

SCHOOL ADMINISTRATIVE UNIT THIRTY-NINE

Amherst, Mont Vernon, and Souhegan Cooperative School Districts

ADAM A. STEEL
Superintendent of Schools

CHRISTINE M. LANDWEHRLE
Assistant Superintendent of
Elementary Education

STEVEN CHAMBERLIN
Assistant Superintendent of
Secondary Education

MARGARET A. BEAUCHAMP
Director of Student Services

AMY FACEY
Business Administrator



SAU #39 Board Meeting

Thursday, January 27, 2022 – 6:00 PM
Souhegan High School – Learning Commons
412 Boston Post Road
Amherst, NH 03031

AGENDA ITEM	TIME	DESIRED ACTION	BACKUP MATERIALS
Call to Order	6:00 PM	<i>Chair of the SAU #39 Board, Mr. Stephen O'Keefe, to call the meeting to order</i>	None
Non-Public	6:00 PM	<i>RSA 91-A:3 (2) A</i>	None
Public Input I of II	6:45 PM		None
Consent Agenda	7:00 PM	<ol style="list-style-type: none"><i>December 16, 2021 Draft Minutes</i><i>Treasurer Report – 12-2021</i><i>Treasurer Report – 11-2021 (Revised)</i>	<i>12 16 2021 SAU 39 Draft Minutes Treasurer Report – Dec 2021 Treasurer Report – Nov 2021 (Revised)</i>
Board Updates	7:10 PM	<i>All board chairs to provide individual board updates</i>	None
Superintendent Report	7:20 PM	<i>SAU #39 Superintendent, Adam Steel, to present his report to the board</i>	<i>Superintendent Report – Jan 2022</i>
Policy Committee Update	7:45 PM	<i>The Policy Committee to provide an update to the board</i>	<i>Policy Memo</i>
Public Input II of II	8:10 PM		None
Non-Public	8:15 PM	<i>RSA 91-A: 3 (2) C</i>	None
Board Update	8:30 PM	<i>School Board Member Investigation Update</i>	None
Meeting Adjourned	8:40 PM		None

SAU #39 Board

Thursday, December 16th, 2021

Meeting Minutes- Not Approved

Attendees:

Administrative Team: Adam Steel- Superintendent, Christine Landwehrle- Assistant Superintendent, Steven Chamberlain- Assistant Superintendent, SAU #39 Business Administrator- Amy Facey, Anna Parrill- Principal Clark/Wilkins, Kathleen Murphy- Assistant Principal Clark Wilkins, Dr. Bethany Bernasconi- Principal Amherst Middle School, Mike Berry- Principal Souhegan High School, and Tom Lecklider- Principal Mont Vernon Village School.

Amherst School Board: Chair- Tom Gauthier (remote) Vice Chair- Elizabeth Kuzsma, Secretary- Victoria Parisi, Terri Behm, and Josh Conklin.

Mont Vernon Village School Board: Chair- Sarah Lawrence, Vice Chair- Peter Eckhoff, Kristen Clark, Jessica Hinckley, and Stephen O'Keefe.

Souhegan Cooperative School Board: Interim Chair- Stephanie Grund, Secretary- Laura Taylor, John Glover, Steve Coughlan, Pim Grondstra, Christie Peters, and George Torres (remote)

Board Minutes: Danae A. Marotta

Public: Kelly Schmidt, 11 Patricia Lane, Amherst NH

I. Call to Order

Chair of the SAU #39 Board, Mr. Steven O'Keefe called the meeting to order at 6:05PM

II. Public Comment

No Public Comment

III. Principals Reports

Mr. O'Keefe asked the board if there were any questions for Clark Wilkins Principal, Ms. Anna Parrill and Assistant Principal, Ms. Kathleen Murphy.

Ms. Parisi added that the Amherst School Board already reviewed the December Principal's Report at their board meeting and asked their questions.

Ms. Grund commented that the Thankful Tree and the Hootie's Council was a great idea. It was an important lesson for the students.

There were no further questions for Principal Parrill and Assistant Principal Murphy.

The Board thanked Ms. Parrill and Ms. Murphy.

Mr. O'Keefe asked for questions for AMS Principal, Dr. Bethany Bernasconi.

33 Ms. Kuzsma asked about the new Theater Program.

34 Dr. Bethany Bernasconi replied that they are working on that now, Mr. John Schuttinger, has
35 taken the lead on this, they have hired a Theater Director and are looking for a second as well.
36 There was a first informational meeting after school today and then another informational
37 meeting after school on Monday. There were about 35 students there tonight and when asked if
38 they knew someone that wanted to come but could not make it at least half of them raised their
39 hands.

40 Ms. Kuzsma asked if they were going to do plays and musicals.

41 Principal Bernasconi replied a little of both. It is leaning towards not a musical but there is still
42 discussion to be had.

43 They are discussing a few different options, for example having several short plays where lots of
44 students can try different parts. They are trying to revive the program and excited to get the
45 program off of the ground.

46 Ms. Grund asked inquired about the student success plan.

47 Principal Bernasconi remarked that they have a couple of volunteers, our faculty that want to
48 take this on and pilot these. Two of their Integrated Arts teachers are going to work though this
49 with their Launch Pads. The student success plan is going to incorporate multiple parts. It will
50 also have different pieces as well as an assignment that students are going to write “what I want
51 you to know about me”. It will also include an interest profile, as section for student goals. All of
52 this is pilot, and they are looking for feedback, this is modeled after the Division One process at
53 Souhegan.

54 Ms. Grund asked if there was any collaboration with SHS Counselor, Mr. Tim Cotreau.

55 Principal Bernasconi replied yes, longitudinal K-12.

56 Ms. Grund thanked Principal Bernasconi.

57 Ms. Parisi inquired how Launch Pad is going.

58 Principal Bernasconi replied that Launch Pad is a great place for building relationships,
59 welcoming students to school every day and setting them up for success. They have a common
60 structure across the building with each Launch Pad and as a school they are committed to it with
61 supports in place. It is a worthwhile endeavor.

62 Mr. Eckhoff commented on the high number of staff absences.

63 Principal Bernasconi replied that they have a great pool of subs that are supporting the school
64 and are there on a consistent basis and taking on those classes. It has not been easy, but they are
65 covering their classes.

66 Mr. O’Keefe asked about the Festive Friday and the bling cart.

67 Principal Bernasconi replied that it is to celebrate the season and it helps to extend their spirit
68 week.

69 The Board thanked Principal Bernasconi.

70 Mr. O’Keefe asked for questions for MVVS Principal, Mr. Tom Lecklider.

71 Mr. O’Keefe asked about the Tree Lighting ceremony.

72 Principal Lecklider remarked that they were chosen to light the tree on Saturday night. There
73 were kind words from the board, and it was a great community event.

74 There were no additional questions for Principal Lecklider.

75 The board thanked Principal Lecklider.

76 Mr. O’Keefe asked for questions for SHS Principal, Mr. Mike Berry.

77 Ms. Grund added that they had their meeting this week and most likely have no questions.

78 Mr. O’ Keefe added that it was a great event with the Tree Lighting.

79 He acknowledged the principals for all of their work. He is looking forward for a great 2022 and
80 all the things that will come out of it.

81 IV. Consent Agenda

82 Mr. Glover pulled item #1 11.18.2021-line 419 Draft Minutes changed from “*district to go*
83 *through the Superintendent. Ms. Parisi seconded the motion.*”

84 Changed to:

85 “*SAU 39 Employees to go through the Superintendent. Ms. Parisi seconded the motion.*”

86 Ms. Grund noted that lines 25, 72 and 88 she was not here for.

87 Mr. Coughlan commented that there was a name correction for line #21 “Saloki”.

88 Ms. Taylor mentioned that she will abstain.

89 **Ms. Parisi motioned to approve the minutes of November 18th, 2021, as amended. Mr.**
90 **Gauthier seconded the motion. Ms. Taylor and Mr. Glover abstained; motion passed.**

91 Mr. O’Keefe went to item # 2. Unanticipated Revenue.

92 There were no questions or comments.

93 Mr. O’Keefe went to item #3. Enrollment Update.

94 Ms. Kuzsma commented that the numbers do not add up.

95 Mr. O’Keefe mentioned that they will not approve item #3.

96 Mr. O’Keefe went to item #4 Fall NWEA – All Schools.

- 97 Ms. Taylor commented that some grades really fluctuated and how some grades did so poorly. It
98 would be interesting to know was there a percentage that was remote vs in person, a deeper
99 analysis if you have less than 50% reaching the desired outcome for the year.
- 100 Mr. O'Keefe inquired if there was a particular grade or school.
- 101 Ms. Taylor replied that it was throughout the report, and Math vs. English, it was a challenging
102 year.
- 103 Mr. O'Keefe added that it was Fall to Fall.
- 104 Mr. Steel noted that both the Amherst and Mont Vernon school boards have discussed these in
105 some detail. He will be happy to follow up with her.
- 106 Mr. Glover echoed Ms. Taylor and if there are findings and actions to take.
- 107 Ms. Grund asked when they achieve the growth it depends on where they started, is there a way
108 can you tell who is on grade level.
- 109 Assistant Superintendent, Ms. Christine Landwehrle, replied that you can't really tell who is on
110 grade level by this report. This report is looking at how much growth students have made and
111 then as a class as a whole with their average RIT score.
- 112 Ms. Grund added that she would like to see that information.
- 113 Ms. Landwehrle noted that she could provide a projected proficiency report for SHS. That is the
114 report that shows if they are projected to be proficient on SAT and ACT.
- 115 Ms. Grund mentioned that she would like to see that information.
- 116 Ms. Parisi asked about the NHSAS.
- 117 Ms. Landwehrle replied that she they will be testing the end of January, the beginning of
118 February. There were grade levels that were quarantined more often, and it was a challenge for
119 consistency. They will be looking for growth from fall to winter.
- 120 Mr. O'Keefe went to item #4 Voucher Detail Listing. He noted that he would be fearful with
121 adding check copies online.
- 122 Mr. Steel added that SAU #39 Business Administrator, Ms. Amy Facey, has worked hard to
123 publish the information, for the taxpayers, without giving away the information we do not want
124 to give away. There is the right balance, if there is anything that the board sees that can be
125 adjusted, please let us know.
- 126 Mr. O'Keefe inquired how are we protecting that data.
- 127 Mr. Steel responded that they are not publishing the purchase orders, checks or any of the bills
128 themselves. They have an extensive process, and our staff is well trained.
- 129 Mr. Glover asked if the consent memo needs to be modified.

130 Mr. Steel responded that it is the budget account code.

131 Ms. Facey clarified that she will take a closer look and make sure that they strike anything and
132 bring it back.

133 Ms. Grund asked if there were any vendors that they give a PO number to.

134 Mr. Steel added that they will re look at all of that.

135 Mr. O'Keefe asked for questions for the #6. Facilities Update.

136 There were no questions.

137 Mr. O'Keefe applauded Mr. Preston and his team for all of their wonderful work.

138 Mr. O'Keefe asked for questions on item 7#. Social-Emotional Status Update.

139 Ms. Kuzsma inquired about the background information- the first draft survey was
140 underwhelming.

141 Ms. Landwehrle replied that Assistant Chamberlin explained that he kept trying to create
142 versions of a survey that would go out to staff and realized the need for focus group meetings
143 rather than a survey.

144 Mr. Gauthier added that there are many things that concern him. It was incredibly hard to read
145 these three bullet points.

146 Ms. Parisi commented as a society they are having a hard time moving forward and finding the
147 revitalization. She questioned the school suspension data.

148 Ms. Landwehrle replied that it this school year and was about up until a week and a half ago, it is
149 for the entire school year. They are looking at the OSS program as offering supportive out of
150 school suspensions.

151 Mr. Glover asked about the Tik Tok challenge.

152 Ms. Landwehrle replied that they are happy to provide a deeper context and Mr. Chamberlin has
153 worked with Dr. Bernasconi on that.

154 Mr. Steel added that is suspension data and there are consequences up to and before suspension.

155 Ms. Grund added that she would like to hear more information about the change in the daily start
156 time, is it still causing concerns. That is going to influence later discussions.

157 Ms. Kuzsma went back to the ISS and OSS data, how much of these incidents are separate
158 incidents vs repeat offenders.

159 Ms. Parisi inquired for data, dates, and some information before they get to suspension.

160 Mr. Steel added that there is no more information they can provide in public session than what
161 they have right here.

- 162 Mr. Glover asked if this data is typical.
- 163 Mr. Steel responded that it is definitely different than last year, but they can look at it.
- 164 Principal Bernasconi replied that it is atypical.
- 165 Ms. Kuzsma mentioned that they have several students that are remote that are coming back in
166 January, and they have been out for 20 months. What supports do they have in place, not only
167 socially and emotionally but also the academic and transition supports.
- 168 Ms. Landwehrle replied that the transition meetings have been critical. With some there are no
169 academic concerns but social emotional concerns. With families, teachers and building
170 leadership are having tours with the school, meeting their teacher, see their classroom and get set
171 up. Ms. Hanson will provide check ins and she has been able to set up transition meetings and be
172 able to provide context because she knows the students so well and individualize and customize
173 the tours of the building.
- 174 Mr. Gauthier asked if Ms. Hanson will be returning to a more normal role.
- 175 Ms. Landwehrle replied that she has been halftime remote support and then halftime AMS Math
176 Interventionist. They will be reexamining her schedule so that she is able to provide additional
177 support at AMS as more students transition back.
- 178 Mr. O'Keefe added that this was on their radar, in September Principal Lecklider and his team
179 provided a road map for the board regarding student transition and it was a well thought out plan.
- 180 He suggested that the board review the MVSD September agenda packet.
- 181 Mr. Grondstra went back to the suspension data and noted that they can look at trends.
- 182 Ms. Behm noted that she appreciates having the data but where do we go from here.
- 183 Mr. Steel responded that it was an attempt by Mr. Glover to bring to light these social emotional
184 issues this year. He made the request for the information.
- 185 Ms. Behm added that they have dedicated hard working teachers that are facing an
186 unprecedented time. Their jobs have expanded, they had students coming in and out of
187 modalities, and loss from their own families. What are we doing to support our teachers, and
188 what are we doing to support our kids. If the kids are not in the right headspace they do not learn.
189 Kids are smart and resilient but the emotional has to be the focus. The only way to face it is to
190 face it together.
- 191 Ms. Taylor asked if the in-school suspension and the out of school suspension are both full day.
- 192 Mr. Steel replied yes, that these are not the only consequences that have been handed out.
- 193 Ms. Peters asked if the bullying is cyber or in person.
- 194 Ms. Parisi noted that it does not look like SHS has any bullying or fighting and AMS does. Also,
195 is there an anonymous tip line for someone experiencing any of these issues.

196 Mr. Steel replied that they are investigating the use of an anonymous tip line. As you can
 197 imagine with the software privacy laws it is difficult to implement that and to be in compliance.
 198 They actually own one already through Nixle and are looking into whether they can use it and
 199 still abide by the NH data privacy laws.

200 Ms. Parisi added that when they are talking about social emotional it is important to get that up
 201 and running as soon as possible.

202 **Mr. Grondstra motioned to approve items 2. Unanticipated Revenue, 4. Fall NWEA – All**
 203 **Schools, 6. Facilities Update and 7. Social-Emotional Status Update. Ms. Kuzsma seconded**
 204 **the motion. The vote was unanimous, motion passed.**

205 V. Board Updates

206

207 • Mont Vernon School Board

208 Chair of the Mont Vernon School Board, Ms. Sarah Lawrence, noted that the MVSB had their
 209 meeting on the second of this month. They discussed their budget, had a presentation from
 210 Principal Lecklider and it looks like their budget will be within about 1% of last year.

211 The Board thanked Ms. Lawrence.

212 • Amherst School Board

213 Chair of the Amherst School Board, Mr. Tom Gauthier, noted that they finalized their budget at
 214 their December 6th meeting, just under \$31m it would be a 4% increase. Our biggest increases
 215 were in special programming and staffing and employer paid benefits, but we are not adding any
 216 regular education full-time teachers.

217 Tonight, we voted on out teachers' contract, and we have a four-year contract that will be going
 218 to Public Hearing and then to the ballot in March, it is about an average of \$600k a year in salary
 219 increases with a 3% COLA as part of that. Teachers will pick up about 4% of their health
 220 insurance premiums over the course of the contract. They finalized the wording on our bond
 221 project tonight. We are going to put \$83m and bring that to the public hearing and hopefully to
 222 the ballot in March that will be for the major renovation at Clark Wilkins and a renovated 6-8
 223 AMS. Clark/ Wilkins would then go from Pre-k through 5.

224 They also approved an additional warrant article to bring to public hearing for \$2.2m that will
 225 cover solar projects on top of both buildings. Once they are completed, the ROI is 15-17 years, it
 226 is a 25-year warranty with the life span of about 40 years on the panels. That will be presented
 227 comprehensively at their Bond Hearing on January 11th and January 12th for the Public Hearing.

228 The board thanked Mr. Gauthier.

229 • Souhegan Cooperative School Board

230 Interim Souhegan Cooperative School Board Chair, Ms. Stephanie Grund, noted that they had a
 231 presentation on Personalized Success Plans which is similar to the AMS plan that she was asking

232 Dr. Bernasconi. They have scheduled a staff breakfast in January so we can give our appreciation
 233 to the teachers. They have a great health awareness program that our school Social Worker,
 234 Assistant Superintendent Chamberlin, Dean of Students, and dean of Guidance also presented,
 235 and it walked through the Youth Risk Behavior Survey but also talked about programs that we
 236 have in place at our school.

237 They had a Career Tech Expo where they presented the students with more of the technical
 238 schools. There were over 20 technical programs for 9th, 10th and 11 grades. Our operating budget
 239 is approved for their Public Hearing, our adopted operating budget is \$20,314,508 this year of a
 240 2.74% increase. We are going to have two warrant articles; one is for Science Labs for \$500k
 241 and one for the Turf Field for \$85k coming from the UFB.

242 The board thanked Ms. Grund.

243 VI. Superintendent's Report

244 • Quarterly Update on Emergency Policy

245 Mr. Steel commented that he will start with our quarterly update on emergency policy and on
 246 personal protective measures. As everyone knows we have been with our status for covid thus
 247 far. If you have watched our website closely you've noticed two things in the last week. The first
 248 is that there are a lot of cases at Clark/Wilkins, specifically Wilkins, AMS and Souhegan.

249 Second, vaccination availability by age has changed to "available at all grade levels". He will
 250 continue to apply the board's Reopening Plan as we move forward. It likely means that in
 251 January some of our other schools will be trending towards green, assuming that things at MV
 252 stay the same and the other schools get a little bit better.

253 He paused for questions from the board.

254 Mr. Glover noted that Clark school has preschoolers that are under the age of 5 and vaccinations
 255 are not available for them.

256 Mr. Steel agreed that it is partially available for students at Clark school.

257 Ms. Clark commented that there has been some difficulty with scheduling vaccines.

258 Mr. Steel responded that is why they are not making any changes before the holiday break.

259 Mr. Peters mentioned that you might want to consider masks as they come back from holiday
 260 vacation.

261 Ms. Kuzsma inquired with the sharpened increase of covid at Wilkins and AMS are they seeing
 262 any trends.

263 Mr. Steel mentioned that they made 7th and 8th grade masks optional while in classrooms, they
 264 have had more cases in grades 5 and 6 than in grades 7 and 8. It does not appear to have had an
 265 impact thus far.

266 Ms. Kuzsma asked if there were any clusters.

267 Mr. Steel replied that there is a cluster in 9th grade, and he is not sure if it has been characterized
 268 as a cluster but there are a number of cases in the 4th grade.

269 • School Nutrition

270 He welcomed Ms. Krystal Gendreau as the new SAU #39 Director of School Nutrition. She has
 271 hit the ground running and has the support of the Litchfield Director of School Nutrition for
 272 mentor and support.

273 He and Assistant Principal Murphy have visited two schools in Portland as part of their
 274 investigation into the outdoor classroom. They are continuing to explore options and will have an
 275 update in February.

276 Lastly, he wanted to give the board an update on the Tripod parent survey which we will be
 277 doing in the February/March timeframe. This will be an opportunity to get feedback that has
 278 been proven to be scientifically valid from our parents about how our schools are doing. They
 279 are excited about that for the first time.

280 Ms. Grund inquired if they are doing the survey in February or March or getting back the results.

281 Mr. Steel replied that are doing the survey at that time.

282 Ms. Grund asked if there will be questions related to the start time.

283 Mr. Steel responded that we are going to do a start time survey sometime in January. It will be
 284 separate from Tripod.

285 Mr. Gauthier inquired that he disagrees with requiring masks for two weeks after the holiday
 286 break. In regard to the school start time survey, what happens if it comes back that people want
 287 to return to the original time.

288 Mr. Steel explained that the community is represented by their elected board members. He will
 289 be bringing that data to the board for discussion.

290 Mr. Glover added that one year may not be enough time, he is confident that two years from now
 291 no one will remember the previous start times. He requested feedback from teachers and students
 292 preferably in the springtime.

293 Mr. Steel commented if they are way off the rails, they need to know that in January to make
 294 changes for the next school year. Again, that is a board decision, there will not be consensus
 295 either way.

296 Ms. Clark asked if the bus drivers should be surveyed as well. She is wondering about the safety
 297 of the students getting on the bus at 6:30AM.

298 Ms. Parisi inquired about the plan for the results of the Tripod survey.

299 Mr. Steel responded that they will be sharing that information with the board and the public and
 300 drawing conclusions from them if we can. He has not seen them yet and it is information that
 301 other districts have used. They will learn from it and apply those things.

302 Mr. Glover added that he would be unwilling to change course without a year or two of
303 experience to work out the kinks in the change in the start time.

304 Mr. O'Keefe asked for a straw poll for surveying parents in January.

305 The board consensus was yes, Mr. Glover voted no.

306 Mr. Coughlan noted that he is in favor of surveying many stakeholders.

307 Ms. Grund added that it is about capturing why.

308 Mr. O'Keefe commented that if something is drastic, they as a board should be

309 Ms. Taylor mentioned they would also like to know how many teachers are leaving early, as
310 coaches and assistant coaches.

311 Ms. Clark asked if there was someone in the SAU with survey design.

312 Mr. Steel responded that she was allowed to give input.

313 Ms. Parisi commented that they discussed having a report card and have they come to a place
314 where they can give information to the public.

315 Mr. Steel responded that it is still progressing.

316 VII. Board Goals

317 Mr. O'Keefe noted that at the Four Chairs Meeting they discussed the importance of still
318 maintaining their plan for goals.

319 Mr. Steel commented that in talking with the four board chairs at the most recent meeting he
320 expressed a desire on his part to have a coordinated process where the SAU board sets goals,
321 where individual boards set goals that are specific to them and then down to our leadership team,
322 all the way down to individual schools where it is a coordinated process. His hope is to adopt an
323 annual process of setting goals that filters from the SAU all the way down because individual
324 boards have individual things that they need to focus on and do that are unrelated to the broader
325 SAU. if they do not do a process that is systemic, he is fearful that they will be haphazard and
326 not coordinated. This was his attempt to come up with a coordinated process.

327 In general, they have long term priorities and things that they look on over the broad term. Some
328 of those things that come to mind are facilities planning, improving math instruction, discussing
329 instructional time etc. These are types of things that are the largest areas of focus.

330 Each year, once the SAU board is organized in April, that is one of the first things that they
331 should do is identify and either maintain, eliminate, or add to those major thematic things.

332 In addition to that, each year there are specific things that are actionable that need to be take care
333 of. Those things can be adopted both at the SAU board and individual boards but those are tied
334 back to those 5-year themes. Those are the steps that they can take that will be tied back to the
335 broader theme. It might be that we adopt a new math resource that year and that is a specific

336 thing that we do around math. Then there are unique things, kind of one-off unrelated to our
337 broader themes but still important, for example looking at their lock down procedures.

338 Understanding the three levels, the broad themes, the specific actionable steps in a given year
339 tied back to those broad themes and then the one-off tasks that are related either to the SAU
340 board or an individual school if that is the case then in April as the SAU board sits and identifies
341 those things in April and May after the SAU meeting the individual boards as they are seated can
342 discuss the items that are specific to them. the Amherst school may have an objective that is
343 different than the SAU, all of the 5-year themes can be identified at either level.

344 In June, his leadership team can take all of those goals that are related to what the boards have
345 adopted, and we can come up with our work plan for that given year, summer is when we do that
346 work. At the August SAU meeting they can discuss those items. The reality is that every board
347 meeting will have updates. His hope for tonight is to ask if they on the right track and any initial
348 feedback for the next meeting.

349 He is happy to take questions.

350 Mr. Glover inquired if the 5-year theme could be included with kept with the theme.

351 Ms. Taylor asked where do the individual boards come together to contribute rather than being
352 top down.

353 Mr. Steel replied that at the April SAU meeting all members would be present, and it would be
354 an open dialogue. He is hoping that it would be a collaborative conversation and is attempting to
355 strike that balance here.

356 Ms. Parisi asked if the goals that the administration comes up with can be SMART goals so that
357 we know what they are, and we can actually check off the items.

358 Mr. Steel added that there are three different types of measures, qualitative, quantitative and
359 some things that are check the box. In all of the measures they build they categorize them into
360 those areas.

361 Mr. O'Keefe asked for a general consensus.

362 Ms. Taylor noted that they never quite nailed down a year of growth. Even last year when she
363 tried to collect information it was like the teachers passed them to the next grade, so they
364 obviously passed. She would like things a little more measurable when possible. For example,
365 making benchmark for their grade which would be helpful.

366 Mr. Gauthier noted that they want to show kids resiliency the more they can do to show kids a
367 less adult manner it is going to help them get back to normal behaviors that kids do.

368 **Mr. O'Keefe motioned for educational leadership; every student achieves a year of growth**
369 **streamlined measurement of growth through an evaluation of our fall 2021 NWEA results**
370 **to our Spring 2022NWEA results.**

371 Ms. Landwehrle added that they do not want to double test.

372 Ms. Grund added that they will not have any measurement for the high school.

373 Mr. Steel remarked that phrase “every student will achieve a year of growth” was meant to be
374 our theme for the school year, that every teacher is focused on as we return. It was not meant to
375 be a SMART goal. It is the right goal in some ways but it’s not a measurable or achievable goal.

376 He would suggest is that the board, as a goal, direct him to provide insights in the spring that the
377 board can use as measurement. The reality is that there is nothing that they can do between now
378 and April that is going to result in a marked change in student achievement. Not that they are not
379 constantly improving, evaluating teachers constantly, coaching, providing support, but if nothing
380 else to provide them with the data for the April timeframe, and set our new goals.

381 Ms. Peters remarked that it might make sense to make them as though we made them back in
382 April. So, they can see from year to year.

383 Mr. Glover mentioned that some of the goals are not applicable. He suggested that they look at
384 the *U.S. News and World Report* really seriously because who’s ranking us depends on what they
385 are ranking us on. They recognize that there are couple of things, here social/emotional, they
386 have seen what the principals are saying with higher incidents with bad behavior. Maybe a goal
387 is to solve the perceived start time problems and realize the benefits.

388 Ms. Clark inquired if that can be apart of the year of growth to see if those perspectives have
389 adjusted later in the year.

390 Mr. O’Keefe commented that they are coming up with 6-month goals. He would like to be
391 broader and would not want to recraft everything

392 Ms. Taylor mentioned that the rankings should not be taken out. They will be ranked against
393 other local schools; it is related to their community and property values. The DOE is a straight
394 SAT score.

395 Mr. O’Keefe inquired if they wanted to modify the phrase “every student achieves a year of
396 growth” knowing the context that the Superintendent had raised.

397 Mr. Glover suggested a bullet that talks about continued work to implement strategic vision until
398 such time as the vision changes. Just so that it is there on paper.

399 Mr. O’Keefe noted that they got a report regarding post graduate success. He is assuming that
400 they will receive that report again.

401 Mr. Glover added that he is pleased with what they are doing it is not reflected in the bullets-
402 “continued implementation of the strategic vision as presented in summer of 2019”.

403 Ms. Grund commented that they should not change something on administration that they do not
404 have the time for right now.

405 Mr. O’ Keefe asked for a motion to adopt these Board Goals FY’ 2021 with the addition of
406 showing marked progress towards accomplishing our strategic vision by the end of the school
407 year.

408 **Ms. Grund motioned to adopt these Board Goals FY' 2021 with the addition of showing**
 409 **marked progress towards accomplishing our strategic vision by the end of the school year.**
 410 **Mr. Glover seconded the motion.**

411 Mr. O'Keefe asked for discussion.

412 Ms. Kuzsma commented that she is not sure that "marked" is a SMART goal.

413 Mr. O'Keefe inquired to remove the word "marked"

414 Ms. Peters added that she is inclined not to change them at all and adopt these as written.

415 Mr. O'Keefe noted that they should focus on the first motion and then move to the second.

416 **He called for a vote. The motion did not pass- Mr. Glover- Yes.**

417 **Ms. Peters motioned to adopt the new goals as written. Ms. Kuzsma seconded the motion.**

418 Mr. O'Keefe asked for discussion.

419 Ms. Behm inquired for updates just so that it does not fall through the cracks.

420 Mr. Glover added that there is no action needed since they were already adopted.

421 Mr. O'Keefe noted that this is to reconfirm.

422 **Mr. O'Keefe called for a vote; Motion passed. Ms. Taylor -abstained, Mr. Glover- No.**

423 VIII. Policy Season Changes Memo

424 Ms. Kuzsma discussed the policy adoption timeline.

425 Mr. O'Keefe added that there is no action needed.

426 Mr. Glover mentioned that it is easier to review the policies in smaller groups so that it is not
 427 piecemeal all over the place.

428 IX. Policies BDD and GBK

429 Mr. O'Keefe asked for issues with Policies BDD and GBK.

430 Ms. Kuzsma noted that she wanted to respond to Ms. Taylor's question about BDD.

431 Ms. Taylor noted that she had a comment about the Board Goals that she did not get to make.

432 **Mr. Coughlan motioned to approve Policy BDD- Board Superintendent Relationship. Mr.**
 433 **Gauthier seconded the motion.**

434 Mr. O'Keefe asked for discussion.

435 Mr. Glover commented that he would like to go back to the template they had this discussion in
 436 Policy Committee. It is mandatory and a lot of obligation of the Superintendent and the board.

437 Mr. Coughlan added that a large modification to this policy is not fair. He wished that he had
 438 honored the process better.

439 Mr. Glover responded that they looked at the dates and the template and it is not the first time as
 440 he recalled.

441 Ms. Clark asked for clarification.

442 Mr. Coughlan replied that everything that Mr. Glover is referring to except for some amended
 443 language in #3 is a current board policy in each of the three districts and the SAU. (1990 in
 444 Amherst and 1991 in Souhegan).

445 Ms. Clark asked if his recommendation is to take another look at them.

446 Mr. Coughlan responded that these work and there is no reason to rip them out now.

447 Ms. Peters asked if there was a significant change in this policy.

448 Mr. Coughlan added that the version in #3 has some modified language.

449 Ms. Kuzsma remarked that at the end of line three “or by mutual agreement” was added. They
 450 realized that there are other times outside of salary and contract considerations. The Ed rule
 451 stipulates that they should “compel” the Superintendent or his designee to attend their meetings.
 452 Mr. Steel represents all of us and they said by mutual agreement. A lot of these are based on Ed
 453 rules.

454 She added that Ms. Taylor had asked back in Sept./Oct. how does this particular policy
 455 incorporate the Ed rule 302.01c. The response is that this policy is just one of many ways, all of
 456 their policies do that and guide the Superintendent and his staff.

457 Mr. O’Keefe asked for additional questions.

458 Mr. Glover added that he did get a public comment about this policy. He wants to stress that
 459 there is a place for community involvement, but this is not the right vehicle for that.

460 **Mr. O’Keefe asked for a vote on policy BDD, Taylor- abstain, Gauthier- stepped out,**
 461 **Motion passed.**

462 **Mr. Grondstra motioned to approve Policy GBK. Ms. Kuzsma seconded the motion.**

463 Ms. Taylor asked how is this different from what we do now and how does this play differently
 464 in the different districts.

465 Mr. Coughlan added that this is proposed for SAU and Souhegan. It is covered in the CBA’s in
 466 Amherst and Mont Vernon. The bulk of this policy is the Souhegan process, it was determined
 467 that it would be nice that the SAU staff that was covered by the same rules that the Souhegan
 468 staff was. There is some language that came from the NHSBA, and the procedures are exactly
 469 the Souhegan procedures less the response form. The one thing he discovered in the review
 470 process is that he accidentally given the SAU employees more rights in step #4. There is a
 471 stipulation that they get three levels of appeals.

472 Ms. Peters asked what would happen if Ms. Landwehrle had a concern about Superintendent
473 Steel.

474 Ms. Landwehrle replied that she would go to the Director of HR.

475 Mr. Steel noted that his direct subordinates can file a complaint directly with the Board,

476 Mr. Coughlan added that they can they bring this back to the Policy Committee.

477 Mr. O'Keefe commented that the board should submit their comments to Mr. Coughlan in
478 writing.

479 Mr. O'Keefe called for a vote.

480 **The vote did not pass and will go back to the Policy Committee.**

481 X. Public Comment II of II

482 Ms. Kelly Schmidt, 11 Patricia Lane, Amherst NH, asked when you are producing the survey
483 that it is considered that the start change was a more drastic change from a regular year.
484 Feedback can be skewed and the whole remote procedure had been designed differently from a
485 regular day on purpose.

486 From: Marilyn Gibson <mgibson@sau39.org>

487 Subject: SAU Policy BDD

488 Date: December 15, 2021, at 9:54:26 AM EST

489 To: Stephen O'Keefe <sokeefe@sau39.org>

490 Good morning,

491 Please enter into public comment the following:

492 1) Policy BDD - Board - Superintendent Relationship

493 a) concerning items 4., 6., 9., 12., and 13, at present

494 I request that the policy board be altered and amended to receive several citizens to review the
495 policy, as well as all others upcoming for review, along with members of the policy board.

496 The need for citizen involvement comes at a time where our town and its school district are at
497 crossroads. The events of the previous years and the most recent, Fy20- Fy 21 have been
498 questioned as the boards and superintendent, as well as some admin staff are under the
499 microscope.

500 Thank you for your time.

501 Respectfully,

502 Marilyn Gibson"

503 Mr. O'Keefe gave his appreciation for the board.

504 Ms. Taylor noted that someone from the community had reached out to her and mentioned that
505 over 100 employees left the district. She has a deep concern they need more stability. It seems
506 like a large amount for her, this is like a 20% overturn of employees. She wanted to express her
507 concern and question if they should look into that further. Addressing it would be appropriate,
508 but she is not sure how.

509 Mr. O'Keefe responded that they should discuss this at the individual boards there are privacy
510 issues.

511 Ms. Taylor mentioned that there are 100 employees in the SAU. All considered, it seems like a
512 large turnover. She noted that she has a problem with not having minutes from the 4 chairs
513 meeting. They should be documented.

514 Mr. O'Keefe replied that it is structured

515 XI. Meeting Adjourned

516 **Mr. O'Keefe motioned to adjourn the meeting at 8:25PM.**

517

SCHOOL ADMINISTRATIVE UNIT #39 TOWNS OF AMHERST, NH and MONT VERNON, NH Treasurer Report

December-2021

School Administrative Unit #39		
Towns of Amherst, NH and Mont Vernon, NH		
Monthly Report of the Treasurer		
as of 12/31/2021		
Cash on hand	12/1/2021	\$1,400,751.14
Deposits		\$398,155.79
AP-PR		(\$340,360.94)
Balance on hand	12/31/2021	\$1,458,545.99

Filename: 2021-12-SAU39 Treasurer Report.xlsx
Month 12/1/2021

SAU#39
Monthly Reconciliation Report
Combined Accounts

December-2021	Peoples United	Peoples United	TOTAL
	*1191	*760	
	Cash Management	Municipal Checking	
12/31/2021	\$1,629,630.63	\$10,000.00	\$1,639,630.63
Deposits in Transit: (add)			
Outstanding Checks: (subtract)			
a) Accounts Payable		\$(121,092.27)	
b) Payroll		(\$59,992.37)	
c) Payroll Direct Deposit & IRS			
Total Outstanding		\$(181,084.64)	\$(181,084.64)
Reconciled Book Balance			\$1,458,545.99
Balance from Treasurer's Journal			\$1,458,545.99
Difference			-

School Administrative Unit #39
Towns of Amherst, NH and Mont Vernon, NH
Treasurer's Cash Journal

Date	Deposits Description	Deposit Total	Date	Expenditures Description	Amount	Balance
12/1/2021	Beginning Balance		12/1/2021	Beginning Balance		\$1,400,751.14
12/2/2021	State of NH DOE USDA Meal Programs	\$103,336.44	12/7/2021	Payroll Direct Deposit pp12 v6466	(\$47,761.53)	\$1,456,326.05
12/14/2021	Remote Deposit: 8425266180	\$245,606.88	12/7/2021	Payroll Direct Deposit pp12 v6467	(\$7,767.41)	\$1,694,165.52
12/21/2021	Deposit	\$23,920.74	12/14/2021	Payroll Direct Deposit pp12.01 v6471	(\$2,559.74)	\$1,715,526.52
			12/21/2021	Payroll Direct Deposit pp13 v6473	(\$45,984.25)	\$1,669,542.27
			12/21/2021	Payroll Direct Deposit pp13 v6474	(\$7,149.52)	\$1,662,392.75
			12/9/2021	Payroll IRS pp12 v6469	(\$9,320.67)	\$1,653,072.08
			12/16/2021	Payroll IRS pp12.01 v6472	(\$116.64)	\$1,652,955.44
			12/24/2021	Payroll IRS pp13 v6476	(\$8,200.53)	\$1,644,754.91
			12/10/2021	Payroll 457(b) pp12 v6468	(\$1,326.38)	\$1,643,428.53
			12/24/2021	Payroll 457(b) pp12 v6475	(\$1,326.14)	\$1,642,102.39
			12/23/2021	Payroll pp13 v14 ck401538-401538	(\$256.27)	\$1,641,846.12
			12/9/2021	Payroll Ded pp12 v6470 ck401515-401516	(\$539.05)	\$1,641,307.07
			12/23/2021	Payroll Ded pp13 v6477 ck401539-401541	(\$838.05)	\$1,640,469.02
			12/31/2021	Payroll Ded v6478 ck401542-401545	(\$59,765.85)	\$1,580,703.17
						\$1,580,703.17
						\$1,580,703.17
						\$1,580,703.17
			12/2/2021	Expense v1775 ck401502-401514	(\$8,284.73)	\$1,572,418.44
12/31/2021	Heartland Payment Services	\$25,197.85	12/16/2021	Expense v1776 ck401517-401537	(\$139,164.18)	\$1,458,452.11
						\$1,458,452.11
12/31/2021	Interest - Cash Management	\$93.88				\$1,458,545.99
						\$1,458,545.99
						\$1,458,545.99
12/31/2021	Ending Balances	\$398,155.79			(\$340,360.94)	\$1,458,545.99
				Payroll Direct Deposit	(\$131,512.81)	
				Payroll	(\$61,399.22)	
				AP	(\$147,448.91)	

SAU39 Treasurer's Report
Unreconciled Check Register

Uncleared Transactions
SAU39 Checking 0760

Num	Date	Payee	Memo	Category	Amount
Expense Categories					
Payroll Ded					
401539	12/23/2021	AMHERST SCHOOL DISTRICT	6477	Payroll Ded	(\$226.52)
401542	12/31/2021	HAMPSHIRE HILLS RACQUET & SPORTS	6478	Payroll Ded	(\$103.56)
401543	12/31/2021	HEALTHTRUST, INC.	6478	Payroll Ded	(\$32,310.22)
401544	12/31/2021	MONY LIFE INSURANCE COMPANY OF A	6478	Payroll Ded	(\$614.22)
401545	12/31/2021	NEW HAMPSHIRE RETIREMENT SYSTEM	6478	Payroll Ded	(\$26,737.85)
Total Payroll Ded					(\$59,992.37)
Expense!					
401479	11/18/2021	AURORA INSTITUTE	1774	Expense!	(\$150.00)
401503	12/2/2021	Fazlic, Amina	1775	Expense!	(\$65.44)
401517	12/16/2021	AMHERST SCHOOL DISTRICT	1776	Expense!	(\$84,720.89)
401523	12/16/2021	GRENIER, KERRY	1776	Expense!	(\$35.02)
401527	12/16/2021	MONT VERNON SCHOOL DISTRICT	1776	Expense!	(\$9,785.31)
401534	12/16/2021	SOUHEGAN COOPERATIVE SCHOOL DIST	1776	Expense!	(\$26,335.61)
Total Expense!					(\$121,092.27)
Total Expense Categories					(\$181,084.64)
Grand Total					(\$181,084.64)

SCHOOL ADMINISTRATIVE UNIT #39 TOWNS OF AMHERST, NH and MONT VERNON, NH Treasurer Report

November-2021

School Administrative Unit #39		
Towns of Amherst, NH and Mont Vernon, NH		
Monthly Report of the Treasurer		
as of 11/30/2021		
Cash on hand	11/1/2021	\$485,650.56
Deposits		\$1,155,360.58
AP-PR		(\$240,260.00)
Balance on hand	11/30/2021	\$1,400,751.14

Filename: 2021-11-SAU39 Treasurer Report.xlsx
Month 11/1/2021

SAU#39
Monthly Reconciliation Report
Combined Accounts

November-2021	Peoples United	Peoples United	TOTAL
	*1191	*760	
	Cash Management	Municipal Checking	
11/30/2021	\$1,458,815.96	\$10,000.00	\$1,468,815.96
Deposits in Transit: (add)			
Outstanding Checks: (subtract)			
a) Accounts Payable		\$(10,017.46)	
b) Payroll		(\$58,047.36)	
c) Payroll Direct Deposit & IRS			
Total Outstanding		\$(68,064.82)	\$(68,064.82)
Reconciled Book Balance			\$1,400,751.14
Balance from Treasurer's Journal			\$1,400,751.14
Difference			-

School Administrative Unit #39
Towns of Amherst, NH and Mont Vernon, NH
Treasurer's Cash Journal

Date	Deposits Description	Deposit Total	Date	Expenditures Description	Amount	Balance
11/1/2021	Beginning Balance		11/1/2021	Beginning Balance		\$485,650.56
11/8/2021	State of NH DOE USDA Meal Programs	\$12,669.71	11/8/2021	Payroll direct Deposit pp10 v6455	(\$46,852.74)	\$451,467.53
11/15/2021	USAC Erate Subsidy	\$15,771.16	11/8/2021	Payroll direct Deposit pp10 v6456	(\$7,313.96)	\$459,924.73
11/4/2021	Remote Deposit: 8363057550	\$19,101.54	11/22/2021	Payroll direct Deposit pp11 v6460	(\$43,985.38)	\$435,040.89
11/15/2021	Remote Deposit: 8379138390	\$267,695.70	11/22/2021	Payroll direct Deposit pp11 v6461	(\$7,086.80)	\$695,649.79
11/22/2021	Remote Deposit: 8390282900	\$822,175.55	11/10/2021	Payroll IRS pp10 6458	(\$8,760.77)	\$1,509,064.57
11/30/2021	Remote Deposit: 8401368080	\$166.59	11/24/2021	Payroll IRS pp11 v6463	(\$8,021.92)	\$1,501,209.24
			11/10/2021	Payroll 457(b) pp10 v6457	(\$1,326.39)	\$1,499,882.85
			11/24/2021	Payroll 457(b) pp11 v6462	(\$1,326.14)	\$1,498,556.71
			11/10/2021	Payroll pp10 v10 ck401475-401475	(\$249.34)	\$1,498,307.37
			11/10/2021	Payroll Ded pp10 v6459 ck401476-401477	(\$539.05)	\$1,497,768.32
			11/24/2021	Payroll Ded pp11 v6464 ck401497-401498	(\$544.55)	\$1,497,223.77
			11/29/2021	Payroll Ded v6465 ck401499-401501	(\$58,047.36)	\$1,439,176.41
						\$1,439,176.41
						\$1,439,176.41
						\$1,439,176.41
			11/4/2021	Expense v1773 ck401461-401474	(\$22,677.79)	\$1,416,498.62
			11/18/2021	Expense v1774 ck401478-401496	(\$34,348.90)	\$1,382,149.72
			11/18/2021	Expense VOID ck401482	\$821.09	\$1,382,970.81
11/30/2021	Heartland Payment Services	\$17,731.05				\$1,400,701.86
						\$1,400,701.86
11/30/2021	Interest - Cash Management	\$49.28				\$1,400,751.14
						\$1,400,751.14
						\$1,400,751.14
11/30/2021	Ending Balances	\$1,155,360.58			(\$240,260.00)	\$1,400,751.14
				Payroll Direct Deposit	(\$124,674.10)	
				Payroll	(\$59,380.30)	
				AP	(\$56,205.60)	

SAU39 Treasurer's Report
Unreconciled Check Register

Uncleared Transactions
SAU39 Checking 0760

Num	Date	Payee	Memo	Category	Amount
Expense Categories					
Payroll Ded					
401499	11/29/2021	HEALTHTRUST, INC.	6465	Payroll Ded	(\$32,304.72)
401500	11/29/2021	MONY LIFE INSURANCE COMPANY OF A	6465	Payroll Ded	(\$624.19)
401501	11/29/2021	NEW HAMPSHIRE RETIREMENT SYSTEM	6465	Payroll Ded	(\$25,118.45)
Total Payroll Ded					(\$58,047.36)
Expense!					
401449	10/21/2021	MONT VERNON SCHOOL DISTRICT	1772	Expense!	(\$503.00)
401462	11/4/2021	CONSOLIDATED COMMUNICATIONS, INC	1773	Expense!	(\$6,751.89)
401469	11/4/2021	SDB SPECIALTY NETWORKING, INC.	1773	Expense!	(\$300.00)
401471	11/4/2021	Steel, Adam A.	1773	Expense!	(\$473.82)
401479	11/18/2021	AURORA INSTITUTE	1774	Expense!	(\$150.00)
401480	11/18/2021	BALSAMA, RICHARD	1774	Expense!	(\$450.00)
401481	11/18/2021	BUCKLEY DISPOSAL SERVICES	1774	Expense!	(\$38.00)
401483	11/18/2021	Fazlic, Amina	1774	Expense!	(\$200.00)
401487	11/18/2021	MONT VERNON SCHOOL DISTRICT	1774	Expense!	(\$196.75)
401492	11/18/2021	SOULE, LESLIE, KIDDER, SAYWARD	1774	Expense!	(\$546.00)
401493	11/18/2021	Steel, Adam A.	1774	Expense!	(\$408.00)
Total Expense!					(\$10,017.46)
Total Expense Categories					(\$68,064.82)
Grand Total					(\$68,064.82)

SCHOOL ADMINISTRATIVE UNIT THIRTY-NINE

Amherst, Mont Vernon, and Souhegan Cooperative School Districts

ADAM A. STEEL
Superintendent of Schools

CHRISTINE M. LANDWEHRLE
Assistant Superintendent of
Elementary Education

STEVEN CHAMBERLIN
Assistant Superintendent of
Secondary Education

MARGARET A. BEAUCHAMP
Director of Student Services

AMY FACEY
Business Administrator



To: Stephen O'Keefe, SAU 39 Board Chair

From: Adam Steel, Superintendent of Schools

RE: Superintendent Report – January 2022

January 19, 2022

Dear Mr. O'Keefe,

Happy New Year to the entire SAU 39 Board. I am happy to report various highlights within our districts as we continue the second half of the 2021-2022 school year.

COVID-19

There are still cases within our schools, however the rate of infection (as of the date of this report) appears to be waning. Our primary challenge during this surge has been maintaining necessary staffing levels. So far, we have been able to keep our schools open, and we are doing everything in our power to find creative solutions to staffing shortages due to illness.

There is no status change in any of our buildings as of today, January 19, 2022. School color status will be reviewed as often as necessary as the rate of infection changes.

Bus Routes

I am pleased to report that we have seen some progress in the bus routes. Lisa Eastland was stationed at the bus depot during the weeks of January 10th and January 17th to observe and diagnose challenges. My thanks to both Lisa and Butler's for working together to improve service to our students and families.

There is still work to be done on our bus routes and we are making every effort to ensure this service is improved. Please feel welcome to review the Bus Route Dashboard, which has been created to provide families with up-to-date information on their Bus Routes: <https://bit.ly/sau39-bus>

School Board Filing Period

The school board filing period is open now through January 28, 2022. The SAU office is open from 8-4 pm on business days and will also be open until 5 pm on the final filing date (Friday, January 28th) only. More information on open seats can be found on our website: www.sau39.org

Important Upcoming Dates

- Deliberative Sessions
 - February 7 (Souhegan- SHS Theater, 7 PM)
 - February 8 (Amherst- SHS Theater, 7 PM)
 - February 9 (Mont Vernon- MVVS MPR, 7 PM)
- Voting Day- March 8

MVVS Flood Update

Cleanup has begun at the Mont Vernon Village School after the classroom flood that took place the weekend of January 15th. Amy Facey is working with our insurance company, as well as Roger Preston to lead the recovery efforts. Principal Tom Lecklider is guiding the building teachers and staff through the disruptions caused by the displaced kindergarten class.

Attendance Rates

Please find the following information regarding attendance rates and data for failed courses (high school) in our schools starting in 2018.

2018-2019	Attendance Rate
Clark-Wilkins Elementary	95.3%
Mont Vernon Village School	95.1%
Amherst Middle School	95.3%
Souhegan High School	95.5%
2019-2020	Attendance Rate
Clark-Wilkins Elementary	96.9%
Mont Vernon Village School	96.9%
Amherst Middle School	96.8%
Souhegan High School	96.8%
2020-2021	Attendance Rate
Clark-Wilkins Elementary	95.7%
Mont Vernon Village School	98.1%
Amherst Middle School	94.9%
Souhegan High School	97.3%

Souhegan High School “No Credit” Data:

18-19 School Year: 46 kids with at least one No Credit (failing) grade

19-20 School Year: 32 kids with at least one No Credit (failing) grade

20-21 School Year: 47 kids with at least one No Credit (failing) grade

Requested Board Action

None.

SCHOOL ADMINISTRATIVE UNIT THIRTY-NINE

Amherst, Mont Vernon, and Souhegan Cooperative School Districts

ADAM A. STEEL
Superintendent of Schools

CHRISTINE M. LANDWEHRLE
Assistant Superintendent

MARGARET A. BEAUCHAMP
Director of Student Services

MICHELE CROTEAU
Business Administrator



To: Stephen O'Keefe, Chair – SAU #39 Board

From: Ms. Elizabeth Kuzsma, Amherst School Board and Policy Committee Chair

Re: Proposed Policies for Winter Policy Season 2022 Review

January 20, 2022

Executive Summary

In December 2021 the SAU Board voted to adjust the Policy schedule into three different sessions. Since the new schedule was so recently adopted some adjustments in the timeline need to be modified this year. The winter review period, which includes the NHSBA Fall 2021 updates, will take place starting in February and continuing into March. The SAU Board will be presented with the policies that have been identified for the summer review session in February 2022 with the committee review taking place in late April – July 2022. This will allow the committee to catch up to the new schedule.

The policies for the 2021-2022 winter review have been identified by the Policy Committee. The committee will review each of the policies, including the corresponding policies currently adopted by each school board, during the upcoming review period (between now and Feb 15, 2022). The committee will then present the recommended policies to the SAU Board for approvals in May 2022.

Board members can provide comments about policies under review and access all information about the policy review season in the Trello board here: <https://trello.com/b/ucsUFGoY>

Process Overview

A normal rotation for review of policies has been identified that ensures each policy is reviewed at least once every seven (7) years.

Annually Reviewed Policies

- ▶ Permanent Cycle
- ▶ Any policies requiring annual review
- ▶ New or legally required policies
- ▶ Any policy identified by a Board member or Superintendent for review

Fiscal Year	Policy Section(s)
FY21	A & K
FY22	B
FY23	D
FY24	I
FY25	J
FY26	C, E, F, & G



Schedule

Date	Event	Board
<u>1/27/2022</u>	SAU Board approves list	SAU #39 Board
<u>Jan 27 – Feb 15</u>	Comment Period	Public, Administration, and Board
<u>Feb – March</u>	Policy Committee Review	Policy Committee
<u>April, 2021</u>	SAU Board Public Hearing	SAU #39 Board
<u>May, 2021</u>	SAU Board Adoption	SAU #39 Board
<u>May, 2021</u>	Constituent Board 1 st Reading	MVSB, ASB, SCSB
<u>June, 2021</u>	Constituent Board Adoption	MVSB, ASB, SCSB
<u>June, 2021</u>	Website Updated	

Identified Policies for Review

There are several policies that were updated by the NHSBA in the Fall of 2021 that should be reviewed for necessary revisions (some of these policies were recently revised or adopted by our various boards). Please see the following list for policies slated for review this season:

FY22POLICY REVIEW WINTER SEASON – Policies Scheduled for Review	
IB	Academic Freedom
JLCJA	Sports Injuries
JICD	Student Discipline and Due Process
JICC	Student Conduct on Buses
JICC-R	Student Conduct
JCA	Change of School or Assignment (Manifest Hardship)
IMBC	Alternative Credit Options
IKF	High School Graduation
IK	Earning Credit
IHCD/LEB	Advanced Coursework
IHBC	Home Education
IGE	Parental Objections
GBI	Staff Participation in Political Activities
GBCD	Background Investigations
FAA	Annual Facilities Plan
EEAG	Private Vehicles

EEAEC	Student Conduct on Buses
EEAEA	Drug Testing Drivers
EEAEA-R	Bus Driver Drug and Alcohol Testing
EEAE	School Bus Safety Program
EEAE-R	Parent Bus Safety Guidelines
EEAB	Establishment of Bus Routes and Stops
EEAA	Video and Surveillance
EEA	Student Transportation
EEA-R	Rules Regarding Buses (Withdrawn)
ECAF	Audio and Video Surveillance on Buses
EBCA	Emergency Plans
DAF	Grant Management
BEDG	Minutes
BEC	Non-Public Sessions
BBBE	Unexpired Term Fulfillment
BBBC	Board Member of District Officer Resignation
BBB	School Board Elections
BGC	Policy Review and Evaluation/Manual Accuracy Check
BGD	Board Review of Administrative Regulations
BGE	Policy Dissemination
BGF	Suspension of Policies
BHC	Board Staff Communications
BHE	School Board Use of Email
BIA	New Board Member Orientation
BIB	School Board Member Development Opportunities
BIBA	School Board Conferences, Conventions and Workshops
BID	Board Review and Signing of Manifests
BIE	School Board Member Indemnification
BJ	School Board Legislative Program
BK	School Board Memberships
BJA	Liaison with School Board Associations

Requested Board Action

1. Motion: To approve the provided list of policies for Policy Committee review.