

**Kearsarge Regional School District
School Board Meeting
January 16, 2020**

Kearsarge Learning Center, 114 Cougar Court, New London, NH 03257

6:30 PM

- I** **Call to Order** *Chair*
- II** **Pledge of Allegiance**
- III** **Roll Call** *Clerk*
- IV** **Approval of Minutes** *Chair*
- V** **Reports of Administration**
 - Chair Ken Bartholomew
 - Superintendent Winfried Feneberg
 - Assistant Superintendent Michael Bessette
 - Business Administrator Larry LeBoeuf - absent
 - KREA Representative Beth Perkins
 - Student Representatives Nina Spinney, Katherine Kelly

- VI** **Public Comment** – *In accordance with Policy BEDH, copies of prepared statement must be provided to the Board.*

- VII** **Nominations/Resignations/Retirements** – Superintendent Feneberg

- VIII** **New Business**
 - a) Purchase Recommendation – SAU Roof Repair-** *Todd Fleury, Director of Facilities*
 - b) NH School Board Association - Resolutions**
 - c) Policy AC Non Discrimination – First Reading**

- IX** **Old Business**
 - a) Policy JLDBB Suicide and Prevention - Second Reading**

- X** **School Board Sub Committees**
 - Facilities – 1/16/20

- XI** **Non-public Session under RSA 91:A3, II** – *(The Board reserves the right to enter into “nonpublic” at any given time during the meeting.)* – Chair

Upcoming School Board Meeting Dates:

February 6
February 20

Our word of the year: “Commit”

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Kearsarge Regional School Board
Minutes of the Public Meeting
Kearsarge Regional School District
January 2, 2020

I. Call to Order	The Chair called the meeting to order at 6:34pm.
II. Pledge of Allegiance	Mr. Bartholomew led the Pledge of Allegiance.
III. Roll Call	Present: Ken Bartholomew, Art Bobruff, Emilio Cancio-Bello, Bebe Casey, Alison Mastin, Faith Minton, Andrew Pinard; Beth Perkins (KREA Representative); Katherine Kelly (Student Representative) Absent: Ben Cushing, Dick Wright; Nina Spinney (Student Representative)
IV. Approval of Minutes	<i>Mr. Pinard made the motion to approve the Public and Non-Public Minutes of December 12, 2019 as amended. Ms. Casey seconded. The motion carried 5-0-1 [Ms. Minton abstained].</i>
V. Reports of Administration	<p><u>Discussion Out of Order</u> [Heard after the Public Hearing]:</p> <p><i>Chair:</i> Mr. Bartholomew confirmed attendance of members for the Deliberative Session. He also noted the NHSBA proposed resolutions will be discussed at the next Board meeting on January 16th in advance of the Delegate Assembly.</p> <p><i>Superintendent:</i> Mr. Feneberg welcomed everyone back and wished all a Happy New Year.</p> <p>Before holiday break, on Thursday, December 19th, a caravan of cars and trucks went to pick up and deliver a classroom full of donated food staples to the food pantries at each of our seven schools. This is the second year that Shine Local (initiated by Penny Murano, a business owner in tow who works with other businesses and individuals in the district to raise money for our food pantries) was able to distribute food to our schools. Shine Local collected in excess of \$10,000 for this purpose, and the deliveries in December totaled \$7,000 altogether. Several teachers, administrators, students and community volunteers helped with the loading and unloading of the food items at each school. A big thank to all involved and to everybody who contributed to this effort.</p> <p>Today administration spoke with Dr. Bill Preble about the next steps in Culture and Climate work. One particular focus for the next few months will be to reach out to and involve parent representatives who had indicated interest in support the work of students, teachers and administrators in the identified target areas. At the high school, the next step in the process will be to pilot a Site Council for School Climate Leadership. The Site Council will ultimately develop into and serve as an advisory group than can practice shared and data based decision making which was found in the surveys to one of the priority issues at the school. At the same time, the other sites will continue to work on their goals and Dr. Preble and his team will provide the necessary support as planned earlier.</p> <p>The Superintendent reminded attendees of the Deliberative Session on Saturday.</p>

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	<p><i>Assistant Superintendent:</i> Mr. Bessette shared that the last few weeks have been spent developing plans for an antidiscrimination policy. There was been a lot of work in policy development overall and the Board will review one this evening.</p> <p><i>Business Administrator:</i> Mr. LeBoeuf reported the audit was finalized with no findings. This is the earliest finalization. He also reported the district may go out for bid again for a district photographer.</p> <p>Mr. LeBoeuf explained and presented a purchase recommendation for One Digital for benefit consulting. This is a sole source as there were no other bidders. This vendor has an excellent reputation.</p> <p><i>Mr. Cancio-Bello made the motion to approve the purchase recommendation for One Digital for consulting services as presented. Mr. Pinard seconded. The motion carried 6-0-0.</i></p> <p><i>Staff Representative Report:</i> Ms. Perkins wished everyone a Happy New Year and stated she would report at the next meeting since schools have not been in session.</p> <p><i>Student Representative Report:</i> Ms. Kelly reported the blanket drive was very successful, the Giving Tree went well and funds were donated to the SPCA. Fundraising for the Wish List family was a success and the family was extremely grateful for the donations. Mid-terms will take place at the end of the month.</p> <p>Mr. Feneberg added there was WMUR coverage for blanket drive and a Gulfoil press release as well.</p>
<p>Public Hearing</p>	<p style="text-align: center;">Public Hearing – Appropriation of Unanticipated Funds</p> <p>Mr. Bartholomew opened the hearing and explained its purpose.</p> <p>The Associate Superintendent explained the purpose of Title IVA funds and how it would be used.</p> <p><i>As required per NH RSA 198:20-b, III, The Kearsarge Regional School Board will conduct a hearing regarding unanticipated revenue funds of \$40,193.12 from Title IVA Funds.</i></p> <p>Mr. Bartholomew asked if there was public comment and there was none.</p> <p><i>Mr. Pinard made the motion to approve Title IVA Funds in the amount of \$40,193.12 as presented. Dr. Bobruff seconded. The motion carried 6-0-0.</i></p> <p><i>Mr. Bartholomew closed the hearing.</i></p>
<p>VI. Public Comment</p>	<p>There was no public comment.</p>
<p>VII. Nominations/ Resignations/ Retirement</p>	<p>There were no nominations or resignations.</p>
<p>VIII. Presentation</p>	<p><u><i>Caring School Community:</i></u> Dr. Stokes, Principal at Simonds, and Ms. Collins,</p>

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	<p>Principal at New London Elementary introduced the presentation.</p> <p>Ms. Collins explained the “new normal” at the elementary schools noting children need more support with crisis intervention due to, as an example: living with other family members, adverse childhood experiences (i.e., poverty, opioid crisis, domestic violence). This is being addressed through increased individual and group counseling by school counselors, collaboration with the middle school social worker for home services for the neediest fifth graders, counseling by licensed clinical counselors, school climate work, Cougar Cubby (food bags for families) and adoption of the new social-emotional curriculum. Ms. Collins noted staff are so much more than teachers in 2020.</p> <p>Dr. Stokes explained the definition of social-emotional learning stating it helps students to accurately understand their emotions and how to effectively manage them. As an example, he stated students may believe they are mad, but are actually frustrated. The Caring School Community was vetted and selected by a committee of teachers. Professional development and training was very effective. Ms. Perkins, KRES fifth grade teacher, noted that she has received feedback that improvements are already being realized. It is in its second year at the elementary school and the middle school has seen the difference in the students this year. Dr. Stokes further stated that with social emotional instruction, data has shown that there is increased academic achievement and improved behavior. Dr. Stokes further explained the three tiers: Tier 3, individual supports, Tier 2, targeted instruction, and Tier 1, universal level. Dr. Stokes presented specific social-emotional skill instruction.</p> <p>Ms. Collins also explained the cross-age buddies at the elementary level which has successfully built positive relationships for all students and built trust and compassion, which in turn helps their skills.</p> <p>In closing, Ms. Collins shared Mr. Rogers seven lessons learned from the popular children’s show (“It’s a Beautiful Day in the Neighborhood”).</p>
<p>IX. Old Business</p>	<p><i>A. KRHS Field Trip to Europe – Final Approval:</i> Mr. Selby presented the final approval for the trip to London, Paris and Northern Italy. There are currently thirty-three students and nine adults attending the eleven-day tour. Mr. Selby addressed some of the specific sites to be visited. In response to a question from the Assistant Superintendent, there is optional cancellation insurance and, to Mr. Selby’s knowledge, all students have opted to take advantage of it. Mr. Pinard asked about sharing the experience upon their return. Mr. Bessette suggested Mr. Selby look into an optional ELO credit and Mr. Bartholomew suggested a tie into students’ Senior Projects.</p> <p><i>Mr. Cancio-Bello made the motion for final approval of the KRHS field trip to Europe as presented. Dr. Bobruff seconded. The motion carried 7-0-0 [Chair voted].</i></p> <p><i>B. Deliberative Session:</i> The Chair reviewed which Board member would address each article. He noted members should arrive at approximately 8:30am.</p>
<p>X. New Business</p>	<p><i>A. Policy JLDBB Suicide Prevention – First Reading:</i> Ms. Casey presented the</p>

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	<p>draft policy. Mr. Pinard noted Senate Bill, 282-FN, indicates there is zero or indeterminable impact to districts. The Superintendent stated it will clearly cost school districts, as an example, noting the professional development and training that will be required. Ms. Bessette stated the policy should be in place first and then the procedural aspects will be covered afterward.</p> <p><i>Mr. Pinard made the motion to approve Policy JLDBB as a first read. Mr. Cancio-Bello seconded.</i></p> <p>Dr. Bobruff stated there were some grammatical errors and punctuation mistakes. It was noted that as a draft policy, this was not examined thoroughly at the time.</p> <p><i>The motion carried 6-0-0.</i></p> <p>Mr. Pinard noted it is beneficial to be aware of financial impacts to districts and school boards should advocate on behalf of the communities for the downshift. The Superintendent noted he has been in contact with our state representatives and will be in attending the conference.</p> <p>It was also reported that Mr. Mark MacLean, former SAU#65 Assistant Superintendent was awarded “Superintendent of the Year” in his position at Merrimack Valley.</p>
<p>XI. Board Committee Reports</p>	<p><i>Human Resources (12/17/20):</i> Ms. Mastin reported. The committee discussed the Employee Handbook, an anti-discrimination plan, and a potential theater teacher position. A designated HR posting in all buildings for federal and state posters will created as suggested by Ms. Menard.</p> <p><i>Facilities (1/2/20):</i> Mr. Cancio-Bello and Mr. Fleury brought forward the most current data on the PFOA issues at the middle school. Additional testing has determined the source is the well. Although it is below the national standard, a mitigation system will be installed.</p> <p>Second Wind Water has presented the district with additional plumbing and carbon filtration tanks to bring the KRMS PFOA tests down to, or below, the recommended twelve parts per trillion by NHDES. The costs for tanks and DES approval is approximately \$23,000.</p> <p>Mr. Fleury presented the purchase recommendation. <i>Mr. Pinard made the motion to approve the purchase recommendation for Second Winter Water not to exceed \$30,000.00 as presented. Dr. Bobruff seconded.</i></p> <p>Mr. Fluery clarified this system can be completed during the school year. A budgetary transfer will also need to be approved.</p> <p><i>The motion carried 6-0-0.</i></p> <p><i>Mr. Cancio-Bello made the motion to approve the budgetary transfer of \$10,000.00 from transportation fuel to middle school capital improvements as</i></p>

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	<p><i>presented. Mr. Pinard seconded. The motion carried 6-0-0.</i></p> <p>Mr. Fluery updated members on the KLC PD Center progress.</p> <p>The Superintendent updated members on Goal 3 of the Strategic Plan. Feedback from principals is being collected. Prioritization of projects will be determined at a later date.</p>
XII. Non-Public Session	<i>There was no Non-Public Session</i>
XIV. Adjourn	<i>Mr. Cancio-Bello made the motion to adjourn at 8:15pm. Mr. Pinard seconded. The motion carried 6-0-0.</i>

Respectfully submitted,

Leigh Ann Stone
Clerk, KRSD School Board

UNAPPROVED DRAFT

Kearsarge Regional School District

**THE STATE OF NEW HAMPSHIRE
ANNUAL DISTRICT MEETING - 1ST SESSION, JANUARY 4, 2020**

Fifty-second Annual School District Meeting
Kearsarge Regional School District
Kearsarge Regional High School
January 4, 2020

Attendees representing the Kearsarge Regional School District: Superintendent Mr. Winfried Feneberg, Assistant Superintendent Mr. Michael Bessette and Business Administrator Mr. Larry LeBoeuf. School Board Members attending included: Mr. Kenneth Bartholomew (Chair), Dr. Art Bobruff, Mr. Emilio Cancio-Bello (Vice Chair), Ms. Bebe Casey, Ms. Alison Mastin, Ms. Faith Minton and Mr. Andrew Pinard. Municipal Budget Committee members in attendance: Mr. Richard Anderson (Chair), Mr. Peter Anderson, Mr. David Bates, Mr. Jim Bibbo, Mr. Robert DeFelice, Mr. Brian Dumais, Mr. Luke Gorman, Mr. Robert Hemenway and Mr. Thomas Schamberg.

The Moderator, Mr. Brackett Scheffy, called the meeting to order at approximately 9:00am. Attendees recited the Pledge of Allegiance led by Ms. Faith Minton.

Mr. Scheffy explained the procedures for this first session, the warrant discussion protocol and the vote on the March ballot. He noted, as in the past, the meeting will follow Roberts Rules of Order and there may be some flexibility within the rules. Mr. Scheffy explained procedures for amendments to articles. Amended articles will appear alongside the original warrant article. Proposed amendments must be submitted in writing prior to taking a vote and will appear separately on the warrant as written if passed. He explained the motions to close debate. Amendments require a two-thirds vote. He requested attendees use the microphones at the front of the auditorium to be heard. He asked attendees state their name and the town which they are from. Mr. Scheffy stated he would read the articles and members would read the explanations.

Mr. Bartholomew made a few announcements prior to reading of the warrant. Staff members retiring at the end of the school year are: Susan Berlenbach (37 years), Linda Cermak (42 years). A special thanks to both for their years of service. Additionally, Mr. Bartholomew announced that Board Member Faith Minton would be leaving. She was involved in the Communications Committee, the Wellness Committee and the Parent Partnership Group, On behalf of the Board and administration Mr. Bartholomew thanked her for her service.

Mr. Cancio-Bello recognized Board Member Mr. Andrew Pinard who had served on the Board for twelve years. He noted his countless hours on many committees as well as the Board Representative to the MBC. He stated Mr. Pinard had a personal commitment to the high school auditorium renovation which included hundreds of hours; he was involved in selecting everything from chairs and microphones, to the redesign of the stage. His expertise probably saved the district thousands of dollars. Mr. Cancio-Bello also stated he

always offered a very insightful view at Board meetings. On half of the Board and administration Mr. Cancio-Bello thanked him for his years of service

Mr. Bartholomew also recognized Mr. Dick Wright, Board member, who was unable to attend this morning's meeting due to a medical issue and wished him the best and stated he was in their thoughts.

Mr. Scheffy read Article 1.

Article 1 *To see if the School District will vote to raise and appropriate the **Municipal Budget Committee's recommended amount of \$45,069,217** for the support of schools, for the payment of salaries for the school district officials and agents, and for the payment for the statutory obligations of the District. The **School Board** recommends **\$45,069,217**. This article does not include appropriations voted in other warrant articles. This warrant article asks the voters to raise and appropriate for the support of schools, the salaries of School District Officials and Agents, and for the statutory obligations of said District, and to authorize the application against said appropriation of such sums as are estimated to be received from the State sources, together with other income, the School Board to certify to the Selectmen of each of the Towns of Bradford, New London, Newbury, Springfield, Sutton, Warner, and Wilmot, the amount to be raised by taxation by said towns. (School Board Recommends 7-0) (MBC Recommends 7-0)*

School Board Explanation: The 2020-21 Operating Budget proposed by the Kearsarge Regional School Board of \$45,069,217 is an increase of approximately \$1,367,054 or 3.13% from the 2019-2020 budget. The areas of increase within the operating budget are a result of a variety of factors that are explained in the following paragraphs.

In summary, the majority of the budget increases this year falls into three categories: wages, health benefit premiums and other payroll benefits. Those three items account for \$1,509,475 of the increase. There was a decrease in other items.

Wages and Fringe – The requested budget for 2020-21 reflects a net increase of 3.72 teacher FTEs. Added was one FTI for an elementary nurse, 1.33 FTEs for elementary social workers and 1.39 FTE adjustments to elementary, math, drama, ELO, guidance and literary support staff. In addition, there is an added SAU staff member for facilities support as well as dollars for special education tutors assisting the NECC Program at KRHS. As a result, the wage line for employees requires an increase of approximately \$777,044 or 56.84% of the budget increase. This includes contractual obligations for the KREA educators voted on and approved by the voters in previous budget ballots.

Health benefits alone represent 40.13% of the total budget increase or \$548,575.

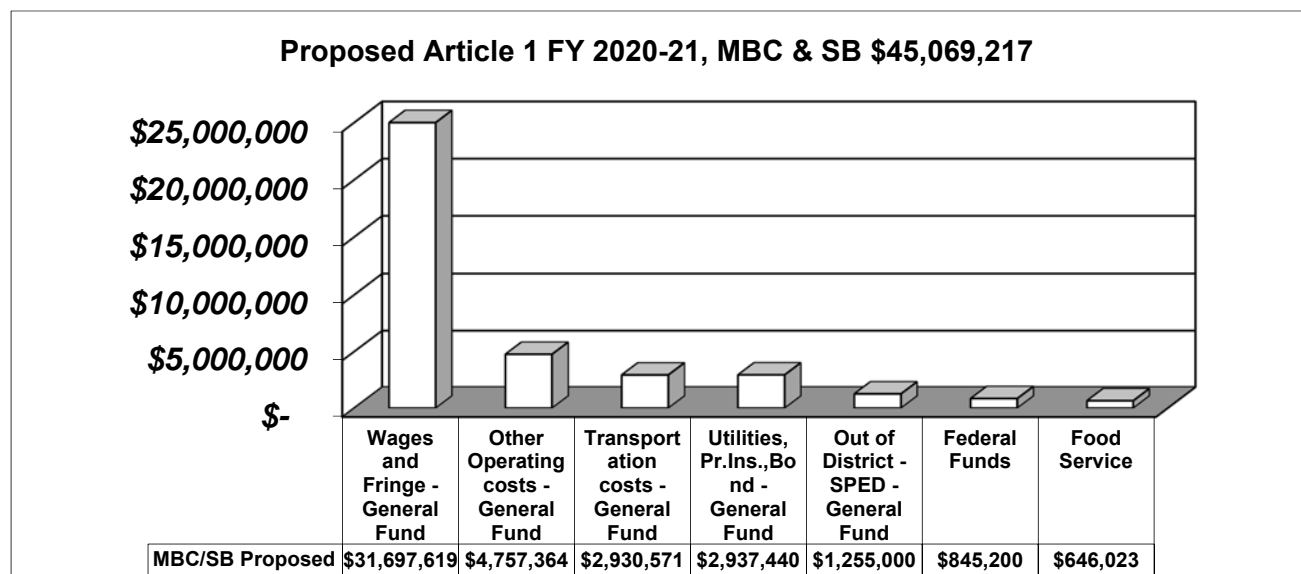
Included under “other payroll benefits” are dental, life, long-term disability, NHRS contributions, workers compensation insurances, taxes, workshops and tax sheltered annuities. The overall other payroll benefits increase represents 13.45% of the total budget increase or \$183,856.

Out of District - Our out of district costs for 2020-21 school year are estimated to be a reduction of (-\$195,000) or (-14.26%) of the budget decrease at this point in time. Each year, Out of District Special Education costs are very fluid and are driven by a variety of factors. Those factors include: the ability of our local staff to meet the needs of intensive behaviorally or medically challenged students, families who move into the district, and the costs associated with delivering highly specialized services in environments outside of the district whose costs keep rising. We make every attempt to meet each child’s needs in the least restrictive educational environment here at the local level. There are times, however, when the child’s special needs exceed our local capacity to meet them. In addition, federal law also requires us to provide for those needs until the age of 21. Placements for out of district services can range from \$50,000 per student to upwards of \$300,000 depending on the residential requirements.

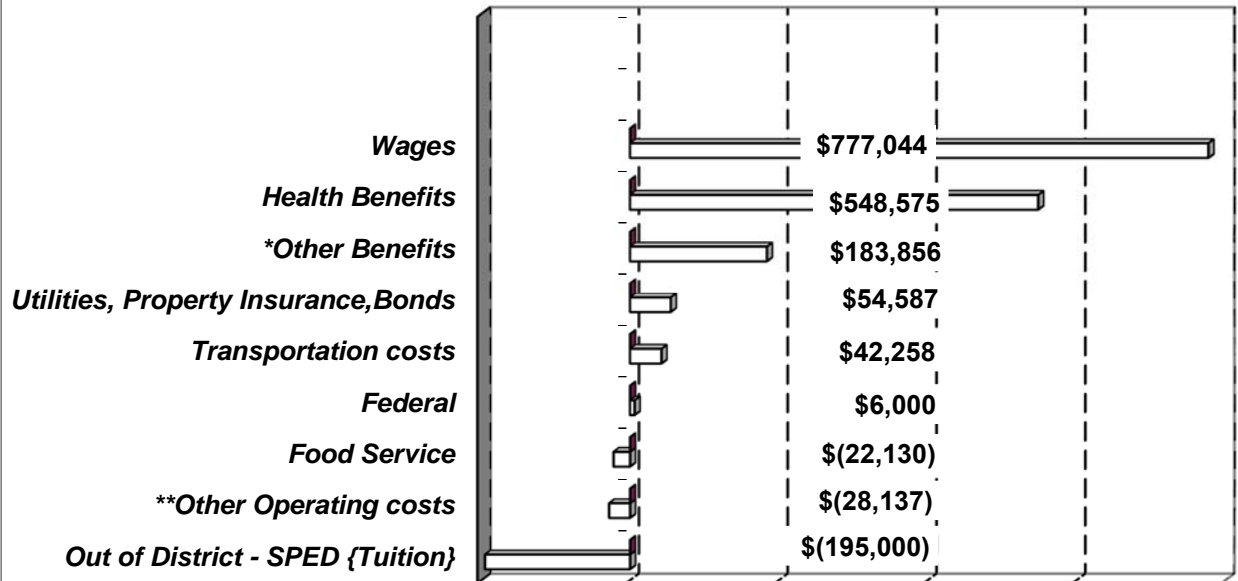
Other Operating Costs - Included in this area are textbooks, technology, contracted services, supplies, repairs, replacement equipment, capital improvements, new equipment, furniture, dues and fees, printing, telephone, copiers, assessment, and others. These costs reflect a decrease of approximately (-2.06%) or (-\$28,137).

Other Expenses - Transportation represents a 3.09% or \$42,258 budget increase, and Utilities, Bonds, Property Insurance budget increased by approximately 3.99% or \$54,587. Food Service represents a reduction of (-\$22,130) or (-1.62%) of the budget decrease. Federal funds represents \$6,000 or .44% of the increase. Note, all federal dollars appropriated are offset by matching federal funds. The result is no effect to the local tax rate.

As a team of dedicated educational leaders, our vision remains to create and maintain a nationally competitive school system with engaged and enthusiastic learners, innovative and dedicated staff, in a supportive, involved community. We continue to strive for high standards, honor differentiated learning, create positive climate and culture conditions, communicate with transparency, and conduct ourselves in a professional manner committed to being fiscally responsible stewards of our community resources.



**Article 1 differences 2020/2021 - Increase of 3.13%,
\$1,367,054**



*Other Benefits {Dental, Life, LTD, Taxes, Workshops, Retirement, TSA's}

**Other Operating {Books, Technology, Communications, Contract Services, Supplies, Repairs and Services, Equipment, Dues/Fees, Travel, Printing, Voc, et}

Ms. Sarah Anderson of Springfield asked what the full title was for the NECC program and was told the New England Center for Children.

Martha Hunt, Sutton, raised concern about increase in the budget. She expressed her inclination to be less assured that the MBC and School Board recommendation was the same number. She asked for the rationale for the staffing increases as they account for the majority of the increase in the budget. Mr. Bartholomew explained the increases, specifically the increase due to the Collective Bargaining Agreement approved by voters. For the benefit of attendees, Mr. Bartholomew also explained the budget process.

Mr. Feneberg shared information about the 3.72 FTEs (Full-Time Equivalent) noting some are required due to special education obligations. He also gave members details about the reports from principals regarding mental health for our students. The School Board and MBC approached administration to add the social worker at the elementary level due to the complex needs in our schools. For the position of drama teacher, in an effort to nurture the Arts, specifically at the high school, it was determined that a dedicated part-time position would

ensure the program’s growth to respond to students’ needs. The Superintendent also addressed the reading and math program positions.

Hearing no other questions, Mr. Scheffy closed discussion on Article 1.

Article 2 *To see if the School District will vote to approve the cost item included in the Collective Bargaining Agreement reached between the Kearsarge Regional School Board and the Para Educators at Kearsarge which calls for the following increases in salaries and benefits:*

<i>Year</i>	<i>Estimated Increase</i>
<i>2020-2021</i>	<i>279,009</i>
<i>2021-2022</i>	<i>86,622</i>
<i>2022-2023</i>	<i>84,636</i>

And further to raise and appropriate the sum of \$279,009 for the 2020-2021 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. (School Board Recommends 7-0) (MBC Recommends 7-0)

Ms. Casey read the explanation.

School Board Explanation: The School Board and the Para Educators at Kearsarge (PEAK) have reached an agreement on a three-year contract for 2020-2023. The proposed agreement continues to provide competitive salary increases and benefits for para educators covered under the Collective Bargaining Agreement (CBA). In particular, the contract contains the following significant components:

1. In recognition of varying intensities of student needs and increasing staff training requirements, the new CBA creates two groups of Para Educators: one comprises all instructional and special education paras; the other includes intensive needs paras and nurse assistants. Separate pay scales apply to those two groups.
2. The length of the work day was increased from 6.8 hours to 7.0 hours for intensive needs para educators
3. An unpaid lunch break replaces the previously paid lunch period
4. All PEAK members will be provided with two professional development and training days during the contract year in exchange for work time made up individually on 2-hour delayed opening days.
5. The district’s contribution to the health insurance plan increases for the two-person and family plans over the next three years from 70% to 80% (2-person) and from 65% to 75% (family).
6. The CBA no longer contains specific job descriptions.

Sarah Anderson asked for explanation of the differences between special needs paras and intensive needs. Mr. Feneberg explained that some multi-handicapped students require more training. The district hires for the positions with the understanding that days are longer and there is a commitment for more training and dealing with more intensive needs. It is a different type of job description

She also asked about the policy to allow para educators to participate in IEP meetings at schools. She felt their input is critical for participation in meetings and the district should begin to invite and include paras in IEP meetings.

Celeste Cook from New London expresses concerns about an unpaid lunch. Mr. Feneberg explained the rationale to make sure paras can be with students the entire day. An unpaid lunch enables the district to add on fifteen minutes. Work time does not change; but the length day changed. There is no loss of income for those paras and it was a decision to ensure coverage for all students.

Hearing no further discussion, Mr. Scheffy closed discussion for Article 2.

Article 3 - *To see if the School District will vote to raise and appropriate up to \$25,000 to be placed in the Special Education Expendable Trust Fund, established in 2008 within the provisions of RSA 198:20-c for the purpose of emergency funding of unforeseen Special Education costs incurred by the District, with such amount to be funded from unassigned fund balance (surplus funds) remaining on hand as of June 30, 2020.*
(School Board Recommends 7-0) (MBC Recommends 7 -0)

Ms. Mastin read the explanation.

School Board Explanation: In 2008, the voters established an expendable trust fund for the purpose of providing funds for unforeseen emergency circumstances in Special Education that may arise in a year after the budget has been adopted. If approved, this article will add up to \$25,000 to that fund from operating surplus remaining on hand as of June 30, 2020. (The balance of the fund as of December 2019 is approximately \$280,043, the target amount to be raised is \$372,139).

Ms. Anderson questioned the need for the fund with a decrease in special education. Mr. Bartholomew explained. At the end of the school year the budget may have a deficit or surplus. If there was a deficit, as occurred several years ago, a special meeting would need to be called to appropriate additional funds. Establishment and use of trust funds allows the district to draw on in case of unforeseen and unanticipated expenses if necessary without the requirement of special meeting.

Margaret Dube asked about targeted amount of \$372,139. Mr. Bartholomew stated it was originally a set number based on the average costs of move-ins. The number has become an odd number based on the percentages. Mr. Feneberg further explained the possible fluctuations such as a residential or day placement noting transportation can be very expensive.

Sue Russell, Newbury, added that her sister, who has a child with special education needs, moved to a small town mid-year and the district was not financially prepared. She felt the trust fund is an extremely valuable thing.

After no further discussion, Mr. Scheffy closed the discussion.

Article 4 *To see if the School District will vote to raise and appropriate up to \$50,000 to be placed in the School Buildings Maintenance Fund for the purpose of repair, unanticipated utility costs, and maintaining the school buildings and equipment, with such amount to be funded from unassigned fund balance (surplus funds) remaining on hand as of June 30, 2018. (School Board Recommends 7-0) (MBC Recommends 7-0)*

Mr. Cancio-Bello read the explanation.

School Board Explanation: In 2009 the voters established an expendable trust fund for the purpose of repairs, unanticipated utility costs, and maintaining school buildings and equipment. If approved, this article will set aside up to \$50,000 toward that purpose from operating surplus funds remaining on hand as of June 30, 2020. (The balance as of December 2019 of that expendable trust is approximately \$445,784, the target amount to be raised is \$500,236.

There were no questions or comments. The Moderator closed discussion.

Article 5 *To transact any other business that may legally come before the meeting.*

The Moderator asked for a motion to adjourn.

There was a motion and second to adjourn at 9:48am. The motion carried by voice vote.

Respectfully submitted,

Leigh Ann Stone
School District Clerk, KRSD

2
3 **NON-DISCRIMINATION, EQUAL OPPORTUNITY EMPLOYMENT and DISTRICT**
4 **ANTI-DISCRIMINATION PLAN - DRAFT v. 1/16/20** **AC**
5

6 **A. Prohibition Against Discrimination of Students in Educational Programs and Activities.**

7 Under New Hampshire law and Board policy, no person shall be excluded from, denied the
8 benefits of, or subjected to discrimination in the District’s public schools because of their age,
9 sex, gender identity, sexual orientation, race, color, marital status, familial status, disability,
10 religion, or national origin. Discrimination, including harassment, against any student in the
11 District’s education programs, on the basis of any of the above classes, or a student’s creed, is
12 prohibited. Finally, there shall be no denial to any person of the benefits of educational
13 programs or activities, on the basis of any of the above classes, or economic status.

14 Harassment of students other than on the basis of any of the classes or categories listed above
15 is prohibited under Board policy JICK - Pupil Safety and Violence Prevention.

16 **B. Equal Opportunity of Employment and Prohibition Against Discrimination in**
17 **Employment.**

18 The School District is an Equal Opportunity Employer. The District ensures equal employment
19 opportunities without regard to age, color, creed, disability, gender identity, marital status,
20 national origin, pregnancy, race, religion, sex, or sexual orientation. The District will employ
21 individuals who meet the physical and mental requirements, and who have the education,
22 training, and experience established as necessary for the performance of the job as specified in
23 the pertinent job description(s).

24 Discrimination against, and harassment of, school employees because of age, sex, race, creed,
25 religion, color, marital status, familial status, physical or mental disability, genetic information,
26 national origin, ancestry, sexual orientation, or gender identity are prohibited. Additionally,
27 the District will not discriminate against any employee who is a victim of domestic violence,
28 harassment, sexual assault, or stalking.

29 **C. Policy Application.**

30 This Policy is applicable to all persons employed or served by the District. It applies to all sites
31 and activities the District supervises, controls, or where it has jurisdiction under the law,
32 including where it (a) occurs on, or is delivered to, school property or a school-sponsored
33 activity or event on or off school property; or (b) occurs off of school property or outside of a
34 school-sponsored activity or event, if the conduct interferes with a student’s educational
35 opportunities or substantially disrupts the orderly operations of the school or school-sponsored
36 activity or event, as set forth in Board policy JICK - Pupil Safety and Violence Prevention.
37 Examples of sites and activities include: all District buildings and grounds, school buses and
38 other vehicles, field trips, and athletic competitions.

41 **D. District Anti-Discrimination Plan.**

42 The Superintendent shall develop and provide to the Board for approval, a coordinated written
43 District Anti-Discrimination Plan (the “Plan”) to include guidelines, protocols and procedures
44 intended to prevent, assess the presence of, intervene in, and respond to incidents of
45 discrimination (See AC-R).

46 The Plan will include provisions, and recommendations with respect to resources, policies,
47 complaint procedures, student education programs, Plan dissemination and training
48 appropriate to carrying out the Plan objectives stated in the preceding paragraph.

49 In developing the Plan, the Superintendent is encouraged to seek input from appropriate groups
50 of the school and local community and coordinate with the District’s Human Rights Officer
51 and Title IX and 504 Coordinators.

52
53 No less than once every two years (off years from review of the District’s Suicide Prevention
54 Plan per Policy JLDDB, the Superintendent shall update the District Anti-Discrimination Plan,
55 and present the same to the Board for review. Such Plan updates should be submitted to the
56 Board in time for appropriate budget consideration.
57 Human Rights, Title IX, 504 Officers.

58
59 The Superintendent shall assure that District and or building personnel are assigned to the
60 positions listed below. Each year, the Superintendent or designee shall prepare and publically
61 disseminate an updated list of the person or persons acting in those positions, along with their
62 District contact information, including telephone number, email, postal and physical addresses.

- 63
64
 - Human Rights Officer
 - Title IX Coordinator
 - 504 Coordinator67

68 The update will also include current contact for relevant state and federal agencies including:

- 69
70
 - U.S. Department of Education, Office of Civil Rights
 - 71 • U.S. Department of Agriculture, Office of Civil Rights
 - 72 • N.H. Human Rights Commission
 - 73 • N.H. Department of Justice, Civil Rights Unit
 - 74 • N.H. Department of Education, Commissioner of Education

75 **E. Complaint and Reporting Procedures.**

76 Any person who believes that he or she has been discriminated against, harassed, or bullied in
77 violation of this policy by any student, employee, or other person under the supervision and
78 control of the school system, or any third person who knows or suspects conduct that may
79 constitute discrimination, harassment, or bullying, should contact the District Human Rights
80 Officer, or otherwise as provided in the policies referenced below under this same heading.

81 Any employee who has witnessed, or who has reliable information that another person may
82 have been subjected to discrimination, harassment, or bullying in violation of this policy has a
83 duty to report such conduct to his/her immediate supervisor, the District Human Rights Officer,
84 or as provided in one of the policies or administrative procedures referenced below under this
85 same heading. Additionally, employees who observe an incident of harassment or bullying
86 are expected to intervene to stop the conduct in situations in which they have supervisory
87 control over the perpetrator, and it is safe to do so. If an employee knows of an incident
88 involving discrimination, harassment, or bullying, and the employee fails to report the conduct
89 or take proper action, or knowingly provides false information in regard to the incident, the
90 employee will be subject to disciplinary action up to, and including, dismissal.

91 Investigations and resolution of any complaints shall be according to the policies listed below
92 and related administrative procedures or regulations. Complaints or reports regarding matters
93 not covered in one or the other of those policies should be made to the District Human Rights
94 Officer.

- 95 1. **Reports or complaints of Title VI or VII violations, inclusive of discriminatory**
96 **practices and employment practices restricting equal opportunity for employment**
97 **or relating to race, color, or national origin by employees or third party**
98 **contractors, should be made to the Human Rights Officer.**
- 99 2. Reports or complaints of Title IX violations, inclusive of sexual harassment or sexual
100 violence by employees or third party contractors, should be made under Board policy
101 [GBAA](#);
- 102 3. Reports or complaints of Title IX violations, inclusive of sexual harassment or sexual
103 violence by students, should be made under Board policy [JBAA](#);
- 104 4. Reports or complaints of discrimination on the basis of disability should be made under
105 Board policy [ACE](#), except for complaints regarding facilities accessibility by disabled
106 non-students or employees, which should be made under Board policy [KED](#); and
- 107 5. Reports or complaints of bullying or other harassment of pupils should be made under
108 Board policy [JICK](#).

109 **F. Alternative Complaint Procedures and Legal Remedies.**

110 At any time, whether or not an individual files a complaint or report under this Policy, an
111 individual may file a complaint with the Office for Civil Rights (“OCR”), of the United States
112 Department of Education, or with the New Hampshire Commissioner for Human Rights.

- 113 1. Office for Civil Rights, U.S. Department of Education, 5 Post Office Square, 8th Floor,
114 Boston, MA 02109-3921; Telephone number: (617) 289-0111; Fax number: (617) 289-
115 0150; Email: OCR.Boston@ed.gov

116 *Note:* Complaints to OCR must be filed in writing no later than 180 days after the alleged
117 act(s) of discrimination. OCR may waive its 180 day time limit based on OCR policies and
118 procedures.

- 120 2. New Hampshire Commission for Human Rights, 2 Industrial Park Drive, Concord, NH
121 03301; Telephone number: (603) 271-2767; Email: humanrights@nh.gov
122

123 Notwithstanding any other remedy, any person may contact the police or pursue a criminal
124 prosecution under state or federal criminal law.

125 **G. Retaliation Prohibited.**

126 No reprisals or retaliation of any kind will be taken by the Board or by any District employee
127 against the complainant or other individual on account of his or her filing a complaint or report
128 or participating in an investigation of a complaint or report filed and decided pursuant to this
129 policy, unless that person knew the complaint or report was false or knowingly provided false
130 information.

131 **H. Administrative Procedures and Regulations.**

132 The Superintendent shall develop such other procedures and regulations as are necessary and
133 appropriate to implement this Policy.

134 **I. Food and Nutrition Service Instructions 113-1, USDA Non-Discrimination Statement**

135 The Superintendent will provide notice of compliance with federal and state civil rights laws
136 to all applicants for employment, employees, students, parents, and other interested persons,
137 as appropriate.
138

139 In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil
140 rights regulations and policies, the USDA, its Agencies, offices, and employees, and
141 institutions participating in or administering USDA programs are prohibited from
142 discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation
143 for prior civil rights activity in any program or activity conducted or funded by USDA. Persons
144 with disabilities who require alternative means of communication for program information
145 (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency
146 (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or
147 have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-
148 8339. Additionally, program information may be made available in languages other than
149 English.
150

151 To file a program complaint of discrimination, complete the USDA Program Discrimination
152 Complaint Form, (AD-3027) online at: http://www.ascr.usda.gov/complaint_filing_cust.html,
153 and at any USDA office, or write a letter addressed to USDA and provide in the letter all of
154 the information requested in the form.
155

156 To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or
157 letter to USDA by:
158

- 159 1. Mail: U.S. Department of Agriculture
160 Office of the Assistant Secretary for Civil Rights
161 1400 Independence Avenue, SW

- 162 Washington, D.C. 20250-9410;
163 2. Fax: (202) 690-7442; or
164 3. Email: program.intake@usda.gov.

165
166 This institution is an equal opportunity provider.

167
168
169

170 **Legal References:**

171

172 [NH SB263](#)

173 [RSA 186:11, XXXIII, Discrimination](#)

174 [RSA 193:38, Discrimination in Public Schools](#)

175 [RSA 193-F, Student Safety and Violence Protection Act](#)

176 [RSA 275:71, Prohibited Conduct by Employer](#)

177 [RSA 354-A, State Commission for Human Rights](#)

178 [The Age Discrimination in Employment Act of 1967, 29 U.S.C. 621, et seq.](#)

179 [The Rehabilitation Act of 1973, 29 U.S.C. 705 and 794](#)

180 [Title II of The Americans with Disabilities Act of 1990, 42 U.S.C. 12101, et seq.](#)

181 [Title IV of the Civil Rights Act of 1964, 42 U.S.C. §2000c](#)

182 [Title VII of The Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq](#)

183 [Title IX of the Education Amendments of 1972, 20 U.S.C 1681, et seq](#)

184 [NH Dept of Ed. Rule 303.01 \(i\), School Board Substantive Duties](#)

185

186

187 ***Legal References Disclaimer: These references are not intended to be considered part of this***
188 ***policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to***
189 ***enact this policy, nor as a complete recitation of related legal authority. Instead, they are***
190 ***provided as additional resources for those interested in the subject matter of the policy.***

191

192

193 First Reading 1/16/2020

2
3 **NON-DISCRIMINATION, EQUAL OPPORTUNITY EMPLOYMENT and DISTRICT**
4 **ANTI-DISCRIMINATION PLAN POSTING – DRAFT** **AC-R**

5 **Pursuant to Board policy AC, *Non-Discrimination, Equal Opportunity Employment, and***
6 ***District Anti-Discrimination Plan***, the District administration is directed to update and publish a
7 list of current personnel and contact information for various positions and outside agencies
8 relating to the District’s anti-discrimination policies.

9 **DISTRICT PERSONNEL:**

10 **Human Rights Officer**

11
12 Name: *Ms. Christie Menard*
13 Address: 114 Cougar Court, New London NH, 03257
14 Telephone: 603-526-2051
15 Email Address: cmenard@kearsarge.org

16
17 **Title IX Coordinator**

18
19 Name: *Mr. Michael Bessette*, Assistant Superintendent, SAU 65
20 Address: 114 Cougar Court, New London NH, 03257
21 Telephone: 603-526-2051
22 Email Address: mbessette@kearsarge.org

23
24 **504 Coordinator**

25
26 Name: *Mr. Larry Elliott*, Director of Student Services, SAU 65
27 Address: 114 Cougar Court, New London NH, 03257
28 Telephone: 603-526-2051
29 Email Address: lelliott@kearsarge.org

30
31
32 **OUTSIDE AGENCIES:**

33 **Office for Civil Rights: U.S. Department of Education;** 5 Post Office Square, 8th
34 Floor, Boston, MA 02109-3921; Telephone - 617-289-0111; Email -
35 OCR.Boston@ed.gov

36 **Office of Civil Rights, U.S. Dept of Agriculture;** 1400 Independence Avenue, SW,
37 Washington, D.C., 20250-9410; Telephone - 866-632-9992; Email –
38 program.intake@usda.gov

39 **N.H. Commission for Human Rights,** 2 Industrial Park Drive, Concord 0330,
40 Telephone - 603-271-2767; Email – humanrights@nh.gov

41 **N.H. Department of Justice, Civil Rights Unit;** 33 Capitol Street, Concord, NH 03301;
42 Telephone – 603-271-1181

43 **N.H. Department of Education, Commissioner of Education;** 101 Pleasant Street,
44 Concord, NH 03301, Telephone – 603-271-3494; Email - info@doe.nh.gov

45
46 **See Also:** KRSD Policies AC, ACE, JBAA, KED, and GBAA

47

48

49 **Legal References:**

50

51 [RSA 193-J](#)

52

53

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55 *policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to*
56 *enact this policy, nor as a complete recitation of related legal authority. Instead, they are*
57 *provided as additional resources for those interested in the subject matter of the policy.*

58

5 The School Board is committed to protecting the health, safety and welfare of its students and school
6 community. This policy supports federal, state and local efforts to provide education on youth suicide
7 awareness and prevention; to establish methods of prevention, intervention, and response to suicide
8 or suicide attempt (“postvention”); and to promote access to suicide awareness, prevention and
9 postvention resources.

10 A. District Suicide Prevention Plan and Biennial Review. The Superintendent shall develop and
11 provide to the Board for approval, a coordinated written District Suicide Prevention Plan (the
12 “Plan”) to include guidelines, protocols and procedures with the objectives of prevention, risk
13 assessment, intervention and response to youth suicides and suicide attempts. (See: JLDBB-R)

14 1. Specific Requirements for Plan Terms: The District Suicide Prevention Plan shall include
15 terms relating to:

- 16 a) Suicide prevention (risk factors, warning signs, protective factors, referrals);
- 17 b) Response to in-or-out-of-school student suicides or suicide attempts (postvention, suicide
18 contagion);
- 19 c) Student education regarding safe and healthy choices, coping strategies, recognition of
20 risk factors and warning signs of mental disorders and suicide; and help seeking
21 strategies;
- 22 d) Training of staff, designated volunteers, and contracted personnel on the issues of youth
23 suicide risk factors, warning signs, protective factors, response procedures, referrals,
24 post-intervention and resources available within the school and community;
- 25 e) Confidentiality considerations;
- 26 f) Designation of any personnel, in addition to the District Suicide Prevention Coordinator
27 and Building Suicide Prevention Liaisons, to act as points of contact when students are
28 believed to be at an elevated risk of suicide;
- 29 g) Information regarding state and community resources for referral, crisis intervention, and
30 other related information;
- 31 h) Dissemination of the Plan or information about the Plan to students, parents, faculty,
32 staff, and school volunteers;
- 33 i) Promotion of cooperative efforts between the District and its schools and community
34 suicide prevention program personnel;

35 j) Such include such other provisions deemed appropriate to meet the objectives of this
36 Policy (e.g., student handbook language, reporting processes, “postvention” strategies,
37 memorial parameters, etc.).

38 2. Biennial Review: No less than once every two years, the Superintendent, in consultation
39 District Suicide Prevention Coordinator and Building Suicide Prevention Liaisons and with
40 input and evidence from community health or suicide prevention organizations, and District
41 health and guidance personnel, shall update the District Suicide Prevention Plan, and present
42 the same to the Board for review. Such Plan updates shall be submitted to the Board in time
43 for appropriate budget consideration.

44 B. Suicide Prevention Coordinator and Liaisons.

45 1. District Suicide Prevention Coordinator. The Director of Student Services shall serve as the
46 appointed District Suicide Prevention Coordinator, who, under the direction of the
47 Superintendent shall be responsible for:

48 a) developing and maintaining cooperative relationships with and coordination efforts
49 between the District and community suicide prevention programs and personnel;

50 b) annual updating of (i) State and community crisis or intervention referral intervention
51 information, and (ii) names and contact information of Building Suicide Prevention
52 Liaisons, for inclusion in student handbooks and on the District’s website;

53 c) developing - or assisting individual teachers with the development – of age
54 appropriate student educational programing, such that all students receive information
55 in the importance of safe and healthy choices and coping strategies, recognizing risk
56 factors and warning signs of mental disorders and suicide in oneself and others, and
57 providing help-seeking strategies for oneself or others, including how to engage
58 school resources and refer friends for help;

59 d) developing or assisting in the development of the annual staff training required under
60 section C of this policy;

61 e) Such other duties as referenced in this Policy or as assigned by the Superintendent.

62 2. Building Suicide Prevention Liaison. The school guidance counselor shall be designated as
63 the Building Suicide Prevention Liaison, and shall serve as the in building point-of-contact
64 person when a student is believed to be at an elevated risk for suicide. Employees who have
65 reason to believe a student is at risk of suicide, or is exhibiting risk factors for suicide, shall
66 report that information to the Building Liaison, who shall, immediately or as soon as
67 possible, establish and implement a response plan with the District Suicide Prevention
68 Coordinator.

69 C. Annual Staff Training. The Superintendent shall assure that all school building faculty and staff,
70 designated volunteers, and any other personnel who have regular contact with students, including
71 contracted personnel or third-party employees, receive at least two hours of training in suicide
72 awareness and prevention. Such training may include such matters as youth suicide risk factors,

73 warning signs, protective factors, intervention, response procedures, referrals, and postvention
74 and local resources.

75 D. Dissemination. Student handbooks and the District’s website will be updated each year with the
76 contact information for the Building Suicide Prevention Liaisons, State and community crisis or
77 intervention referral intervention resources. The District Suicide Prevention Plan will be made
78 available on the District’s, and each school’s respective websites.

79
80 **See Also:** JLDBB-R

81
82
83 **Legal References:**

84
85 [RSA 193-J](#)

86
87
88 ***Legal References Disclaimer: These references are not intended to be considered part of this***
89 ***policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to***
90 ***enact this policy, nor as a complete recitation of related legal authority. Instead, they are***
91 ***provided as additional resources for those interested in the subject matter of the policy.***

92
93
94 First Reading: 1/2/2020
95 Second Reading 1/16/2020