

HILLSBORO-DEERING SCHOOL BOARD MEETING

Monday, June 19, 2023, 6:00pm

H-D Elementary School Media Center

Also Livestreamed at:

<https://townhallstreams.com/towns/hdsd>

The mission of the Hillsboro-Deering School Board is to articulate and develop the educational goals of the community and to allocate community resources effectively and responsibly. It strives to create with educational professionals, a dynamic learning environment in which all students are inspired to realize their individual potential, learn critical academic skills, develop intellectual curiosity and moral courage, and prepare to be active citizens.

AGENDA

A. Call Meeting to Order

B. Pledge of Allegiance and Moment of Silence

Public announcement – the budget hearing and meeting is being audio recorded and will appear on the district website, www.hdsd.org

C. Recognitions

D. Correspondence

E. Public Comment- Limited to five minutes per person

NOTE: This is an opportunity for members of the public to share an idea or concern with the board. Comments are limited to 5 minutes per person. It is not the practice of the board to immediately respond to comments made.

F. Consent Agenda (action needed)

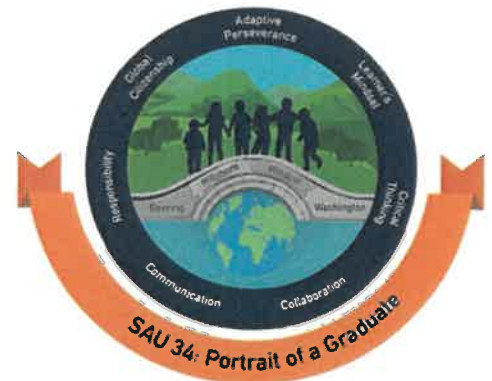
1. Minutes – June 5, 2023 meeting
2. Appointments, Leaves and Resignations

G. Superintendent's Report

1. General Update
 - a. Summer Programming
2. HD – Washington IT Service Agreement
3. HD – Washington Facilities Support Agreement
4. Reminder – Board Retreat, July 24th, 9:00am-12:00pm, HDMS Media Center
 - a. School Board Self-Assessment Tool
5. Next Regular School Board Meeting Date
 - a. August 21st, 6pm, HDES Media Center

H. Board Discussion

1. Select Study Committee Participants



The next regular meeting of the Hillsboro-Deering School Board will be held on Monday, August 21, 2023 at 6:00pm in the H-D Elementary School Media Center.

I. Public Comment -Limited to five minutes per person

NOTE: This is an opportunity for members of the public to share an idea or concern with the board. Comments are limited to 5 minutes per person. It is not the practice of the board to immediately respond to comments made.

J. Action Items

1. HD – Washington IT Service Agreement
2. HD – Washington Facilities Support Agreement

K. Non-Public Session – RSA 91-A:3 II. (c)

L. Call Back to Order

M. Action After Non-Public Session

N. Adjournment

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Per RSA 91-A:3 II. (a)-(e), (i), (k), (l) and (m) only the following matters may be considered or acted upon by a school board in non-public session:

- a) the dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him/her, unless the employee affected (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 public body itself, unless such person requests an open meeting;
- d) consideration of the acquisition, sale or lease of property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community; and
- e) consideration or negotiations 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/her membership in such body or agency until the claim or litigation has been fully adjudicated or otherwise settled.
- i) Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.
- k) Consideration by a school board of entering into a student or pupil tuition contract authorized by RSA 194 or RSA 195-A, which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general public or the school district that is considering a contract, including any meeting between the school boards, or committees thereof, involved in the negotiations.
- l) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.
- m) Consideration of whether to disclose minutes of a nonpublic session due to a change in circumstances under paragraph III. However, any vote on whether to disclose minutes shall take place in public session.

**HILLSBORO-DEERING SCHOOL BOARD
REGULAR MEETING**

Monday, June 5, 2023 - 6:00pm

HD Elementary School Media Center

Also Livestreamed at: <https://townhallstreams.com/towns/hdsd>

The mission of the Hillsboro-Deering School Board is to articulate and develop the educational goals of the community and to allocate community resources effectively and responsibly. It strives to create, with educational professionals, a dynamic learning environment in which all students are inspired to realize their individual potential, learn critical academic skills, develop intellectual curiosity and moral courage, and prepare to be active citizens.

MINUTES

In Attendance:

Board Members:

Chris Bober - Chair

Jessica Morris - Vice Chair (absent)

Paul Plater

Heidi Welch

Michael Kenney

Administration:

Jennifer Crawford, Superintendent

Stacey Vazquez, Director of Student Support Services

Grant Geisler, Business Manager

Jim O'Rourke, HS Principal

Marc Peterson, MS Principal

Robin Whitney, Lower ES Principal

A. Call Meeting to Order

- a. Chair Bober called the meeting to order at 6:00pm

B. Pledge of Allegiance and Moment of Silence

- a. Public announcement – the meeting is being audio and video recorded and will be on the district website, www.hdsd.org and live streamed at <https://townhallstreams.com/town.php?id=109>.

C. Recognitions

a. Retirees

- i. Marion Haigh - 25 years of service
- ii. Susan Bearor - 20 years of service
- iii. David Grover - 10 years of service

b. Student Recognitions

- i. H-DMS Teacher, Stephanie Martin introduced her two students to the board who shared their winning posters and experience meeting Governor Sununu.
 - 1. Ava McDonough
 - a. 1st place in the New Hampshire Water Pollution Control Association's annual poster contest
 - 2. Riley Beard
 - a. Honorable mention for the New Hampshire Water Pollution Control Association's annual poster contest in the

4th - 6th grade category

ii. Lower H-DES

1. Aria Vaughan

- a. Aria Vaughn is a role model for her classmates. She is an extremely hard worker who enjoys the challenge of working above her grade level. She is also a great peer tutor and helper in the classroom. She is always happy and smiling!

2. Ben St. Clair

- a. Ben is a hard-working student. He enjoys reading. He is a strong mathematician. He works through problems slowly and thoughtfully. Ben likes to help his friends and is always kind and slows CARES.

3. Angel Quinones-Rivera

- a. Angel is a hard worker who is always looking for ways to be helpful in the classroom. She goes out of her way to ensure all students are included and is always respectful to others. She always waves and says hello when she passes adults in the hallway.

iii. H-DHS

1. Ben Perrin, Noah Harrington, Mason Ferwerda, Alexis Ledvina, Mya Brochu

- a. Dear Principal O'Rourke, I just wanted to drop you a note to commend you and the school for the five students who answered our call to help with our Rotary Road Cleanup on May 6. The students worked hard, filling 44 garbage bags, ten more than we had previously collected, with energy and positive attitudes. I also wanted to commend the participation of staff member Jocelyn Perrin. We have never before had staff sponsors join us. Jocelyn jumped right into the spirit of the day and set a positive tone for the students.
- b. The Henniker Area Rotary Club has been looking for ways to increase our relationship with our local high schools, and the students who joined us last Saturday just encouraged us to further pursue this goal. I told the students that they were beyond "Awesome"; they were "Gigundus"! Best wishes for a fabulous conclusion to your year. Your kids are the best. Regards, Paul Keiner, President

D. Correspondence

- a. None

E. Presentations

- a. HDES Year of the Book Literacy Grant (CLIF) --- Robin Whitney, Dagmar Herrick
 - i. See attached sheets
 - ii. Only 10 grants were awarded between Maine, New Hampshire and Massachusetts
 - iii. Will receive approximately \$25,000 for year one
 - 1. Services and/or books

F. Public Comment

- a. Chair Bober opened public comment at 6:23pm.
- b. No public comment given, Chair Bober closed public comment at 6:23pm.

G. Consent Agenda

- a. Minutes - May 15, 2023 meeting
- b. Appointments, Leaves and Resignations
 - i. See attached sheets
- c. Policies Requiring Action
 - i. DID Fixed Assets (Inventories) - Revision
 - ii. DJB Purchasing Policy - Revision
 - iii. DJE Bidding Policy - Revision
- d. VOTE
 - i. Welch moved to approve the consent agenda as presented. Plater seconds. Motion passed 4-0-0

H. Superintendent's Report

- a. General Update
 - i. The High School students had their elections
 - 1. Greg LeBlanc will be the new School Board Student Representative for next year.
 - ii. We are in the middle of Senior Week
 - 1. The Seniors are on their senior trip
 - 2. Senior Scholarship and Awards night on Tuesday
 - 3. Senior campus walk on Wednesday
 - 4. Graduate Parade on Wednesday evening
 - 5. Thursday we will have the spring sports awards ceremony
 - iii. The Kindergarten celebration is Tuesday, June 13th at 2:15pm
 - iv. The 5th grade drive through ceremony will be at 9:30am on June 16th
 - v. We are very busy and have a lot to celebrate as the end of the school year comes to an end.
- b. Authorize Superintendent to Hire over Summer

- i. Requests the Board approve authorizing the superintendent to hire over the summer.
- c. May Financial Report - Grant Geisler
 - i. See attached sheet
- d. Federal Grants Update
 - i. See attached sheet
 - ii. Full discussion can be viewed or listened to online
 - iii. Grant funds can only be used and spent on very specific projects that need to be approved.

I. Board Discussion

- a. Letter from Hillsborough Board of Selectmen re: SRO
 - i. See attached sheet
 - ii. Town of Hillsborough requesting the School Board reimburse 75% of the total cost of the SRO in the amount of \$83,750.60
- b. NHSBA Call for Resolutions due July 28th - Delegate Assembly, October 14, 2023
 - i. If anyone on the Board wants to put a resolution forward, please do so before the next meeting.

J. Public Comment

- a. Chair Bober opened public comment at 7:12pm
- b. Chair Bober closed the public comment at 7:12 as no public comment was given

K. Action Items

- a. Authorize Superintendent to Hire over Summer
 - i. Welch moved to authorize the superintendent to hire over the summer as requested. Plater seconds. Motion passed 4-0-0
- b. Letter from Hillsborough Board of Selectmen re: SRO
 - i. Welch moved to authorize the reimbursement of \$83,750.60 to the Town of Hillsborough, NH for the SRO as presented. Plater seconds. Motion passed 3-1-0 (Kenney No)

L. Adjournment

- a. Welch moved to adjourn. Kenney seconds. Motion passed 4-0-0 @7:15pm

Respectfully Submitted
Megan Shower



YEAR OF THE BOOK

Children's Literacy Foundation

Goals of Year of the Book

- Supplement elementary schools' existing efforts to create a pro-literacy culture in the school community
- Encourage enthusiasm for books among students
- Inspire students to read and write for pleasure
- Support educators' literacy curricula and creative integration of literacy into all areas of study
- Ensure all children have a collection of high-quality books of their own at home
- Get parents/caregivers more involved in their children's literacy activities and encourage more reading at home

Activities and Support

Each sponsored school receives:

- \$25,000 worth of literacy programming and books
- A wide variety of literacy-related programs will take place during the school year
- 10 new, high-quality children's books for each student to keep and to select from hundreds of inspiring titles
- CLiF support in arranging logistics, integrating low-cost literacy programs into the school year, networking with past and present school coordinators, and accessing additional CLiF resources

Standard Programming

- **Kick-Off Event:** This is a celebration at the beginning of the school year to introduce the CLiF Year of the Book. The event will include a storytelling presentation and book giveaway for students.
- **Library Event:** At this event, CLiF will present \$1,000 worth of books for the school library and \$1,000 worth of books for the public library. School and public librarians may choose books from CLiF's vetted booklist.
- **Finale Event:** This is a school wide event to conclude the CLiF Year of the Book. The event includes a storytelling presentation and book giveaway for students.

Menu of Programs

Choose the three remaining events from this menu:

- **Writing Workshop:** A three-day writing workshop for up to 85 students led by a professional author/illustrator from CLIF's presenter list.
- **Author/Illustrator Visit:** Presentation(s) for all students served by the grant from a professional author/illustrator from CLIF's presenter list.
- **School Dollars:** Up to \$2,000 to design and implement any schoolwide literacy program(s).
- **Storykeepers with Author Natalie Kinsey-Warnock:** A multiple-visit humanities curriculum based on the Common Core Standards run by professional author Natalie Kinsey-Warnock. Storykeepers integrates reading, writing, social studies, and technology using the latest research-based best practices. Activities include a combination of large group, small group, and individual study. This curriculum offers opportunities for student choice and differentiation. Note: CLIF covers the full cost of a 6-day curriculum visit.
- **Family Literacy Celebration:** A 30-minute seminar for parents/caregivers on the importance of reading with children and read-aloud strategies for caregivers who are not strong readers. Parents/caregivers may choose two books for each of their children after the seminar; CLIF provides a stipend for dinner and arranges the presenter!

About the Children's Literacy Foundation

The Children's Literacy Foundation (CLIF) is a nonprofit based in Waterbury Center, VT. Our mission is to inspire a love of reading and writing in low-income, at-risk, and rural children across Vermont and New Hampshire. Since 1998 CLIF has inspired nearly 250,000 children in rural areas as well as those growing up at high-risk of having low literacy skills. Visit www.clifonline.org to learn more about our work.

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03244-4870

SAU #34

Soaring to Excellence

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*Jennifer L. Crawford, Ed.D.,
Superintendent of Schools*

*Jeni M. Laliberte, M.Ed., CAGS
Director of Curriculum, Instruction and Assessment*

*Stacey L. Vazquez, Ed.S.
Director of Student Support Services*

*Grant G. Geisler, M.S.
Business Manager*

To: Members, Hillsboro-Deering School Board
From: Dr. Jennifer Crawford, Superintendent of Schools
Date: **June 5, 2023 - revised**
Re: Appointments, Leaves and Resignations - Teachers & Administrators

The following resignations, leaves, and appointments of teachers have occurred since the May 15, 2023 School Board meeting:

RESIGNATIONS:

Magdala Johnson – HDHS Math Teacher, resignation effective 6/30/2023.

LEAVES: None

TRANSFERS/CHANGE OF ASSIGNMENTS:

Ellen Ward-Hill – Assignment change to **HDES Grade 1 Teacher**, from Grade 4 Teacher, effective 7/01/23

Gregory Lefko - Assignment change to **HDMS Grade 7 ELA Teacher**, from Grade 6 Reading Teacher, effective 7/01/23

APPOINTMENTS:

Vanessa Harnois – HDHS Biology Teacher, column MA, step 3, salary \$58,967, effective 7/01/23, pending NHED licensure in Biology Education.

Amy Montanez – HDMS 7th Grade Math Teacher, column MA, step 7, \$66,368, effective 7/01/2023, NHED licensed in Mathematics, Middle Level to Algebra I and General Special Education.

Alison Fazio – HDHS Physics Teacher, column MA, step 5, salary \$62,558, effective 7/01/2023, pending NHED licensure in Physics, currently holds NHED license in Life Science (7-12).

Leighanna Dumais – HDES Grade 4 Teacher, column MA, step 9, salary \$70,410, effective 7/01/2023, NHED license in Elementary Education (K-8).

Madeline Parisi - HDES Grade 4 Teacher – one year, column BA, step 1, salary \$47,218, effective 7/01/2023-6/30/2024, NHED license in Elementary Education (K-6).

Marc Payeur – HDHS Athletic Coverage, \$50/game, effective 7/01/2023-6/30/2024.

Jocelyn Perrin – HDHS Athletic Coverage, \$50/game, effective 7/01/2023-6/30/2024.

Nicole LaRoche – HDHS SADD Advisor, \$412.50 stipend, effective 7/01/2023-6/30/2024.

HeatherAnn LaBier – HDHS SADD Advisor, \$412.50 stipend, effective 7/01/2023-6/30/2024.

Sara Paquette – HDHS NHS Advisor, \$825 stipend, effective 7/01/2023-6/30/2024.

Marc Payeur – HDHS DECA Advisor, \$1,575 stipend, effective 7/01/2023-6/30/2024.

Marc Payeur – HDHS Yearbook Advisor, \$750 stipend, effective 7/01/2023-6/30/2024.

*Serving the towns of Deering ♦ Hillsboro ♦ Washington ♦ Windsor
Equal Opportunity Employer/Equal Educational Opportunities*

Abigail McHugh – HDHS French Club Advisor, \$600 stipend, effective 7/01/2023-6/30/2024.

Abigail McHugh – HDHS Freshman Class Advisor, \$825 stipend, effective 7/01/2023-6/30/2024.

Kelly Dinsmore – HDHS Sophomore Class Advisor, \$825 stipend, effective 7/01/2023-6/30/2024.

Elisabeth Cairns – HDHS Sophomore Class Advisor, \$825 stipend, effective 7/01/2023-6/30/2024.

Michael Boucher – HDHS Junior Class Advisor, \$1,125 stipend, effective 7/01/2023-6/30/2024.

Jocelyn Perrin – HDHS Junior Class Advisor, \$1,125 stipend, effective 7/01/2023-6/30/2024.

James Maccabe – HDHS Youth & Government Advisor, \$600 stipend, effective 7/01/2023-6/30/2024.

HDHS Team Leaders - \$1,800 stipend effective for 2023-24 school year:

Michael Belisle – Math

James Maccabe – Social Studies

Dan Forrester - Special Education

Jessamyn Irwin – English

Nicole LaRoche – Science

James Maccabe - HDHS Summer School Coordinator, \$35/hour for up to 12 hours, effective 7/18/23-8/10/23.

HDHS Summer School Teachers - \$35/hour, 4 hours/day, 3 days/week, effective 7/18/23-8/10/23:

James Maccabe

William Knopf

Stephen Cousens

HDHS Advisory Summer Planning Committee - \$35/hour for up to 24 hours effective 8/01/23-8/18/23, (Project AWARE grant funded):

Sara Paquette

Robert Kozoil

Gail Eaton – HDES Title I Summer Teacher, \$35/hour, 4 hours/day, 4 days/week, effective 7/24/23-8/10/23, (Title I grant funded)

Elisabeth Licht – HDES Behavior Data Summer Team, \$35/hour, for 7 hours, effective 8/1/2023-8/18/23 (Project AWARE grant funded).

HDES CARES Summer Planning Team - - \$35/hour for up to 10 hours effective 8/01/23-8/18/23, (Project AWARE grant funded):

Deanna Neal

Virginia McLay

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Grant G. Geisler, M.S.
Business Manager

To: Hillsboro-Deering School Board Members
From: Dr. Jennifer Crawford, Superintendent of Schools
RE: **For Information Only** – Appointments, Leaves & Resignations of Staff - **revised**
Date: June 5, 2023

Resignations:

Krystal Smead – HDES Paraeducator, resignation effective 6/16/2023.

Melissa Gould – HDMS Food Service Worker, resignation effective 6/16/2023.

Leaves: None

Transfers/Change of Assignments:

Karen Remillard – HDMS Office Paraprofessional, assignment change to full-time, an increase of 2.5 hours/day, effective for the 2023-2024 school year.

Appointments:

MacKenzie Reed – HDES Title I Tutor, \$20.00/hour, 30 hours/week, effective 5/15/2023-6/26/2023, NHED Paraeducator II license, (Title I grant funded).

Julia Lanoie – HDES Title I Tutor, \$20.00/hour, 30 hours/week, effective 5/15/2023-6/26/2023, NHED Paraeducator II license, (Title I grant funded).

Zaccary Lacasse – HDES Title I Tutor, \$20.00/hour, 30 hours/week, effective 5/15/2023-6/26/2023, NHED Paraeducator II license, (Title I grant funded).

Nicole Brouillet – HDES Special Education Paraeducator, column B, step 1, \$15.87/hour, 7 hours/day, effective 6/05/2023, NHED Paraeducator II license.

HILLSBORO-DEERING SCHOOL DISTRICT

FINANCIAL REPORT YTD BY OBJECT

Fiscal Year: 2022-2023

From Date: 5/1/2023 To Date: 5/31/2023

Filter Encumbrance Detail by Date Range

Include pre encumbrance ☐ Exclude inactive accounts with zero balance ☐ Print accounts with zero balance ☒

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
10.0000.000.110.0	SALARY	\$7,875,344.16	\$278,885.00	\$8,154,229.16	\$782,241.68	\$8,355,819.39	\$1,798,418.79	\$1,845,982.80	\$192,436.99	1.87%
10.0000.000.111.0	PARA EDUCATOR SALARY	\$1,301,156.00	\$738.96	\$1,301,894.96	\$102,618.28	\$1,046,255.55	\$255,639.41	\$145,003.60	\$110,635.81	8.50%
10.0000.000.112.0	SALARY	\$4,500.00		\$4,500.00	\$1,400.00	\$1,040,255.55	\$255,639.41	\$145,003.60	\$110,635.81	8.50%
10.0000.000.113.0	NON-UNION	\$1,864,147.76	\$4,417.02	\$1,868,564.78	\$157,842.85	\$1,640,753.63	\$347,811.17	\$297,426.18	\$50,384.99	2.53%
10.0000.000.114.0	NON-UNION SALARY	\$268,120.69		\$268,120.69	\$28,268.22	\$240,216.84	\$28,902.05	\$28,902.05	\$0.00	0.00%
10.0000.000.120.0	SUBSTITUTES	\$169,910.00		\$169,910.00	\$20,738.50	\$162,692.76	\$11,217.24	\$0.00	\$7,217.24	4.25%
10.0000.000.130.0	STIPENDS	\$16,800.00		\$16,800.00	\$5,400.00	\$5,400.00	\$11,400.00	\$16,200.00	\$4,800.00	28.57%
10.0000.000.211.0	HEALTH INSURANCE	\$2,860,455.07		\$2,860,455.07	\$2,081,107.54	\$180,946.12	\$775,590.83	\$435,596.84	\$290,033.99	10.33%
10.0000.000.212.0	DENTAL INSURANCE	\$254,293.03		\$254,293.03	\$12,444.55	\$12,444.55	\$33,343.81	\$38,576.41	\$24,767.50	9.74%
10.0000.000.213.0	LIFE INSURANCE	\$16,031.20		\$16,031.20	\$1,790.88	\$1,790.88	\$5,766.19	\$4,418.18	\$1,378.01	5.83%
10.0000.000.214.0	LONG TERM DISABILITY	\$24,486.00		\$24,486.00	\$81,608.57	\$692,883.62	\$172,816.77	\$165,000.56	\$18,009.21	1.95%
10.0000.000.220.0	PICA & MEDICARE	\$864,685.16	\$1,017.23	\$865,702.39	\$160,229.80	\$1,091,113.46	\$397,710.15	\$409,812.25	\$12,102.10	-0.69%
10.0000.000.221.0	NPBS	\$2,050,366.92	\$3,580.00	\$2,053,946.92	\$342.18	\$3,814.57	\$854,571.71	\$590.21	\$844,781.50	-2.73%
10.0000.000.231.0	4038	\$58,500.00		\$58,500.00	\$183,915.51	\$37,457.69	\$21,042.01	\$273.74	\$20,768.27	35.90%
10.0000.000.240.0	TUITION REIMBURSEMENT	\$8,000.00		\$8,000.00	\$981.25	\$2,868.25	\$5,135.75	\$0.00	\$5,135.75	64.17%
10.0000.000.241.0	STAFF TUITION REIMB	\$2,000.00		\$2,000.00	\$1,378.19	\$9,428.16	\$8,050.00	\$23.00	\$7,452.16	-372.61%
10.0000.000.242.0	TRAINING	\$8,000.00		\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00	100.00%
10.0000.000.250.0	UNEMPLOYMENT COMPENSATION	\$59,842.00		\$59,842.00	\$1,748.38	\$6,913.50	\$836.18	\$0.00	\$636.18	1.46%
10.0000.000.260.0	WORKERS COMPENSATION	\$4,500.00		\$4,500.00	\$1,748.38	\$6,913.50	\$836.18	\$0.00	\$636.18	1.46%
10.0000.000.261.0	FINGERPRINTING & PHYSICALS	\$1,023,413.00		\$1,023,413.00	\$1,748.38	\$6,913.50	\$836.18	\$0.00	\$636.18	1.46%
10.0000.000.262.0	SUPERINTENDENT SERVICES	\$418,152.00		\$418,152.00	\$1,748.38	\$6,913.50	\$836.18	\$0.00	\$636.18	1.46%
10.0000.000.263.0	PROFESSIONAL SERVICES	\$10,000.00		\$10,000.00	\$1,748.38	\$6,913.50	\$836.18	\$0.00	\$636.18	1.46%
10.0000.000.264.0	TUTORING	\$500.00		\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
10.0000.000.265.0	CHECKLIST	\$24,000.00		\$24,000.00	\$0.00	\$0.00	\$24,000.00	\$0.00	\$24,000.00	0.00%
10.0000.000.266.0	AUDIT FEES	\$54,150.00		\$54,150.00	\$0.00	\$0.00	\$54,150.00	\$0.00	\$54,150.00	0.00%
10.0000.000.267.0	WATER & SEWER	\$54,150.00		\$54,150.00	\$0.00	\$0.00	\$54,150.00	\$0.00	\$54,150.00	0.00%
10.0000.000.268.0	WASTE DISPOSAL	\$42,000.00		\$42,000.00	\$13,212.41	\$62,506.75	\$7,180.26	\$8,800.00	\$1,628.75	-2.31%
10.0000.000.269.0	SNOW PLOWING	\$80,000.00		\$80,000.00	\$10,087.21	\$73,656.11	\$6,143.89	\$5,102.63	\$6,300.00	15.00%
10.0000.000.270.0	CUSTODIAL SERVICES	\$608,207.00		\$608,207.00	\$50,389.43	\$503,287.63	\$104,916.37	\$103,314.13	\$1,605.24	0.26%
10.0000.000.271.0	REPAIRS & MAINTENANCE	\$70,000.00		\$70,000.00	\$17,334.00	\$88,914.45	\$85.55	\$0.00	\$88.55	0.12%
10.0000.000.272.0	EQUIPMENT RENTAL	\$223,220.78		\$223,220.78	\$12,458.68	\$27,668.20	\$49,187.21	\$60,276.28	\$11,100.37	-3.53%
10.0000.000.273.0	PROPERTY INSURANCE	\$50,000.00		\$50,000.00	\$1,137.72	\$1,137.72	\$25,010.14	\$13,338.42	\$12,271.72	5.90%
10.0000.000.274.0	TELEPHONE	\$101,000.00		\$101,000.00	\$7,449.76	\$91,117.99	\$14,412.11	\$14,448.89	\$263.42	0.26%
10.0000.000.275.0	POSTAGE	\$18,750.00		\$18,750.00	\$152.28	\$3,791.85	\$2,416.84	\$275.00	\$10,937.72	61.28%
10.0000.000.276.0	ADVERTISING	\$10,000.00		\$10,000.00	\$3,924.16	\$7,553.16	\$2,416.84	\$275.00	\$2,141.84	21.42%
10.0000.000.277.0	PRINTING	\$515,857.00		\$515,857.00	\$52,702.75	\$312,839.85	\$20,917.15	\$157,528.25	\$43,387.80	8.45%
10.0000.000.278.0	TRAVEL	\$22,700.00		\$22,700.00	\$5,000.00	\$35,860.06	\$13,338.42	\$6,605.38	\$20,255.44	-91.38%
10.0000.000.279.0	ADMISSIONS	\$1,875.00		\$1,875.00	\$0.00	\$0.00	\$1,071.42	\$402.67	\$888.75	35.07%
10.0000.000.280.0	SUPPLIES	\$36,899.00		\$36,899.00	\$27,746.20	\$37,457.69	\$37,457.69	\$0.00	\$37,457.69	2.53%

Report: rptGLGenRptwBudgetAdj

HILLSBORO-DEERING SCHOOL DISTRICT

FINANCIAL REPORT YTD BY OBJECT

Fiscal Year: 2022-2023

From Date: 5/1/2023 To Date: 5/31/2023

☐ Include pre encumbrance
☐ Exclude inactive accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
10 0000 000 622 0	ELECTRICITY	\$246,500.00		\$246,500.00	\$10,603.97	\$157,417.73	\$88,082.27	\$ 88,082.27	\$0.00	0.00%
10 0000 000 623 0	PROPANE	\$160,000.00		\$160,000.00	\$14,676.07	\$145,694.43	\$14,115.57	\$14,115.57	\$0.00	0.00%
10 0000 000 626 0	VEHICLE FUEL	\$6,000.00		\$6,000.00	\$ 95.19	\$2,818.89	\$1,681.11	\$816.36	\$801.75	19.15%
10 0000 000 640 0	BOOKS & SOFTWARE	\$306,853.00	(\$1,500.00)	\$4,500.00	\$9,486.98	\$276,271.56	\$20,481.44	\$ 2,891.47	\$17,589.97	5.93%
10 0000 000 730 0	EQUIPMENT	\$272,742.98	(\$10,100.00)	\$256,753.00	\$10,125.98	\$260,770.81	\$26,051.11	\$26,876.89	\$71.12	0.02%
10 0000 000 810 0	DUES & FEES	\$54,240.00	\$14,311.74	\$287,654.72	\$3,049.00	\$41,494.50	\$15,745.50	\$6,646.00	\$9,100.50	15.89%
10 0000 000 811 0	NEASSC HS REACCREDITATION	\$3,500.00	\$3,000.00	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$0.00	0.00%
10 0000 000 830 0	INTEREST	\$16,375.00		\$16,375.00	\$0.00	\$16,375.00	\$0.00	\$0.00	\$0.00	0.00%
10 0000 000 830 0	MISCELLANEOUS	\$46,820.00	(\$1,000.00)	\$45,320.00	\$4,124.43	\$15,465.76	\$29,654.24	\$31,486.84	(\$1,842.30)	-3.62%
10 0000 000 890 0	PRINCIPAL	\$735,000.00		\$735,000.00	\$0.00	\$735,000.00	\$0.00	\$0.00	\$0.00	0.00%
10 0000 000 910 0	TRANSFER TO TRUST	\$250,000.00	\$2,500.00	\$252,500.00	\$202,500.00	\$252,500.00	\$0.00	\$0.00	\$0.00	0.00%
10 0000 000 920 0		\$25,001,485.68	\$280,485.00	\$25,281,950.68	\$2,187,847.31	\$20,584,331.44	\$4,697,618.24	\$4,071,090.26	\$626,528.98	2.48%
Grand Total:										

Report: rptGLGenRptwBudgetAdj

Hillsboro-Deering as of June 2 2023

2022-2023							Closes Sept 30 2024	
Grant Name	Allocated	Budgeted	Approved	Paid	Balance			
Project Aware 2.0	\$234,137.83	\$229,910.45	\$229,910.45		\$89,261.72			
IDEA	\$309,171.59	\$144,856.18	\$144,856.18		\$87,336.08		*Closes Sept 30 2023	\$144,876.11
IDEA/Preschool	\$10,045.09	\$10,000.00	\$10,000.00		\$6,922.98			\$221,835.51
Title I Part A	\$608,608.40	\$495,046.74	\$490,313.74		\$266,953.63			\$3,122.10
Title II Part A	\$74,489.34	\$74,306.64	\$74,306.64		\$24,593.55		*Closes Sept 30 2023	\$341,654.77
Title IV A	\$41,082.46	\$30,452.26	\$30,452.26		\$0.00			\$49,895.79
Title V Part B Subpart 2 - RLIS	\$22,336.63	\$0.00	\$0.00		\$0.00			\$41,082.46
SAFE Grant - Round 2	\$41,138.00	\$41,138.00	\$41,138.00		\$0.00		*Obligation required June 30, 2023. Met.	\$41,138.00
SAFE Grant - Round 2	\$15,699.00	\$15,699.00	\$15,699.00		\$0.00		*Obligation required June 30, 2023. Met.	\$15,699.00
Robotics Education Fund Grant	\$13,170.00	\$13,170.00	\$13,170.00		\$11,308.21		*Closes June 30 2023	\$1,860.79
2021-2022							Closes Sept 30 2023	
Grant Name	Allocated	Budgeted	Approved	Paid	Balance			
IDEA	\$292,865.83	\$286,154.94	\$292,865.83		\$259,560.68			\$34,305.15
IDEA/Preschool	\$9,666.87	\$9,666.87	\$9,666.87		\$9,665.94			\$0.93
Title II Part A	\$61,759.39	\$61,712.55	\$61,712.55		\$26,783.65			\$34,975.74
Title IV A	\$33,241.72	\$33,241.72	\$33,241.72		\$1,463.13			\$31,778.59
ARPA ESSER III	\$3,146,114.06	\$3,055,543.82	\$3,055,643.82		\$2,933,342.05		*Closes Sept 30 2024	\$212,772.01
ARP IDEA	\$65,208.00	\$63,900.93	\$63,900.93		\$52,290.87			\$12,917.03
ARP IDEA/Preschool	\$5,556.47	\$3,280.51	\$3,280.51		\$257.87			\$5,298.60
ARP - Homeless Children and Youth	\$14,426.28	\$14,426.28	\$14,426.28		\$9,057.84			\$5,368.44
Title V Part B Subpart 2 - RLIS	\$22,216.96	\$22,216.96	\$22,216.96		\$14,215.89			\$8,001.07
CSI Grant	\$40,874.93	\$40,874.93	\$40,874.93		\$22,356.15			\$18,518.78
2020-2021							Closes Sept 30 2023	
Grant Name	Allocated	Budgeted	Approved	Paid	Balance			
CRRSA-ESSER II	\$1,399,491.64	\$1,399,481.64	\$1,399,481.64		\$1,319,584.99			\$79,896.65
							Closes Sept 30 2023. Final report submitted, payment should arrive shortly	



TOWN OF HILLSBOROUGH

27 School Street, P.O. Box 7
Hillsborough, NH 03244
Tel (603)464-3877 Fax (603)464-4270

www.town.hillsborough.nh.us

James C. Bailey III, Chairman
Iris Campbell
Richard Pelletier
Board of Selectmen

Laura Buono
Town Administrator

May 24, 2023

Hillsboro-Deering School Board
78 School Street
Hillsborough, NH 03244

RE: School Resource Officer Reimbursement

Dear Members of the School Board,

We are writing to request reimbursement for the School Resource Officer for the September 2022 – June 2023 school year in the amount of \$83,750.60.

The breakdown for is as follows:

Wages	\$74,328.08	
FICA	0.00	
Medicare	1,077.76	
Retirement	25,182.35	
Payroll Total		\$ 100,588.19
Health Insurance	\$ 8,948.76	
Dental	530.52	
Stipends	1,600.00	
Grand Total		<u>\$ 111,667.47</u>
75% of Total/Amount Due		\$ 83,750.60

Very truly yours

HILLSBOROUGH, BOARD OF SELECTMEN


James C. Bailey, III, Chairman


Iris Campbell, Selectwoman


Richard Pelletier, Selectman

78 School Street
Hillsboro, NH
03244-4870

SAU #34

Soaring to Excellence

603-464-4466
Fax 603-464-4053
www.hdsd.org

Jennifer L. Crawford, Ed.D.
Superintendent of Schools

Stacey L. Vazquez, Ed.S.
Director of Student Support Services

Jeni M. Laliberte, M.Ed., CAGS
Director of Curriculum, Instruction and Assessment

Grant G. Geisler, M.S.
Business Manager

To: Members, Hillsboro-Deering School Board
From: Dr. Jennifer Crawford, Superintendent of Schools
Date: June 19, 2023
Re: Appointments, Leaves and Resignations - Teachers & Administrators

The following resignations, leaves, and appointments of teachers have occurred since the June 5, 2023 School Board meeting:

RESIGNATIONS:

Beth Holdredge – HDES Grade 1 Teacher, resignation effective 6/30/2023.

LEAVES: None

TRANSFERS/CHANGE OF ASSIGNMENTS: None

APPOINTMENTS:

Joseph Gillett – HDHS Athletic Coverage, \$50/game, effective 7/01/2023-6/30/2024.

HDHS Team Leaders - \$1,800 stipend effective for 2023-24 school year:

Shannon Chagnon – LABAM

HDHS Advisory Summer Planning Committee - \$35/hour for up to 24 hours effective 8/01/23-8/18/23, (Project AWARE grant funded):

Clarice Clark

HDHS Student Leadership Summer Planning Committee - \$35/hour for up to 20 hours effective 8/01/23-8/18/23, (Project AWARE grant funded):

Shannon Chagnon

Alex Luhtjarv

Jocelyn Perrin

Abigail McHugh

Kelly Dinsmore

Nicole LaRoche

WASHINGTON SCHOOL DISTRICT
INFORMATION TECHNOLOGY SERVICE LEVEL
AGREEMENT
MEMORANDUM OF UNDERSTANDING

Version 4
7/01/2023-6/30/2024

VERSION HISTORY

Version Number	Implemented By	Revision Date	Approved By	Approval Date	Description of Change
1.0	Neal Richardson	10/27/20			Initial Document
	Patricia Parenteau	01/07/21			
3.0	Washington School Board	05/09/22		6/13/22	
4.0					

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1 INTRODUCTION

1.1 PURPOSE OF SERVICE LEVEL AGREEMENT/MEMORANDUM OF UNDERSTANDING

This agreement aims to document the IT support relationship between the Hillsboro-Deering School District and the Washington School District.

1.2 SCOPE

The agreement is limited to the IT Support for the Washington School District.

1.3 BACKGROUND

The Washington School District has historically maintained its own IT infrastructure; including internet service, firewall, server, laptops, wireless networks, Chromebooks, projectors, and iPads. Lacking a structured formal approach to IT management systems and user accounts quickly become outdated, and configuration errors are common leading to significant cybersecurity risk.

Given the relatively small size of the Washington school, several cost savings and consolidation of services actions have taken place over the years to provide the best student and staff experience while maintaining a low technology cost to the district.

The email domain for all SAU34 accounts is maintained by the HDSD IT (Hillsboro-Deering School District Information Technology) department. The creation of Washington student email accounts has been delegated to the Washington School Principal.

1.4 AUDIENCE

The intended audience for this document is the Hillsboro-Deering School Board, the Washington School Board, and SAU 34.

1.5 ROLES AND RESPONSIBILITIES

HDSD IT will provide IT support and planning to the Washington School. HDSD IT will consolidate the firewall, network, and server infrastructure to provide the best user experience for students and staff. Hardware failures will be assessed by HDSD IT. Quotes will be provided so that the Washington school staff can order the parts to repair the hardware failure. Guidance will be provided to address the age and lifecycle of computing resources in the Washington School.

2 SERVICE DETAILS

2.1 SERVICE LEVEL EXPECTATIONS

Helpdesk Service Level Expectations*				
	Severity 1 Critical	Severity 2 High	Severity 3 Medium	Severity 4 Low
Business/Financial Risk	Catastrophic exposure	Major exposure	Moderate exposure	Minimal exposure
Work Stoppage	Full; All work has ceased.	Significant; Most work has ceased.	Some; Some work has ceased.	Minor; Little work has ceased.
Percentage of End Users Effectuated	75 – 100%	30 – 75%	15 – 30%	0 – 15%
Workaround	None acceptable	Semi-acceptable; Short term	Acceptable; Medium term	Acceptable; Medium term
Response Time	1 hour or less	2 hours or less	8 hours – 1 business day	8 hours – 1 business day
Resolution Time	24 hours or less from first response	36 hours or less from first response	5 business days or less from first response	90 business days or less from first response

2.2 SERVICE PROVIDER / SERVICE RECIPIENT

HDSD IT can be reached by email at helpdesk@hdsd.org

2.3 SERVICE HOURS FOR PROBLEM RESOLUTION

Service hours are Monday – Friday 8:00am to 4:00pm

2.4 ANNUAL BUDGET FOR SERVICE

Payment for services rendered shall not exceed the approved budgeted amount of \$6,500.00 per fiscal year without prior approval from the Washington School Board.

2.5 AGREEMENT CHANGE PROCESS

Changes to this agreement will be coordinated by the Superintendent's office of SAU 34.

APPENDIX A: Service Level Agreement / Memorandum of Understanding Approval

The undersigned acknowledge that they have reviewed the ***Washington School District IT Service Level Agreement/Memorandum of Understanding*** and agree with the information presented within this document. Changes to this **Service Level Agreement/Memorandum of Understanding** will be coordinated with, and approved by, the undersigned, or their designated representatives.

Signature:  Date: 6/12/23
Print Name: Arin Mills

Title: School Board Chair
Role: Washington School District

Signature: _____ Date: _____
Print Name: Jennifer L. Crawford

Title: Superintendent, SAU 34
Role: Hillsboro-Deering School District

Signature: _____ Date: _____
Print Name: Chris Bober

Title: School Board Chair
Role: Hillsboro-Deering School District

WASHINGTON SCHOOL DISTRICT
FACILITIES SERVICE LEVEL AGREEMENT
MEMORANDUM OF UNDERSTANDING

Version 4
7/1/2023-6/30/2024

VERSION HISTORY

Version Number	Implemented By	Revision Date	Approved By	Approval Date	Description of Change
1.0	James Bailey	11/9/2020			Initial Document
2.0	Patricia Parenteau	01/07/21			
3.0	Patricia Parenteau	6/01/22		6/13/22	
4.0					

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APPENDIX A: SERVICE LEVEL AGREEMENT / MEMORANDUM OF UNDERSTANDING APPROVAL	6

1 INTRODUCTION

1.1 PURPOSE OF SERVICE LEVEL AGREEMENT/MEMORANDUM OF UNDERSTANDING

This agreement aims to document the Facilities Support relationship between the Hillsboro-Deering School District and the Washington School District.

1.2 SCOPE

The agreement is limited to the Facilities Support for the Washington School District.

1.3 BACKGROUND

The Washington School District has historically maintained its own building infrastructure. Including lighting, plumbing, electrical, boiler plant, air handlers, building envelope, and facility work orders. Lacking a structured formal approach to facilities management, building repairs have been deferred leading to disruptions in the buildings operation.

Given the relatively small size of the Washington School, support from the HDSD facility department has taken place over the years to provide the best environment for students and staff while maintaining a low cost to the district.

1.4 AUDIENCE

The intended audience for this document is the Hillsboro-Deering School Board, the Washington School Board, and SAU 34.

1.5 ROLES AND RESPONSIBILITIES

HDSD Facilities will provide facilities support and planning to the Washington School. HDSD Facilities will perform the following duties, as directed:

- Identify areas for improvement in facilities maintenance.
- Develop and maintain a computerized maintenance management system for facility repair work orders, facilities use and preventive maintenance schedules.
- Inspect the building on a quarterly basis, ensuring that high standards of workmanship, cleanliness, safety and security are maintained.
- Assist in safety, health and facilities approval inspections with local and state officials.
- Perform electrical, plumbing, HVAC and general building repairs, within the capabilities and time constraints of the HDSD Facilities Department.
- Support WES when issues arise and secure and oversee proper contractors for the multiple building systems. i.e. HVAC, security, fire alarm, sprinkler, domestic water and wastewater systems.
- Attend school board meetings as needed.

2 SERVICE DETAILS

2.1 SERVICE LEVEL EXPECTATIONS

Facilities Service Level Expectations*				
	Severity 1 Critical	Severity 2 High	Severity 3 Medium	Severity 4 Low
Business/Financial Risk	Catastrophic failure	Major failure	Moderate failure	Minimal failure
School Operations Disruption	Full; All instruction has ceased.	Significant; Most instruction has ceased.	Some; Some instruction has ceased.	Minor; Little instruction has ceased.
Percentage of Building Effectuated	75 – 100%	30 – 75%	15 – 30%	0 – 15%
Workaround	None acceptable	Semi-acceptable; Short term	Acceptable; Medium term	Acceptable; Medium term
Response Time	1 hour or less	2 hours or less	8 hours – 1 business day	8 hours – 1 business day
Resolution Time	24 hours or less from first response	36 hours or less from first response	5 business days or less from first response	90 business days or less from first response

2.1 SERVICE PROVIDER / SERVICE RECIPIENT

HDSD Facilities can be reached by email at jbailey@hdsd.org

2.3 SERVICE HOURS FOR PROBLEM RESOLUTION

Service hours are Monday – Friday 7:00am to 3:00pm

2.4 ANNUAL BUDGET FOR SERVICE

Payment for services rendered shall not exceed the approved budgeted amount of \$3,500.00 without prior approval from the Washington School Board.

2.5 AGREEMENT CHANGE PROCESS

Changes to this agreement will be coordinated by the Superintendent's office of SAU34.

APPENDIX A: Service Level Agreement / Memorandum of Understanding Approval

The undersigned acknowledge that they have reviewed the ***Washington School District Facilities Service Level Agreement/Memorandum of Understanding*** and agree with the information presented within this document. Changes to this **Service Level Agreement/Memorandum of Understanding** will be coordinated with, and approved by, the undersigned, or their designated representatives.

Signature: Arin Mills Date: 6/12/23
Print Name: Arin Mills
Title: School Board Chair
Role: Washington School District

Signature: _____ Date: _____
Print Name: Jennifer L. Crawford
Title: Superintendent, SAU 34
Role: Hillsboro-Deering School District

Signature: _____ Date: _____
Print Name: Chris Bober
Title: School Board Chair
Role: Hillsboro-Deering School District



School Board Self-Assessment Tool

<i>Policy</i>	Fully Achieved	Mostly Achieved	Partially Achieved	Don't know/unsure
The Board has established a process for regular and routine policy review.				
The Board has in place all policies required by law.				
The Board policies relate to the Board/District mission and vision statements.				
<i>Strategic Planning</i>				
The Board has an active strategic plan, which is being implemented.				
The Board is meeting goals established under the strategic plan.				
The strategic plan aims to enhance or improve student academic outcomes.				
<i>Relationship with Superintendent</i>				
The Board annually sets goals and evaluates the superintendent.				
The Board provides the superintendent with clear expectations of performance				
The Board trusts the superintendent to make proper decisions relative to student matters, staff oversight, and academic achievement.				
<i>Communication with the Public</i>				
The Board ensures a continuous planned program of public information.				
The Board fosters cooperation with news media for the dissemination of information about the district.				
The Board encourages citizen participation in an advisory capacity.				
The Board seeks input from all stakeholder and constituency groups.				
<i>Effective Board Meetings</i>				
Board meetings are productive; the board regularly addresses all agenda items.				
Agenda items relate to matters within the board's roles and responsibilities				
Dialogue among board members is respectful and considerate.				
All board members come prepared to discuss all the agenda items.				
Board members have been given sufficient info/data to make informed decisions.				

Please note that this Board Self-Assessment tool is not intended to be all-encompassing or a full school board self-evaluation. NHSBA provides this Board Self-Assessment tool as a starting point for boards to engage in discussion relative to school board accountability as it relates to these specific topics, but more importantly, school board accountability as it relates to student achievement and student academic outcomes.