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

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

Agenda
December 20, 2021

Estimated
time

6:30 pm   **A. Call to Order**
Pledge of Allegiance

6:02 pm   **B. Public Input**
Hudson residents are welcome and encouraged to share feedback with
the board on agenda items.

6:17 pm   **C. Good News Update (information)**
Assistant Superintendent Kim Organek will share some good news
about what's happening in our schools.

6:25 pm   **D. Old Business**
     1. Strategic Plan (information)
       Terry Wolf will provide an update on the Strategic Plan.
     2. Warrant Articles (information, updated)
       Business Administrator Jen Burk will present updated warrant
       articles.
     3. Capital Improvement Plan (information, decision)
         • Alvirne Renovation Schedule
      Board Vice-chair Diana LaMothe will review the Capital
      Improvement Committee Report and take questions.
     4. Grant Follow-up (information)
       Board members Diana LaMothe and Ethan Beals will provide an
       update on a conversation with the NHSBA.

7:30 pm   **E. New Business**
     1. Website Proposal – Discussion

Kevin Peterson and Terry Wolf will present a recommendation for a new website vendor.
- Memo
- Proposal

2. Policies (1st reading)
Assistant Superintendent Kim Organek will present the following policies for a 1st reading.

a)	IHAM Health Education & Exemption from Instruction	new, NHSBA sample w/tracked changes
b)	KF Use of School Buildings and Facilities	reviewed, no changes

8:00 pm **F. Recommended Action**
1. Manifests – Recommended action: Make necessary corrections and sign.
2. Minutes – Recommended action: Review and approve.
   a) 9/20/2021 Draft Minutes
   b) 10/18/2021 Draft Minutes
   c) 10/25/2021 Draft Minutes
   d) 11/18/2021 Draft Minutes

8:15 pm **G. Committee Reports**
1. Superintendent Search Committee
Board members Ethan Beals and Mike Campbell will provide an update on the process.

8:30 pm **H. 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

8:45 pm **I. Correspondence (Information)**
1. November Discipline Report
Superintendent Russell will present November's report.

8:55 pm **J. Board of Selectmen Liaison Comments**

9:00 pm **K. Board Member Comments**

9:05 pm **L. Non-Public Session**
RSA 91-A:3 II provides certain conditions under which the School Board MAY enter into non-public session.
These conditions are:
a) The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.
b) The hiring of any person as a public employee.

    c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.*

    d) *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*

    e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency or any subdivision thereof, or against any member thereof because of his membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled.*

    i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

M. Adjourn

Upcoming Meetings

Meeting	Date	Time	Location	Purpose
School Board	1/3/2022	6:30 pm	Hills Memorial Library	Regular Meeting
School Board	1/24/2022	6:30 pm	Hills Memorial Library	Regular Meeting

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 5th 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:

<div align="center">

2022-23 $XXX,XXX

</div>

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:

<div align="center">

2022-23 $XXX,XXX

</div>

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:

<div align="center">

2022-23 $XXX,XXX

</div>

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 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

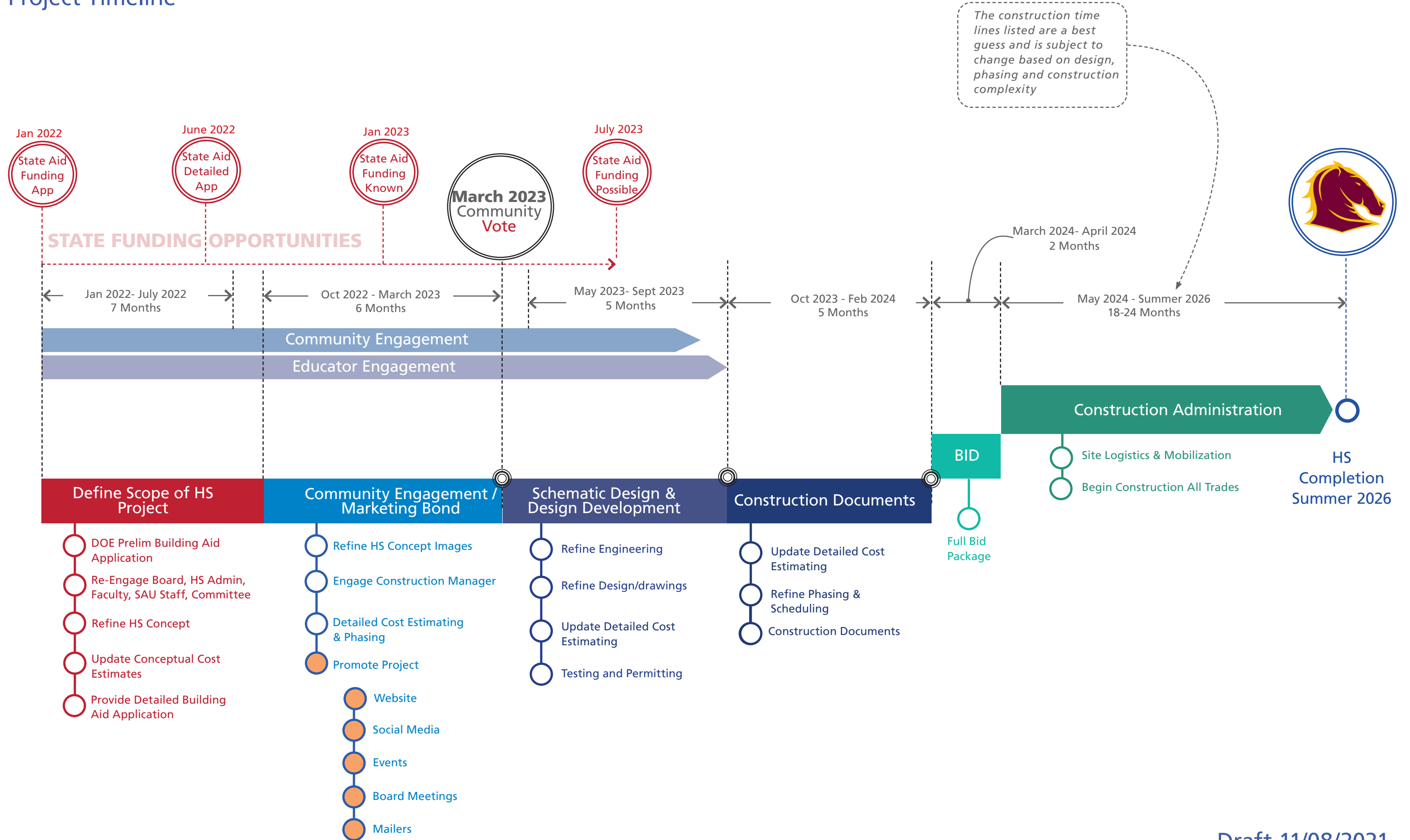Recommended by the Hudson School Board 5-0
Budget Committee

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

True Copy of Warrant – Attest:

_____

_____

_____

_____

_____

Hudson School Board

Alvirne High School
Project Timeline

The construction time lines listed are a best guess and is subject to change based on design, phasing and construction complexity

Jan 2022
State Aid Funding App

June 2022
State Aid Detailed App

Jan 2023
State Aid Funding Known

March 2023 Community Vote

July 2023
State Aid Funding Possible

STATE FUNDING OPPORTUNITIES

Jan 2022- July 2022
7 Months

Oct 2022 - March 2023
6 Months

May 2023- Sept 2023
5 Months

Oct 2023 - Feb 2024
5 Months

March 2024- April 2024
2 Months

May 2024 - Summer 2026
18-24 Months

Community Engagement

Educator Engagement

Construction Administration

Define Scope of HS Project

- DOE Prelim Building Aid Application
- Re-Engage Board, HS Admin, Faculty, SAU Staff, Committee
- Refine HS Concept
- Update Conceptual Cost Estimates
- Provide Detailed Building Aid Application

Community Engagement / Marketing Bond

- Refine HS Concept Images
- Engage Construction Manager
- Detailed Cost Estimating & Phasing
- Promote Project
  - Website
  - Social Media
  - Events
  - Board Meetings
  - Mailers

Schematic Design & Design Development

- Refine Engineering
- Refine Design/drawings
- Update Detailed Cost Estimating
- Testing and Permitting

Construction Documents

- Update Detailed Cost Estimating
- Refine Phasing & Scheduling
- Construction Documents

BID

Full Bid Package

- Site Logistics & Mobilization
- Begin Construction All Trades

HS Completion Summer 2026

Draft 11/08/2021

HUDSON SCHOOL DISTRICT

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

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

Kimberly Organek
Assistant Superintendent
(603) 886-1235
korganek@sau81.org

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

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

To: Hudson School Board

From: Kevin Peterson & Terry Wolf

Date: December 2, 2021

Re: Website Proposal

In February 2021, district staff met with two school website providers and reviewed proposals, as well as the district's current provider. There were several vendors that were eliminated early in the process. At that time, staff preferred Campus Suite but realized that our current contract expires in June 2022, not June 2021 as previously thought.

In November 2021, staff met with an additional vendor and again with Campus Suite.

We're recommending Campus Suite for a three-year contract. Some of the features that standout:
- Campus Suite has updated their products in the past year, making it very user-friendly and visually appealing, standing out compared to the competition.
- The backend is easy to update and automatically converts to the branding and styles that we define.
- Campus Suite makes ADA compliance a centerpiece of its product – other vendors charge a fee for support or ignore it as a priority.
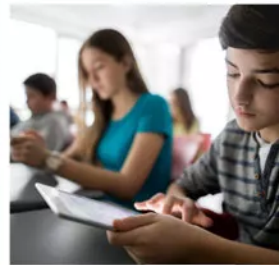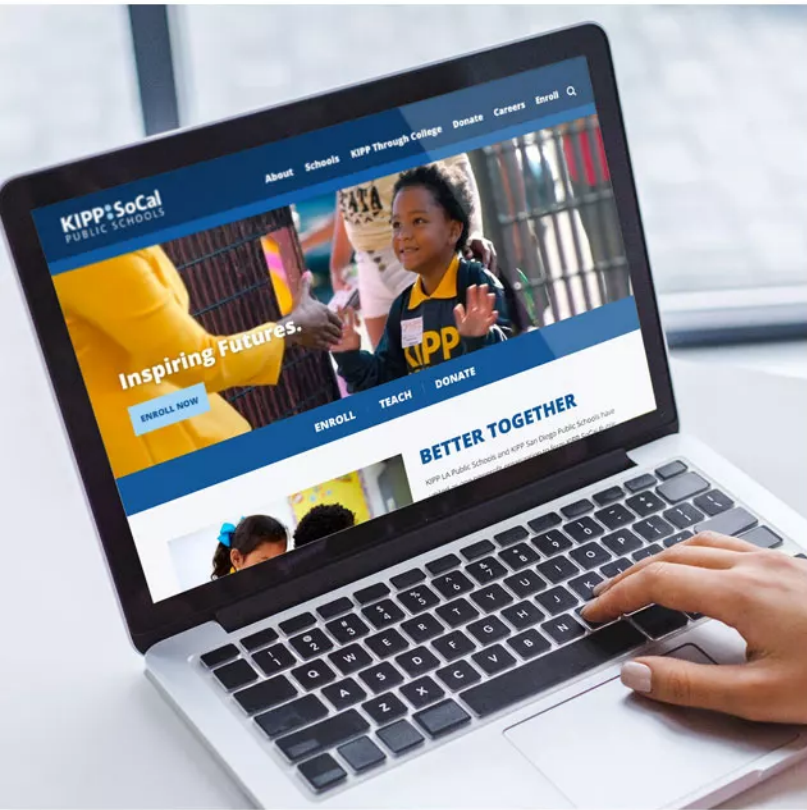
Pricing*

First year	$10,018
Second year	$7,225
Third year	$7,225

*See attached proposal for details.

Timeline

December 2021 – Board approval, sign contract
January 2022 – Start process for design and content
May 2022 – Launch new site

Engage like never before.

Proposal for Hudson School District

Date: Nov 23, 2021
Proposal ID: AKCMA-7UZ2P-RPYGM-YFPOA

Ted Saul

Director - Digital Communication

Certified Specialist

campus suite

Table of contents

Proposal for Hudson School District

Executive overview

Every school benefits from an informed community and that is why we focus on making web communications technology as easy as possible for everyone. What sets Campus Suite apart is a unified platform designed for flexibility and simplicity, and customer-first support. Combined, these strengths make it possible for schools to leverage technology to better engage not only their parents, but their entire school community and make an impact through better communication.

Campus Suite helps large and small public school districts and private schools improve how they communicate using beautiful websites, notification systems and mobile apps. In 2016, the company launched a powerful and comprehensive school communication cloud that enables schools to expand their reach and amplify their messages. Schools can now manage websites, voice, text, social media and email communications from one centralized control center.

Campus Suite integrates with existing school technologies, eliminating any IT burdens on schools, affording them better use of their internal resources and the peace of mind knowing all critical web communications are in great hands.

Years in business:	Founded in 2000
Executive team	Steve Williams, CEO, Co-founder
	Jason Morgan, Product and Customer Success, Co-founder
	Justin Zimmerman, Director of Technology
No. of employees	18
Customers:	Public school districts (K-12), private schools, charter schools, community colleges and small colleges

Thank you for this opportunity,

Steve Williams
CEO and Co-founder of Campus Suite
steve@campussuite.com
859-462-2229

Pricing

Proposal date: Nov 23, 2021   *This quote is valid for 90 days from Nov 23, 2021*

Implementation

	Schools and/or Students	Subtotal
Website design, build and launch • *School-branded design* • *ADA compliant site migration and remediation (approx. 100 pgs. per school**)* • *Dedicated project leader and support team*	7	$2,793.00

School communication cloud

	Schools and/or Students	Subtotal
Content Management System (CMS) • *Full-featured websites, teacher pages and intranets* • *Unlimited user access and storage* • *Access to "Design for life" premium theme library*	7	$5,187.00
Accessibility Compliance Service • *Monthly site reporting and monitoring* • *Error corrections and video transcriptions/CC* • *Training and support*	7	$2,038.00
Social Media Manager	7	Included
Support, training and upgrades		Included
Secure cloud hosting with fail-overs (AWS)		Included

*Due upon proposal execution

**Does not include custom application functionality outside of Campus Suite's features www.campussuite.com/matrix

First year total*:   **$10,018.00**

Second year total: $7,225.00
Third year total: $7,225.00

Customer references

Park Ridge - Niles School District 64

www.d64.org

Allison Blum

District Web Technologist

Phone: (847) 318-4300

Email: ablum@d64.org

Kildeer Countryside School District 96

www.kcsd96.org

Betsy Fresen

Public Information Coordinator

Phone: (847) 459-4260

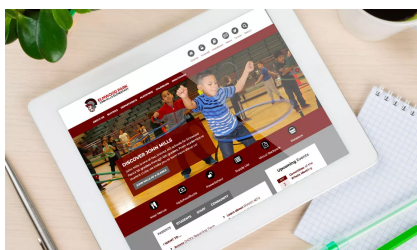*Email: bfresen@kcsd96.org*

Starkville Oktibbeha School District

www.starkvillesd.com

Nicole Thomas

Director of Communication

Phone: (662) 615-0021

Email: nthomas@starkville.k12.ms.us

Elmwood Park CUSD 401

www.epcusd401.org

Dave Porreca

Web/Media specialist

Phone: (708) 452-7292

Email: porrecad@epcusd401.org

Design tailored to your school spirit

Your school deserves a beautiful website, so we do all we can to help you create a communication hub that's all yours – one that reflects your image, people and achievements.

It starts with our Design Center, your online resource for planning and design. See live examples of dozens of website designs and start capturing the spirit of your school.

Great school websites start here.

Select from premium designs.

Choose from dozens of ADA-compliant designs, all made to engage with natural, intuitive navigation.

Get accessibility peace of mind.

Your website design is assured of having ADA compliance and accessibility built right in.

Customize it to your school brand.

Control your messaging and brand to give your district and schools just the look you want.

Campus Suite Design Center

See all designs at
www.campussuite.com/design

campus *suite*

Website design features

Multi-site branding and templates	Create and maintain school branding consistency with flexible design themes.
Theme manager	Change navigation, headers, footers, and widgets at any time, while maintaining brand consistency.
Customization	Customize each and every school in your district using the Campus Suite theme manager.
Layout flexibility	Adjust layouts and columns to your specification to help organize information and content.
Browser compatibility	Supports WC3 standards and works on any popular browser – Chrome, Firefox, Safari, I.E., Opera and more.
Responsive design	Mobile-first' design ensures your web pages automatically format to work and look great on phones, tablets, and desktops.
Theme library	An ever-expanding library of ADA-compliant design themes helps your website design keep up with the technology and the times.
Widgets	Choose from over 50 dynamic widgets: add calendars, news, videos, social media feeds and more.

Website functionality features

Searchable directory	Find who you want in an instant. Search school and district directories by name or department.
Calendars	Parents can 'sync' their own personal calendars with your online district, school, department and classroom calendars.
Photo galleries	Upload and organize your photos into galleries, and automatically resize your images so they can be viewed on any device.
News and announcements	Share and spread news and announcements with other departments and schools for message control and consistency.
Blogs	Share ideas through rich content that helps tell your school story and encourage dialogue through comments.

Content sharing (schools)	Readily share news, calendars, photo galleries, faculty/staff profiles and other content with other schools and departments.
Faculty/staff profiles	Faculty and staff profiles link to a searchable directory, and include profile bio and contact information
Form builder	From physicals to admission forms, custom forms make it easy to create, capture and manage all kinds of critical information.
Emergency alert banner	Target specific schools, departments or your entire district with prominent announcement banners on designated web pages.
Sitemaps	Make your site more accessible for all by adding an ADA-compliant sitemap that dynamically adjusts with content changes.
RSS Feeds	Embed news, events, blogs, photo galleries, calendars and other content from around your site and across the web.
Language translations	Eliminate language barriers with instant web page translations that accommodate all members of your school community.
Friendly URLs	URLs feature intuitive names so visitors can easily know where to go and your pages are search-engine friendly.
Social media integration	Add social media feeds such as Facebook and Twitter to your webpages along with social sharing buttons.
Online Spirit Shop	Sell school-themed clothing and merchandise by adding an online spirit wear store to your website.
E-commerce	Accept payments online using the e-commerce form builder to make it easy for your parents and students to transact how they prefer.
Streaming videos	Embed a YouTube or Vimeo video feed on a webpage to bring your school to life on any viewing device.
Polls/Surveys	Use the form builder to quickly create a poll/survey and learn powerful insights into your parents or other web visitors.

We make it easy to have a great website.

Building a new website is not something you do every day, but we do. And we're here to help every step of the way. From discovering and establishing your website goals at the outset, to training and supporting all your users, your Campus Suite project leader and support team are there for you at every turn.
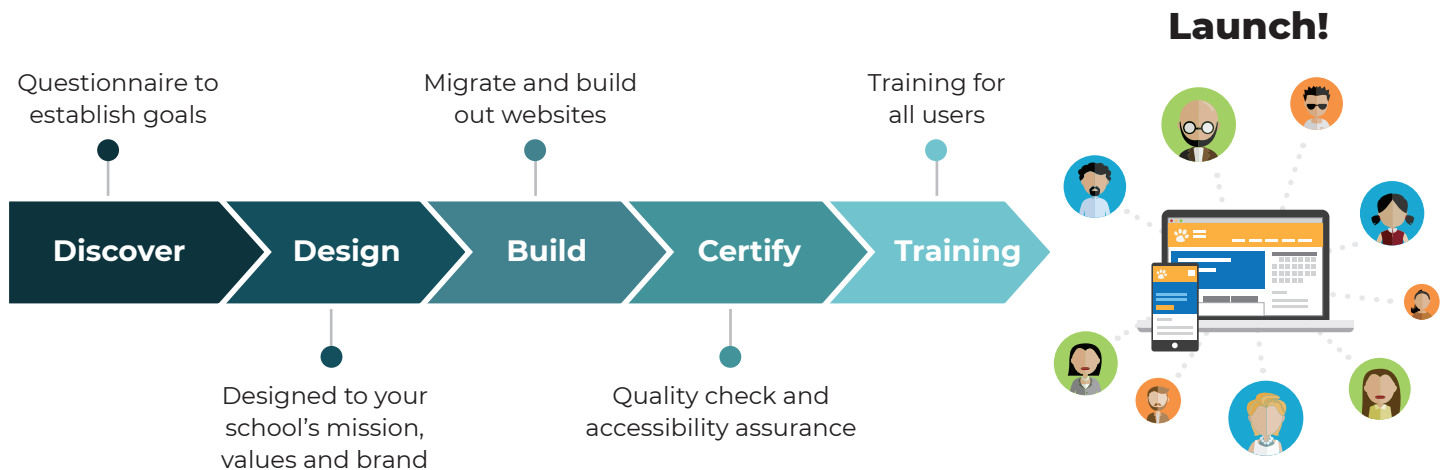
- ✓ Custom branding
- ✓ Website migration
- ✓ Accessibility compliance remediation
- ✓ Quality Assurance and launch
- ✓ Support and training

Melissa Fowler
Project Leader
🎓 *Certified Specialist*

Your 5-step path to a great website

Launch a website that brings the entire school community together.

Questionnaire to establish goals

Migrate and build out websites

Training for all users

Launch!

| Discover | Design | Build | Certify | Training |

Designed to your school's mission, values and brand

Quality check and accessibility assurance

See all features at
www.campussuite.com/features

campus *suite*

Process

Each phase in Campus Suite's Playbook is comprised of tasks that should be completed in the order seen on your "Process Checklist" screen available when you are logged into your staged website. As you come up with questions or encounter obstacles at any time during this process, your project manager is there to help you. Follow this Playbook, and in due time, you'll have a sleek, cutting-edge website that's sure to engage parents, staff, students and the entire school community.
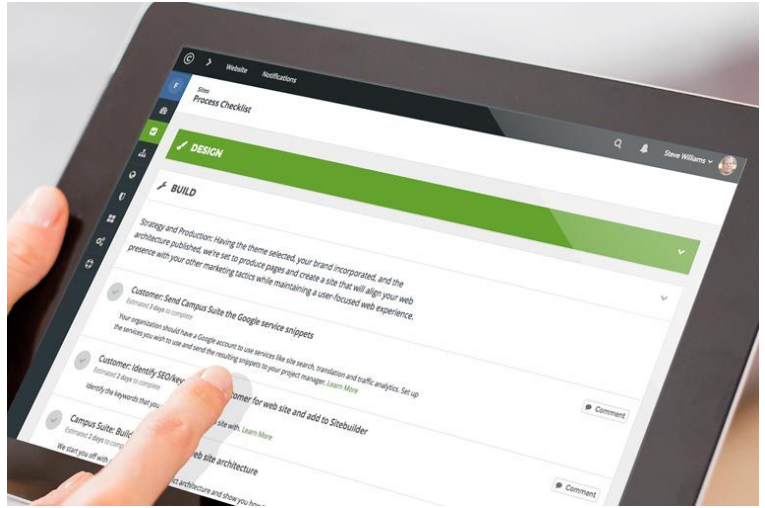
Step 1 - Discover

1.	**Complete stakeholder questionnaire**	Complete the customer questionnaire that surveys various project stakeholders to gain a shared understanding of goals and expectations.
2.	**Review Service Level Agreement (SLA)**	Gain a full understanding of service levels and confirm realistic expectations. Make certain we're all in alignment.
3.	**Upload digital assets**	Upload your highest-quality digital assets to your website to ease the page-building process.
4.	**Set up Google account and services**	A Google account for your organization is critical for services such as site search, translation, and website traffic analytics.
5.	**Build and publish website architecture**	Following best practices of successful website design, here's where the foundation for your site starts coming together.
6.	**Approve design adjustments**	The look and feel of your website gets refined at this stage.

Step 2 - Design

5.	**Build and publish website architecture**	Following best practices of successful website design, here's where the foundation for your site starts coming together.
6.	**Approve design adjustments**	The look and feel of your website gets refined at this stage.

Step 3 - Build

7.	**Specify primary navigation and mega-menu content**	Once the site architecture is published, now's when you need to determine the main navigation across the top your site.
8.	**Manage website worksheet**	This is a living, breathing shared document that serves as a checklist for every page on your website.
9.	**Participate in publisher training**	Publisher training sessions are made available on-demand. Live sessions can be scheduled with Campus Suite support.
10.	**Website production/content migration**	Following publishing training, start working the website worksheet (see above) to begin creating pages.
11.	**Supply bulk data import sheets**	Campus Suite makes it easy to import any common data such as users, staff/faculty, news, events and any directory using easy-to-populate bulk import sheets..
13.	**Approve design adjustments**	The look and feel of your website gets refined at this stage.

Step 4 – Certify

15.	**Configure Google services**	Critical and helpful Google features to make your website more powerful and useful are configured at this stage.
16.	**Q&A and deployment**	This series of pre- and post-deployment is a gauntlet of technical diligence to ensure your site meets our and your quality standards.
17.	**Final review and deployment approval**	Website is configured and ready to go live. Launch time.

Step 5 – Training

14.	**Pre-deployment training**	Here's when you need to make certain all key website admins and publishers have participated in either live or on-demand training.

Launch and certification

A Campus Suite Certified website is received after passing a review by a Campus Certified Specialist in Digital Communications. The assessment is based in four (4) key areas with (4) specific criteria within each area to create a 16-point checklist that comprises a successful website.

✓ **Branding and design**
How well your school brand supports your professionalism

✓ **Usability**
How easy it is to navigate and find information

✓ **Mobile friendliness**
How well it works on phones and tablets

✓ **Accessibility**
How well it supports those with disabilities

Inline editor makes it easy for non-technical users to edit and preview in real time.

A CMS that works as beautifully as it looks

From the site administrator, to contributing staff members, to the parents and many others depending on a beautiful hub packed with easy-to-find information, everyone in your school community will appreciate Campus Suite's CMS.

We make it easy for you to have a great website.

Using a flexible platform ready to respond to tomorrow's communication challenges, our 5-step path to creating a great website ensures your challenges are solved and goals are met. What's more, it's all managed by a Campus Suite project leader and support team who are with you from initial planning, up through and beyond project launch.

- ✅ Create, publish and update web pages with ease
- ✅ Project a professional image; depict your mission and values
- ✅ Make important school information easy to find
- ✅ Meet ADA-compliance WCAG 2.1 accessibility standards

Create

Build beautiful pages that make it easy for visitors to find what they want fast.

Manage

Control user permissions, content approvals and system integration from a single spot.

Empower

Keep your web content fresh, and watch your content managers contribute like never before.

See all features at
www.campussuite.com/features

aws campus suite

CMS editing features

Inline editor	Inline editor features a live preview to see just how your page will appear before you publish it.
Spell check	Because spelling counts! Misspelled words and grammar errors are found and corrected.
Page Drafts	Save drafts of your page before it goes live and keep track of page updates, including who made them and when.
Page history	Keep track of and revert back to previous versions of your page.
Scheduled content publishing	Add flexibility to your publishing schedule by choosing when you want your saved content to go live.
Scheduled content expiration	No stale content. Schedule the date and time you want your content removed and automatically archived.
Table editing	Create and edit tables that are properly formatted for logic, readability and ADA compliance.
Multicolumn layouts	Fifteen different column settings give you flexible layout options that respond beautifully on all devices.
Rotating panels and images	Show more images more often using rotating images and graphic panels that tell your school stories visually.
Content reuse and repurposing	Share content across departments and schools, and maintain control of edits and updates from a single spot.
Embed scripts	Add scripts to link content such as forms and videos from other Java and HTML sources.
Social media integration	Extend your web content by adding Facebook, Twitter other social media feeds to your pages.
Widgets	Over 50 widgets available to add to your page for interactivity and enhanced functionality.
Edit source and CSS	Adjust styles and the ability to edit source code of each page.

CMS administration features

Custom role-based roles	Create custom roles and define permissions: superuser, administrator, publisher, workflow approver, and teacher.
Impersonate users	Review user's access by simply clicking a button and impersonating the user to double check permission settings.
Group permissions	Set up group permissions to streamline managing user access and security.
Approval workflows	Manage web page drafts and versions using designated roles to control and approve content: create, revise, schedule and publish pages.
Bulk import	Import worksheets quickly updated popular modules: blogs, faculty/staff profiles, news, calendars, photo galleries, redirects, etc.
Activity logs	Access reports of all user logins and content updates. Page history provides the ability to revert back to previous versions if needed.
Document management	Uploaded and organize documents into a searchable repository.
Page history	Complete version history available for all content updates, and the ability to revert back to a previous version.
Domain management	Assign and manage domains and subdomains with logical naming schemes using built-in domain manager.
User policies	Set up a website publishing policy that requires users to agree with terms before editing and adding website content.
Tag management	Create and manage tags to help organize and segment website content.
LDAP/Active Directory integration	Authenticate a user's login to your LDAP/Active Directory for secure access to website platform.
Google Apps Integration	Integrate seamlessly with suite of Google apps for greater collaboration and single sign-on.
Microsoft 365	Create a single sign-on for your Microsoft 365 users to simplify password management and security.
Clever	Clever SSO to simplify user login and access.
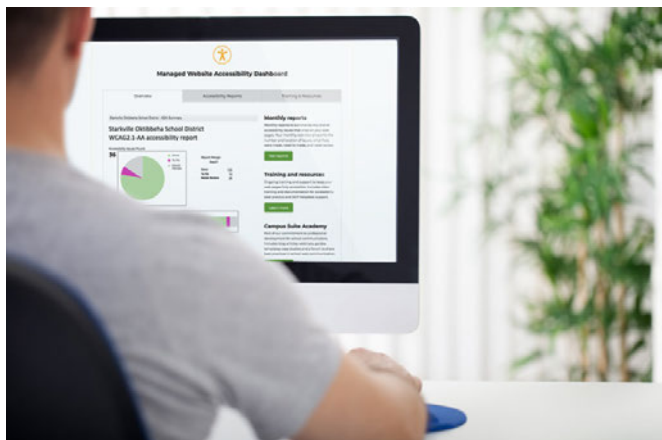
ADA-compliance reporting built right into your Campus Suite dashboard.

Accessibility Compliance
with Campus Suite

We'll handle all your website accessibility.

We take on the responsibility of making and keeping your website ADA compliant and accessible to those with disabilities, so you can focus on education – not trying to keep up with changing web accessibility guidelines.

Includes a fully managed service:

- ✓ Covers all monitoring, reporting and fixes
- ✓ Includes future platform updates
- ✓ Free training and support
- ✓ ADA reports pushed to your dashboard

	Others	Campus Suite
Scanning and monitoring Ongoing monthly website reports for discovering accessibility errors	✓	✓
Stay current with WCAG 2.1 standards Designs and page templates are ADA compliant and fully accessible		✓
Human reviews to correct issues Incorporate human judgment into accessibility review as part of ongoing review and fixes		✓
Video closed captioning Up to 60 minutes per year of English language video captioning and transcription		✓
Ongoing training Video training and documentation for best practices and 24/7 access to helpdesk support		✓

See all features at
www.campussuite.com/accessibility

campus*suite*

PDF remediation and support

We take on the responsibility of making and keeping your website PDFs ADA compliant and accessible to those with disabilities, so you can focus on education – not trying to keep up with changing web accessibility guidelines.

Includes a fully managed service:

- Fixing all PDFs stored on your website
- Dashboard for reporting and managing all PDFs
- Ongoing review and fixes of updated PDFs on your website

Helping you get the full picture on ADA compliance

Know exactly where your PDFs stand at all times when it comes to accessibility. The PDF manager monitors and flags all documents that need reviewed and fixed as they are uploaded to your website.

Rest assured that we're here to pinpoint and fix all your accessibility issues, so you can focus on managing your communications, not worrying about ADA compliance.
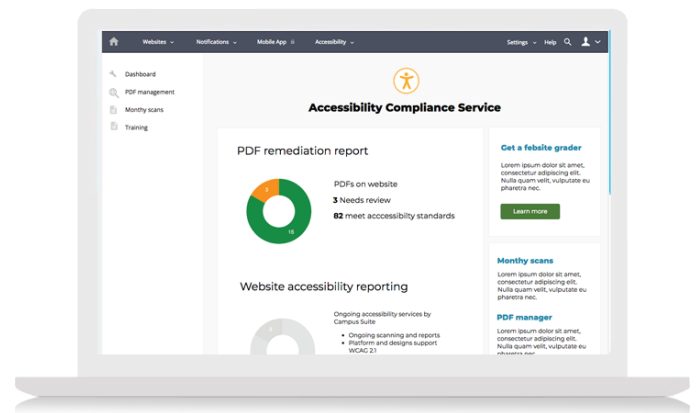
PDF manager and reporting built right into your Campus Suite dashboard.

Lean on us for A+ support and training

We know what's easy to some, might not be to others, so our Campus Suite support spans every level of user. From the non-techie teacher creating content for the first time, or the site administrator needing a refresher on more advanced tasks, we're there for you, in so many ways.

Customer-first support

- ✓ Live Chat
- ✓ Helpdesk and phone support
- ✓ Video training and weekly live webinars
- ✓ Platform upgrades

96%
CUSTOMER SATISFACTION

Free resources, training and ideas

Campus Suite Academy - Professional development and forum for school communicators

Live webinars and videos

Case studies and customer success

Accessibility Education Center

Guides, templates and how-to articles

Campus Suite Academy

See all features at
www.campussuite.com/support

campus *suite*

Campus Suite
Help Center

Helpdesk hours and process

Innersync provides 24/7 technical support for outage related issues and 9am-6pm EST support for software issues. Campus Suite is carefully monitored, so in the event of any type of outage or errors, the Campus Suite support team will support the issue until it is resolved, regardless of the software support window. Campus Suite provides live phone and e-mail support with our technical specialists for eligible users. Issues can be submitted via our website and a support specialist will follow up within four (4) hours maximum, based on your user role. All issues are logged and assigned priority, based on the level of importance. Users receive a follow-up phone call or e-mail with a timeframe for the resolution. All customary ongoing support is included in the subscription.

See www.campussuite.com/support

24/7 Helpdesk	Administrators can contact a Campus Suite support specialist any time of day via phone, email or website.s.
Guaranteed response times (SLA)	Depending on service level agreement and user level, the action starts from immediately to 2- or 4-hours response time.
User Guide online	A comprehensive knowledge base of documents and videos for troubleshooting and training.
Live chat	Built-in live chat with a U.S.-based Campus Suite support specialist for all users.
Phone support	Regularly scheduled live training webinars, recorded sessions available 24/7 on demand
On-demand training	The look and feel of your website gets refined at this stage.
Product maintenance and upgrades	Maintenance updates are automatically pushed; upgrades available at any time.

Hosting, security, and infrastructure

Campus Suite allows educational facilities to curb the IT hassles of staying current with web technologies. Incorporating the Software-as-a-Service (SaaS) delivery model, in which software and hosting services are provided on a subscription basis. Campus Suite's centralized processing, storage, memory, bandwidth and dynamically manages it in the "cloud." Campus Suite clients are not encumbered with recurring costs and problems that arise by maintaining a robust hosting environment. You are assured of staying current with proven web technology.

99.9% Uptime guarantee	Industry-leading reliability, assuring your users can depend on accessing your website.
AWS Cloud-based hosting (EC2)	Efficient, best-in-class hosting to keep your site secure and reliable.
Remote zone failovers	Website data is protected by automatically switching data centers if necessary.
Unlimited bandwidth	Terabyte-plus bandwidth utilization for premium connectivity.
Unlimited file storage	A secure home for all website files: documents, forms, photos, videos and all your web data.
Unlimited users	No restrictions on the number of admins, publishers or writers using the system.
Backups	Automatic back-ups utilizing AWS's EC2 service for disaster recovery.
Widgets	Choose from over 50 dynamic widgets: add calendars, news, videos, social media feeds and more.
SSL login	Built-in authentication makes it easy on your administrators and all of your users to gain secure access.
Domain SSL certificates	Protect website data and user information with encrypted, certificated communications.

Datacenter platform

Campus Suite uses 'best in class' services beginning with Amazon Web Services (AWS) to host and deliver the core Campus Suite platform. AWS is a secure, durable, technology platform with industry-recognized certifications and audits: PCI DSS Level 1, ISO 27001, FISMA Moderate, FedRAMP, HIPAA, and SOC 1 (formerly referred to as SAS 70 and/or SSAE 16) and SOC 2 audit reports. AWS services and data centers have multiple layers of operational and physical security to ensure the integrity and safety of your data.

The AWS Cloud infrastructure is built around Regions and Availability Zones ("AZs"). A Region is a physical location in the world where we have multiple Availability Zones. Availability Zones consist of one or more discrete data centers, each with redundant power, networking and connectivity, housed in separate facilities. These Availability Zones offer you the ability to operate production applications and databases which are more highly available, fault-tolerant and scalable than would be possible from a single data center.

Hosting and 3rd parties

Campus Suite uses AWS Availability Zones to host Campus Suite. Campus Suite runs in one region, with a backup replica in a different zone. When traffic increases to the Campus Suite application, AWS activates additional servers to handle the load using Elastic Load Balancing. In the event of an AWS region outage, Campus Suite will fall back to the secondary region backup.

Campus Suite servers are worker "instances" on AWS EC2 (Amazon Elastic Compute Cloud). Worker instances are disposable; all data is written to S3 or the database.

Campus Suite is designed to scale. Most current content management systems lack the ability to scale. Campus Suite uses the Amazon S3 (Amazon Simple Storage Service) to store files for your website. S3 allows Campus Suite to use Amazon CloudFront with your website. Amazon CloudFront CDN (content distribution network) allows copies of your website files and content to be put closer to your web visitors. The result is a faster website. S3 and Cloudfront allow Campus Suite to scale to handle large amounts of traffic.

Campus Suite uses Amazon Relational Database Service (RDS) for SQL databases. AWS RDS offers a managed database with backups and replication. Campus Suite uses RDS to provide multiple copies of the core database to scale dynamically.
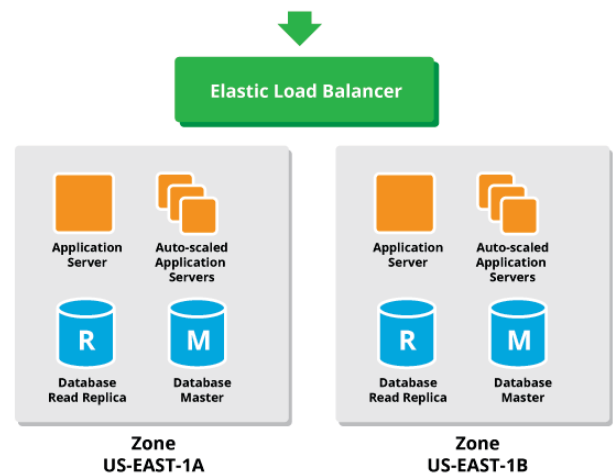

Figure 1a - Remote zone failover and load balancing

Campus Suite uses Sparkpost to send email for your school. Sparkpost customers send more than 3 billion emails per year, accounting for 25% of the world's non-SPAM email. Campus Suite uses Sparkpost to send your email in the most reliable way possible, without being marked SPAM.

Campus Suite uses DialMyCalls to power SMS and voice notifications. DialMyCalls clients include Georgia-Pacific, Chrysler, Goodwill and many other major organizations. DialMyCalls has redundant calling systems set up in strategic, geographically secure areas around the country to ensure maximum up-time in case of any natural disaster or event that may occur. DialMyCalls allows Campus Suite to offer you more connectivity and reliability than a dedicated data center. It also allows Campus Suite to scale to handle large amounts of SMS and voice communications.

Server Platform

Campus Suite is built on the LAMP stack. LAMP stands for Linux, Apache, MySQL, and PHP.

- Campus Suite uses Ubuntu Linux as a server operating system. Linux is an open source server and desktop operating system that powers most of the Internet.
- Apache is an open source web server used by over 50% of the top 10,000 websites on the Internet. Apache brings security and stability to serve web content.

- MySQL is an open source SQL database. Campus Suite uses the hosted version called RDS on AWS. MySQL powers a wide range of major software and websites.
- PHP (recursive acronym for PHP: Hypertext Preprocessor) is a widely-used open source general-purpose scripting language that is especially suited for web development and can be embedded into HTML. PHP is a common, stable, and well-supported development language that avoids "vendor" lock. A version of PHP powers Facebook.com

Using LAMP allows Campus Suite to use industry-leading best practices in building, hosting, and securing the Campus Suite platform.

Campus Suite Support and the 'Roadmap'

The Campus Suite support system provides a streamlined process to get answers to any questions with precision and speed. In addition, the attentiveness and responsiveness that drive our support are key parts to the Campus Suite technology roadmap. Support and the roadmap work hand in hand to deliver on the Campus Suite promise of user-driven, customer-centric service and products (See Support and IT services diagram). The support team helps identify new features and enhancements that will benefit Campus Suite clients and continuously improve the software through version

updates. Through an integrated Software Development Cycle, the roadmap helps Innersync forecast and coordinate technology developments.

Service Level Agreement

Software

A Campus Suite subscription includes ongoing customer support and all version updates for as long as the subscription is in effect. A reasonable number of web-based group and individual training sessions are also part of the basic Campus Suite service package. Any extraordinary, on-site training will be considered separately from subscription fee. Customary support includes live phone and e-mail access with our support specialists, and a dynamic search-friendly Knowledge Base created from an ever-expanding list of system users and managed by the Campus Suite support team.

See www.campussuite.com/sla

Hosting

To offer optimal security and value to our clients, Campus Suite provides scalable hosting with Amazon Web Services (AWS). This not only provides great efficiencies but keeps our clients and Campus Suite out in front of advances in server hardware. Partnering with a key, off-site, hosting provider is an important component to continuous and dependable web site operation. An industry leader with a reputation for world-class web hosting and

support, Amazon Web Services manages the hardware – providing the fastest processors, ample space, and world-class service and support – and Campus Suite manages the software.

Network Availability

The network is guaranteed to be available 100% of the time, excluding scheduled maintenance. Network uptime comprises the functioning of all network infrastructure including cabling, switches and routers. Services or software running on servers are not included in the definition of our network. Network downtime exists if servers are unable to transmit and receive data and a ticket is opened for the incident with the Campus Suite team.

Uptime metrics

Campus Suite "uptime" statistics meet or exceed industry averages. The percentage of time that an application or service is available to its user base, uptime figures do not include planned outages, which are defined as service loss to multiple users or portions of the organization, or if the entire service is unavailable.

See status.campussuite.com

Bandwidth utilization

Amazon Web Services offers access to a terabyte plus connection per region. Campus Suite has access to the top Internet connectivity available to any data center.

Related links

Video demonstration
www.campussuite.com/video-demo

Technical documentation
www.campussuite.com/technical

Customer case studies
www.campussuite.com/case-studies

Customer examples
www.campussuite.com/customers

Design and launch process
www.campussuite.com/playbook

Campus Suite Design Center
www.campussuite.com/design

Campus Suite Academy

Free resources, training and ideas

Campus Suite Academy - Professional development and forum for school communicators

live webinars
and videos

Case studies and
customer success

Accessibility
Education Center

Guides, templates
and how-to articles

www.campussuite.com/academy

Campus Suite Terms and Conditions

THIS AGREEMENT ('Agreement') is entered into on (Nov 23, 2021), between Innersync Studio LLC ('Licensor'), with its principal place of business located at 752 Dunwoodie Dr., Cincinnati, Ohio 45230 and Hudson School District ('Licensee'), with its principal place of business located at 20 Library Street, Hudson, NH 03051 and shall be effective as of (May 01, 2022) (the 'Effective Date').

RECITALS

WHEREAS, Licensor is engaged in the business of providing access to Software and Licensor's application server;
WHEREAS, Licensee desires to retain Licensor to perform the services provided for in this agreement.
NOW, THEREFORE, Licensor and Licensee agree as follows:

1. Grant of License

Subject to the terms and conditions herein, Licensor hereby grants Licensee a nonexclusive license to (i) access and utilize Campus Suite Hosted Edition (the 'Software') on Licensor's application server over the Internet, and (ii) transmit data related to Licensee's use of the Software over the Internet.

2. Use and Access

A. Subject to the restrictions on use as set forth herein, Licensee will have access to the Software and Licensor's application server for the purpose of using the software for its intended purpose and in accordance with the specifications set forth in any documentation relating to the Software provided by Licensor. Such use and access will be continuous on a 24/7 basis except for interruptions by reason of maintenance or downtime beyond Licensor's reasonable control.

B. Licensee will use the Software only for its internal school operations and will not permit the Software to be used by or for the benefit of anyone other than Licensee. Licensee will not have the right to re-license or sell rights to access and/or use the Licensed Software or to transfer or assign rights to access or use the Software, except as expressly provided herein. Licensee may not modify, translate, reverse engineer, decompile or create derivative works based upon the Software. Licensee agrees to use the Software in a manner that complies with all applicable laws including intellectual property and copyright laws. Licensor expressly reserves all rights not expressly granted to Licensee herein.

C. Licensee will not: (i) transmit or share identification or password codes to persons other than authorized users (ii) permit the identification or password codes to be cached in proxy servers and accessed by individuals who are not authorized users, or (iii) permit access to the software through a single identification or password code being made available to multiple users on a network.

3. Unlimited Calling, E-mailing and Texting Restriction

Licensee may send unlimited calls, emails and texts during the term of this Agreement to the recipient numbers and email addresses based on the enrollment number provided (qualifying personnel included in service at no extra charge) at the time of sign up or on the renewal date. Calls and texts will be limited to the North American Numbering Plan. Valid recipients include (parents, guardians, students, employees, faculty and administrative staff. Calls, emails, or texts to others outside of this enrollment and qualifying personnel are strictly prohibited. All recipients must opt into communications from your school to be called, emailed, or texted.

4. Definition of Unlimited Calls

Certain plans are classified as "unlimited," which means you can send an unlimited number of time-sensitive messages to a relatively static list of members or recipients, provided, however, that messages conform with all FTC and FCC regulations, and are not considered as "spamming" by your recipients. The following results may result in a plan adjustment or account cancellation by Licensor: Frequently changing recipient lists; frequently sending messages that have a high percentage of disconnected numbers; frequent hang-ups by recipients shortly after the call begins; receiving a high percentage of opt-out requests from your recipients.

5. Minimum Age

You are prohibited from using or registering for the Campus Suite system for notifications for individuals under the age of eighteen. By using or registering for the Campus Suite system, you represent and warrant to Licensor that your users are above the age of eighteen, or have parental consent.

6. Customer Represent and Warrants

Customer Represents and warrants that one (1) user is knowledgeable concerning the restrictions under federal, state and local laws and regulations that may apply to customer's use of Campus Suite and other automated communication services ordered hereunder, and two (2) each use by the user of Campus Suite shall comply in all respects with all such applicable laws and regulations, including but not limited to the type and identity of each call recipient, transmission of a valid caller-ID, customer's relationship to each call recipient, the call date and time selected by the user and the content and timing of each call. Any unlawful use by the user of Campus Suite is strictly prohibited. Customer and the person executing this Agreement jointly and severally represents and warrant that such person is fully authorized to execute and deliver the Agreement on behalf of the customer.

7. Price and Payment

A. Licensee will pay Licensor the following per annual subscription cost for the license of the Software and access to Licensor's application server: $10,018.00.00 per the first year, $7,225.00 per the second year and $7,225.00 per the third year for notifications and for website CMS. Licensor will invoice the licensee for quantity pricing on the first day of the contract date. Licensor reserves the right to change pricing based on, provider cost changes, additional features, or excessive utilization of the software resources. The licensor will notify the licensee 30 (thirty) days in advance of any price changes. Upon Licensor providing project related parties and/or Licensor access to the Software and Licensor's application server (e.g. the "product"), the Licensee is formally accepting the Campus Suite "product" as delivered.

B. The fees for the license of the Software do not include taxes. If Licensor is required to pay or collect any federal, state, local, or value-added tax on any fees charged under this Agreement, or any other similar taxes or duties levied by any governmental authority, excluding taxes levied on Licensor's net income, then such taxes and/or duties will be billed to and paid by Licensee immediately upon receipt of Licensor's invoice and supporting documentation for the taxes or duties charged.

C. One-time fee of $2,793 is due upon execution of the proposal and the software, support and hosting fee is due on (May 01, 2022) (the 'Effective Date').

8. Technical Support

Licensor will supply telephone and/or email support to Licensee based on support level (Premium, professional or standard) regarding the Software on a reasonable and necessary basis to Client within business hours – Monday to Friday 9 am to 6 pm EST, exclusive of holidays. Licensor will provide a listing of detailed hours, holidays, and service availability on their website, and reserves the right to modify the times technical support is available.

9. Term and Termination

A. The term of service shall be (36) months starting (May 01, 2022) with voluntary one year extensions. The parties agree that unless either party provides written (letter, facsimile, email) notice of intent not to extend the contract for an additional year within 30 days of the applicable termination date to the authorized representative contact below, the contract will be extended for a term of one year.

B. Either party may terminate this agreement for material breach, provided, however, that the terminating party has given the other party at least twenty-one (21) days written notice of and the opportunity to cure the breach. Termination for breach will not preclude the terminating party from exercising any other remedies for breach.

10. Ownership of Intellectual Property

Title to any proprietary rights in the Software or Licensor's web site will remain in and be the sole and exclusive property of Licensor. Licensee will be the owner of all content created and posted by Licensee.

11. Confidentiality

A. Licensee acknowledges that the Software and other data on Licensor's application server embodies logic, design and coding methodology that constitute valuable confidential information that is proprietary to Licensor. Licensee will safeguard the right to access the Software and other software installed on Licensor's application server using the same standard of care that Licensee uses for its own confidential materials.

B. All data pertaining to Licensee disclosed to Licensor in connection with the performance of this Agreement and residing on Licensor's application server will be held as confidential by Licensor and will not, without the prior written consent of Licensee, be disclosed or be used for any purposes other than the performance of this

Agreement. Licensor will safeguard the confidentiality of such data using the same standard of care that Licensor uses for its own confidential materials. This obligation does not apply to data that: (i) is or becomes, through no act or failure to act on the part of Licensor, generally known or available; (ii) is known by Licensor at the time of receiving such information as evidenced by its written records; (iii) is hereafter furnished to Licensor by a third party, as a matter of right and without restriction on disclosure; (iv) is independently developed by Licensor as evidenced by its written and dated records and without any breach of this Agreement; or (v) is the subject of a written permission to disclose provided by Licensee. Further notwithstanding the forgoing, disclosure of data will not be precluded if such disclosure: (i) is in response to a valid order of a court or other governmental body of the United States; (ii) is otherwise required by law; or (iii) is otherwise necessary to establish rights or enforce obligations under this Agreement, but only to the extent that any such disclosure is necessary.

12. Warranty and Disclaimer

Licensor warrants the Software is developed and will be provided in conformity with generally prevailing industry standards. Licensee must report any material deficiencies in the Software to Licensor in writing within thirty (30) days of Licensee's discovery of the defect. Licensor's exclusive remedy for the breach of the above warranty will be for Licensor to provide access to replacement Software within a commercially reasonable time. THIS WARRANTY IS EXCLUSIVE AND IS IN LIEU OF ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND ANY ORAL OR WRITTEN REPRESENTATIONS, PROPOSALS OR STATEMENTS MADE ON OR PRIOR TO THE EFFECTIVE DATE OF THIS AGREEMENT. DEVELOPER EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES.

13. Limitation of Liability, Indemnification

Neither party will be liable to the other for special, indirect or consequential damages incurred or suffered by the other arising as a result of or related to the use of the Software, whether in contract, tort or otherwise, even if the other has been advised of the possibility of such loss or damages. Licensee will indemnify and hold Licensor harmless against any claims incurred by Licensor arising out of or in conjunction with Licensee's breach of this Agreement, as well as all reasonable costs, expenses and attorneys' fees incurred therein. Licensor's total liability under this Agreement with respect to the Software, regardless of cause or theory of recovery, will not exceed the total amount of fees paid by Licensee to Licensor during the twelve month period immediately preceding the occurrence or act or omission giving rise to the claim. Licensor is not liable for any damages, claims, or costs from loss of access to the software, or loss of licensee data for disconnection for non-payment. ADA compliant web content is the responsibility of the Licensee and Licensor is not held liable for any related circumstances related to ADA compliant lawsuits brought forth from the effective date.

14. Relation of Parties

Nothing in this Agreement will create or imply an agency or employment relationship between the parties, nor will this Agreement be deemed to constitute a joint venture or partnership between the parties.

15. Non-assignment

Neither party will assign this Agreement, in whole or in part, without the prior written consent of the other party, and such consent will not be unreasonably withheld. This Agreement will inure to the benefit of, and be binding upon the parties hereto, together with their respective legal representatives, successors, and assigns, as permitted herein.

16. Arbitration

Any dispute arising under this Agreement will be subject to binding arbitration by a single Arbitrator with the American Arbitration Association (AAA), in accordance with its relevant industry rules, if any. The parties agree that this Agreement will be governed by and construed and interpreted in accordance with the laws of the State of Ohio. The arbitration will be held in Ohio. The Arbitrator will have the authority to grant injunctive relief and specific performance to enforce the terms of this Agreement. Judgment on any award rendered by the Arbitrator may be entered in any Court of competent jurisdiction.

17. Attorneys' Fees

If any litigation or arbitration is necessary to enforce the terms of this Agreement, the prevailing party will be entitled to reasonable attorneys' fees and costs. Licensor's total liability under this Agreement with respect to the Software, legal fees, or damages regardless of cause or theory of recovery, will not exceed the total amount of fees paid by Licensee to Licensor during the twelve month period immediately preceding the occurrence or act or omission giving rise to the claim.

18. Severability

If any term of this Agreement is found to be unenforceable or contrary to law, it will be modified to the least extent necessary to make it enforceable, and the remaining portions of this Agreement will remain in full force and effect.

19. Force Majeure

Neither party will be held responsible for any delay or failure in performance of any part of this Agreement to the extent that such delay is caused by events or circumstances beyond the delayed party's reasonable control.

20. Waiver and Modification

The waiver by any party of any breach of covenant will not be construed to be a waiver of any succeeding breach or any other covenant. All waivers must be in writing, and signed by the party waiving its rights. This Agreement may be modified only by a written instrument executed by authorized representatives of the parties hereto.

21. Entire Agreement

This Agreement constitutes the entire agreement between the parties with respect to its subject matter, and supersedes all prior agreements, proposals, negotiations, representations or communications relating to the

subject matter. Both parties acknowledge that they have not been induced to enter into this Agreement by any representations or promises not specifically stated herein.

Signatures

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representatives.

PROVIDER: Innersync Studio, LLC

By: _____ Date: _____

Authorized Representative

Innersync Studio, LLC

USER: Hudson School District

By: _____ Date: _____

Print name:_____

Authorized Representative

Hudson School District

HUDSON SCHOOL DISTRICT

POLICY CODE: IHAM Health Education and Exemption from Instruction	FIRST ADOPTION:
RELATED POLICIES: IGE	**LATEST REVISION:** Page **1** of **1**
JICK & JLF	

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.

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

	A	**B**	**Utilities**
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.

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 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 difference 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 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 me 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 4th. He wants to make sure we are doing this right as it is a new process and he want to make the public aware that that's out there right now.

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

   2. Assistant Superintendent's Report
      Ms. Organek addressed the board. October 8th 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 2nd 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 18th and November 1st meetings. The board agreed and the additional meeting will be on October 25th.

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)

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.

Respectfully submitted by
Susan DeFelice (public)

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 ___:___ with _____ 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.

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)

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

NOVEMBER 2021 DISCIPLINE

School	Days of In-School Suspension	Days of Out-of-School Suspension	Reported Incidents of Bullying	Incidents of Bullying Being "Found"
Library Street	0	0	0	0
Dr. H.O. Smith	0	0	0	0
Nottingham West	0	1	0	0
Hills Garrison	3	2	0	0
Hudson Memorial	40	8	7	2
Alvirne	16	110	2	2
TOTAL	59	121	9	4

OCTOBER 2021 DISCIPLINE

School	Days of In-School Suspension	Days of Out-of-School Suspension	Reported Incidents of Bullying	Incidents of Bullying Being "Found"
Library Street	0	0	0	0
Dr. H.O. Smith	0	0	0	0
Nottingham West	0	0	0	0
Hills Garrison	3	5	0	0
Hudson Memorial	17	17	5	4
Alvirne	21	70	5	2
TOTAL	41	92	10	6