Russell, and the head of the EOC met and the EOC head was supportive about moving basketball forward. There was concern with students missing out on another year of basketball or having a shortened schedule.

Suzanne Dozois of 25 Saint Anthony Drive asked if the decision was up to Supt. Russell vs. the Board. She inquired about updating the agenda to include bulleted items for public input/discussion/Superintendent Report. She noted that there was a craft fair being held by the Women's Club in Hudson at the middle school. Mr. Gasdia replied that the agenda suggestion would be reviewed and that the decision about the use of the gym was an operational one (items regarding the Hills House field involved the Board). The craft fair was not approved. If Board members wanted to add items to the agenda during the meeting, a vote was necessary. It was clarified that having public input before going into non-public session had been done but rarely. It was noted that minutes were not on the website but this was not on tonight's agenda.

### C. Good News Update (Information)

Ms. LaMothe noted that this summer, the Greater Hudson Chamber of Commerce held a Love our Community scavenger hunt. The Paige family won a ride to school in a fire truck. Nottingham West held its annual 5th grade breakfast. Video was shown of the pep rally and balloon bull created by new Alvirne Spanish teacher Michelle Tieman, an award-winning balloon artist. The Russian Language/Russian American History classes held a Russian lunch today.

### D. Old Business [00:11:58]

#### 1. Washington, DC Trip (decision)

Approval was asked of the Board to hold the eighth grade Washington, DC trip in May and either have a mandate for parents to pay for cancel-for-any-reason insurance (75% refundable) or be able to waive it. There was review of the trip's itinerary, including Colonial Williamsburg and Jamestown. There was concern about the risk to families not taking the insurance if families who did take insurance opted out of the trip. This depended on the timeframe of cancellations. The cost was \$1,019 which was more than last year. Normally, the trip cost was kept lower and included going to food courts; this year's trip would include food court meals at lunch and sit-down meals at dinner which increased the trip cost a bit. A cookie dough fundraiser was typically held for this trip. Because much of the money was not sent out for the trip last year, families received full reimbursements. Mr. Gasdia favored having the waiver as security in case the trip could not be held in May (e.g. if the Board deemed it risky). Mr. Beals disagreed, feeling that the waiver should have a clause about the possibility of the district canceling the trip.

***Diana LaMothe made a motion to approve the Washington, DC trip and require parents to purchase the CFAR (cancel-for-any-reason) insurance. Gretchen Whiting seconded the motion. Motion passed 4:1 with Mr. Beals voting nay.***

***Mr. Beals made a motion to add discussion with Superintendent Russell about Hudson Recreation Basketball using the gym and any other requests that might have been tabled to this point. Gretchen Whiting seconded the motion. Motion passed 5:0.***



Mr. Beals supported the Hudson Recreation basketball program to run and have access to the gym. Mr. Russell had met with the Head of EOC, Business Administrator and the Hudson Rec. Director; it was felt that numbers were too high to start now (with cleaning/setup also). Basketball was important in Hudson. Perhaps the second part of the season would work. Metrics such as the number of hospitalizations were being looked at, noting that things seemed to be moving in a positive trend. Craft fair donations were going towards scholarship so it was a direct benefit to students. The Rec. Department could start preparing for basketball, with the possibility that things could turn. However, there were now vaccinations, medications, and better strategies available. There was discussion about looking at each building use request individually. Plans could be shared e.g. how many parents were allowed at games, starting Rec. Basketball after Christmas break, etc. Superintendents were trying to keep situations as safe as possible. Agreements needed to be made with organizations that COVID protocols needed to be followed and clarifying that the risk was shared, not just from the School Board.

## E. New Business [0:46:45]

### 1. Donation Acceptance

There was an anonymous donation of \$2500 to the middle school to be used for the purpose of purchasing shoes for students at the discretion of Principal Bowen.

***Diana LaMothe made a motion to approve the anonymous donation of \$2,500 to the middle school for the purchase of shoes for students in need. Ethan Beals seconded the motion. Motion passed 5:0.***

### 2. FY23 Budget: Introduction, Special Services, Facilities, Technology

An overview of the FY23 budget included:

- Efforts to improve the educational support for any learning losses due to the pandemic
- Targeted resources requested from the administration for technology, capital projects, furniture, building improvements and curriculum initiatives.

Main cost drivers included:

- Personnel costs (between 82-85% fluctuation) including benefits and salaries
- Technology
- Capital and facility improvements
- 5 district collective bargaining groups: HFT (teachers); Teamsters (custodians); AFSCME (Administrators); Secretaries Union; and PSRP (part-time paraprofessionals and food service staff)
- HFT and Teamsters contracts were part of this budget's collective bargaining agreements (expiring at the end of 2023); the other three CBAs were in negotiations (Warrant Articles)
- Changes in staff/turnover
- Cost increases for benefits: budgeting for 8% increase in health insurance and 5% in dental insurance; the actual rate was due from SchoolCare around mid-November.
- Staffing requests mostly in elementary grades, at Alvirne and CTE due to changes in student population and the CTE programming (keep students in-district)
- NHRS cost increase was in FY22
- Technology: improvement and access of computer hardware, software and infrastructure to align with 21st century learning and the strategic plan, including 1:1 devices, etc.

- Capital and Facility Improvements: including updates for HMS girls' locker rooms and purchasing replacement furniture; Capital Improvement projects
- Enrollments with appropriate levels of staffing
- There were 3060 students last year and there was now 3086 students. A decrease in enrollment was anticipated for FY23 (3,056).
- Warrant Articles: CBAs for AFSCME and PSRPs; roof replacement for Nottingham West Elementary School; Capital Reserve Renovation Fund; land transfer to the Lions Club for Lions Field; and update the fund balance retention to reflect the law from late 2020.

Ms. LaMothe suggested separating grade 1 from the elementary enrollment numbers based on the way students were dispersed in the district. It was noted that this was the second year of full-time kindergarten and that drove the first-grade number. Enrollment would most likely increase as the pandemic dwindled. She also requested adding tax impact information.

There was a review of the budget books. Sections were available on the website as well.

#### Special Services FY23 Budget Overview:

Highlights of the 7.95% (\$1,004,190) increase over FY22 budget:

- Increase in number of students requiring out of district programs
- Increase in specialized needs (in and out of district)
- Increase in cost for students returning from remote learning (e.g. early intervention services for students under 3 years old)
- State authorized 5% annual increase in out of District tuition rates
- Improved instructional practices and materials
- Evaluation/selection of budgeted items to meet all obligations and be fiscally responsible to the community
- Included \$668,318 change in salaries and benefits due to: new employee physical therapist (vs. contracted service); three counselors dedicated to emotional/behavioral disorder programs funded through federal funds (no tax impact); reallocated funds drawing down charter school resources to hire a teacher (needed to fund out of the general fund to help with cost-sharing with another district if necessary); a contracted service provider moved out of state and the position was replaced with an employee

Changes over \$5,000 included: salary and benefit changes, professional services, charter school services decrease, tuition, software - CARES, and transportation.

The pilot transition program was just underway (to launch next semester) and was budgeted flat with a conservative increase of 5% as it was an out-of-district provider.

There was discussion about the 34 vacant special services positions. Today, the high school was short by 8 paraprofessionals, 4 at the middle school, and an anticipated long-term substitute at the elementary level. Difficulty filling these positions was not unique to Hudson but it was obligated to provide services. Ms. Borge would review the possibility of contracting out for paraprofessionals. It was possible to attract more if full-time positions were offered. Speech and language professionals were difficult to find also; a telehealth provider was being used to account for necessary service provision. Considering the number of vacancies, there

was concern about tying up money that might never be used. It was suggested to do a bottom-line adjustment (for positions that would not be filled full-year.) Mr. Gasdia felt there was over \$100,000 that could be earmarked elsewhere. Ms. Borge understood the logic but noted that the district was still obligated to provide services. Currently, 12 positions were unfilled (primarily at the high school). Twenty-one students were projected to go out-of-district next year; it was noted that sometimes these situations were court-ordered and the district had to pay. It was not feasible to pull students together in-house due to range of age, etc. Sending-school districts provided/paid for students with special services at charter schools. Ms. Borge could get the number of students with IEPs who were provided services at charter schools. Because services were necessary, it was difficult to think of a budget cut. An extra \$20,000 would go towards transition services (for students up to age 21 to enter into the workforce and be productive citizens).

Mr. Gasdia suggested decreasing 7 paraprofessionals to \$1 and taking \$20,000 of the savings to be used towards transition services. Mr. Beals suggested 12 paras. There was concern about the risk of need to fill the positions and the obligations - e.g. if positions were filled but they were earmarked at \$1; this would mean deficit appropriation and money would need to be found elsewhere e.g. reserve fund, etc.

[1:32:28]

***Gary Gasdia made a motion to take 7 of the paraprofessionals earmarked at \$17,186 and decrease them to \$1.00 for a savings of \$123,002 (1.16% of Special Services salaries and benefits) and take \$20,000 of that and put towards transition services leaving a net of \$100,000. Gretchen Whiting seconded the motion. Motion passed 5:0.***

***Ethan Beals made a motion to decrease by another 3 paraprofessionals (10 total) for, \$17,186 to \$1.00 for a savings of \$51,555. Gary Gasdia seconded the motion. Motion passed 5:0.***

Facilities FY23 Budget [1:45:16]

Highlights included:

- No vacant positions/have not lost employees
- Budget decrease of 5.9%, including elimination of funds from the Warrant Article for the two roof replacements
- Budget additions included: exhaust fan replacements at LSS, girls' locker room renovation/gym curtain replacement at HMS, gym door replacements at AHS, air handler replacements at NWS/HGS and IT data closet installations at SAU and AHS
- Third phase of window replacement at HMS
- Continuation of outsourced landscaping and HVAC preventive maintenance program
- Similar utilities analysis summary
- Changes over \$5,000 included: custodial supplies based upon usage and assumed increases; general repairs; snow removal; painting; utilities for natural gas and electric for each building and repair and maintenance contracts due to CTE side (preventative maintenance contract for that equipment).

Discussion included: square footage increase (addition of CTE) and cost (including Hills Garrison portables); Capital needs overview list done in 2019 - working on an updated version of repairs/maintenance looking out 20 years; HMS - gym curtain was old and had issues; girls locker room quote was accurate; Alvirne door replacement was actual quote and definite safety need; and landscaping contract - in third year of a 5-year contract vs. adding a groundskeeping position (the contracted crew was more efficient especially before school began in the fall).

General repairs projects would be the only area where cuts could be made if necessary. IT and Maintenance were working with camera installation at schools. There was no grant funding for a second playground for HO Smith so that would need to have a Warrant Article. Grants such as ESSER funds were looked into for things like HVAC in relation to COVID and it was determined that, by the time of grant application, expense would increase (e.g. wearing down motors faster by using newer air filters).

[2:08:15]

Technology FY23 Budget Review - IT Director Kevin Peterson

Highlights included:

- Increase of 3.19% (\$56,799)
- Increase of devices in the past year (include 1:1 devices, etc.)

New:

- Expanded support of 1:1 student computers into grades 6-12
- Laptops for teachers and staff
- Additional staff member to support devices
- Replacement/expansion of older network equipment for increased enrollment at HO Smith

Ongoing:

- Continuing to repair/replace existing classroom technology such as classroom computers and projectors and infrastructure such as wireless network and firewall
- Continuing support of new district-wide initiatives with technology (Schoology, i-Ready)

3.19% Increase included:

- 2.36% increase in salaries and benefits
- 0.39% increase in office expense
- 4.91% increase in contracted services
- 12.57% increase in educational resources
- decrease of 0.26% in equipment

Vacant positions should be able to be filled as the district was working well with colleges such as SNHU (summer intern stayed into the fall). With new devices being brought in, and there were increases in help desk questions. Zoom software was free except for recording meetings. The Schoology contract was in year one of three (first year paid by ESSER funds).

The software licensing cost increased based on history and because districts were getting federal funds.

Google was the last LMS. There was discussion about teacher requests for classroom management software and its usefulness to manage full instruction to students while they were on devices. There was concern about the \$10,000 cost taking away instruction by watching students on devices. The possibility of a pilot was discussed.

***Mr. Beals made a motion to cut \$10,000 from line 10204650 for #18. Gretchen Whiting seconded the motion. Motion passed 4:1.***

Regarding the additional staff member to support devices, an experienced tech person left the district and the replacement was not as expensive. There was benefit to having a technician at each school, being proactive and cross-training employees. Mr. Beals felt the need was not there for the additional position; he preferred seeing what it would be like with a fully staffed IT Department first. The importance of tech help was discussed. Currently, 30 help tickets are being done daily with 4 staff members. There would be 8 total positions including the additional staff member. The idea of having a part-time position to work on devices was discussed.

***Mr. Beals made a motion to remove line item 6 on page 11 (in the total of \$52,073). Gary Gasdia seconded the motion. Motion failed 1:4 with Mr. Beals voting yea.***

Mr. Beals suggested seeing a program partnering with schools to land strong full-time personnel and a program where high school students could provide some simple technological help. There was a possibility to provide Comp TIA certifications to help students get on the path to help desk certification right after high school.

Ms. Whiting suggested providing a quarterly technology update (number of helpdesk tickets, etc.) There was a review in April based on the strategic plan.

#### **F. Recommended Action [2:55:10]**

##### **1. Manifests - Make necessary corrections and sign**

#### **G. Committee Reports [2:55:34]**

Ms. LaMothe spoke about the October 6th Budget Meeting. A question came up regarding retaining using the Town unassigned funds for school emergencies.

Mr. Campbell reported that the Cost Savings Committee met and planned early goals.

#### **H. Reports to the Board (Information) [2:57:43]**

##### **1. Superintendent Report**

Today, there were 180 State (COVID-related) hospitalizations. Hudson cases were holding strong. At the high school, there were 5 new cases this week (25 cumulative); there was one cumulative case in the other schools collectively. There was a meeting with citizens last Wednesday regarding mask-wearing. Adjustments could be made to reflect the current situation. Four new free COVID testing sites were open and results were being returned more quickly. Teachers seem to like the status quo now for the most part, though changing the

(mask-wearing) status was uneasy. Thoughts were split between elementary and secondary staff. It was suggested that behavior reports could begin anew.

## 2. Assistant Superintendent Report

Ms. Organek noted that Stephanie LaFreniere was hired as the new HMS principal. For National Hispanic Heritage month, there were activities, discussions, and a trivia contest. Unity would be held on October 20th where people wore orange to prevent bullying. Red Ribbon Week (National drug use prevention campaign) would be held between October 23rd - 28th. On October 28th at HMS, the PTO would host a pumpkin carving and scarecrow contest. The play *Clue* would be presented on November 19th and 20th at Alvirne.

## 3. Director of Special Services Report

Ms. Borge spoke about challenges such as delays in social skill development due to the pandemic. Teachers were relearning and adjusting approaches every day. She commended paraprofessionals for their support of students and teachers. On Friday, there was a presentation by Dr. Heidi Curry of the Reading League about 50 years worth of research and reading that could help the district.

## 4. Business Administrator Report

Ms. Burk spoke about the requests for snowplowing contract protections: written correction period for deficiencies; withholding 10% of contract payments until successful completion of work; and cancellation with 30 days written notice if not meeting district requirements.

### I. Board Member Comments [3:09:54]

Ms. Roy said that the Town was in budget presentations. Some Town employees put together a cookbook called *The Taste of Hudson* for \$10; people could contact Jill Laughlin at Town Hall to purchase one.

Mr. Campbell noted that the Early Learning Centers PTO's fall book fair was today and would last until the end of the month. Proceeds went to the PTO to fund activities. He spoke with neighborhood children that the day after Halloween should be a day off from school.

Ms. Whiting reminded that October 22 and 23 Haunted Hayride will be put on by the high school.

Mr. Beals commended Ms. Burk on the budget process (binders) and he hoped any cuts were not taken personally by departments; he was not taking budget cuts lightly.

Ms. LaMothe hoped to see good participation at the Budget Public Hearing on January 13, 2022. Deliberative sessions were in February and voting was on March 8, 2022. Two School Board seats would be open. She offered to provide information to anyone interested in running.

Mr. Gasdia thanked everyone for presenting budget information tonight. Despite struggles, a lot of good things were being done in the district.

**J. Non-Public Session [3:16:02]**

***At 9:45pm, Mike Campbell made a motion to enter into non-public session per RSA 91-A:3 II (c). Gretchen Whiting seconded the motion. Motion passed 5:0 by rollcall vote.***

At the end of the public session, all SAU staff except Superintendent Larry Russell left the meeting. At 10:02 pm, the School Board members discussed a personnel matter.

***Ms. LaMothe made a motion to mutually agree to end the contract with Superintendent Larry Russell effective June 30, 2022, second by Ms. Whiting. Motion passed 5-0.***

Once a letter that documents the mutual agreement is signed by Superintendent Russell and Chairman Gasdia, an announcement may be made to the School District and public. The Board will also determine the process to search for a superintendent. Timing is of the essence. The current Board would need to complete the search by February 4, 2022 and the new Superintendent would be voted on in the February 7, 2022 School Board Meeting.

***A motion to seal these minutes for three weeks was made by Mr. Beals, second by Ms. Whiting. Motion passed 5-0.***

***A motion to exit non-public and adjourn at 10:34 pm was made by Mr. Beals, second by Ms. Whiting. The motion passed 5-0.***

Respectfully submitted by  
Susan DeFelice (public)  
Diana LaMothe (non-public)



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

6:30 pm

Regular Meeting  
Non-Public Session

## Hudson School Board Meeting DRAFT Minutes

October 25, 2021

### In attendance:

#### Board Members

Gary Gasdia, Chairman  
Diana LaMothe, Vice-chair  
Ethan Beals  
Mike Campbell  
Gretchen Whiting - absent

#### SAU Staff

Larry Russell, Superintendent of Schools  
Rachel Borge, Director Special Services  
Jen Burk, Business Administrator  
Kim Organek, Assistant Superintendent of Curriculum & Instruction

### A. Call to Order [0:00:25]

#### 1. Pledge of Allegiance

Mr. Gasdia called the meeting to order at 6:30pm. Ms. Organek led the Pledge of Allegiance.

### B. Public Input [0:00:45]

There was no public input.

### C. FY2023 Budget: Alvirne, CTE Center, Hudson Memorial [ 0:01:15 ]

There were a few updates since the last meeting: two new Board members would be added to the FY23 budget (\$2,000) and health insurance had been inadvertently included in the separation pay line. That amount in Special Services was \$35,705 and this would be removed.



There was discussion regarding the decision made at the last meeting regarding the cutting of the management software to monitor student computer screens. Kim Bourassa and Sue Vivian from the middle school addressed the Board on the matter. The middle school has had 1:1 technology the longest out of the District's schools but there was now no management software for student computers other than internet blocks. Students were aware of this and took advantage by going on Websites, gaming, etc. Managing the usage of laptops was important and safeguarded privacy; they could be controlled at a distance to work with students. Data showed how school-issued laptops were being used online. Students should learn how to use technology appropriately. Mr. Beals reiterated that he felt the software was not beneficial and he preferred teachers to walk around and interact with students rather than monitoring them from afar. Mr. Campbell favored the ability of parents being able to get a report of what students were doing on school computers. There was a question if the cost would be the same if monitoring was only done at the middle school.

***Mike Campbell made a motion to reinstate the \$10,000 for classroom management software. Diana LaMothe seconded the motion. Motion failed 2:2 with Mr. Beals and Ms. Whiting voting nay.***

#### **1. Alvirne - Principal Steven Beals [0:15:48]**

The FY23 high school budget increased by 4.4%. Factors included:

- Salary and benefit increases
- Focus on supporting instruction and student learning
- New staff requests: English teacher (for Capstone implementation that was consistent with the Strategic Plan); Strategies teacher for unidentified and struggling students; Alternative Education program for high school with a Coordinator and Alt. Education teacher
- Increases in: dues/subscription; transportation; equipment increases in music; supply increases; new programming; new equipment line in Physical Education (treadmill replacement); co-curricular transportation contractual increases; and increase in having outdoor graduation. It was noted that the Trustees were focused on other areas.
- Proposed increases of \$5,000 or greater included:
  - Alvirne Trustees: placeholder at \$50,000 (unknown proposals)
  - Reduction (most were Trustee-related): musical instruments, stage curtain, Challenge Day program, farm cart
  - Welding/deisel supplies and Perkins Grant
  - Co-curricular transportation - increases due to contract and this was an annual Trustee-proposed item but they requested it be embedded within the school budget.
  - Graduation increase
  - Hay cutter (formerly Trustee-supported)

There was discussion regarding the difference in graduation cost. The new arena cost was \$8,500 (SNHU Arena) vs. the cost associated with outdoor graduation (\$24,000). Part of the high cost was for sound and staging, chair rental costs, police and fire details, and fireworks. It was uncertain if the SNHU Arena would be open again in June 2023. Weather and property damage were other logistics. Getting feedback was discussed; having bad weather was a serious detriment.

***Ethan Beals made a motion to decrease the graduation budget by \$12,000. Diana LaMothe seconded the motion. Motion passed 3:1.***

There was review of the new proposed Coordinator and teacher positions relative to the Alternative Education Program (traditional day school did not meet every student's needs) targeted towards ninth graders. Money in ESSER funds was allocated this year for these positions. The ESSER III grant was in review currently so a Coordinator was not able to be hired to begin in January 2022. The position was posted for the second semester; there would be discussion if it was possible to begin in January. Originally, it was thought this would be the pilot year. There was a possibility of shifting funding out of the budget and into the grant for next year. (ESSER funding was set up for educational discrepancies related to COVID-19). Ms. LaMothe favored keeping a placeholder in the budget for the positions in case grant funding ran out. Ms. Burk suggested instead to transfer grant expenditure into the grant vs. reducing it to \$1 in the operating budget. This would provide accountability for the expenditure and revenue sides. Allocating building space for the program was discussed. Mr. Beals noted when the ESSER funding ran out (2025), the budget would take on the cost of salaries, etc.; he favored paying for the pilot through ESSER and seeing if there was benefit.

Diana LaMothe made a motion to transfer to the ESSER grant and reduce in the operating budget the Alternative Learning salaries and benefits to \$1 each (\$217,039). Ethan Beals seconded the motion. Motion passed 4:0.

There was discussion about transferring to the ESSER grant/keeping a placeholder in the operating budget for the Strategies for Success program (for unidentified students who did not qualify for Special Services). The Teacher supported between 60 and 72 students. Initially, 75 students were not able to be serviced; because a full-time position was unfilled in the budget, work was done to provide support for that cohort. A second teacher in the program was requested to help handle the high number of students struggling at Alvirne. There was a question if the position could be earmarked for ESSER funds; however, it was an existing program proposed to expand due to the pandemic. Discussion included taxpayers and unexpended fund balance. The goal was to get students caught up and feel better about themselves. It was helpful to request this now to hopefully not need it in the future.

***Ms. LaMothe made a motion to transfer the Strategies for Success teacher position to the ESSER grant and keep \$1 in the operating budget as a placeholder. Ethan Beals seconded the motion. Motion passed 4:0.***

The English Teacher position request was new. Alvirne used to have an American Sign Language (ASL) program. It was successful because an English teacher (Melanie O'Toole) had experience doing this. She now taught ASL full-time but no sections teaching English. The Capstone pilot this year would require a new teacher (for about 36 students). A Capstone delivery would include a student demonstrating their learning through chosen interests such as a building project, etc. Having this in the budget would require a project to be done through the English program.

Highlighted increases/decreases of \$5,000 or more were: Trustee's expense of \$50,000; decrease in Foreign Language supplies due to 1:1 technology; \$14,200 decrease and \$16,000 decrease in Trustee items; \$15,000 Challenge Day program (Trustees); \$7,500 Farm Cart (Trustees); co-curricular transportation; and graduation. With requesting 4 positions, priorities were made. Since the Trustees were transitioning away from things, it was anticipated that a proposal would come from the Theatre Arts Department (screen, projection/A/V package). Alvirne was 12 staff positions short of being fully staffed; staffing was the greatest resource. If able, having the Mental Health Counselor be full time at the middle and high schools would be favored.

There was review of budget items such as instruments (that were lent out during the pandemic), speaker system replacement, score board, reconditioning of equipment (certified for safety use next year), athletic repair budget, and swimming/diving team (inclusive).

The current budget cost for the Student and Family Interventionist was \$80,913. Mr. Beals requested information on how students were being helped with mental health resources outside the District.

***Ms. LaMothe made a motion to add a Student and Family Interventionist position (\$80,913) so the high school and middle school would have a full-time staff member. Mike Campbell seconded the motion. Mr. Russell suggested postponing the vote in order to gather more information.*** The motion was tabled until the next meeting.

## **2. CTE Center [01:24:10]**

CTE Director – Eric Frauwirth  
The numbers were under Alvirne's budget.

All of the newly renovated CTE spaces were being used. There were about 700 students in the Palmer Center (which was an increase of about 100 students since pre-Covid). Tuition from students outside the District was about \$6,000/student. There was room for about 125 more students. There was review of CTE programs, including forestry and natural resources. All programs would be 90-minutes; this would open up opportunities for the 9 sending schools. New positions included: culinary arts instructor (there was a 60-student wait list this year); Health Science (can help teach programming aside from LNA); Computer Science (need a second teacher to accommodate the 90-minute block; and welding, heavy

equipment and construction aid (one teacher could not oversee 24 students in these areas safely). Another culinary arts teacher could teach a feeder class. Home Economics classes were not career-based like the culinary arts courses were. There was concern that there might only be a few students taking culinary arts classes after school. If there was no need to fill the after-school program, a part-time position could be hired, but the full position should be budgeted for. Of note:

- Computer class supplies - increase due to doubling of class size
- Office supplies for CTE events (this was split out of the Alvirne high school budget)
- Medical terminology textbooks - migration to Perkins budget
- Professional memberships - increased students in clubs and dues
- The District was obligated to maintain sending school students (percentage-based): under the regional agreement; seat allocation was based on student population in the Town (Hudson represented 14% seats of the student population for the region for CTE Center); however, Alvirne students represented up 75% of the seats. The Forestry Team were going to Nationals.

Priorities for staffing were Health Science, Computer Science, Culinary Arts, and Shop Aide. If necessary for budgeting, the Shop Aide could be cut. Something helpful would be expansion of programming after dark (after 2:30 pm).

### **3. Hudson Memorial [01:59:34] Mr. Bowen - Hudson Memorial School Budget**

Overall budget increase was 2.45%

- Salaries and benefits increase was 3.31% and made up 94.6% of the budget
- Other proposed expenditure decreased by .86%
- General supply accounts were generally low (reduction of student count for supplies due to decline in enrollment) - however, enrollment fluctuated.
- Increased costs were in Tech. Ed.; art supplies; library/media center (laminating machine repair and maintenance and supplies); Spanish e-book; project lead the way computers/coding and kits; software accounts; athletic officials (from \$68 to \$70 per game); tournaments/meets officiation; SNAP software; American Library Association; Music equipment replacement (keyboards and guitars).

There were decreases in: No Flight Learning online subscription; Spanish Professional Membership; Project Lead the Way Annual Participation Fee; Library/Media Center furniture budget (due to upgrading through ESSER funding); and Library/Media Center software account.

New to the budget were: ELA literature teachers exploring update of contemporary novel offerings to be more compatible with units of study; NH Library's Association membership; 8th grade social studies textbook licensing ending - placeholder; math - IXL Math Intervention licenses (add-on to Alex program already in place); CPalms Pilot Program; Music program - majestic vibraphone (band request for percussionists);

American Choral membership; Natural History Day to replace Geography Bee; Fitness equipment to add treadmills and exercise bikes; and Health e-book for wellness to support the 1:1 piece in classroom.

Removed from budget were Math in Focus books (purchased through ESSER funds as part of a three-year contract; ropes course was gone due to pandemic and cost; NH OP membership was removed; library furniture replacement used through ESSER funds; Star Assessment removed from budget, iReady paid for by ESSER; Alex licenses (good for three years); nurse office chairs; cafeteria replacement plans; science tables/stools replacement; technology: and shifting from whiteboards to interactive TVs.

Programs/course changes included: Wellness program: 45 days of PE and 15 days of health and wellness - this was not a good product for a 60-day program. New was a personal fitness program on a trimester basis.

Capital projects included: space refreshers; girls locker room renovation; gym curtain replacement (21 years old); and stairwell refresher.

FY23 Budget Crosswalk: changes over \$5,000

\$21,300:	3-year Math in Focus program moved to ESSER funds
\$31,955	Online platform of Math in Focus program moved to ESSER funds
\$9,328	Removal of Star Assessment program and iReady moved to ESSER funds
\$7,500	Accounting for money spent on a la carte items

There was discussion about the budget, including treadmills and bikes (\$2,000 for three years for 6 treadmills and 12 stationary bikes); getting an estimate for security cameras e.g. at the main stairwell and outside; to be considered for the budget: projector and screen for the gym - would be difficult to do this based on the basketball hoop location and gym framing - so, looking at a newer bigger screen with projector based on the gym's design; personal fitness portion of the P.E. program (focusing on personal best); gym curtain importance especially for the end of the year. If necessary, a budget cut would be the Read 180 and System 44 (reading intervention program) that were not usable since the data privacy agreement was not signed. there was a new reading program that provided intervention within the program itself. A want would be to make the two mental health/support positions full-time (to cover family and substance issues). This would be reviewed again.

Mike Campbell made a motion to change the Read 180 consumables including real books and system 44 books (under 12423110640 and 12423110650) from \$2,950 to \$1.00. Ethan Beals seconded the motion. Motion passed 3:1.

**Follow Up [2:32:50]**

There was a question about specifying funds going to ESSER when making motions for budget cuts.

***Per Ms. Burk's suggestion, Ethan Beals made a motion to reduce the health insurance line for the Special Education staff (acct. number 10002330-211) by \$66,514 (due to errors). Diana LaMothe seconded the motion. Motion passed 4:0.***

***Per Ms. Burk's suggestion, Ethan Beals made a motion to add the funds for the two School Board members' stipends in the related social security account - to increase funds in account number 10012311-110 by \$2,200 and also related increase account #10012311-220 by \$170. Diana LaMothe seconded the motion. Motion passed 4:0.***

**D. Non-Public Session [2:41:29]**

***At 9:12 pm, Mr. Beals made a motion to enter into non-public session per RSA 91-A:3 II (c). Mr. Campbell seconded the motion. Motion passed 4:0 by rollcall vote.***

All SAU staff except Superintendent Larry Russell left the meeting. At 9:16 pm, the School Board members discussed a personnel matter.

An attorney-approved letter that documents the mutual agreement to end the contract with Superintendent Larry Russell effective June 30, 2022 was signed by Superintendent Russell and Chairman Gasdia.

Mr. Russell plans to make announcements on October 28, 2021, after which this will be deemed public knowledge. The process to search for a superintendent is to be determined by the Board. Mr. Gasdia will reach out to search firms and arrange for them to present to the Board. Mr. Beals volunteered to take ownership of administrative duties related to the search process thereafter.

***A motion to exit non-public and adjourn at 9:44 pm was made by Mr. Beals, second by Ms. LaMothe. The motion passed 4-0.***

Respectfully submitted,

Susan DeFelice (public)

Diana LaMothe (non-public)



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

6:30 pm

Regular Meeting  
Non-Public Session

## Hudson School Board Meeting

### DRAFT Minutes

November 1, 2021

#### In attendance:

##### Board Members

Gary Gasdia, Chairman  
Diana LaMothe, Vice-chair  
Ethan Beals  
Mike Campbell  
Gretchen Whiting

##### SAU Staff

Larry Russell, Superintendent of Schools  
Rachel Borge, Director Special Services  
Jen Burk, Business Administrator  
Kim Organek, Assistant Superintendent of Curriculum & Instruction

#### A. Call to Order [0:00:09]

##### 1. Pledge of Allegiance

Mr. Gasdia called the meeting to order at 6:30 pm. The Pledge of Allegiance was said.

#### B. Public Input [0:00:43]

Ms. LaMothe read the policy for public input. It was suggested that Craig Powers be able to speak longer than the three-minute limit due to a glitch in correspondence.

***Gretchen Whiting made a motion to allow Craig Powers to exceed the three-minute time limit as set in policy. Mike Campbell seconded the motion. Motion passed 5:0.***

Craig Powers of 31 Cedar Street requested that the Board:

1. Deliberate and vote to expunge from the official record the (unlawful) vote that the Board took on October 4, 2021 dismissing the petition regarding children's face coverings in schools Commit to communicating to Hudson voters by the close of business on Friday, November 5, 2021 the date, time and location of the special meeting for which voters had legally petitioned

since September 17, 2021, at which voters would be allowed to democratically vote (a binding vote) on the merits of removing the authority of the School Board to define face covering requirements on the School Board. NH RSA 197:2 was the legal backing of the petition (two conditions for which a special meeting shall be held: by a vote of the School Board or when 50+ voters made written application to the School Board with the action desired).

Issues he had with the Board vote were: 1. the opinion of the Board to vote down a petition that they did not like and 2. actions to dismiss the petition. RSA 189 1 and 15 dealt with face covering mandate issuance. RSA 197:2 provided the people a democratic remedy. There were other low-cost ways to get public input or the Board could return to parental choice for face masks (as parents made clear they preferred).

Patrick Quinlan of 10 Hurley Street favored optional mask-wearing/parental choice. Covid numbers were not up to date online and 50 cases equated to 0.2% of the population. He felt this did not justify a mask requirement and suggested using a certain percentage of the Town. He was concerned that the Board voted not to allow a petition for which there were sufficient signatures and also that mask-wearing would not end. He asked for a vote for masks to be optional and to have public comment.

Suzanne Dozois of 25 St. Anthony Dr. thanked the Board for adding bullet points in the agenda to help address issues for public input. She sent emails to the Board with documents/sources stating that masks had no effect of stopping covid - they were doing more harm than good to children (learning disabilities, mental health).

Melissa Mattera of 19 Teloian Dr. spoke about children struggling with fear, mental health issues and anxiety that were distracting learning. She felt both sides of the issue should be taken into consideration.

### **C. Good News Update (Information) [20:01]**

1. Fall Festival at Nottingham West 10/23/21
2. Hudson Memorial Jack O'Lantern and scarecrow stroll
3. Middle School Career Day grade 7 theme was manufacturing
4. Alvirne Vet Science Team won 6th place at Nationals in FFA Convention in Indianapolis and Megan Houdon from Hollis/Brookline won 5th place in the individual competition
5. Chicken coop built by Building Trades Class for Natural Resources class to showcase their chickens - people could purchase a coop to support the team
6. Halloween Parades, hayrides, etc.

### **D. Old Business [0:22:40]**

#### **1. Covid Protocols**

The Covid plan would be reviewed quarterly and there would be more about strategies at the next meeting.

Positive changes since last year were: shields removed from classes; vaccinated people not needing to quarantine; lessening missed school; vaccinations slowing the spread of Covid; availability of booster shots; and FDA approved vaccines for students aged 5-11 (waiting for CDC approval). The District was looking at having a clinic for students aged 5-12. Mr. Russell



had no intention to have a mandate for vaccines and efforts were made to open school up again for parent teacher conferences, co-curriculars, sports, etc. The topic of Recreational Basketball would be revisited at the next meeting; issues were past damage and availability of custodians. The District was mask-required as of today. The State dashboard was down for a week but was back up today. Today, there were 85 Covid cases in Hudson. A survey was sent regarding asymptomatic testing which would be reviewed at the next meeting. Next steps included: Superintendent chats; allowing outside groups into schools; changing mask metric; and going to mask-optional at all levels after vaccines were truly available for NH students.

## E. New Business [0:31:14]

### 1. FY23 Budget Discussion/Decision

Mary Ellen Labrie, principal of H.O. Smith, reviewed the elementary budget from the four Principals. Highlights were:

- The overall elementary budget decreased by 1.61%.
- Salaries and benefits decreased by 1.44%.
- There was an increase in the furniture replacement line due to re-establishing the replacement cycle that was paused last year.
- There was an increase in office expenses due to Principals' cell phone allowances
- decrease in equipment due to change in copy machines
- math program: consumables purchased through ESSER II grand funds and not in budget
- ELA purchase included Fontas Pinellas Assessment Kits
- Warrant Article proposal for playground for H.O. Smith and Library Smith: would allow all students at both schools to have access to age-appropriate playground equipment daily
- Items with impact of \$5,000 more or less included:
  - staffing down by \$153,908 due to decrease in Title I Staff
  - Rental/leasing equipment down by \$11,839 due to copier agreement
  - Math supplies down by \$27,634: math textbooks in ESSER II needed to be added
  - Software decreased by \$17,618 (ESSER II)
  - Furniture replacement increase of \$18,495 (reestablish replacement cycle - \$7,904 for shelving at Nottingham Library).
  - Testing materials - decrease of \$14,472 (using iReady instead of Renaissance Star)
  - Note: the material cost of items funded with ESSER grant (used for impact due to Covid) would need to go back into the budget after.

Enrollment: there were 220 students in grade one as of today (it was 167 last year). Kindergarten enrollment increased also. Maximum class size in grade one was 18 and in kindergarten was 16.

A possible cut would be to revisit furniture replacement items and first grade field day at the Y (\$3,400). Helpful additions included IT needs (classroom devices for iReady use). Some paraeducator positions would be moved from the kindergarten line to the Special Education line. ***Diana LaMothe made a motion to reduce ELC Paraeducator vacancies (\$95,784 and \$7,332). Gretchen Whiting seconded the motion. Motion passed 5:0.***

Nancy Maguire, Principal of Library Street, suggested a possible cut could be in furniture and hospitality (\$2,000). Additions could include a cart of laptops/IT (space was an issue).

Bill McCarthy of Hills Garrison mentioned that a possible cut could be in furniture replacement and additions could be in the IT area (more access to mobile labs).

Scott Baker of Nottingham West mentioned that a possible cut could be in the furniture/equipment line (library shelving units) and additions could be in extra technology for iReady. More carts for ELC were being ordered through the ESSER grant. He hoped to have field trips at the end of the year.

***Diana LaMothe made a motion to remove \$11,700 for Math in Focus from the elementary budget. Gretchen Whiting seconded the motion. Motion passed 5:0.***

***Diana LaMothe made a motion to reduce the Emergency Management Line in the elementary budget by \$42,915 to be moved to the District-wide budget. Mike Campbell seconded the motion. Motion passed 5:0.***

Warrant Article 9 was to raise/appropriate \$75,000 to create the playground at W.O. Smith (\$0.02 impact on the tax rate). This article was under legal review.

District-wide expenditures showed an increase of \$1,948,502 (23.66%):

- increase driven by grants offset on revenue side
- salaries increased by \$1,059,535 due to contractual obligations and ESSER/Title ( funded position
- benefits increased by \$448,622 due to NHRS rate increase, insurance benefits, vacancy and new position benefit assumptions
- \$1,356,000 increase in salary and benefits due to federal and other funded items
- Increase in general fund = \$262,297 (3.2% over FY22); \$152,000 affecting the tax rate
- increase in transportation cost (second year of 5-year contract with First Student)
- decrease in interest payment on CTE bond
- \$100,000 decrease in current budget for Covid-related expenses
- other funds - increase of \$1,656,205

Budget changes of \$5,000:

- AESOP increase
- Federal Grant activities
- library services
- Professional development
- software
- supplies (community and staff engagement)
- leases - change in copiers/printers
- supplies - cleaning (FY22 \$100,000)
- transportation
- Bond - interest payment
- IRS late fee 403b
- summer scholars food service staff stipend - part of ESSER II grant
- No Child Left Behind line item would be offset by federal funds

TOTAL FY23 proposed budget total = \$10,182,399 (increase of 23.7%)  
Ms. Burk would double-check any possible duplicates.

***Diana LaMothe made a motion to reduce the District-wide budget partially by \$5,520 for the Destiny library software and \$1,250 for 403b late fees. Mike Campbell seconded the motion. Motion passed 5:0.***

\$9,600 was in the budget for electors and District meeting (two locations were now necessary, meaning more staff).

Possible cuts included the \$10,000 line under Superintendent Services for community outreach.

Mr. Beals noted that ESSER funds were based on existing general fund numbers and would need to be paid for in the general fund once funding ran out. He suggested paying attention to these items in perpetuity to continue programming.

***Diana LaMothe made a motion to reduce District-wide budget for object codes 531 and 532 totaling \$4,043. Gretchen Whiting seconded the motion. Motion passed 5:0.***

***Diana LaMothe made a motion to reduce the District-wide budget by \$1,800 (mileage reimbursement line). Ethan Beals seconded the motion. Motion passed 5:0.***

There was an overview of Project Aware, of which the District was in year 3 of 5. The purpose was to help with student behavior and to support mental health and social/emotional learning and counseling. SEL interventionists went to schools to work with students.

Food Service [1:46:55]

- New Director in July (Abigail Kaplan) is devising a Preventative Maintenance Contract
- Shortages on food and paper products
- Majority of staff in PSRP contract currently in negotiations
- Increases in repair maintenance accounts and cost of supplies and a la carte foods
- Overall, budget increased by 6.5% with offsetting anticipated revenue increase

There was concern about hiring a plumbing contractor when the District had a plumber. It was noted that this was limited as much as possible. Mr. Beals wondered if there was an alternative solution to six food service people driving to the bank 5 days/week.

Revenue

- The numbers were subject to change based on what the State anticipated as a decrease in the education grant (Adequacy Aid) that was impacted by enrollment/participation in the Free/Reduced Lunch program.
- Level budgeting was done for other services and Medicaid and local revenue (except for educational tuition anticipated to be lowered)
- Anticipating decrease in Title I, Title III, and Title IV funding
- Anticipating increase in Title IIa funding

- Anticipating slight increase in Project Aware
- Not anticipating Federal funds for Adult Education/apprenticeship
- IDEA - TBD

There was discussion about the \$1.7 million in ESSER III funds that were just approved; \$2.4million remained to be spent (equaling \$4.1 million total). Mr. Beals felt the Board should be involved in where the funding was spent, and see what programs were successful to see if cost should be absorbed. Ms. LaMothe noted there was a checks and balance process in place outside of the Board's review.

The Town's evaluation with utilities was \$3,218,932,520. For \$32,189 of the cost, there was \$0.01 on tax rate. It was noted that, while the total budget was over \$60 million, the portion attributed to non-fund sources was more like \$57 million because almost \$5 million was in various revenue sources.

Default budget [2:11:13] = \$61,698,471 with tonight's edits. It was noted that the addition of the Student Family Interventionist and HMS security cameras should be able to be absorbed in the FY22 budget.

Ms. Borge reviewed the Student Family Interventionist and Certified Mental Health Counselor positions. She recommended increasing the Mental Health Counselor (\$120,051) since the person could service regardless of IEP.

***Diana LaMothe made a motion to add a Licensed Mental Health Counselor in the amount of \$120,051. Mike Campbell seconded the motion. Motion passed 5:0.***

Mr. Beals had contacts the CTE Director:

1. Additional culinary position for after dark program
2. Additional proposed staff position for the new Health Science position. Mr. Beals did not feel there was a need but suggested a compromise of a part-time position that could fill in and keep the culinary lab open year-round. He felt the position should be funded by the Perkins grant. Ms. LaMothe noted there was a 60-student waitlist for culinary arts and the program helped students with no athletic or other interests. This would be open to other Districts for a fee.

***Ethan Beals made a motion to reduce the full-time culinary position to a part-time position. Gary Gasdia seconded the motion. Motion passed 3:2.***

***Ethan Beals made a motion to reduce the Health Science Instructor with the recommendation of funding through the Perkins Grant based on priority. Gretchen Whiting seconded the motion. Motion failed 1:4.***

It was noted that if this was funded through Perkins, a Career Center job would be lost.

Mr. Campbell suggested discussing the addition of another Full-time Mental Health Counselor in the future. Mr. Beals added the suggestion of future discussion about how to leverage positions through community partners to help student needs.

#### Warrant Article Review - Draft [2:44:14]

- Dates of annual meeting
- 2 open School Board positions
- Warrant Article 1 Operating budget
- Warrant Articles 2-4 CBAs
- Warrant Article 5 Partial roof replacement at Nottingham West (\$550,000)
- Warrant Article 6 Capital Reserve Renovation Fund (\$250,000 placeholder from fund balance - no tax impact)
- Warrant Article 7 Transfer of property for Hudson Lions Club (no tax impact)
- Warrant Article 8 Update to Fund Balance Retention Loss (a District can retain up to 5%; if voted own, stayed status quo at 2.5%)
- Warrant Article 9 H.O. Smith playground

***Diana LaMothe made a motion to remove Warrant Article 8. Gary Gasdia seconded the motion. Motion passed 5:0.***

#### Tax rate Impact [2:54:38]

Total proposed FY23 budget \$62,230,444

General fund increase \$776,097 (1.39% general fund increase)

Tax rate impact was \$0.51 originally; with tonight's changes, the rate was \$0.34 (excluding Federal funds/grants)

***Diana LaMothe made a motion to approve Warrant Article 9. Mike Campbell seconded the motion. Motion passed 5:0.***

***Diana LaMothe made a motion to approve Warrant Article 5 - Nottingham West roof replacement. Ethan Beals seconded the motion. Motion passed 5:0.***

***Diana LaMothe made a motion to approve Warrant Article 7. Mike Campbell seconded the motion. Motion passed 4:0:1 (abstention from G. Gasdia, member of the Lions Club)***

#### Online Form Review [3:00:16]

Online forms were used for public input during Zoom meetings due to the pandemic but there was a delay in the Board members receiving them. Use of these forms has decreased so they will be discontinued. Mr. Campbell suggested having a link online to the School Board pages.

## 2. Policies [3:04:26]

- a) KCD Public Gifts/Donations revision, NHSBA sample w/tracked changes (2nd reading)

Diana Lamothe made a motion to accept Policy KCD Public Gifts/Donations as amended (adding wording about donation made within 2 weeks of notification). Gretchen Whiting seconded the motion. Motion passed 5:0.

b) KEB Public Complaints About School Personnel, Employees, Students, or Administration (1st reading) new, NHSBA sample w/tracked change: language about complaints being made about the Board to the Chair, not Clerk.

c) KED Facilities or Services – Grievance Procedure (1st reading) new, NHSBA sample w/tracked changes

### 3. Superintendent Search (Discussion) [3:09:49]

Mr. Russell would be leaving the area at the end of the year; his last day would be June 30, 2022. Mr. Gasdia thanked him for his service. Three search firms would be at the public meeting on November 4, 2021. Questions to review included: the scope of the search, cost structure, District wants, and transparency.

### 4. Extracurricular Nominations (Decision) [3:13:00]

Mike Campbell made a motion to accept the Winter and Spring Extra-curricular nominations for Hudson Memorial School set by CBA. Gretchen Whiting seconded the motion. Motion passed 5:0.

***Gretchen Whiting made a motion to accept the Winter Extra-curricular nominations for Alvirne High School based on CBA. Mike Campbell seconded the motion. Motion passed 5:0.***

## F. Recommended Action [3:14:25]

### 1. Manifests

### 2. Minutes - July 21, 2021

On page 2, the highlighted “attached proposal” would be removed.

***Diana LaMothe made a motion to accept the minutes of July 21, 2021 as amended. Gretchen Whiting seconded the motion. Motion passed 5:0.***

## G. Committee Reports [3:16:48]

Information that was emailed to the Budget Committee would be uploaded to the Website under Budget Committee information.

## H. Reports to the Board (Information) [3:17:27]

### 1. Superintendent Report

There was a temporary solution to meeting minutes as a Secretary was sought. Minutes were planned to be caught up by November 15, 2021. There was difficulty hiring across all levels, especially substitutes and Food Service personnel. The Job Fair was on November 16, 2021 Barnyard Cafe 3-6pm. Three upcoming chats included: Strategic Plan, Covid Protocols and L/T Capital Improvements

### 2. Assistant Superintendent Report

Ms. Organek noted that all furniture was due to arrive at HMS by January 14, 2022. Performances of *Clue* would be on November 19 and 20 at Alvirne. There would be no school on November 11th. Professional Development included a book study on *Dare to Lead* starting tomorrow.

### 3. Director of Special Services Report

Ms. Borge Mentioned that they would not use an agency for Paraprofessionals, as other Districts had difficulty with reference and criminal background checks. She recognized people who had gone above and beyond to help students: Laura Gebbing, Mia Weaver, Susan Piper, Karen Teig, Janice Linstead, Therese Brown, and Laura Ilk.

### 4. Business Administrator Report

#### I. Correspondence (Information) [3:24:26]

##### 1. Principal Priorities

Priorities in buildings provided support to staff and students.

##### 2. Financial Reports - Update

The anticipated fund balance was \$1.25million

#### J. Board Member Comments [3:09:54]

Ms. Roy said that on November 2nd, the Board of Selectmen would talk about the American Rescue Plan and present a list of priorities.

Mr. Campbell noted that the ELC PTO held the Book Fair fundraiser. Calendars were available for \$10. He mentioned that Jerry Remy passed away.

Ms. Whiting reported that the Haunted Hayride was a success and it was nice to have it return. She commended sports teams, noting the Girls Soccer team made it to finals.

Mr. Beals thanked everyone for their work in the budget process.

Ms. LaMothe noted that the CTE Center Science Team placed 6th in the nation. It was nice to see things getting back to normal and she hoped people planned to attend the November 8th Superintendent chat to get public input. She noted the Strategic Plan was under the "About" menu online.

Mr. Gasdia reminded people to be careful when driving, noting that a student was hit near Alvirne but was alright. He thanked everyone for their work in the budget process.

#### K. Non-Public Session [3:31:04]

Per RSA 91-A:3 II (c)

**At 10:02pm, Diana LaMothe made a motion to enter into non-public session per RSA 91-A:3 II (c). Gretchen Whiting seconded the motion. Motion passed 5:0. Roll call vote.**

Appeal for grievance going to step 3 (School Board). Written decision is due within 15 days or November 15. Board will meet with grievant on November 15 before the board meeting.

SAU staff does not have to be present at November 4 meeting.

**L. Adjournment**

**At 10:37 pm, Mr. Beals made a motion to return to exit non-public and adjourn the meeting, second by Ms. Whiting. Motion passed 5:0.**

Respectfully submitted by  
Susan DeFelice (public)  
Kim Organek (non-public)





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

6:00 pm Non-public Session  
6:30 pm Regular Meeting  
Non-public Session

## Hudson School Board DRAFT Minutes of November 4, 2021

Present:

Gary Gasdia, Chair  
Diana LaMothe, Vice-chair  
Ethan Beals, Member  
Mike Campbell, Member  
Gretchen Whiting, Member  
Kara Roy, Board of Selectmen Liaison  
Larry Russell, Superintendent of Schools  
Jennifer Burk, Business Administrator

**Call to Order:** Mr. Gasdia called the meeting to order at 6:00 pm.

The purpose of this meeting is to hear multiple proposals for conducting the superintendent search.

### 1. New Hampshire School Boards Association (NHSBA)

Mr. Gasdia welcomed Barrett Christina and Michelle Munson to the meeting via Zoom. Allen Hardy then joined, also via Zoom. Ms. Munson and Mr. Hardy are both from the Bryan Group, the company used by NHSBA for searches.

Mr. Gasdia asked for a brief overview after which the board will ask questions. Ms. Munson provided a description of their process.

Mr. Beals asked for clarification on the costs in the proposal, \$12k under the Bryan Group, \$15k under NHSBA. Mr. Christina explained that the \$12k was from an outdated brochure and that the current cost is \$15k plus expenses. Expenses include mileage to/from Concord to Hudson, advertising, and typically average \$1500. The advertise on SchoolSpring. Other options are Ed Jobs and AASA but do not yield the same results. The NHSBA also shares postings with the Maine, Massachusetts, and Connecticut school boards associations who will post for free.

Ms. LaMothe asked if they've ever had to redo a search for the additional fee in number 8; Mr. Christina reply that since they've been working with the Bryan Group, they've not. He also stated that if the NHSBA is not able to find a candidate suitable to the Hudson School Board, they would conduct a second search for the cost of expenses only.

Ms. Whiting asked about their method on doing the search for the right fit and inclusion. Ms. Munson replied and Mr. Hardy shared a screen and elaborated.

Mr. Campbell asked for an estimate of how many candidates they would be able to present to the board. Ms. Munson replied five to twelve initially and then it would be whittled down to two or three finalists to present to the board. Mr. Gasdia asked who would be conducting the initial interviews. Mr. Hardy talked about the guided storytelling interview style. The Bryan Group would conduct the initial interviews with the search committee which are confidential. Once the finalists go to the board, it would be public.

Mr. Beals asked Mr. Hardy for which districts is he currently conducting searches and how the board would know that Hudson's best interests are being served and we're not just getting recycled candidates from other districts' searches. Mr. Christina listed the districts and shared that it may not be Mr. Hardy or Ms. Munson that will be assigned to Hudson. The Bryan Group has multiple people and Mr. Bryan makes sure that consultants are not doing more than two searches at a time. He also explained that many candidates will apply to multiple districts. Leadership profiles will be different between districts. Mr. Beals asked what sets NHSBA apart from groups that surrounding area districts may be using for their searches. Mr. Christina replied that NHSBA is the only group that is dedicated to working exclusively with school boards and their process is significantly different. His connections within New Hampshire and the association's connections throughout New England make it easy to get background information on applicants.

Ms. Whiting asked how they would handle internal interest. The response was that they would be interviewed but would have to meet the required competencies and profile to make it to the final interview stage.

Mr. Christina thanked the board for the opportunity to present, stated that NHSBA would still be there to help even if they are not chosen to conduct the search, and asked they the board reach out to him with any follow-up questions.

The board then took a ten-minute recess.

## **2. Ray and Associates**

Mr. Gasdia welcomed the representatives who are attending via Zoom and asked for a summary of what their search process entails.

Members of their team introduced themselves: Bridget Cheney in Michigan, John Ramos in Connecticut, Michael Collins (company president). Mr. Collins then went through the slideshow of their sample proposal. Oldest and largest search firm in America, largest pool of candidates, recruit and place more women and persons of color than any other search firm in America. Great outreach with associates all over the country.

Ms. Whiting asked what they expect for community engagement. Ms. Cheney Dr. Ramos replied that they would request input from all stakeholders allowing them to understand the district at a deeper level and create a profile.

Mr. Beals asked how, as such a large national company, they would serve a community wanting a little more local flavor. Dr. Ramos replied that they take great care to understand and get to know the community. Ms. Cheney shared how accessible they are to the to board.

Ms. LaMothe asked what size group of stakeholders typically get involved in this process. Mr. Collins replied that it is up to the board and that size is irrelevant. Mr. Beals asked for details on the process that they would recommend. Dr. Ramos replied that they would screen applicants and get it down to ten to twelve to bring to the board and/or committee. Mr. Collins further explained that the committee would then narrow it down. Mr. Beals shared that the board would like this completed prior to March voting and asked if they'd have a problem with a deadline of the first week in February. Mr. Collins replied that it would be rush but it's the board's choice; they could have a shorter posting period.

Mr. Gasdia asked about the cost. Mr. Collins explained the costs and Ms. Cheney said that it's a fixed fee other than advertising and travel.

Ms. Whiting asked how they would handle an internal candidate. Dr. Ramos said they would be treated in the same way as an external candidate. Mr. Collins stated that if an internal candidate is chosen, it is very important that they go up against other very good candidates to keep everything legitimate.

Mr. Gasdia thanked them for the presentation and Mr. Collins thanked the board.

Recess until 7:30.

### **3. New England School Development Council (NESDEC)**

Mr. Gasdia welcomed Ken DeBenedictis and asked for a summary. Mr. DeBenedictis shared his background and that he has conducted 50+ searches. He then provided a summary of how they would conduct a comprehensive search.

Mr. Beals asked if Mr. DeBenedictis would be the primary contact or if there's a team but NESDEC is very connected beyond what he can do. Mr. Beals then mentioned that Mr. DeBenedictis is doing a search for Milford and asked what level of search they were conducting and how would he know if Hudson was being prioritized instead of getting recycled candidates. Mr. DeBenedictis replied that they don't recycle.

Ms. Whiting asked how doing the Milford search and Hudson's would fit in with him being part-time. He clarified that he is not a full-time employee of NESDEC; he is a consultant. Mr. Beals asked how many searches are too many to conduct at once. Mr. DeBenedictis replied that he does no more than two at a time.

Mr. Gasdia asked about the \$12k to \$20k cost in the proposal, what drives it, and what would our cost be. Mr. DeBenedictis replied that the cost is set by Art Bettencourt, executive director of NESDEC and most that he's done are \$12k - \$14k. Ms. Whiting asked if there are other costs beyond that such as for advertising or travel. He said the price covers a comprehensive search but extras can be added if the board chooses.

Ms. Whiting asked how he conducts his search with diversity while maintaining quality and the right fit. Mr. DeBenedictis replied that he contacts a lot of people of diverse backgrounds and encourages them to apply.

Mr. Gasdia asked about the timeline and if mid-February was reasonable. Mr. DeBenedictis replied that it's possible and that it usually takes about eight weeks. If we work hard, it could be done by the end of January.

Mr. Gasdia thanked Mr. DeBenedictis and Mr. DeBenedictis thanked the board.

The board then began discussing what was presented to them during this meeting. Ms. LaMothe mentioned some pluses for NESDEC. Mr. Beals asked if the goal was to choose a firm tonight. Mr. Gasdia offered that this decision shouldn't be rushed but if at the end of the meeting the board has a clear preference, that's great. If not, we owe it to ourselves and the public to take time and meet again even though that would mean condensing the timeframe of the search or extending it. Extending it could mean there will be different board members after March voting. Mr. Beals stated that all three groups had impressed him. Ms. Whiting expressed that NESDEC having only one person bringing candidates to the board was a negative. She then said that she's okay with NHSBA not having a guarantee because they've never needed one. Mr. Gasdia shared that each firm has pros and cons but with Ray and Associates being national, we would likely incur costs if someone far away gets recommended.

Kara Roy joined the meeting.

Mr. Gasdia explained that the agenda item that was added this morning was the result of a motion that was made and approved at last night meeting of the Budget Committee and asked Ms. LaMothe to relay what happened since she was there. Ms. LaMothe stated that in the closing comments, a motion was made to request both the Hudson School Board and Hudson Board of Selectmen request that the liaisons on the budget committee who are ex officio members of the budget committee abstain from any FY23 budget related votes. Liaisons have been voting as long as anyone can remember. The law pertaining to the budget committee does not state that the ex officio members have a right to vote or that they do not. Ms. LaMothe shared her opinion that this is not something that should happen a week before the budget is presented to the board but should be something handled by revising the bylaws and that if two members did abstain, the abstentions would not appear on the ballot. Mr. Beals asked Ms. Roy for her opinion. She shared the response from town counsel which stated that all members of the budget committee are voting members whether elected or appointed. Mr. Beals expressed his agreement with Ms. LaMothe and Ms. Roy and that he would recommend going in the same direction as the Board of Selectmen. Mr. Gasdia agreed with Mr. Beals and stated that this is an important decision and warrants public input and more than 24 hours to consider. This is something we could look at next year if necessary. Ms. LaMothe had a conversation with an NHSBA attorney who echoed what town counsel had to say on this subject and confirmed that there is no conflict of interest. Ms. Whiting opined, based on the RSA that states that liaisons are voting members, that the board should not make a motion and bylaws should not be changed. Mr. Gasdia will relay to Mr. Weissgarber that our member will vote and should the Board of Selectmen take a different path, we will revisit it in the future.

Ms. Roy left the meeting.

The board continued their discussion on the search firms. Mr. Beals stated that the guarantee discussion should continue and Ms. Whiting would like the board to ask NHSBA about that and ask the other two if they've ever had to use their guarantee. Mr. Gasdia asked if they could whittle it down to two. Ms. LaMothe reviewed costs.

Mr. Gasdia asked Mr. Russell and Ms. Burk for input since they have been involved in superintendent search(es) in the past. Mr. Burk shared her positive experience working with NESDEC as a search committee member (in a different district), including support provided after the new superintendent was hired. Ms. Whiting asked if she saw any red flags during this evening's presentation. She replied that it wasn't a red flag but that Ray and Associates may not have the knowledge of New Hampshire that NESDEC and the NHSBA have and they're very expensive.

Mr. Campbell voiced a concern with Mr. DeBenedictis mentioning a brochure that was not sent. Ray and Associates is very expensive and what they presented didn't seem personalized to Hudson.

Mr. Russell shared that there are advantages and disadvantages to doing a national search versus a local one. National searches result in a deeper pool. When he was a candidate in a national search and moved from Nevada to New Jersey it was difficult to get acclimated as each state runs differently. An important element is to go to candidate's district, see them in their current role, and talk to people. Mr. Beals stated that is a part of the NHSBA's timeline.

Ms. LaMothe explained how she came up with \$30k for Ray and Associates.

Mr. Beals liked the concept of Ray and Associates doing a national search but has concerns that a candidate from far away is more likely to back out than someone local. Ms. LaMothe expressed concerns with their response that the beginning of February would be a rush where the NHSBA timeline has February 7<sup>th</sup> as when their search would complete and NESDEC said end of January/beginning of February was feasible. Mr. Gasdia pointed out that the February 7<sup>th</sup> completion date was based on if they started their search in October so they'd be mid to late February. Mr. Russell mentioned that NHSBA already has a leg up since they already know all the conditions in the state.

Mr. Gasdia asked if they were still at three. Mr. Campbell replied that he would be ready to make a decision tonight. Ms. LaMothe suggested eliminating one. She would eliminate Ray and Associates. Mr. Campbell and Ms. Whiting would eliminate NESDEC. Mr. Beals would eliminate Ray and Associates. Mr. Campbell's first preference of firms is NHSBA with Ray and Associates his second. Ms. LaMothe's first preference is NESDEC with NHSBA as second, noting NESDEC's help with the onboarding. Ms. Whiting would like it if the NHSBA was asked about their transition coaching as it is #20 on their timeline but not colored in. Mr. Gasdia shared that he doesn't believe they're ready to make a decision tonight and asked if the board could meet on Monday the 8<sup>th</sup>.

Mr. Beals would like to solicit interest for the search committee right away and would like to

write up a proposal on the makeup of the committee.

Ms. Whiting would still like to narrow it down to two firms tonight.

***Ms. Whiting moved to removed Ray and Associates as an option, second by Ms. LaMothe. After some discussion, motion passes 4-1 with Mr. Campbell voting nay.***

Mr. Gasdia will ask NHSBA and NESDEC questions the board has and ask NESDEC for an in-depth proposal and he will contact Ray and Associates. The board will meet again on Monday night at 8:00 to decide between NHSBA and NESDEC. The board then discussed committee makeup and the survey to find interest.

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

Motion adjourned at 9:08 pm.

Respectfully submitted,

Gail Porter



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

6:30 pm

Regular Meeting  
Non-Public Session

## Hudson School Board Meeting

### DRAFT Minutes

November 8, 2021

#### In attendance:

##### Board Members

Gary Gasdia, Chairman  
Diana LaMothe, Vice-chair  
Ethan Beals  
Mike Campbell  
Gretchen Whiting

##### SAU Staff

Larry Russell, Superintendent of Schools  
Jennifer Burk, Business Administrator  
Terry Wolf, Director of Strategic Engagement & Communication

#### A. Call to Order

##### 1. Pledge of Allegiance

Mr. Gasdia called the meeting to order at 6:30 pm. The Pledge of Allegiance was said.

#### B. Superintendent Search

Mr. Gasdia stated that the purpose of this meeting is to choose which company to go with for the superintendent search. He offered a recap of the last meeting where the board heard presentations from three potential companies and narrowed it down to two. The board had some questions and received answers. Tonight the board will choose between the Bryan Group associated with the NHSBA and NESDEC.

Ms. Whiting: Glad to see that they both offer a two-year guarantee. Bryan group has not had to invoke that and the NESDEC did have to invoke that twice. Mr. Gasdia clarified that NESDEC had to extend the search once which was COVID-related and once was the two-year guarantee which they think was COVID-related.

Ms. LaMothe: The onboarding/coaching piece is a little different between the Bryan Group and NESDEC. Very impressed with what NESDEC offers. A lot included without additional charges; Bryan Group will charge additional fee for onboarding. Although working with the NHSBA is great, it sounds

like NESDEC may have more connections beyond New England. Personal recommendation from our Business Administrator. Leaning toward NESDEC, feel it would be good to get a different perspective for Hudson, New Hampshire.

Ms. Whiting: In the NESDEC proposal they mention two individuals for the executive search team. Does that mean both will be available to us?

Mr. Gasdia: We would only have one; he has been very responsive so far.

Mr. Beals: Leaning toward the NHSBA. Feels that the Bryan Group has a lot to offer. In NESDEC proposal there are a lot of "assist withs" which looks like we be the quarterbacks and they would help us.

Mr. Gasdia: Has not done a superintendent search so does not want to be the quarterback, get the impression that the Bryan Group would be more hands-on.

Ms. Burk: NESDEC coached on how to evaluate applicants, 12 were on team. NESDEC guided the process.

Mr. Campbell agrees with Mr. Beals and the Bryan Group appears to offer a more unique way of interviewing as opposed the NESDEC'S more traditional way. Would prefer the unique way.

Ms. LaMothe pointed out that if we go with NESDEC, we'd be eligible for other services of there's of no cost for one year. Mr. Beals listed the services. Mr. Russell stated that we haven't sought out any of those services as we've had no need. Ms. Burk stated we already have a lot of those services from other sources.

**Ms. LaMothe moved to have NESDEC provide the superintendent search services; second by Ms. Whiting.** Those present again shared their preferences on the two companies. **Motion fails 1-4 with Ms. LaMothe voting aye.**

**Mr. Beals moved to approve the NHSBA and Bryan Group, second by Mr. Campbell. Motion passes 5-0.**

Mr. Gasdia: All three were good and had a lot to offer. Didn't feel that tonight the board could make a bad decision between the two. They were all upfront, detailed, and quick to respond to questions.

Mr. Beals: Drafted a few survey questions (for interest in being on the committee). Asked for the board's input on the questions. Would like to get it emailed and posted as soon as we can. Members and Terry Wolf shared their suggestions for content and wording of questions.

The purpose/scope and time commitment of the committee was outlined and discussed. Mr. Gasdia would like to wrap this up and not need to discuss it again. Would like to send the survey out by Wednesday.



Mr. Gasdia: Vision of Search Committee – asked for reactions/thoughts. Each board member shared what they thought the makeup of the committee should be. Mr. Gasdia asked if other district members should be on the committee (i.e., para, custodian, etc.). Mr. Beals idea was that they would be included under teachers. Mr. Russell suggested looking at it by collective bargaining units. Discussion continued. Ms. Whiting and Ms. LaMothe agreed that representatives from each union is a good idea.

### C. Non-public

***Motion by Mr. Beals to enter non-public under RSA 91-A3:II (c), second by Ms. Whiting. Rollcall vote: Ms. LaMothe, aye; Mr. Beals, aye; Mr. Campbell, aye; Mr. Gasdia, aye. Motion passes 5-0.*** The board entered non-public session at 9:00 pm.

A motion to enter a non-public session passed 5-0 at 9:00 pm. Discussion began at 9:10 pm regarding the make-up of the Search Committee who will work with the selected search firm, The Bryan Group/NHSBA (TBG/NHSBA), to identify final Superintendent candidates to be recommended to the School Board. The Board unanimously agreed that a maximum of ten stakeholders should be on the Search Committee. The 'draft survey' that will be used to recruit potential members of the Search Committee will be presented to TBG/NHSBA for input before it is sent out to the public. The goal is to identify stakeholders who are interested in serving as committee members within one week.

At 9:27 pm, Mr. Russell, Ms. Burk and Ms. Wolf left the non-public meeting.

The Board unanimously agreed that 2 School Board members should serve on the Search Committee. The Board discussed potential conflicts of interest (both real and perceived) for anyone sitting on the Search Committee representing the School Board. No real conflicts of interest were identified. The Board moved forward with the following motions:

***Ms. Whiting made a motion to appoint Mr. Beals to the Search Committee, second by Ms. LaMothe. Motion passed 4-0-1. Mr. Beals abstained.***

***Ms. Whiting made a motion to appoint Mr. Campbell to the Search Committee, second by Ms. LaMothe. Motion passed 4-0-1. Mr. Campbell abstained.***

Once potential Search Committee responses are received, the School Board will select the other members of the Search Committee. Timing is of the essence.

Chairman Gasdia asked if the Board would like to complete a mid-year evaluation of Superintendent Russell, as was planned before his resignation. The Board would like to complete the evaluation before March. A School Board self-evaluation will also be completed.

### D. Adjourn

***A motion to exit non-public and adjourn at 10:08 pm was made by Mr. Beals, second by Ms. Whiting. The motion passed 5-0.***

Respectfully submitted,

Gail Porter (public)

Diana LaMothe (non-public)



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

6:00 pm Non-public Session  
6:30 pm Regular Meeting  
Non-public Session

## Hudson School Board DRAFT Minutes of November 15, 2021

### Present:

Gary Gasdia, Chair  
Diana LaMothe, Vice-chair  
Ethan Beals, Member  
Mike Campbell, Member  
Gretchen Whiting, Member  
Kara Roy, Board of Selectmen Liaison  
Larry Russell, Superintendent of Schools  
Kim Organek, Assistant Superintendent  
Rachel Borge, Director of Special Services  
Jennifer Burk, Business Administrator

### A. Call to Order

Mr. Gasdia called the meeting to order at 6:00 pm.

***Mr. Beals made a motion to enter non-public session according to RSA 91-A:3 (b) at 6:01 pm, second by Ms. Whiting. Motion passed 5-0.***

### Others present:

James Petrillo, Vice-President Teamsters Local Union No. 633 of NH  
Mark Clifford, Field Representative Teamsters Local Union No. 633 of NH  
Ryan Leary, local union representative

Mr. Petrillo presented an overview of the grievance filed by a staff member for non-compliance of vacation time earned as stated in Article 7, Section A of the Contract between the Teamsters Local No. 633 of NH for the Hudson School District Custodians, Electricians, and HVAC Technicians and the School Board of the Hudson NH School District. The schedule that shows how full-time employees earn vacation was discussed. Mr. Petrillo presented their interpretation that year 0-2 represents a period of 2 years. It appeared that some clarity in the contract regarding year 0 was warranted.

Mr. Petrillo, Mr. Clifford, and Mr. Leary left the meeting at 6:22 pm.

**Mr. Beals made a motion to exit non-public at 6:23 pm, second by Ms. LaMothe. Motion passed 5-0.**

The board then began public session and Mr. Gasdia told those present that the board has been in non-public session.

## **B. Public Input**

Mr. Gasdia explained that there will be two public input sessions this evening, the first being for any non-COVID-related agenda topics and the second for any input related to the superintendent's update on COVID protocols. Following that, the board will ask the superintendent any questions they may have. Ms. LaMothe read the policy on public input.

No public input at this time.

## **C. Good News Update**

Ms. Organek shared that the schools observed Veterans Day last week. HMS students made holiday cards for the troops, a very moving activity.

## **D. Presentations to the Board**

Ms. Organek shared a presentation on Summer Scholars and iReady assessment data on participants. Looked at diagnostics from spring and the first one in fall. Seventy-five percent of HMS students that did participate increased their scores. Seventy-one percent increased their scores in reading. Fifty-nine percent of NWES students increased their reading scores this fall. Seventy-three percent increased their math score. Seventy percent of HGS students increased their reading score. Eighty-two percent increased their math scores. Students that did not participate in Summer Scholars decreased their scores significantly. The program really helped lessen the gap for struggling students. There was then a question-and-answer period.

## **E. Requests of the Board**

### **1. Association of Governmental Risk Pools (AGRiP) Conference**

Ms. Burk presented a request for her to attend the Association of Governmental Risk Pools (AGRiP) Conference with no cost to the district.

**Mr. Beals moved to approve the trip request, second by Ms. Whiting. Motion passes 5-0.**

### **2. Human Capital Leadership Summit Attendance Request**

Joyce Coll, HR Director, presented a request for her to attend this conference.

**Mr. Beals moved to approve the request, second by Mr. Campbell. Motion passes 5-0.**

Ms. LaMothe requested that Ms. Coll come back to the board with a summary after the trip.

## **F. Old Business**

### **1. Policies (2<sup>nd</sup> readings)**

Ms. Organek presented the policies to the board for their second reading. Clarification was requested on what amount the superintendent could accept without board approval when there is more than two weeks between board meetings. Ms. Organek offered to add a sentence stating that it is up to \$5,000.

**Ms. Whiting moved to approved policy KCD Public Gifts/Donations with the addition of that sentence, second by Ms. LaMothe. Motion passes 5-0**

**Ms. LaMothe moved to approve policies KEB and KED, second by Ms. Whiting. Motion passes 5-0.**

### **2. Superintendent Search**

Mr. Gasdia shared that the board has begun the search process and has selected the NHSBA in partnership with the Bryan Group to conduct the search. Mr. Beals and Mr. Campbell will lead the

search. Mr. Beals shared that there's a survey on the website for those interested in serving on the search committee. Ten people will be selected. Requested the board meet again this Thursday at 6:30 to discuss the survey results and select committee members. Mr. Beals also gave an approximate timeline for steps of this process (i.e., posting, applicant review, interviews, and final selection). Board consensus is to meet this Thursday at 6:30 pm.

### 3. COVID Protocols

Mr. Russell addressed the board. There have ups and downs with COVID, conversations with different groups, and the goal remains to keep kids in school. Two of three clusters were related to sports but most cases come from students associating outside of school. Indoor volleyball was not affected. There was one cluster at an elementary. Mr. Russell listed case numbers for the year by school. We are doing very well as compared to some other area districts. Cases in town and the state have increased. Based on case increases, Mr. Russell recommends allowing the rec department to use our buildings for sports while following the same procedures that have kept our schools safe. While participating in indoor sports at the high school and middle school, active participants will not have to wear a mask but inactive participants and spectators will. This is common throughout the state. He is recommended that student mask requirements in the school remain the same as they are. Mr. Russell continued, sharing news of an upcoming district-hosted vaccine clinic. Conditions and numbers will be reviewed in mid-January and recommendations will be made at that time.

### G. Public Input Related to COVID Protocols

Patrick Quinlan, 10 Hurley Street

Stated that Craig Powers is unable to attend tonight so he will read something on his behalf. Mr. Powers' letter and Mr. Quinlan's prepared statement asked many questions about how the decisions were made regarding mask protocols and expressed disapproval of the mandate.

Suzanne Dozois, 25 St. Anthony Drive

Not everyone was at the roundtable but she was able to attend and thanked Mr. Russell for holding one. She then continued to express her opinions on COVID and masks, stating that COVID isn't going to go away; we all have to live with it.

There were no additional speakers. Mr. Gasdia closed public input and asked if the board had any questions. Mr. Campbell asked if the middle school that Mr. Russell mentioned is of comparable size to Hudson Memorial. It is the same or slightly larger. Mr. Beals asked why the craft fair and rec basketball are different than other facility use requests such as the Haunted Hayride. Mr. Russell replied that it's because indoor facility use was off limits under previous guidelines and the hayride is outside. Mr. Beals started to talk about when the requests come to the board for rec basketball and the craft fair. Mr. Gasdia clarified that the only facility use requests that come to the board are those for the Hills House property use; the rest are not under the board's purview. Mr. Beals asked why and Ms. Whiting replied that it's policy and offered to pull it up for him.

Mr. Gasdia asked Mr. Russell what his thoughts are on what it would take to make one policy (for all grades). Mr. Russell replied that after the December 1 and 22 vaccine dates and then the January booster vaccine, that he wouldn't mind considering both populations the same as they all would have had equal access to the vaccination. Mr. Gasdia then asked what Mr. Russell's thoughts were in early November when things looked promising. Mr. Russell replied that it was the trending decrease in cases locally and statewide. Then the numbers began to rise. Mr. Gasdia then asked what would cause a school to close and what are we doing? Mr. Russell replied that not being able to staff the schools and severe outbreaks are two reasons. Mr. Campbell asked if we're prepared to go remote if necessary. Mr. Russell replied that we are.

## H. New Business

### 1. Farm Equipment

Ms. Burk presented a request for farm equipment from Eric Frauwirth, CTE Director. The equipment will be paid for by the Trustees.

**Mr. Beals moved to approve the request, second by Ms. Whiting. Motion passes 5-0.**

### 2. Policies

Ms. Organek presented the five policies for a first reading. Mr. Gasdia suggested adding “state full name and address” to BEDH Public Comment and Participation at Board Meetings so we know the speaker is a Hudson resident. He also pointed out that on policy KE Public Complaints it mentioned board of education where it should be school board.

### 3. Extracurricular Nominations (hand-carried)

**Ms. Whiting moved to approve the nominations for boys’ JV basketball and varsity wrestling coaches, second by Mr. Beals. Motion passes 5-0.**

### 4. Potential Calendar Adjustment

Mr. Russell relayed that the town needs two voting locations and the March voting day falls when school is in session and started a conversation about various ways how to address that.

## I. Recommended Action

### 1. Manifests are all set.

## J. Reports to the Board

### 1. Superintendent’s Report

Tomorrow we’re hosting a job fair at the Barnyard Café. For more information, go to [www.jobs.sau81.org](http://www.jobs.sau81.org).

Sign-up link for December 1 vaccine clinic will be sent out tomorrow. Second clinic will be held on December 22. We have invited PMA and the Litchfield School District.

Discipline Data: September and October hand-carried. Ms. LaMothe requested a breakdown of the number of students.

### 2. Assistant Superintendent’s Report

Ms. Organek addressed the board. January 14 is an early-release day for PD. Preparing for that. Working on a pilot for parents to use Schoology for after Thanksgiving. Parents should be set up by February.

### 3. Director Special Services

Ms. Borge addressed the board. She’s been dealing with some student-specific needs. Offered a “shout-out” to a number of her staff members for going above and beyond.

### 4. Business Administrator’s Report

Ms. Burk also mentioned tomorrow’s job fair. Had first meeting with the budget committee on the 10<sup>th</sup> and we meet again this week and a wrap-up on the 22<sup>nd</sup>. No CBA information yet. The budget committee does have a copy of the draft warrant articles.

## K. Committee Reports

### 1. Capital Improvement Plan

Ms. LaMothe stated that the Capital Improvement Plan Committee met on the 5<sup>th</sup>. Updates will go into the report to be brought to the board in December.

### 2. Board of Selectmen

Ms. LaMothe relayed that the Board of Selectmen Roy voted to deny the request from the Budget Committee to direct the selectmen, ex-officio member of the Budget Committee, to abstain from voting.

### 3. Budget Committee

Ms. LaMothe noted that the presentations were great and a good representation of the talent we have in the school district. One change was made; \$1500 for equipment replacement was removed. Some discussion on classroom management software but no motion.

## L. Correspondence

### 1. Enrollment History & Projections for FY23

Ms. Burk shared a summary that had been shared with the Budget Committee.

### 2. Hills Garrison Library Dedication

As a courtesy, Mr. Russell shared a letter dedicating the library to former principal, the late Lois Connors.

Mr. Beals stated he believes we need a policy related to naming and that there was a similar request that the board denied. Mr. Russell replied that if that is the case, it was not done based on policy because we do not have a policy on this. Ms. LaMothe agreed that this would be something to discuss in Policy Committee. Mr. Beals said that although he supports this, he thinks we should press pause, create a policy, and follow it. Ms. Whiting explained that it will take more than three or four board meetings to get a policy written and approved. She does not think the board should interfere with this one. Ms. LaMothe would like to go with past practice. Mr. Beals stated he distinctly remembers the board voting no at another time. Gary offered two options: make a motion and vote and if it passes, it's done and if it doesn't, he thinks it needs to be revisited or option two, allow this one to go through and then make a motion that no more naming rights will be allow until we do have a policy.

***Mr. Beals moved that no other naming rights shall be entertained by the district after this one until we have adopted a policy, second by Ms. Whiting. Motion passes -5-0.***

Mr. Gasdia requested that the policy committee move this to the front burner.

## M. Board Member Comments

Kara Roy offered thanks to all the people who have donated to the food pantry and encouraged other to do so.

Mr. Campbell  
Nothing.

Ms. Whiting: reminded people that the pickup of students still happens before the sun rises. Watch out for that as sometimes they stand close to the road. Wants everyone to be safe.

Mr. Beals: If you'd like to be involved in the superintendent search, the survey on the website that has also gone out in email closes this Thursday at noon.

Ms. LaMothe: Attended the in-person superintendent chat on the 8<sup>th</sup>. Interesting comment was that children are happy to be in school, initially not wanting to wear masks, but they got used to it and that our teachers are doing a wonderful job. The input was appreciated.

Mr. Gasdia: Great job by all of the schools that did food drives and the scouts. If you can donate food or cash, that's great. If you want to make a donation that you're not sure would be accepted, give them a call.

Been able to get into the schools lately and there are a lot of events happening now. Great to see, kids will remember these events.

#### **N. Non-public Session**

***Mr. Beals moved to enter non-public under RSA 91-A:3 II (b, c), second by Ms. Whiting. Rollcall vote: Mr. Campbell, aye; Ms. Whiting, aye; Ms. LaMothe, aye; Mr. Beals, aye; Mr. Gasdia, aye.***

Ms. Organek and Ms. Borge left the meeting at 9:00 pm.

Ms. Burk indicated why she denied the grievance. The way payroll tracks vacation earned according to the contract has worked well for years. Year 0-2, as stated in the contract, represents a period of 3 years. The district is following the contract. It was understood that there were different interpretations of the vacation schedule stated in the contract due to the meaning of year 0. Mr. Russell indicated that an MOU was offered but Mr. Petrillo declined.

***Ms. Whiting made a motion to deny the grievance, second by Ms. LaMothe. Motion passed 3-2. Mr. Beals and Mr. Campbell voted nay.***

Mr. Gasdia will prepare a response letter. Legal counsel may review the letter. The question was asked if an MOU will still be sought.

***Mr. Beals made a motion for Superintendent Russell to reach out to Mr. Petrillo, after the letter from the School Board is delivered, to re-offer MOU discussions, second by Ms. LaMothe. Motion passed 5-0.***

#### **O. Adjourn**

***A motion to exit non-public and adjourn at 9:35 pm was made by Ms. Whiting, second by Mr. Beals. Motion passed 5-0.***

Respectfully submitted,

Gail Porter (public)  
Diana LaMothe (non-public)

## School Board Meeting 2021-11-18 @ 6:30pm EST

Attendees: Gary Gasdia (Chair); Diana Lamothe (Vice Chair); Ethan Beals; Gretchen Whiting; Michael Campbell; Alan Pardy (The Bryan Group); Michelle Munson (The Bryan Group)

### Public Session:

- Ethan Beals opened stating that we receive 78 responses and this was to be narrowed down to 8
- Two Consultants from the Bryan Group were present (Alan & Michelle) and introduced themselves
- They explained what is needed in the Search Committee; what is needed as search activities and times as needed
- Suggested this post needs to be posted before Christmas -
- The question was raised about the size of the group, Alan & Michelle responded the sweet spot is 10-12
- It was agreed that the Search Committee needs to be public and commitment would be Dec/Jan then present to the board.
- Gretchen made the motion to go into Non-Public, seconded by Ethan – Approved 5-0

### Non-Public Session 6:58pm

- Board agreed to 10 total individuals on the Search Committee
- Board reviewed candidates
- Individuals will be contacted starting Friday November 19, 2021 and published no later than Monday November 22, 2021
- Motion of the above made by Gretchen, seconded by Diana – Approved 5-0
- Motion to exit Non-Public & Adjourn by Ethan, seconded by Michael – Approved 5-0

Meeting Adjourned 9:30pm





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

6:00 pm Non-public Session  
6:30 pm Regular Meeting  
Non-public Session

Hudson School Board  
DRAFT Minutes of December 6, 2021

Present:

Gary Gasdia, Chair  
Diana LaMothe, Vice-chair  
Ethan Beals, Member  
Mike Campbell, Member  
Kara Roy, Board of Selectmen Liaison  
Larry Russell, Superintendent  
Kim Organek, Assistant Superintendent  
Rachel Borge, Director of Special Services  
Jen Burk, Business Administrator

Absent: Gretchen Whiting, Member

**A. Call to Order**

Mr. Gasdia called the meeting to order at 6:00 pm.

***Mr. Beals made a motion to enter a non-public session according to RSA 91-A: 3(c) at 6:00 pm, second by Mr. Campbell. Motion passed 4-0.***

Mr. Russell discussed an incident at HMS.

Mr. Campbell provided a status update on contract negotiations.

***Mr. Beals made a motion to exit non-public at 6:28 pm, second by Mr. Campbell. Motion passed 4-0.***

Mr. Gasdia called the public session to order and apologized for the late start which was due to non-public session running over a bit. Mr. Campbell led the Pledge of Allegiance.

**B. Public Input**

James Weaver, 27 Rolling Woods Drive read an email that he sent to the board regarding a bus incident. His 12-year-old daughter was waiting for the bus on November 30 and a bus stopped around the usual time but with a different driver. The driver asked which school she went to and she replied, "Hudson Memorial." The driver said, "okay, let's go" and his daughter got on the bus, assuming it was a substitute driver. He asked a second girl who was waiting at the next stop where she was going and she

replied, “the middle school” and he said, “okay, let’s go.” Once on the bus, the second girl noticed it said Londonderry on the bus and asked the driver why a Londonderry but was in Hudson to which he replied, “are you sure this is Hudson?” to which she replied, “yes.” The students were asked to get off the bus, leaving Mr. Weaver’s daughter at the wrong stop.

Mr. Weaver asked the board to adopt a policy with surrounding towns to assure clear communication should a similar situation occur in the future.

Mr. Gasdia closed public input.

***In the interest of time, Ms. LaMothe moved to move JROTC and the bus discussion to the beginning of the meeting, second by Mr. Campbell. Motion passes 4-0.***

### **C. JROTC Washington, DC Trip Request**

Col. Cheetham explained that this biannual trip has not been able to happen the past two years due to COVID; it’s a vital trip, capstone to program, and all necessary safety protocols will be followed. He then introduced Nellie Brooks, Group Commander. Ms. Brooks presented a slide show with summary, itinerary, health and safety, rooms, and costs. Most of the trip is funded by the USAF which provides a stipend for academic purposes and they’ve also done some fundraising. Ms. Brooks then answered a few questions.

***Ms. LaMothe moved to approved the JROTC overnight trip, second by Mr. Campbell. Motion passes 4-0.***

### **D. Bus Company Coordination Discussion**

Mr. Russell shared that on the day of the bus incident he contacted the Londonderry superintendent and learned that the bus driver did try to contact dispatch but the dispatcher was driving one of the buses that day because they were so short-handed. Ms. Burk talked directly to the bus company as well. Litchfield, Londonderry, and perhaps Windham

Mr. Campbell talked about issues with notifications about bus issues within Hudson. Build a list for the entire route instead of by school.

Develop protocol and distribute to any substitute driver. Ms. LaMothe asked if it would be possible to notify parents of a sub driver in the same way parents are notified that a bus is running late. Our bus company is very accommodating

How to ensure the right kids are picked up, what if the wrong kid is picked up, and add situation to bus training for students.

Mr. Beals asked if we have any protocols for if one of our drivers picks up the wrong student. Create document and share with other districts. Mr. Russell stated that the hope is work with other districts to create such a document. GG do what you can on Friday and

### **E. Good News Update**

Ms. Organeck shared info about the Pie Share and Hudson-Litchfield Ornaments.

### **F. Committee Reports**

#### **1. Capital Improvement Committee**

Ms. LaMothe presented the 23-page report which can be viewed on the district website in the December 6 agenda. Ms. Burk provided information on traffic studies conducted at the schools.

Mr. Beals, living, breathing plan and commended Diana for the tremendous amount of work. Mr. Campbell echoed. Mr. Gasdia: It's great and not for us; it's for everyone in the town. This document will allow people to know ahead of time what the needs are. Ms. LaMothe thanked all that were involved. Ms. Roy suggest

## 2. Superintendent Search Committee

Mr. Beals went over what the committee has accomplished so far and stated that the goal is to get the position posted before Christmas. The committee is creating "A Portrait of a Superintendent." Email was sent out to identify people who were interested in focus groups; over 30 have signed up. A survey will also go out. Next meeting is this Thursday. Ms. LaMothe asked about minutes from the committee meetings. Ethan shared that they are working on updating the search committee section of the website which will include minutes.

## G. Old Business

### 1. ESSER Funds

Ms. Organek provided a summary on what the district has spent so far and on what with ESSER II & III funds. ESSER III was just recently approved. Ms. Organek answered questions from board members about different items on the list. Mr. Gasdia asked if there will be a way to identify which positions are ESSER-funded when the grant money runs out, so it doesn't appear that we are just cutting positions. Yes, they are being tracked and the employees know that they're being paid with grant money and the positions were created to address learning loss due to the pandemic.

Mr. Russell brought up the question about whether school board members have authority over how grant funds are used. This was discussed at a recent South Central superintendents' meeting. The board is a stakeholder group that needs to be aware of what's in the grant but has no authority of what does or does not go into a grant. Federal Funds are controlled by the district and do not fall under the board's purview. Input from all stakeholders is considered when deciding what to put into the grants. If the board would like to reach out to NHSBA for clarification, that would be welcomed. Mr. Gasdia encourage all stakeholders to share input when a grant is awarded and expressed his appreciation for all of the work that goes into it. Mr. Beals stated that he takes exception to the board being considered as just stakeholders in this case and he believes that any citizen would think that the board has say over how the over \$5 million dollars of grant funds are spent. Ms. LaMothe acknowledged what Mr. Beals was saying. The large figures for these grants are getting a lot of attention that we didn't see with smaller grants. She mentioned that Mr. Russell stated they're open to questions and she suggested reaching out to the NHSBA for their perspective. This is a unique situation with the pandemic and we have greater needs and also staffing challenges. Hopefully these grand-funded positions will help bring students back to where they should be and then they won't all be needed. These decisions are made by people on the frontline. Not in our purview but it's being handled well and very transparent. Mr. Gasdia stated that they should contact the NHSBA. Mr. Beals stated that he didn't mean for his comments to be so negative and that he has nothing to fight about and apologized if it appeared that way. No apology necessary. Mr. Gasdia stated that he does want to contact NHSBA to get their take on this so we know how to proceed going forward.

### 2. Policies (2<sup>nd</sup> readings)

Ms. Organek addressed the board. Only one change to a policy, replacing "school committee" with school board.

**Ms. LaMothe moved to approved policies BEDH, IGE, KE, KEC, and KFA as amended, second by Mr. Campbell. Motion passes 4-0.**

## H. New Business

### 1. Website Proposal

Moved to next meeting.

### 2. Extracurricular Nominations

Mr. Russell presented the nominations.

**Mr. Beals moved to approve the nominations, second by Ms. LaMothe. Motion passes 4-0.**

### 3. Marine Corps Educators' Workshop

Mr. Russell presented the request for Kate Marcotte to attend this workshop, 100% paid by Marines, and the Director of School Counseling will be able to cover her duties.

**Mr. Beals moved to approved, second by Mr. Campbell. Motion passes 4-0.**

## I. Recommended Action

### 1. Manifests are all set.

### 2. Minutes

10/04/2021 draft minutes. Ms. LaMothe pointed out that on page 3 there is no second noted for Mr. Beals' motion to approve TDD Earth Tech for one year, the wording, and that whoever voted no needs to be noted. Page 4

## J. Reports to the Board

### 1. Superintendent's Report

Mr. Russell addressed the board. Job fair went well; hired 15 people. Still need more. Had 16 people out in one building last week, mostly unrelated to COVID. There's always a need for subs for many reasons even without COVID but if a staff member gets COVID, they're out for 10 days.

Thanked the Hudson Fire Department and Nashua Public Health for our vaccine clinic along with the staff that volunteered. Hudson Schools, PMA, and Litchfield took advantage. Next clinic on December 22<sup>nd</sup>. Both vaccines and boosters are offered at the clinics. Going through Thanksgiving uptick in cases. Some school case numbers have doubled in a week.

### 2. Assistant Superintendent's Report

Ms. Organeck addressed the board. Continuing at HMS for CTE career exploration days for 7<sup>th</sup> graders. Next on is December 20 – Computer Science Month. Various vendors will attend. The kids have really enjoyed these career days and excited to learn about potential careers at such a young age.

Schoology parent pilot begins this week. Soft rollout for parent involvement with the student management system with full rollout to parents in January.

### 3. Director of Special Services Report

Ms. Borge address the board. Constant, ongoing, and quality collaboration that happens across our region. Was at South Central meeting. In process: uniform guidance across our districts, how school choice options effect potential iep services. Coordinating with three districts in our region to

do a workshop on EBD (Emotional Behavioral Disorders), six-part series. Everyone is short of staff and providers.

#### 4. Business Administrator Report

Nothing this evening.

Mr. Russell shared that having an HFT representative attend board meetings is being reinstated. This will be beneficial when the board has questions where a teacher's perspective would be useful.

### K. Correspondence

#### 1. Financial Report

Mr. Burk summarized the financial report which includes year-to-date expenditures, a snapshot of where we are with finances. Anticipated fund balance of \$739,000 – obviously subject to change. Doing a mid-year PO cleanup, will work with administrative assistants. This will provide a better picture of where we are with our accounts. Ms. LaMothe mentioned that not last year (because of COVID) but two years ago January/February was a good time to discuss any urgent needs that may have come up since the creation of the budget. Ms. Burk relayed that nothing has come up yet but discussions will soon start with the administrative staff.

### L. Board Member Comments

Ms. Roy: *inaudible*

Mr. Campbell: Thanked the JROTC for giving such a great presentation. Would like to get a review about the trip.

Mr. Beals: Commended the superintendent and SAU leadership. Lots of positive things in recent weeks, 15 is a solid number for the job fair, quick action taken over bus incident, setting up vaccine clinic, enjoys the superintendent's willingness to be a lunch monitor.

Ms. LaMothe: Didn't realize there was an HFT representative here this evening. Thank you for coming, glad to get feedback from teachers whenever we can. Voting is March 8<sup>th</sup>. It's so important, hoping for a big turnout, don't know if it will be one or two meetings. Budget Committee Public Hearing is scheduled for January 13<sup>th</sup> at 7:00 pm. Deliberative February 5<sup>th</sup> town's Jan 19-28 candidates. Happy to have a conversation with anyone who is interested in learning what being a school board member entails.

Mr. Gasdia: Watched concerts at Alvirne this past weekend; it's great that we are back and have the ability to have concerts. Performances were fantastic which is great but there were many students missing due to COVID. Others had to step up. Heard conversations that the kids were only missing because of the protocols and that they're not sick and should be in school. Don't want to violate privacy issues but some of those kids are very sick and not home because they had to take a test. Not saying all are sick but it is real. We have some students in our district very sick with COVID, some on the verge of going to the hospital. Want people to know this is real, stay vigilant, we've done a nice job making sure our schools stay open to December 6 and the holiday break is coming up. I hope everyone gets better really soon.

### M. Non-public Session

***Mr. Beals made a motion to enter a non-public session according to RSA 91-A: 3(c) at 8:30 pm, second by Ms. LaMothe. Motion passed 4-0.***

The Board and Mr. Russell agreed that a mid-year evaluation/ half-year update would be in order.

The job posting for the superintendent position is targeted for December 22. The decision to include salary in the posting is to be made.

**N. Adjourn**

***Mr. Beals made a motion to exit non-public and adjourn at 8:44 pm, second by Mr. Campbell. Motion passed 4-0.***

Respectfully submitted,

Gail Porter (public)

Gary Gasdia (non-public)

DRAFT



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

6:00 pm Non-public Session  
6:30 pm Regular Meeting  
Non-public Session

## Hudson School Board DRAFT Minutes of December 20, 2021

### Present:

Gary Gasdia, Chair  
Diana LaMothe, Vice-chair  
Ethan Beals, Member  
Mike Campbell, Member  
Gretchen Whiting, Member  
Kara Roy, Board of Selectmen Liaison  
Larry Russell, Superintendent of Schools  
Kim Organek, Assistant Superintendent  
Rachel Borge, Director of Special Services  
Jennifer Burk, Business Administrator

### A. Call to Order

Mr. Gasdia called the meeting to order at 6:30 pm and the Pledge of Allegiance was said.

### B. Public Input

None.

### C. Good News Update

Ms. Organek shared a slide from today's Computer Science Career Day at Hudson Memorial. Secondly, Alvirne junior Thomas Peaslee has been selected to participate in the AFJROTC Flight Academy this coming summer. The only choose 200 cadets from over 1800 applicants and this is the first time we've had a cadet from Alvirne accepted. Completion of this program will result in Thomas' pilot's license, college credit, and a college experience before finishing high school.

### D. Old Business

#### 1) Strategic Plan Update

Terry Wolf provided a status report on the plan. Making it more user-friendly. A lot has been accomplished from the plan, especially given that almost two of the two and a half years since its creation, we've been dealing with the pandemic. The updated plan will be presented to the board on January 24<sup>th</sup>. Mr. Gasdia asked the board to email Terry with any questions or anything they'd like to see on the plan.

#### 2) Warrant Articles

Ms. Burk presented the draft warrant articles and hopes to present the CBAs at the January 3<sup>rd</sup> meeting as they're nearing finalizing negotiations. She then asked the board if they wanted to keep warrant article 6, increasing funds in the Capital Reserve. The warrant will go the January 5<sup>th</sup> meeting of the Budget Committee. Ms. LaMothe attends the Budget Committee meetings and replied that although it's a great idea to build up the reserve, she is not sure this is the year to do so. Mr. Beals shared his support of the warrant article. Ms. Burk answered some questions from the board. Ms. Whiting requested that something be put on our website explaining the difference between Fund Balance Retention and Capital Reserve Funds. Mr. Gasdia shared that warrant article explanations are available on the website and Deliberative Session. Ms. LaMothe suggested that \$100k might be better received than \$250k. Mr. Beals reiterated his support of the warrant article as is. The board will vote on warrant articles on January 3<sup>rd</sup> in preparation for the January 13<sup>th</sup> Budget Committee Public Hearing.

### 3) Capital Improvement Plan

Ms. LaMothe stated that the draft plan was presented to the board December 6<sup>th</sup> and it was decided to wait until the full board was present before voting.

***Mr. Beals moved to accept and approve the Capital Improvement Plan, second by Ms. LaMothe. Motion passes 5-0.***

Ms. Burk presented the Alvirne renovation timeline from Lavallee Brensinger to prepare for the 2023 vote.

### 4) Grant Follow-up

Ms. LaMothe shared that at the last board meeting there was a discussion about what the board's purview was when it came to grants and that it also came up during a Budget Committee meeting. Mr. Beals reached out to the New Hampshire School Boards Association (NHSBA) and during a very informative Zoom discussion with Director of Governmental Relations Rebecca Wilson, the board was told that ESSER grants and all grants are overseen by the federal government and the Department of Education. Ms. LaMothe mentioned board policy DAF Administration of Federal Funds. Mr. Beals explained that different school boards have different roles, some narrow, some expansive and he believes the citizens of Hudson would expect this board to have a more expansive role. Mr. Gasdia stated that the ESSER spending has been transparent and to keep it that way, he suggested information on how the district comes to decisions regarding the spending of ESSER funds be put on our website for the board and the public.

## E. New Business

### 1) Website Proposal

Kevin Peterson and Terry Wolf presented a proposal for a new vendor for our website. After looking at many websites last school year, Campus Suite was chosen but then it was realized that our contract with the current vendor had not yet expired so we couldn't move forward. In November 2021, staff met again with Campus Suite and a second vendor and Campus Suite was still the preference. Very user-friendly, reasonably priced, and ADA compliance is a priority, excellence references. Ms. Whiting asked about an app as it's not



mentioned in the documentation provided. Mr. Peterson replied that apps are not included in the price but the sites are mobile-friendly so they adjust for screen size. Adding the app option would cost another \$10k. Ms. Wolf relayed that some vendors are moving away from apps and focusing on mobile-friendly. Ms. Whiting asked if we could do a survey. Ms. Wolf explained that there would be some overlap between Schoology and Campus Suite if we purchased all the options. Ms. Whiting asked to see the overlap. Ms. LaMothe asked about pricing for other vendors. They were more expensive for a lesser project. Mr. Gasdia asked about the search feature and if it would search within a pdf. Ms. Wolf replied that it will. Mr. Gasdia asked about the ADA compliance piece and if the vendor will ensure that content is compliant. Ms. Wolf replied that we would be responsible for that which will require training.

***Ms. LaMothe moved to approve the three-year contract with Innersync Studio for Campus Suite, second by Mr. Campbell.*** Ms. Whiting asked about an app again. Other board members with students do not use the current app. ***After discussion, motion passes 4-0-1 with Mr. Gasdia abstaining.***

## 2) Policies

Ms. Organek presented two policies for a first reading: IHAM Health Education and Exemption from Instruction and KF Use of School Buildings and Facilities. IHAM is new and KF had been reviewed. Mr. Beals asked why the Hills House field usage is different than any other facility usage and feels that the board should approve usage of all district facilities. Mr. Russell replied that the Hills House usage falls under the purview of the board and the schools fall under operations. Ms. Burk added that the Historical Society also must approve use of the Hills House property. Mr. Gasdia shared that if the board had to approve all requests, it would be a lot and if we wanted to make the process uniform for all facilities, he would prefer that the district also approve the Hills House as opposed to the board approving all. Ms. Whiting agreed with Mr. Gasdia.

## F. Recommended Action

1) Manifests are all set.

2) Minutes

09/20/2021

10/18/2021

10/25/2021

11/18/2021

Mr. Campbell reviewed the video of the vote on page 2 of 10/25 motion to add \$10k for classroom management software failed 2-2 with Mr. Beals and Mr. Gasdia voting no and Mr. Campbell and Ms. LaMothe voting yes.

Ms. LaMothe gave an overview and would like to discuss a process because they didn't see the minutes until tonight. She would like them watermarked DRAFT and posted and then they could review them and approve at the next meeting. Mr. Gasdia agreed that posting the drafts would be the way to go. Then if anyone has changes, they can send an email. We will have quite the list on January 3<sup>rd</sup> but even if they don't get approved, they will be available on the website. Ms. LaMothe shared that the new minute-taker is doing a great

job.

## G. Committee Reports

### 1. Superintendent Search Committee

Mr. Beals and Mr. Campbell provided an update. Mr. Beals thanked the committee members and Terry Wolf, Gail Porter, and Joyce Coll for all of their help on this. Second meeting complete, third and final of this year tomorrow. Posting will go out later next week. Six focus groups were held and a survey went out with 332 responses. Work continues on looking at data and the draft posting. Mr. Campbell added the meeting will be at 4:00 and on HCTV. Ms. Whiting likes the draft posting and asked why the current letters must be within six months. That's what was recommended to them. Mr. Gasdia also likes the posting.

### 2. Budget Committee

Ms. LaMothe: January 5<sup>th</sup> is the wrap-up for the school budget and a vote will be taken on the warrant articles.

## H. Reports to the Board

### 1. Superintendent's Report

Mr. Russell shared that last week there was a nation-wide threat to schools on TikTok that was deemed not to be credible. He thanked the Hudson PD who took it very seriously and stationed uniformed and plain-clothed officers at the schools which provided assurance to parents, student, and staff. There were several rumors going around but they were untrue. Mr. Russell thanked the staff for all of their hard work during this very tough year. He presented his second State of the District which highlighted challenges and accomplishments over this past year. Ms. LaMothe and Mr. Gasdia offered kudos to all involved.

### 2. Assistant Superintendent's Report

Ms. Organek address the board. Preparing for January 14<sup>th</sup> professional development (half day) which will be suicide prevention training. Last Friday she read to students at Nottingham. Also read a story on HCTV. Wished everyone a happy holiday season.

### 3. Director of Special Services' Report

Ms. Borge recognized special education staff for consistently going above and beyond for our students.

### 4. Business Administrator

Ms. Burk acknowledged efforts of food service staff with handling supply chain issues and covering shortages.

## I. Correspondence

### 1. November Discipline Report

Mr. Russell presented the report comparing November to October. This will be the last report without the details of how many offenses were made by how many students. Mr. Beals shared that in the survey results, an identified weakness is student behavior and requested that in a future meeting there could be a larger conversation on the topic. Second meeting in January is Mr. Beals' suggestion to give principals time to prepare. Ms. Whiting would like a chart. Mr. Russell offered that numbers are affected by a number of

things such as social media and the impact of COVID. Learning loss, mental health, and student behavior in general have been impacted nationwide. Agrees that taking time to put data together is a good idea considering its important.

#### **J. Board of Selectmen Liaison Comments**

Mr. Gasdia relayed that Ms. Roy apologized for not being here tonight. She also thanked the Hudson PD for keeping our students safe. Threats were not credible but it's the same response as if they were. At last Board of Selectmen meeting there was a conversation about voting elections and Moderator Paul Inderbitzen presented a proposal with three locations, Alvirne, Hudson Community Center, or Hudson Memorial. Final decision was that it will be Alvirne High School and the Hudson Community Center.

#### **K. Board Member Comments**

Mr. Campbell: Took apart in Wreaths Across America with his son. Wonderful event. Thanked all staff and fellow board members for their support this year and wished everyone a wonderful holiday.

Ms. Whiting: Thanked the district for continuing the higher level of education we provided, for rallying again at the beginning of the year and how we're ending the calendar year on a good note. Wished all a happy holiday and happy and healthy new year.

Mr. Beals: Thanked all staff for everything they do; truly making a difference in a lot of students' lives. Hopes all have a safe and happy holiday break.

Ms. LaMothe: January 13<sup>th</sup> is Budget Committee Public Hearing at 7:00 pm at the Hudson Community Center and asked if there would be a Zoom option this year. She will ask Paul Inderbitzen. School Deliberative Session is 9:00 am on February 5<sup>th</sup> and the town's in on February 12<sup>th</sup>. Hoping for a large showing. March 8<sup>th</sup> is voting day. Wished everyone a great holiday, merry Christmas; have some down time and relax and happy new year.

Mr. Gasdia: The thanks have gone all around tonight and we have great partnerships. HCTV is behind the scenes and want to thank them for all of the things they cover all over the district. Thanked Grace for homemade cookies. An honor to serve with those around this table. Wish everyone happy and safe holidays.

#### **L. Non-public Session**

**Mr. Beals moved to enter non-public under RSA 91-A:3 II (b, c), second by Mr. Campbell. Rollcall vote: Mr. Campbell, aye; Ms. LaMothe, aye; Ms. Whiting, aye; Mr. Beals, aye; Mr. Gasdia, aye.** The board entered non-public session at 8:27 pm.

**Mr. Beals made a motion to approve the nomination of Andrea McCarthy, second by Ms. Whiting. Motion passed 5-0.**

Mr. Russell, Ms. Organek, Ms. Burk, and Ms. Borge left the meeting at 8:50 pm.

The Board discussed the superintendent search, job description, salary, and some personnel issues around potential internal candidates. A back-up plan may be needed if no qualified candidates apply.

Superintendent search survey results were discussed, specifically some bullying concerns. The Board has requested a more detailed discipline report; this topic will be discussed further in a regular meeting. The Board agreed that they would like to see the survey results. Results will also be shared with the public.

**M. Adjourn**

***Mr. Beals made a motion to exit non-public and adjourn at 10:26 pm, second by Ms. Whiting. Motion passed 5-0.***

Respectfully submitted,

Gail Porter (public)  
Diana LaMothe (non-public)

DRAFT