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 Administrat

SAU #39 BoardMeeting

Thursday, August 19, 2021 – 6:00 PM

Souhegan High School – Learning Commons
412 Boston Post Road
Amherst, NH 03031

Call to Order	*6:00 PM*	*Chair of the SAU #39 Board, Mr. Stephen O'Keefe, to call the meeting to order*	None
Committee Appointment	*6:00 PM*	*SAU Board to appoint an SAU Board member to the District Wellness Committee*	None
Re-Opening Plan Presentation	*6:05 PM*	*Superintendent of Schools Mr. Adam Steel to present the Re-Opening for the 21-22 School Year to the SAU 39 Board*	2021 Re-Opening Plan
Public Input I of II	*7:05 PM*		None
Board Vote	*7:35 PM*	*The SAU 39 Board will vote on the proposed Re-Opening Plan*	None
Emergency Policy Update	*7:45*	*Mr. Steel will present an update on the Emergency Policy on Personal Protective Measures*	Emergency Policy on Person Protective Measures
Consent Agenda	*8:00 PM*	1. *July Treasurer's Report* 2. *July Treasurer's Report* 3. *Annual Treasurer's Report* 4. *SAU Transfer #1* 5. *SAU Transfer #2* 6. *SAU 39 Organizational Chart* 7. *June 14,2021 Draft Minutes* 8. *Technology Update* 9. *Facility Update*	06-21 SAU 39 Treasurer's Report 07-21 SAU 39 Treasurer's Report SAU 39 Annual Recap Treasurer's Report SAU Transfer 2022-001 SAU Transfer 2022-002 SAU 39 Organizational Chart 06.14.2021 Draft Minutes Technology Report 07.21.2021 Facilities Report June/July

Board Discussion	*8:20 PM*	*Board to review FY22 Board Meeting Structure*	None
Board Review	*8:30 PM*	*Board to review FY21 goals*	Board Goals FY21
Superintendent Report	*8:40 PM*	*Mr. Steel to present report to the SAU 39 Board*	Superintendent Report – August 2021
Board Discussion	*8:55 PM*	*SAU 39 Board to review and discuss Proposed Policy BBBA*	Draft Policy BBBA
Non-Public	*9:05 PM*	*RSA 91 A:3 II ( )*	
Public Input II of II	*9:20 PM*		None
Meeting Adjourned	*9:30 PM*		None

1 School Street P.O. Box 849 Amherst, NH 03031-0849 Phone: 603-673-2690 Fax: 603-672-1786

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

From: Adam Steel, Superintendent of Schools

RE: School Safety Plan for FY22

August 19, 2021

Dear Chairman O'Keefe,

Over the last few months, the re-opening task force convened to address our plans for this school year's safety protocols in the midst of the COVID-19 pandemic. This memo will address my recommended course of action for this school year, the factors that will affect our local decision making process, and the issues that require board decisions.

Executive Summary

The color-coded classification system from last year's re-opening plan will be used in a slightly modified way to determine the safety protocols in place at each school year. I am recommending that remote instruction is available for students who require support through the IEP or section 504 process and potentially for other students who prefer VLACS to the in-person environment. **In no scenario will vaccination be a requirement for entry to school, nor will any parent be required to provide COVID-19 vaccination status of their children.**

Changing Factors

The following is a list of factors that have changed from when last year's plan was developed:

- Funding for staffing, cleaning, and other equipment no longer exists;
- Social distancing is not possible in our schools due to the limited size of our school buildings and is not tenable;
- Vaccinations are approved under emergency authorization for everyone 12 years of age and older and there is sufficient supply for anyone in that age band to receive a vaccine that appears to be highly effective in preventing bad outcomes associated from SARS-CoV-2; and,
- The use of masks has become a politically divisive and scientifically disputed topic.

1 School Street P.O. Box 849 Amherst, NH 03031-0849 Phone: 603-673-2690 Fax: 603-672-1786

Community Values

Below is my interpretation of the consensus opinion of our community as it relates to our school plans around COVID-19:

- Students should have unfettered access to the in-person environment absent compelling, bone fide risk that outweighs the several societal, social, emotional, educational, physical, and mental risks associated with remote-only instruction;
- Masks should only be required indoors when community or school conditions exhibit significant risk to students or staff and should never be required outdoors;
- Most parents (75%+) support the use of masks on a temporary basis if the requirement for masks enables more students to attend the in-person school environment;
- Gaps caused by limited access to in-person instruction over the last 18 months need to be addressed with student-specific interventions; and,
- Our community wants to return to normal while accepting the reality of sustained COVID-19 risks.

Status Level System

We will continue with our use of a five-color status system for our schools. New to this year, the status level can be different for each individual school based on conditions for that particular school. Below is a table that describes the overall system.

Status	In-Person Campus	Safety Protocols	Indoor Masks	Outdoor Masks
Red	Closed	N/A		
Orange	Open	Strictest	Required	Recommended
Yellow	Open	Required	Required for Unvaccinated Populations	Encouraged
Green	Open	Recommended	Recommended	
Blue	Open	Encouraged		

It should be noted that the most significant safety mitigation protocol beyond access to the in-person environment is the use of masks which is why they are included in the table above. However, many other practices and protocols will change based on the status level.

Red – Campus Closed

When conditions are severe, the entire school campus will be closed much like the spring of 2020. This status will be reserved for the most intense safety concerns for the school community or due to an executive order by the Governor or decree from DHHS.

Orange – Strict Safety Protocols

- Masks will be required indoors for all staff and students regardless of vaccination status and will be recommended to be worn outdoors when six feet of social distancing is not possible;
- The daily COVID symptom screening questionnaire will be required for access to the in-person environment;
- There will be no access to the buildings by visitors or guests;
- All parent meetings that can be done remotely will be done remotely;
- Several smaller protocols (such as limiting use of band instruments) will be put into place; and,
- Lunch will be in classrooms and in building travel will be limited.

Yellow – Required Safety Protocols

- Masks will be required indoors for populations who do not have access to vaccinations (currently those under the age of 12, although it should be noted that additional vaccines, boosters, etc. will require us to re-visit availability);
- Masks will not be required for faculty/staff who disclose their vaccination status to human resources or their building nurse;
- Masks will be required for all of a school building if part of the building has access to a vaccine and another part does not (such as AMS); and,
- All parent meetings that can be done remotely will be done remotely.

Green – Recommended Safety Protocols

- Masks will be recommended indoors, but not required; and,
- Parent meetings will be allowed to take place in school, but parent will be given the option for remote meetings.

Blue – Near Normal Operations

When conditions warrant, school conditions will return to near-normal operations with no mask recommendations or requirements, or any other COVID-related safety protocol.

Factors Affecting Status Level

We have established a list of factors that affect our status levels as described below:

Factors	Red	Orange	Yellow	Green	Blue
School Cases	>8%	3-8%	1-3%	<1%	Near 0%
Vaccination Availability		Not Available	Limited Availability	Available	
Active Case Count by Town	>250	100-250	25-100	4-25	<4
PCR Positivity Rate by Public Health Region	>10%	5-10%	3-5%	1-3%	<1%
Vaccination Rate by Town	<50%	50-55%	55-65%	65-80%	>80%

The factors listed are in priority order meaning the factor affecting the status level the most is the number of active cases in a school followed by vaccination availability. As of August 10, the table below displays current information and what the status level for each school would be if school started this week:

Current Status	MVVS	C-W	AMS	Souhegan
School Cases	0 - Blue	Unknown	Unknown	Unknown
Vaccination Availability	Not Available - Orange	Not Available - Orange	Limited - Yellow	Available - Green
Active Case Count by Town	0 - Blue	11 - Green		
PCR Positivity Rate by Public Health Region	4.2% - Yellow			
Vaccination Rate by Town	51.7% - Orange	57.7% - Yellow		
Current Status	**Yellow**	**Yellow**	**Yellow**	**Green**

It is important to note that we do not know if there are any active cases in three of our schools (we can discern that since there are zero active cases in all of Mont Vernon that there are no active cases by students in that school since every student in MVVS is a Mont Vernon resident). Once vaccination availability changes for students under 12, I would shift each school to green with the other current factors.

Remote Student Support – VLACS & Interventionist

There will be a small number of students for whom the in-person environment does not provide enough safety mitigation. For those parents, we will offer very limited remote support from district staff while also leveraging a partnership with VLACS, the Virtual Learning Academy Charter School. Every student will remain connected to their school while receiving academic instruction through VLACS and coordinated by our federally funded interventionist. Using COVID funding, we will hire an interventionist who's responsibilities include the following:

- Providing in-person intervention for a selected group of students for whom learning gaps from COVID have been identified; and,
- Supporting remote students and their connection to VLACS.

Other Factors

- All students are required by Federal regulation to wear masks on our school buses.
- There will be a "sign-off" field on paperwork reflecting acknowledgment and acceptance of the District policies and procedures.

Parent Decisions

Parents will be asked to make the following decisions:

- Be default, all students will be assigned to the in-person environment.
- If a student has a medical condition that affects their ability to access the in-person environment, they should contact their school to determine their eligibility for the remote support option through VLACS.
- Each parent will need to disclose information of pre-existing conditions that mimic COVID-19 symptoms.

School Board Decisions

- Does the school board support the status-level, factors, and decision-making matrix as described above?
- More specifically, does the school board support the requirement of masks for students in MVVS, C-W, and AMS in the Yellow status until vaccines are available?
- Does the school board support the partnership with VLACS to support students who need remote schooling and hiring of an interventionist with COVID funding to support both in-person and remote students?

Suggested Actions

1. **Motion:** To approve the school safety mitigation plan as outlined above and to authorize the superintendent to determine the status level of each school based on the factors described above and to take any action necessary to enact the plan as described.

2. **Motion:** To authorize the superintendent to enter into a partnership with VLACS for this school year to support remote students in conjunction with our federally funded interventionist position.

AMHERST, MONT VERNON, SOUHEGAN, and SAU39 POLICY

EMERGENCY POLICY ON PERSONAL PROTECTIVE MEASURES

Findings

As recently as July 17, 2020 the Governor extended the State of Emergency declared in Executive Order 2020-04 due to the COVID-19 pandemic. The extension has declared that: the Center for Disease Control ["CDC"] reports that COVID-19 is spread mainly from person to person, that COVID- 19 is currently spreading very easily and sustainably, that COVID-19 is spreading more efficiently than influenza, and that the best way to prevent illness is to avoid being exposed to COVID-19 by taking the following steps:

- Maintain good social distance (about 6 feet);
- Wash your hands often with soap and water, and if soap and water are not available, use a hand sanitizer that contains at least 60% alcohol;
- Routinely clean and disinfect frequently touched surfaces; and
- Cover your mouth and nose with a cloth face covering when around others.

The District has a duty to provide for the health and sanitation of its schools. See NH RSA 194:3, VIII. This duty includes "the daily administration and provision of educational services to students at the school facility including . . . staff, student and parent safety. . ." See RSA 194-C:4, II(j). These requirements are reiterated in state regulations.

State law mandates that "[w]henever any student exhibits symptoms of contagion <u>or is a hazard to himself or others</u>, he shall be excluded from the classroom and his parents or guardians shall be notified as soon as possible." See NH RSA 200:39 (emphasis added).

Mask and Face Covering Requirements

On the basis of these findings, the Board authorizes the following policy directives to be implemented based on the Superintendent's determination of risk to the school community:

1. Masks and/or cloth face coverings may be required for students, staff, contracted providers and third parties in order to access school buildings, grounds, and school buses;
2. No person, including a student shall be required to wear a mask if their disability or a medical condition prevents them from doing such;
3. Staff (including contracted service providers) who work with deaf students or hard of hearing students, students learning to read, and students who rely on lip reading shall wear clear masks which enhance service provision;

4. The District shall endeavor to maintain a supply of masks for students and staff who do not have access to a mask or cloth face covering;
5. The Superintendent shall provide appropriate notification to all school staff, students, parents, and school board members when a requirement regarding the use of masks and/or face coverings is implemented, altered, or eliminated; and,
6. The Superintendent or his/her designee, with input from the building nurse, will establish mask and/or face covering definitions, style guidelines, and efficacy requirements based on CDC and NH DHHS, and other appropriate guidelines.
7. Electronic media and the District web-site are deemed appropriate media forms for notifications under this policy.

Any student who refuses to abide by the established directives shall be deemed a health hazard to themselves and others, shall be removed from the school building and their parent/guardian shall be contacted and required to take their child unless and until such time as they are willing to comply with the face mask or cloth covering requirement. See NH RSA 200:39.

Testing Notification Requirements

Due to the District's desire to notify parents and staff when a member of the school community has been in contact with someone who has tested positive for COVID-19, parents, adult students and staff are required to notify the school via the school nurse when they or a student has been tested for COVID-19 and, in addition, the results of the COVID-19 test within 24 hours of receipt of the test results. To the extent possible, all medical information including a positive test result will be kept confidential by the school district, but will form the basis of a notification to other students or staff who may have come in contact with the person who tested positive for COVID-19. The District shall only release personally identifiable student information or the identity of a positive student when it is required to do such by state law, or it deems such to be necessary under the Health and Safety Emergency exception of the Family Education Rights and Privacy Act [“FERPA”] in order to protect the health or safety of the student or others.

EMERGENCY POLICY ON PERSONAL PROTECTIVE MEASURES

Other Temporary Policy Changes

- Athletic handbooks/procedures are temporarily amended to allow parents to transport their children to/from athletic events based on the Superintendent's discretion;
- Policy KF is temporarily amended to restrict use of school facilities by outside groups based on the Superintendent's discretion; and,
- Policy KI (where applicable) is temporarily amended to restrict access to the school facilities by visitors based on the Superintendent's discretion.

Duration

This policy is temporary based on a health emergency. This policy shall remain in place until such time as the Governor rescinds his Emergency Order, modifies his order to eliminate the face mask recommendation, or the Board determines that there is no longer a substantial risk that unmasked persons will present a hazard to themselves or others in the school setting, whichever event is the latter. The Board shall review this policy quarterly to determine whether it remains appropriate. The Superintendent shall update the School Board(s) quarterly on the implementation of this policy.

Legal References

NH RSA 194:3, VIII, Powers of Districts, available at:
http://www.gencourt.state.nh.us/rsa/html/XV/194/194-3.htm

NH RSA 194-C:4, II(j), Superintendent Services, available at:
http://www.gencourt.state.nh.us/rsa/html/XV/194-C/194-C-4.htm

NH RSA 200:39, Exclusion from School, available at:
http://www.gencourt.state.nh.us/rsa/html/XV/200/200-39.htm

Emergency Order #2020-04_, available at:
https://www.governor.nh.gov/sites/g/files/ehbemt336/files/documents/2020-04.pdf

Emergency Order #2020- 15, available at:
https://www.governor.nh.gov/sites/g/files/ehbemt336/files/documents/executive-order-2020-5.pdf

Other References

https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/cloth-face-cover.htm

Adopted: August 10, 2020 (SAU #39)

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

June-2021

School Adminstrative Unit #39		
Towns of Amherst, NH and Mont Vernon, NH Monthly Report of the Treasurer		
as of 6/30/2021		
Cash on hand	**6/1/2021**	**$574,594.45**
Deposits		**$97,036.10**
AP-PR		**($246,919.12)**
Balance on hand	**6/30/2021**	**$424,711.43**

Filename: 2021-06-SAU39 Treasurer Report.xlsx
Month 6/1/2021

SAU#39
Monthly Reconciliation Report
Combined Accounts

June-2021	Peoples United	Peoples United	
	*1191	*760	TOTAL
	Cash Management	Municipal Checking	
6/30/2021	$512,647.47	$10,000.00	$522,647.47
Deposits in Transit: (add)			
Outstanding Checks: (subtract)			
a) Accounts Payable		$(53,865.42)	
b) Payroll		($44,070.62)	
c) Payroll Direct Deposit & IRS			
Total Outstanding		$(97,936.04)	$(97,936.04)
Reconciled Book Balance			$424,711.43
Balance from Treasurer's Journal			$424,711.43
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
6/1/2021	**Beginning Balance**		**6/1/2021**	**Beginning Balance**		**$574,594.45**
6/7/2021	State of NH DOE USDA Meal Programs	$41,708.00	6/8/2021	Payroll Direct Deposit pp25 v6394	($40,846.95)	**$575,455.50**
6/3/2021	USAC TREAS 310 Payment	$9,143.01	6/8/2021	Payroll Direct Deposit pp25 v6395	($4,766.07)	**$579,832.44**
6/15/2021	Remote Deposit: 8134493980	$42,260.83	6/22/2021	Payroll Direct Deposit pp26 v6399	($38,037.24)	**$584,056.03**
6/25/2021	Remote Deposit: 8151804350	$383.66	6/22/2021	Payroll Direct Deposit pp26 v6400	($4,766.67)	**$579,673.02**
			6/10/2021	Payroll IRS pp25 v6397	($7,846.24)	**$571,826.78**
			6/24/2021	Payroll IRS pp26 v6402	($7,846.24)	**$563,980.54**
			6/11/2021	Payroll 457(b) pp25 v6396	($1,261.53)	**$562,719.01**
			6/28/2021	Payroll 457(b) pp26 v6401	($1,261.00)	**$561,458.01**
			6/10/2021	Payroll pp25 v26 ck401226-401227	($1,111.40)	**$560,346.61**
			6/24/2021	Payroll pp26 v27 ck401247-401247	($659.59)	**$559,687.02**
			6/10/2021	Payroll Ded pp25 v6398 ck401228-401229	($493.25)	**$559,193.77**
			6/24/2021	Payroll Ded pp26 v6403 ck401248-401249	($497.90)	**$558,695.87**
			6/29/2021	Payroll Ded v6404 ck401263-401264	($44,070.62)	**$514,625.25**
						$514,625.25
						$514,625.25
			6/3/2021	Expense v1760 ck401215-401225	($30,951.69)	**$483,673.56**
			6/17/2021	Expense v1761 ck401230-401246	($11,052.91)	**$472,620.65**
			6/29/2021	Expense v1762 ck401250-401262	($51,449.82)	**$421,170.83**
6/30/2021	Heartland Payment Services	$3,504.17				**$424,675.00**
						$424,675.00
6/30/2021	Interest - Cash Management	$36.43				**$424,711.43**
						$424,711.43
						$424,711.43
6/30/2021	**Ending Balances**	**$97,036.10**			**($246,919.12)**	**$424,711.43**
				Payroll Direct Deposit	($106,631.94)	
				Payroll	($46,832.76)	
				AP	($93,454.42)	

Uncleared Transactions
SAU39 Checking 0760

Num	Date	Payee	Memo	Category	Amount
Expense Categories					
Payroll Ded					
401263	6/29/2021	HEALTHTRUST, INC.	6404	Payroll Ded	($25,762.30)
401264	6/29/2021	NEW HAMPSHIRE RETIREMENT SYSTEM	6404	Payroll Ded	($18,308.32)
Total Payroll Ded					($44,070.62)
Expense!					
400977	3/11/2021	BELANGER, JULIE	1754	Expense!	($355.00)
401207	5/20/2021	WALLACE, ABIGAIL	1759	Expense!	($26.85)
401219	6/3/2021	Croteau, Michele M	1760	Expense!	($8.06)
401232	6/17/2021	BUCKLEY DISPOSAL SERVICES	1761	Expense!	($38.00)
401234	6/17/2021	CONSORTIUM FOR SCHOOL NETWORKING	1761	Expense!	($340.00)
401237	6/17/2021	Facey, Amy D	1761	Expense!	($150.00)
401242	6/17/2021	NHASEA - MEMBERSHIP	1761	Expense!	($1,005.00)
401245	6/17/2021	SDB SPECIALTY NETWORKING, INC.	1761	Expense!	($300.00)
401246	6/17/2021	W.B. MASON CO., INC.	1761	Expense!	($192.69)
401250	6/29/2021	AMHERST SCHOOL DISTRICT	1762	Expense!	($31,552.44)
401251	6/29/2021	BALSAMA, RICHARD	1762	Expense!	($500.00)
401252	6/29/2021	CONSOLIDATED COMMUNICATIONS, INC	1762	Expense!	($4,786.72)
401253	6/29/2021	CORWIN PRESS, INC.	1762	Expense!	($71.90)
401254	6/29/2021	Croteau, Michele M	1762	Expense!	($200.00)
401255	6/29/2021	DELL MARKETING L.P.	1762	Expense!	($1,205.00)
401256	6/29/2021	Dodge, Porter B.	1762	Expense!	($418.88)
401257	6/29/2021	ELECTRICAL SUPPLY OF MILFORD, IN	1762	Expense!	($124.32)
401258	6/29/2021	Facey, Amy D	1762	Expense!	($300.00)
401259	6/29/2021	JAY MCKENNA CLEANING, LLC	1762	Expense!	($995.00)
401260	6/29/2021	MONT VERNON SCHOOL DISTRICT	1762	Expense!	($3,952.32)
401261	6/29/2021	OUTSIDE UNLIMITED	1762	Expense!	($1,140.00)
401262	6/29/2021	SOUHEGAN COOPERATIVE SCHOOL DIST	1762	Expense!	($6,203.24)
Total Expense!					($53,865.42)
Total Expense Categories					($97,936.04)
Grand Total					($97,936.04)

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

July-2021

School Adminstrative Unit #39		
Towns of Amherst, NH and Mont Vernon, NH Monthly Report of the Treasurer		
as of 7/31/2021		
Cash on hand	**7/1/2021**	**$424,711.43**
Deposits		**$308,039.69**
AP-PR		**($360,143.76)**
Balance on hand	**7/31/2021**	**$372,607.36**

Filename: 2021-07-SAU39 Treasurer Report.xlsx
Month 7/1/2021

SAU#39
Monthly Reconciliation Report
Combined Accounts

July-2021	Peoples United	Peoples United	
	*1191	*760	TOTAL
	Cash Management	Municipal Checking	
7/31/2021	$467,608.57	$10,000.00	$477,608.57
Deposits in Transit: (add)			
Outstanding Checks: (subtract)			
a) Accounts Payable		$(46,883.17)	
b) Payroll		($58,118.04)	
c) Payroll Direct Deposit & IRS			
Total Outstanding		$(105,001.21)	$(105,001.21)
Reconciled Book Balance			$372,607.36
Balance from Treasurer's Journal			$372,607.36
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
7/1/2021	**Beginning Balance**		**7/1/2021**	**Beginning Balance**		**$424,711.43**
7/7/2021	Remote Deposit: 8170122120	$12,046.45	7/6/2021	Payroll Direct Deposit pp1 v6405	($58,822.94)	**$377,934.94**
7/15/2021	Remote Deposit: 8184279180	$259,357.47	7/6/2021	Payroll Direct Deposit pp1 v6406	($7,114.83)	**$630,177.58**
7/23/2021	Remote Deposit: 8197852140	$2,355.81	7/20/2021	Payroll Direct Deposit pp2 v6410	($44,646.63)	**$587,886.76**
7/30/2021	Remote Deposit: 8209330500	$34,253.88	7/20/2021	Payroll Direct Deposit pp2 v6411	($6,144.64)	**$615,996.00**
			7/8/2021	Payroll IRS pp1 v6408	($12,944.21)	**$603,051.79**
			7/22/2021	Payroll IRS pp2 v6413	($7,530.79)	**$595,521.00**
			7/29/2021	Payroll IRS v6416	($20.32)	**$595,500.68**
			7/9/2021	Payroll 457(b) pp1 v6407	($1,292.21)	**$594,208.47**
			7/23/2021	Payroll 457(b) pp2 v6412	($1,326.45)	**$592,882.02**
			7/8/2021	Payroll pp1 v1 ck401277-401278	($669.67)	**$592,212.35**
			7/22/2021	Payroll pp2 v2 ck401302-401302	($290.90)	**$591,921.45**
			7/8/2021	Payroll Ded pp1 v6409 ck401279-401280	($508.71)	**$591,412.74**
			7/22/2021	Payroll Ded pp2 v6414 ck401303-401305	($1,053.69)	**$590,359.05**
			7/27/2021	Payroll Ded v6415 ck401306-401308	($58,118.04)	**$532,241.01**
						$532,241.01
			7/1/2021	Expense v1763 ck401265-401276	($76,306.07)	**$455,934.94**
			7/15/2021	Expense v1764 ck401281-401301	($56,692.23)	**$399,242.71**
			7/29/2021	Expense v1765 ck401309-401331	($26,661.43)	**$372,581.28**
7/31/2021	Heartland Payment Services	$-00				**$372,581.28**
						$372,581.28
7/31/2021	Interest - Cash Management	$26.08				**$372,607.36**
						$372,607.36
						$372,607.36
7/31/2021	**Ending Balances**	**$308,039.69**			**($360,143.76)**	**$372,607.36**
				Payroll Direct Deposit	($139,843.02)	
				Payroll	($60,641.01)	
				AP	($159,659.73)	

Uncleared Transactions
SAU39 Checking 0760

Num	Date	Payee	Memo	Category	Amount
Expense Categories					
Payroll Ded					
401306	7/27/2021	HEALTHTRUST, INC.	6415	Payroll Ded	($28,980.15)
401307	7/27/2021	MONY LIFE INSURANCE COMPANY OF A	6415	Payroll Ded	($559.87)
401308	7/27/2021	NEW HAMPSHIRE RETIREMENT SYSTEM	6415	Payroll Ded	($28,578.02)
Total Payroll Ded					($58,118.04)
Expense!					
400977	3/11/2021	BELANGER, JULIE	1754	Expense!	($355.00)
401207	5/20/2021	WALLACE, ABIGAIL	1759	Expense!	($26.85)
401258	6/29/2021	Facey, Amy D	1762	Expense!	($300.00)
401271	7/1/2021	NHSAA	1763	Expense!	($2,067.00)
401284	7/15/2021	DLD TECHNOLOGIES CORP	1764	Expense!	($12,958.00)
401286	7/15/2021	Facey, Amy D	1764	Expense!	($1,054.78)
401287	7/15/2021	Fazlic, Amina	1764	Expense!	($251.74)
401288	7/15/2021	GOT INK 4U	1764	Expense!	($84.00)
401291	7/15/2021	LANDWEHRLE, CHRISTINE	1764	Expense!	($1,595.90)
401294	7/15/2021	MILLER, BRIAN	1764	Expense!	($50.00)
401296	7/15/2021	PITNEY BOWES GLOBAL	1764	Expense!	($178.80)
401297	7/15/2021	Steel, Adam A.	1764	Expense!	($1,187.60)
401301	7/15/2021	WALLACE, ABIGAIL	1764	Expense!	($112.07)
401309	7/29/2021	AMHERST SCHOOL DISTRICT	1765	Expense!	($1,677.97)
401310	7/29/2021	ASAP FIRE & SAFETY CORPORATION	1765	Expense!	($119.50)
401311	7/29/2021	BALSAMA, RICHARD	1765	Expense!	($500.00)
401312	7/29/2021	BUCKLEY DISPOSAL SERVICES	1765	Expense!	($38.00)
401313	7/29/2021	CORPORATE DATA & VOICE SOLUTIONS	1765	Expense!	($1,118.00)
401314	7/29/2021	EVERBRIDGE, INC.	1765	Expense!	($5,500.00)
401315	7/29/2021	GOVCONNECTION, INC.	1765	Expense!	($8,486.00)
401316	7/29/2021	HANNAN, KATIE	1765	Expense!	($150.00)
401317	7/29/2021	JAY MCKENNA CLEANING, LLC	1765	Expense!	($995.00)
401318	7/29/2021	JP PEST SERVICES, INC	1765	Expense!	($68.00)
401319	7/29/2021	Lash, John W.	1765	Expense!	($50.00)
401320	7/29/2021	MILLER, BRIAN	1765	Expense!	($75.00)
401321	7/29/2021	MONT VERNON SCHOOL DISTRICT	1765	Expense!	($194.50)
401322	7/29/2021	NHGFOA	1765	Expense!	($70.00)
401323	7/29/2021	PENNICHUCK WATER WORKS, INC.	1765	Expense!	($306.69)
401324	7/29/2021	POWERSCHOOL GROUP LLC	1765	Expense!	($2,123.82)
401325	7/29/2021	Preston, Roger C	1765	Expense!	($150.00)
401326	7/29/2021	SDB SPECIALTY NETWORKING, INC.	1765	Expense!	($300.00)
401327	7/29/2021	SHRED-IT USA LLC	1765	Expense!	($51.27)
401328	7/29/2021	SOUHEGAN COOPERATIVE SCHOOL DIST	1765	Expense!	($1,678.16)
401329	7/29/2021	SOULE, LESLIE, KIDDER, SAYWARD	1765	Expense!	($2,760.00)
401330	7/29/2021	VARI SALES CORPORATION	1765	Expense!	($185.00)
401331	7/29/2021	W.B. MASON CO., INC.	1765	Expense!	($64.52)
Total Expense!					($46,883.17)
Total Expense Categories					($105,001.21)
Grand Total					($105,001.21)

Consent Item #3

School Administrative Unit #39
Annual Report of the Treasurer
as of 6/30/2021

	Starting Balance	Deposits	AP-PR Expenses	Ending Balance
July-2020	$196,431.19	$276,263.62	($293,090.15)	$179,604.66
August-2020	$179,604.66	$376,843.43	($242,230.25)	$314,217.84
September-2020	$314,217.84	$276,666.90	($341,799.56)	$249,085.18
October-2020	$249,085.18	$303,781.98	($286,613.78)	$266,253.38
November-2020	$266,253.38	$778,963.94	($285,288.12)	$759,929.20
December-2020	$759,929.20	$499,427.98	($535,902.40)	$723,454.78
January-2021	$723,454.78	$177,884.01	($326,158.91)	$575,179.88
February-2021	$575,179.88	$286,010.78	($159,346.89)	$701,843.77
March-2021	$701,843.77	$306,755.71	($302,150.88)	$706,448.60
April-2021	$706,448.60	$145,192.47	($211,442.49)	$640,198.58
May-2021	$640,198.58	$214,825.25	($280,429.38)	$574,594.45
June-2021	$574,594.45	$97,036.10	($246,919.12)	$424,711.43
Total	$196,431.19	$3,739,652.17	**($3,511,371.93)**	$424,711.43

Bank Accounts	Peoples United	Peoples United		
	*1191	*760	Outstanding	
	Cash Management	Municipal NOW	Checks/Debits	Total
7/1/2020	**$243,343.32**	**$10,000.00**	**$(56,912.13)**	**$196,431.19**
6/30/2021	**$512,647.47**	**$10,000.00**	**$(97,936.04)**	**$424,711.43**

Consent Item #4

SCHOOL ADMINISTRATIVE UNIT #39
SCHOOL BOARD APPROVED - BUDGET TRANSFER REQUEST

REQUEST FOR BUDGET TRANSFER NO.: 2022 001

DATE: 7/30/2021

TRANSFER FROM:

Account Number	Description	Current Approp.	Transfer Amount	Projected Yr. End Exp.
10.2321.100.00.000000	PROPOSED INCREASES/POSITION RECLASS	$40,000	-($29,689)	$10,311
10.2321.200.00.000000	EMPLOYEE BENEFITS SET-ASIDE	7,656	-($4,076)	$3,580
TOTAL TRANSFERRED FROM:			-($33,765)	

TRANSFER TO:

Account Number	Description	Current Approp.	Transfer Amount	Projected Yr. End Exp.
10.2321.110.00.000000	SUPERINTENDENT	$150,255	$9,015	$159,270
10.2321.111.00.000000	ASSISTANT SUPERINTENDENTS	$240,000	$12,200	$252,200
10.2321.115.00.000000	SUPERINTENDENTS OFFICE SUPPORT SALARIES	$79,505	$2,954	$82,459
10.2600.111.00.000000	Director of Buildings and Grounds	$92,000	$5,520	$97,520
10.2600.231.00.000000	NH RETIREMENT	$12,936	$776	$13,712
10.2841.211.00.000000	Health Insurance	$57,372	$3,300	$60,672
TOTAL TRANSFERRED TO:			$33,765	

JUSTIFICATION:

Reclassify salary and benefit pool to cover contracted positions and benefit elections.

Dir. of Finance 30-Jul-21

REQUESTOR: DIRECTOR/DATE

APPROVED BY SAU #39 SCHOOL BOARD ON _____

Amy Facey, Business Administrator

Consent Item #5

SCHOOL ADMINISTRATIVE UNIT #39
SCHOOL BOARD APPROVED - BUDGET TRANSFER REQUEST

REQUEST FOR BUDGET TRANSFER NO.: 2022 002

DATE: 7/30/2021

TRANSFER FROM:

Account Number	Description	Current Approp.	Transfer Amount	Projected Yr. End Exp.
10.2500.111.00.000000	Business Office Adminstrative Salaries	214,450	(96,000)	118,450
10.2500.113.00.000000	Payroll & Accounting Salaries	219,867	(51,500)	168,367
10.2500.211.00.000000	Health Insurance	134,353	(51,456)	82,897
10.2500.212.00.000000	Dental Insurance	9,115	(3,672)	5,443
10.2500.213.00.000000	Life Insurance	1,898	(942)	956
10.2500.214.00.000000	Group LTD	1,441	(400)	1,041
10.2500.221.00.000000	Medicare	8,043	(2,152)	5,891
10.2500.231.00.000000	NHRS	42,537	(16,580)	25,957
10.2500.233.00.000000	403b Match	37,086	(9,514)	27,572
10.2500.531.00.000000	Phone	1,800	(600)	1,200
10.2500.580.00.000000	Travel	3,400	(200)	3,200
10.2500.810.00.000000	Dues & Fees	3,278	(418)	2,860
10.2321.100.00.000000	PROPOSED INCREASES/POSITION RECLASS	10,311	(10,311)	0
10.2321.200.00.000000	EMPLOYEE BENEFITS SET-ASIDE	3,580	(3,580)	0
TOTAL TRANSFERRED FROM:			(247,325)	

TRANSFER TO:

Account Number	Description	Current Approp.	Transfer Amount	Projected Yr. End Exp.
10.2830.111.00.000000	HR Director	$0	$101,760	$101,760
10.2830.115.00.000000	HR Assistant	$0	$53,045	$53,045
10.2830.211.00.000000	Health Insurance	$0	$51,456	$51,456
10.2830.212.00.000000	Dental Insurance	$0	$3,672	$3,672
10.2830.213.00.000000	Life Insurance	$0	$942	$942
10.2830.214.00.000000	Group LTD	$0	$400	$400
10.2830.221.00.000000	Medicare	$0	$2,245	$2,245
10.2830.231.00.000000	NHRS	$0	$22,602	$22,602
10.2830.233.00.000000	403b Match	$0	$9,985	$9,985
10.2830.531.00.000000	Phone	$0	$600	$600
10.2830.580.00.000000	Travel	$0	$200	$200
10.2830.810.00.000000	Dues & Fees	$0	$418	$418
TOTAL TRANSFERRED TO:			$247,325	

JUSTIFICATION:

Reclassify HR to new function code.

2830 Staff Services. Activities concerned with maintaining an efficient staff for the school system. It includes such activities as recruiting and placement, staff transfers, inservice training, health services, and staff accounting.

Dir. of Finance 30-Jul-21

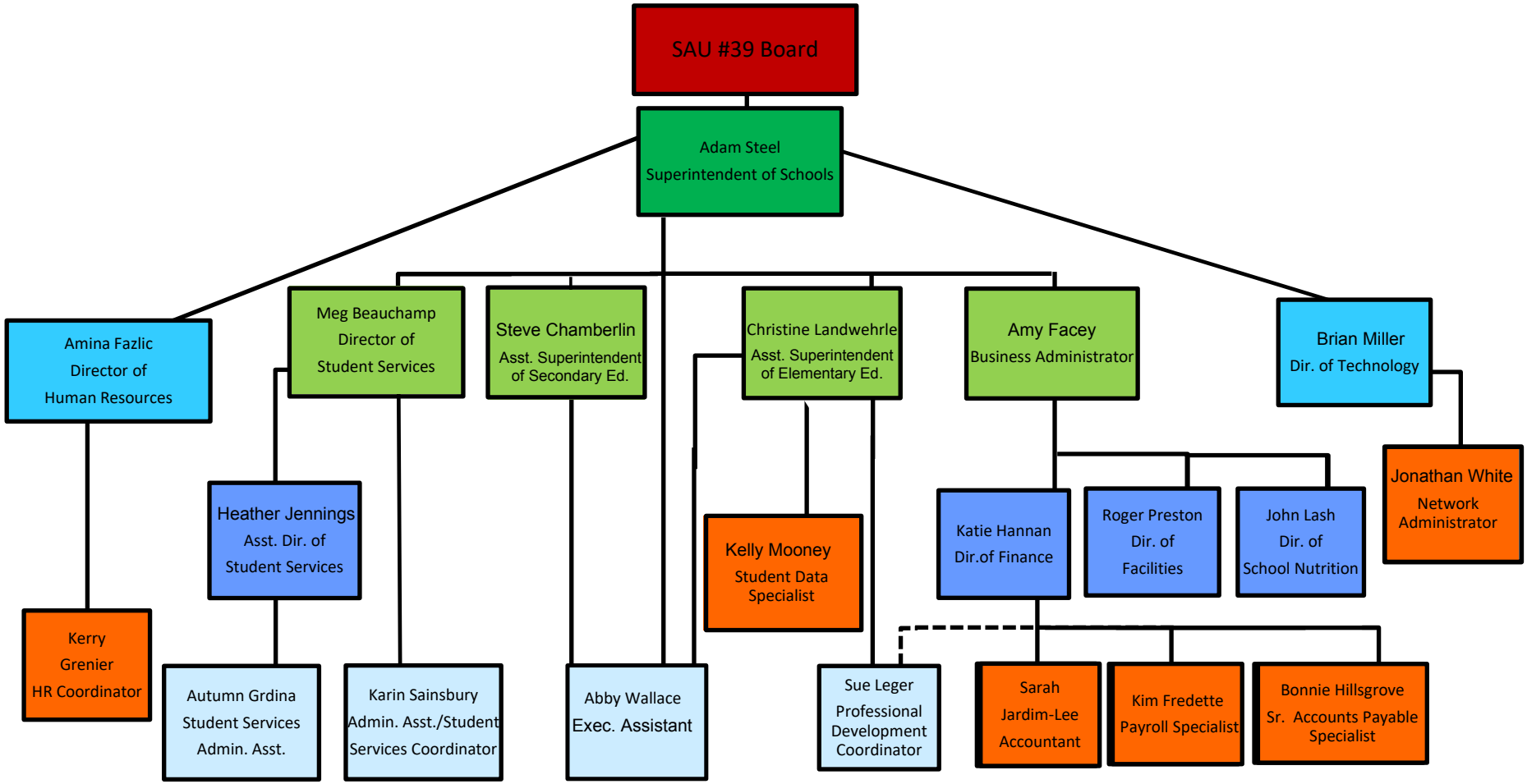
REQUESTOR: DIRECTOR/DATE

APPROVED BY SAU #39 SCHOOL BOARD ON _____

Amy Facey, Business Administrator

Consent Item #6

2021- 2022
SAU #39 Organizational Chart



SAU #39 Board

Monday, June 14th, 2021

Meeting Minutes- Not Approved

Attendees:

Administrative Team: Adam Steel- Superintendent, Christine Landwehrle- Assistant Superintendent, Meg Beauchamp- Director of Student Services, Michele Croteau- SAU #39 Business Administrator, Roger Preston- Director of Facilities, Anna Parrill- Principal C/W, Dr. Bethany Bernasconi- Principal AMS, Dr. Kim Sarfde- Principal MVVS, Mike Berry- Principal SHS, Amy Facey SAU #39 Business Administrator- Elect, and Brian Miller- SAU #39 Director of Technology.

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

Mont Vernon Village School Board: Chair- Sarah Lawrence, Secretary- Jessica Hinckley and Stephen O'Keefe.

Souhegan Cooperative School Board: Chair- John Glover, Vice Chair- Stephanie Grund, Secretary- Laura Taylor, Steve Coughlan, George Torres, and Christie Peters.

Board Minutes: Danae A. Marotta

Public: Maddie McFee, SHS Community Council Liaison, Marilyn Gibson, 166 Mack Hill Road, Amherst NH and Kelly Schmidt, 11 Patricia Lane, Amherst NH.

I. SAU #39 Board Organization

Superintendent, Mr. Adam Steel, opened the meeting at 7:00PM .

He asked Ms. Taylor if it was impractical for her to be at this meeting.

Ms. Taylor replied that she is out of state with two of her children.

He noted that he will take nominations for Chair of the SAU #39 Board. Each member will have one vote. He mentioned that Ms. Maddie McFee is the new Community Council Liaison.

Mr. Coughlan nominated Mr. Stephen O'Keefe as Chair of the SAU #39 Board.

There were no other nominations. He asked Ms. Taylor if there were other nominations.

Ms. Taylor seconded.

Mr. Steel asked Mr. O'Keefe if elected would he serve as SAU #39 Board Chair.

Mr. O'Keefe replied, yes.

Draft

Mr. Steel called a roll call: Lawrence- Yes, Kuzsma- Yes, Gauthier- Yes, Taylor- Yes, Coughlan- Yes, Hinckley- Yes, Peters- Yes, O'Keefe- abstain, Grondstra- Yes, Glover- Yes, Parisi- Yes, Conklin- Yes, Behm- Yes and Grund- Yes (14-0-1)

Mr. O'Keefe noted that he is excited to serve again in that role and asked for nominations for Vice Chair.

He nominated Mr. Coughlan in the role as Vice Chair and asked him if elected, would he serve as SAU #39 Board Vice Chair.

Mr. Coughlan replied that he would accept if elected.

Mr. O'Keefe called a roll call: Lawrence- Yes, Kuzsma- Yes, Gauthier- Yes, Taylor- Yes, Coughlan- abstain, Hinckley- Yes, Peters- Yes, O'Keefe- Yes, Grondstra- Yes, Glover- Yes, Parisi- Yes, Conklin- Yes, Behm- Yes and Grund- Yes (14-0-1)

Mr. O'Keefe asked for nominations for Secretary.

Ms. Kuzsma nominated Ms. Grund as SAU #39 Board Secretary.

He asked Ms. Taylor if she had a nomination.

Ms. Taylor replied she can second.

Mr. O'Keefe called a roll call: Lawrence- Yes, Kuzsma- Yes, Gauthier- Yes, Taylor- Yes, Coughlan- Yes, Hinckley- Yes, Peters- Yes, O'Keefe- Yes, Grondstra- Yes, Glover- Yes, Parisi- Yes, Conklin- Yes, Behm- Yes, Grund- Yes. The vote was unanimous.

<u>Committee Assignments</u>

- Budget Committee- Ms. Parisi
- Manifest- (2) Ms. Grund and Mr. Conklin

SAU #39 Treasurer- **<u>Ms. Grund nominated Ms. CJ Butler effective July 1st 2021.</u>**

Mr. O'Keefe called a roll call: Lawrence- Yes, Kuzsma- Yes, Gauthier- Yes, Taylor- Yes, Coughlan- abstain, Hinckley- Yes, Peters- Yes, O'Keefe- Yes, Grondstra- Yes, Glover- Yes, Parisi- Yes, Conklin- Yes, Behm- Yes, Grund- Yes. (14-0-1)

- Professional Development- Ms. Behm

Deputy Treasurer- **<u>Ms. Kuzsma nominated Ms. Peg Bennett effective July 1st 2021. Mr. Glover seconded the nomination.</u>**

Mr. O'Keefe called a roll call: Lawrence- Yes, Kuzsma- Yes, Gauthier- Yes, Taylor- Yes, Coughlan- Yes, Hinckley- Yes, Peters- Yes, O'Keefe- Yes, Grondstra- Yes, Glover- Yes, Parisi- Yes, Conklin- Yes, Behm- Yes, Grund- Yes. Nomination was unanimous.

II. Public Comment I of II

Draft

Ms. Marilyn Gibson, 166 Mack Hill Road, Amherst NH, commented that she has served on boards in Massachusetts and Rhode Island and she knows how difficult the task is. She congratulated all the teachers and staff; however, she is concerned with the transparency in the SAU, website and so forth. There are board meetings that are recorded, but she does not find the meeting notes to some committees.

Her main point is in support for Curriculum Mapping. CM would make all curriculum transparent. If you ask Heidi Jacobs, it is an essential tool to classroom resources and Depth of Knowledge. If you ask Gardner, who is a psychologist there are 9 types of learners. Not only that, if you are familiar with education, you can see them in best practices. She has discussed this with Ms. Landwehrle for the past three years.

Mr. O'Keefe thanked Ms. Gibson for her comments.

He asked for further Public Comment.

There were no additional comments.

III. Principals Reports

Mr. O'Keefe started with CW Principal, Ms. Anna Parrill.

Ms. Behm thanked for the teachers for the remote specials for the extra work.

The Board thanked Ms. Parrill.

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

Ms. Behm thanked her for allowing remote families to come in and be a part of the final ceremonies she knows how much extra work it has been.

Ms. Kuzsma added that it was great for the remote students.

The Board thanked Dr. Bernasconi.

Mr. O'Keefe asked for questions for MVVS Principal Dr. Kim Sarfde.

Mr. O'Keefe congratulated Dr. Sarfde for a great event tonight. He thanked the MVSB and the ASB for the pizza.

Ms. Lawrence noted that it was exciting to see the updates.

The Board thanked Dr. Sarfde.

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

Ms. Grund thanked Principal Berry for an outstanding graduation. She asked about the AP tests, the number of students took it and the pass rate. She asked about the enrollment and where the 8th graders are at the end of the year and how many pass on going to Souhegan. It would be interesting to understand.

Ms. Landwehrle replied that they do send their folders to the next school.

Draft

Mr. Glover congratulated Principal Berry on his first year.

Principal Berry noted that Ms. Sue Downer received the Presidential Award in Science and Engineering. It is the third teacher at SHS, and it is quite an honor.

Ms. Behm thanked Principal Berry for a seamless transition for the remote students to return to in person learning. Project Graduation was fun and important for the seniors.

Principal Berry replied that he was glad that the students felt comfortable to come back and forth.

The Board thanked Principal Berry.

IV. Consent Agenda

Mr. O'Keefe remarked that he will go through the items one by one and started with the April and May Treasurer Reports.

Ms. Grund thanked SAU #39 Treasurer, Ms. CJ Butler, for all of her work.

Mr. O'Keefe asked about the Discrimination Plan.

Mr. Glover commented that there was work that was done. There are a lot of classes on this list and he would like to define them more easily.

Ms. Landwehrle replied that this was a large undertaking and tightly aligns the law. It is based on the different protections of the plan and the legal requirements.

Mr. Glover noted his concern with it getting lost in the shuffle. It would help everyone comply with this and he recommends.

Mr. O'Keefe asked they provide training.

Ms. Landwehrle replied, yes. They provide training on Anti-Discrimination in general.

Ms. Grund asked if it was every year.

Ms. Landwehrle replied, yes and it is in Frontline. They do run a report to see who has done the training.

Mr. O'Keefe asked for questions about the Grading Software Update

Ms. Landwehrle mentioned that they are gathering additional information about piloting PowerTeacher Pro. She was able to get the committee together and they did recommend going forward with the program at SHS for next year and taking an extra year for the middle school.

Ms. Parisi asked about the plans for more teachers to piloting.

Ms. Landwehrle noted that she has had teachers approach her. There has been a greater push at the high school.

Ms. Lawrence asked if they will still have grades in Empower.

Draft

Ms. Landwehrle replied both. K-8 will still be using Empower for the next school year. They will then upload those scores in PowerTeacher Pro.

Ms. Kuzsma asked about CW and MVVS.

Ms. Landwehrle replied that they had teachers take a look at PowerTeacher Pro. They need to get a better sense from the teachers to see if there is an interest in piloting for next year. They definitely want more teacher feedback.

Mr. Glover asked if the costs are scaled on usage.

Ms. Landwehrle replied that they will have budget savings and is a per user fee.

Mr. O'Keefe went to #5 Enrollment Update.

There were no questions.

Mr. O'Keefe moved on to #6 May 20th, 2021 Draft Minutes.

There were no questions or comments.

Mr. O'Keefe went to #7 April Facilities Report.

Ms. Grund asked about the air quality tests.

Director of Facilities, Mr. Roger Preston replied that they are still waiting on the results. They did the tests in the first week of May. Once they get them, they will share them on the website.

Mr. Steel to be clear they are only required to do them once per year. They do them 4 times per year with two different vendors.

Ms. Grund asked about the Building Management System upgrade. She inquired if this is the same thing as what they did last year.

Mr. Preston replied yes, they have been working on this all year and were able to pick up additional items with their Covid funding.

Mr. Glover gave his support for the reports.

Mr. Preston gave his appreciation for his staff.

Ms. Parisi questioned if the boring results for Upper Wilkins came out as expected.

Mr. Preston replied, yes.

Ms. Kuzsma motioned to accept the Consent Agenda items 1. Treasurer's Report- April 2021 2. Treasurer's Report- May 2021 3. Revised Anti-Discrimination Plan, 4. Grading Software Update 5. Enrollment Update, 6. May 20, 2021 Draft Minutes, and 7. April Facilities Report. Mr. Coughlan seconded the motion. (14-1) Motion passed

Draft

Mr. O'Keefe called a roll call: Lawrence- Yes, Kuzsma- Yes, Gauthier- Yes, Taylor- No, Coughlan- Yes, Hinckley- Yes, Peters- Yes, O'Keefe- Yes, Grondstra- Yes, Glover- Yes, Parisi- abstain, Conklin- Yes, Behm- Yes, Grund- Yes. (13-1-1)

V. Board Chair Updates

- Amherst School Board

Mr. Gauthier noted that he is Chair, Ms. Kuzsma is Vice Chair and Ms. Parisi is Secretary. They also approved $300k amount out of their UFB for end of year priority projects.

The Board thanked Mr. Gauthier.

- Mont Vernon School Board

Ms. Lawrence commented that she was reelected as Chair, Mr. Eckhoff is Vice Chair and Ms. Hinckley is Secretary. They did their committee assignments and have $100k to give back to the Town. They have a vacant seat opening and they will be scheduling interviews. The position was vacated by Mr. St. Denis. She thanked him for his service.

The Board thanked Ms. Lawrence.

- Souhegan Cooperative School Board

Mr. Glover added that he was elected Chair, Ms. Grund is the Vice Chair and Ms. Taylor is the Secretary. They did not get through their full agenda and they will start an action item list. Mr. Steel will be reporting back in August on how teachers and staff can communicate with the boards. They have an action item about the National Student Data Privacy Consortium. They are

The Board thanked Mr. Glover.

Mr. O'Keefe thanked the previous Board Chairs.

VI. Superintendent's Report

Mr. Steel noted that they have just about all of their administrative hiring positions completed. There is still an opening for the AMS Assistant Principal and at SHS there is a Science Domain Leader position open.

Graduations and end of the year celebrations went well. He thanked all of the principals.

He will discuss the reopening plan in a bit.

First, he would like to talk about the election results from last week. He thanked both Mont Vernon and Amherst communities for their support in voting for their budgets and warrant articles, in the most part, with substantial margins. He is proud of the MVEA agreement that has passed. It is fair to acknowledge that in Amherst and Souhegan the budgets barely passed.

He wanted to articulate that these are concerns in both communities. They have the #19th ranked High School in *U.S News and World Report* and frankly it costs too much. He has been working

in public school education for the past 20 years and he has heard similar concerns from the residents. He wanted to spend time thinking about what those concerns mean. Moving forward, with slim margins on the budget, is not the kind of support they want from the community.

First, he believes that they have great teachers and staff. There are high expectations from the community, and it is an asset. These are factors for laying the groundwork for a successful school system. In addition to that, they have an engaged group of parents, are on the leading edge of educational work and innovation and have a faculty that is engaged and believes in making their craft better.

The challenges are first, the facilities are in a state of challenging disrepair. There has been a lack of a real vision for their schools and this is not a criticism but a reality. They have less instructional time than other high performing schools, less school days and less hours. For example, they give up a week for high school final exams. Class sizes at the elementary schools, are not comparable. They know that and have had lots of discussions.

In preparing for the next few years, he would like to take stock in the vision of where they want to go and how they will get there. He has made it a priority to build a leadership team. He has worked with the school board to create the Joint Facilities Advisory Committee, which is community led and school board run organization. He has also worked with them to create a lot more transparency. Mont Vernon has hit their class size goals and has achieved that for a few years. It is a number one contributing factor to their success.

Most importantly, they should talk about what school should be moving forward. They have begun that process and it does take between 3 to 5 years to show consistent results. The changes that were made have just begun to have the smallest amount of impact.

He wants to ask for board support and believes that they are building for sustainable success. One of the number one traps for superintendents are creating goals that are not sustainable.

Mr. O'Keefe asked for questions for the board.

Ms. Behm inquired about cost in general. She does not know that a lot is being pushed down to the local level and it is not sustainable for some residents.

Mr. Steel explained that in NH the money starts and ends at the local level. The question for him is great schools at the most affordable cost possible or cheap schools. With cheap schools, our academic outcomes would worsen.

Mr. O'Keefe added that it is impactful and working on a good strategy.

Mr. Steel asked if he was on the right track.

Mr. O'Keefe replied yes. The community expects a lot and it is refreshing to hear those thoughts.

Mr. Glover added that the Strategic Vison from 2019 is still relevant. There is something they can do on the metrics front to highlight the successes and the struggles.

Draft

Ms. Grund noted that students may not be great at test taking. They need to understand their expectations and have those conversations. A lot of people in the community do not understand that.

Ms. Lawrence added that she would like focus on things that cannot they cannot measure, for example connections with the teachers.

Ms. Parisi mentioned that they are not really providing the community with how they are doing on Competency Based Learning.

Mr. Steel replied that every august they want to provide the board with a comprehensive report almost like an annual report.

Ms. Peters mentioned that she would like to see it in a nice printed format for the town.

Mr. Glover added that there are 80 calendar days between the end of school and the beginning of school. It can be incumbent on them to inform the parents and students to continue their learning through school sponsored resources or on their own. To also provide that at the end of every school year so that there is no remedial teaching. Maybe there is a gap there that they can fill.

VII. Reopening Plan

The Reopening Task Force Committee has resumed their meetings with a goal is to provide the SAU with a plan for adoption in mid-August. He suggested the board to attend the meetings if possible. The one thing that was clear is that this year went well. Some things that worked as an unintended consequence, remote or hybrid. The question is what should remain that is separate from Covid. Our survey of parents shows that less than 2% are looking for the need for remote instruction. As you recall, it is a comprehensive committee

Mr. Coughlan noted that the board approved additional powers to the Superintendent. He suggested that they revisit those items.

Mr. Steel replied, yes.

Ms. Grund asked if there was a Souhegan teacher/ administrator on the subcommittee.

Mr. Steel replied that there are representatives from Souhegan.

Ms. Grund added that the Souhegan meeting is in late august. They need a meeting way before the Aug timeframe.

Mr. Steel replied later in July or Early August.

VIII. K-1 Looping Presentation

Ms. Landwehrle noted that she added a presentation to the agenda packet. This is something that they plan on implementing in Amherst and Mont Vernon. She explained that looping is the practice of a teacher staying with the same group of student for more than one academic year. Looping is not the same as multi-age placement. Looping keeps similarly aged students together with their teacher for more than one year. Many schools that loop keep students and teachers

Draft

together for two years, while some have models of three years or more. Looping is not a new concept; it was first used in Germany in the early 1900's.

Benefits of Looping include, improved relationships among students and between teachers and students, more efficient instruction, higher attendance rates, reduced student retentions, fewer referrals of students to special education programs and improved student behavior

It would be a two-year looping model for all K and 1 teachers across SAU 39. Loop begins for the 2021-2022 school year. The incoming K has met, doing activities with observation so that they are a good match. At CW, they have expanded their screening process. They have had parent nights with discussion. In addition to curriculum work, teachers will be doing deep professional development work, especially in math. They want to set them up for success.

Supports Needed for a Successful Model include, teacher professional development in looping, K and 1 curriculum / standards, and student development, expanded kindergarten screening process, communication with families regarding our looping model, additional classroom materials (K and 1 materials needed), physical space determination and a clearly outlined process to "break the loop". Teachers are a little nervous, but they are excited to bring this to the elementary level.

Ms. Kuzsma cautioned them with the divide in the two different buildings.

Ms. Landwehrle added that they had the same concern.

Mr. Glover gave his support. He asked why they picked K-1 another grade.

Ms. Landwehrle replied that a lot of the K and 1st grade are very different. A lot of K standards is guidance and support and then in 1st grade require more independence. It is a lot to catch up to speed.

Mr. Coughlan commented on the transition between grades 8 and 9.

Ms. Parisi asked about the teachers meeting during Grade Level times.

Ms. Landwehrle replied that they typically meet during their Late Start time. want ASD and MV to work together as a full team.

Mr. Conklin gave his support. He asked about how could they measure success.

Ms. Landwehrle replied that they did not yet develop something formal. They would look at both NWEA but what is more critical is feedback from the teachers in the second year. Questions to ask are the looping teachers out pacing the pacing guides. Also looking at acquisition of standards, do they have more students meeting expectations.

Ms. Parisi inquired about the educational expectation timeline.

Ms. Landwehrle replied that the grade level meetings are going to be so critical. There are expectations in math with guidance and support. They would want them at a "D" or "E" reading level at the end of K. They do not want to get into a hole early on.

Draft

Ms. Parisi noted her concern with the teachers not having break out groups and letting them level. She asked if they are going to allow that.

Ms. Landwehrle replied that one of the ideas from teachers is to go deeper and more hands on, experiential activities. It will be important piece to monitor all of the students in the classrooms.

Mr. Torres asked why the districts stepped away from looping.

Ms. Landwehrle replied that there is a lot of teacher professional development. Some districts may not have made it a cohesive practice. There is a district in Massachusetts that continually loops, and they have continued that practice for many years. She can look into it more deeply.

Mr. O'Keefe asked about privacy issues with the students. He inquired about when and what are the benchmarks for that.

Ms. Landwehrle replied that they can look back at previous cohorts. She has had a conversation with Ms. Amy Lavoie it is a big lift for teachers, and she feels confident that they are providing supports.

Mr. O'Keefe asked if the parents could opt out on the loop.

Ms. Landwehrle replied that they will have a parent appeals process. It will have to be a significant reason.

Mr. Glover commented on breaking the loop.

Ms. Landwehrle added that there could be a rationale.

Ms. Lawrence remarked that by the second-grade year when they are no longer there could be an impact.

IX. Public Comment II of II

No Public Comment

X. Meeting Adjourned

Mr. Grondstra motioned to adjourn the meeting at 8:49PM. Ms. Lawrence seconded the motion. The vote was unanimous, motion passed.

Mr. O'Keefe called a roll call: Lawrence- Yes, Kuzsma- Yes, Gauthier- Yes, Taylor- Yes, Coughlan- Yes, Hinckley- Yes, Peters- Yes, O'Keefe- Yes, Grondstra- Yes, Glover- Yes, Parisi- Yes, Conklin- Yes, Behm- Yes, Grund- Yes.

Draft

Consent Item #8

SCHOOL ADMINISTRATIVE UNIT THIRTY-NINE

Amherst, Mont Vernon, and Souhegan Cooperative School Districts

ADAM A. STEEL
Superintendent of Schools

CHRISTINE M. LANDWEHRLE
Assistant Superintendent – Elementary Education

STEVE CHAMBERLIN
Assistant Superintendent – Secondary Education

MARGARET A. BEAUCHAMP
Director of Student Services

AMY FACEY
Business Administrator

Date: July 21, 2021

To: Adam Steel, Superintendent of Schools

From: Brain Miller, Director of Information Technology

RE: Technology Updates as noted on the following Trello Card https://trello.com/c/utRBKNI2

This memo is to provide an update on the technology updates that have been undertaken by the Technology Department within SAU 39. This document provides information pertaining to those ongoing and recently completed items since the previous update on April 30, 2021. There are some ongoing updates remaining.

Souhegan Infrastructure Items:

- In June 2020, An additional server was purchased and put in place to be added to the H/A Cluster. Configurations have been made to complete this addition and the server is up and operational.
- Storage Array decommissioning has been assessed. It has been determined that SAU39 is not ready for decommissioning at this time, but will be working on a plan to migrate the data currently stored on these devices for future decommissioning.
- Lynx Security System, located at Souhegan High School has been installed on devices used by Admin at SHS and the SAU who will need to have access to the system, with the exception of Adam Steel and Kelly Driscoll currently using Macbooks. A meeting took place on March 1, 2021 with representatives from Minuteman, Roger Preston and myself (Brian Miller) to review the system setup. Adjustments are ongoing to ensure proper working status. System has been tested for alert notifications successfully by Minuteman. I will be meeting with a representative from Minuteman in the coming weeks for further training and set up.

C-W Infrustructure Items:

- Switch Stack relocation has been completed by LongChamps Electric under 2021 year-end facilities projects for a total of $3,714.00.
- Clark Elementary Door security system conversion has not taken place. I will be working with Roger Preston to determine a plan for this conversion. As of today, there is no plan to move forward.

AMS Infrastructure Items:

- A secondary backup system is not currently in place. Our current system through VEEAM is creating second and third backups on separate storage devices in different locations throughout the district. We will continue to evaluate the need for an additional backup location (i.e. Cloud, etc.).
- The door lock and Badge system at AMS has not been replaced at this time. I will be working with Roger Preston to determine a plan for this conversion. As of today, there is no plan to move forward.

GSuite Additions:

- Piloting of Google Two-Factor Authentication with select staff members has paused as of this time. A test group was put in place, but with the recent termination of a couple of those accounts, 2FA made it difficult (but not impossible) to retrieve data. We will continue to evaluate the process of 2FA.

Asset and License Management:
- I will be working with our Network Administrator Jon White to investigate and evaluate its benefits of an additional Asset Management tool.
- I will be working with our Network Administrator Jon White to create periodic exports from Lansweeper on our current asset inventory.
- I will be working with our Network Administrator Jon White to compare Lansweeper discoveries to our static inventory.

Active Directory Upgrades:
- No new agenda items to be completed at this time.

Other Items:
- A Technology Knowledge Base is an ongoing project within an already established OneNote document. We are working to clean up and identify a better resource to house the knowledge within.

Server Consolidation:
- All File and Print Servers are currently functioning as they should be. There has been communication around making the File Servers inaccessible to Staff and Students for quite some time but has never been acted upon. We will be moving forward with this endeavor and will communicate appropriately to all Staff and Students on the timeline to provide ample opportunity to move stored files to either their Google Drive or Microsoft OneDrive. The plan would be to leave the File Servers running for at least 6 months before decommissioning in the event there are Staff or Students who did not take appropriate action before they became inaccessible. At present, we are working with upgrading and maintaining these servers.
- Identifying orphaned Servers/VMs is an ongoing process. At present, the majority of these servers and VM's have been shut down.

Remediation Items:
- Along with the Knowledge Base previously mentioned, the internal Wiki is continually being developed. Our Network Administrator Jon White has been diligently working on this since his arrival.

Please let me know if you have any questions relating to the items above.

Consent Item #9

SAU #39 **7/19/2021**

Souhegan High School

June Facilities Update

Vendor Maintenance Completed

- Septic/grease tank cleanout
- Care and upkeep of grounds and athletic surfaces
- Tree removal at softball field
- Troubleshoot door locking system
- Repair to fencing
- Replacement washing machine
- Domestic water backflow test
- Annex boiler #2 replacement
- Gym equipment inspection (vendor sending quotes for repairs to hoops, curtain, and bleachers)
- Repairs to ropes course
- Replacement of economizer controls for RTU 5, 6 and 7
- Building Management System upgrades
- Weekly temporary custodial services
- Waste management services weekly schedule
- Monthly pest services monitoring program

SHS Facilities Staff Projects Completed

- Installed new US flag
- Reinstalled door closer (cafeteria)
- Replaced quick disconnect on C3 cart
- Repaired window lock in room 167
- Removed and installed new washing machine
- Changed flushometer in room 133
- Care and upkeep of grounds and athletic surfaces
- Daily water meter readings are being recorded
- Daily cleaning and disinfecting
- Monthly Fire extinguisher inspection

Upcoming Work

- Building generator replacement battery
- Fire extinguisher inspection (July)
- Fire component inspection (July)
- HVAC PM work
- Boiler Room Sequencer Panel
- RTU 1, 2, 3 Smart sensor and controller upgrades
- Annex Healthy Building Sensors
- Softball field replacement light
- Repair Annex Exhaust Fan F18
- Annex UV repairs
- Tree removal outdoor classroom
- Paving and crack fill

Fallen tree at Simeon field

Tree removed from Simeon field

Fallen tree at Simeon field

Tree removed from Simeon field

Annex boiler before replacement	Annex boiler after replacement

SAU #39 **8/2/2021**

Souhegan High School

July Facilities Update

Facilities 5 Year Plan

Vendor Maintenance Completed

- Fire extinguisher inspection
- Fire component inspection
- Fire system trouble call
- Sprinkler system inspection
- HVAC PM work
- Elevator Inspection
- Elevator Recall Inspection
- Kitchen hood inspection
- Kitchen hood cleaning
- Re-stripe turf field
- Replaced vacuum breaker in kitchen and Sloan valve in 1st floor Annex bathroom
- Paving repairs
- Exterior masonry repairs
- Mowing front field 4.5 " to 1.5 " for field hockey
- Building Management System upgrades
- Waste management services weekly schedule
- Monthly pest services monitoring program

SHS Facilities Staff Projects Completed

- Replaced flushometer in main office restroom
- Replaced broken wheel on chair in student services
- Relocated bulletin board to Annex office
- Repaired hole in sheetrock in 1st floor B-wing
- Summer cleaning, floor stripping, floor finish installation
- Replacement of 3 smoke detectors
- Repaired floor machine
- Care and upkeep of grounds and athletic surfaces
- Daily water meter readings are being recorded
- Daily cleaning and disinfecting
- Monthly Fire extinguisher inspection

Upcoming Work

- Generator Preventative Maintenance
- Building generator replacement battery
- Parking lot line striping
- Annex UV repairs
- Repair Annex exhaust fan 18
- Fertilizer applications
- Replace auditorium curtain
- Exterior and interior door repairs
- Locker replacement
- Boiler Room Sequencer Panel

- RTU 1, 2, 3 Smart sensor and controller upgrades
- Annex Healthy Building Sensors
- Softball field replacement light
- Repair Annex Exhaust Fan F18
- Annex UV repairs
- Tree removal outdoor classroom

Conduit for sign and spares	**Paving repairs**

Paving repairs

Skylight in need of repair

Fire extinguisher inspection

Replacement smoke detector

SAU #39 **7/1/2021**

Amherst Middle School

June Facilities Update

Vendor Maintenance Completed

- Domestic water backflow test
- Septic/grease tank cleanout
- Unit ventilator controller upgrade and repairs
- Replace hot water pump #1 triple duty valve
- Replace hot water pump coupler
- Gym wall mat installation
- Gym equipment inspection (two side hoops need safety straps, one strap needs replacement)
- Weekly temporary custodial services
- Waste management services weekly schedule
- Monthly pest services monitoring program

AMS Facilities Staff Projects Completed

- Installed new US flag
- Installed portable AC in room 10
- Emptied two storage containers
- Removed 14 trapezoid tables from Art room 1 and replaced with larger tables
- Troubleshoot wood shop sink leaking
- Removed gym wall pads
- Constructed four cubicles in room 9
- Emptied gym of all contents
- Removed arrows from hall floors
- Assembled floor machine
- Removed partition and repaired sheetrock in room 8
- Replaced light ballasts
- Troubleshoot Bean House garage door and compressor
- Repaired light in nurses office
- Installed heat tape on Bean House water line
- Care and upkeep of grounds
- Daily water meter readings are being recorded
- Daily cleaning and disinfecting
- Weekly fuel readings are being recorded (generator and propane)
- Monthly Fire extinguisher inspection

Upcoming Work

- Fire extinguisher inspection (July)
- Fire component inspection (July)
- 2” of playground mulch will be added to the volleyball court (July)
- HVAC PM work
- Duct cleaning (53 unit vents)
- Replace rear exterior door
- Unit ventilator controller upgrade and repairs

Room 9 before cubicle installation

Room 9 after cubicle installation

Gym wall mat installation

Pump coupler and valve repair

SAU #39 **8/2/2021**

Amherst Middle School

July Facilities Update

Facilities 5 Year Plan

Vendor Maintenance Completed

- Fire extinguisher inspection
- Fire component inspection
- Sprinkler system inspection
- HVAC PM work
- Replaced rear exterior door
- Elevator Inspection
- Elevator Recall Inspection
- Replaced fire system batteries (dated 2015)
- Unit ventilator controller upgrade and repairs
- Kitchen exhaust hood cleaning
- Brick washing and soft joint repair
- Storage trailer removal
- Troubleshoot and repair roof leaks
- Waste management services weekly schedule
- Monthly pest services monitoring program

AMS Facilities Staff Projects Completed

- Painted room 100 and 105
- Installed cove base in room 205, Life skills, and 2nd floor hallway
- Repaired building hot water circulator pump
- Moved the health room to room 28
- Moved room 17 to room 35
- Replaced multiple chipped and loose tiles in the halls and some classrooms
- Care and upkeep of grounds
- Summer cleaning, floor stripping, floor finish installation
- Daily water meter readings are being recorded
- Daily cleaning and disinfecting
- Weekly fuel readings are being recorded (generator and propane)
- Monthly Fire extinguisher inspection

Upcoming Work

- Gym floor screen and recoat
- Parking lot line striping
- 2” of playground mulch will be added to the volleyball court (July)
- 5 RTU and 53 unit vent CO_2 sensors
- 5 healthy building sensors
- Duct cleaning (53 unit vents)
- Retaining wall repair near cafe
- Fencing installation on back wall
- Gate at exit to Cross Road
- Movable wall replacement

Brick washing and soft joint repair

Brick washing and soft joint repair

Brick washing and soft joint repair

Brick washing and soft joint repair

Installed cove base in room 205

Summer cleaning, floor stripping, floor finish installation

Kitchen exhaust hood cleaning

Replaced rear exterior door

SAU #39 **7/1/2021**

Wilkins Elementary School

June Facilities Update

Vendor Maintenance Completed

- Domestic water backflow test
- Relocated IT network switch
- Troubleshoot nurses AC and computer room condensate pumps
- Septic/grease tank cleanout
- Gym equipment inspection (no repairs needed at this time)
- Weekly temporary custodial services
- Waste management services weekly schedule
- Monthly pest services monitoring program

Wilkins Facilities Staff Projects Completed

- Installed new US flag
- Emptied two storage containers
- Removed tables and chairs from outdoor tents
- Troubleshoot IT room HVAC condensate pump
- Replaced auditorium breaker
- Daily water meter readings are being recorded
- Daily cleaning and disinfecting
- Weekly fuel readings are being recorded (building fuel)
- Monthly Fire extinguisher inspection
- Monthly underground storage tank inspection

Upcoming Work

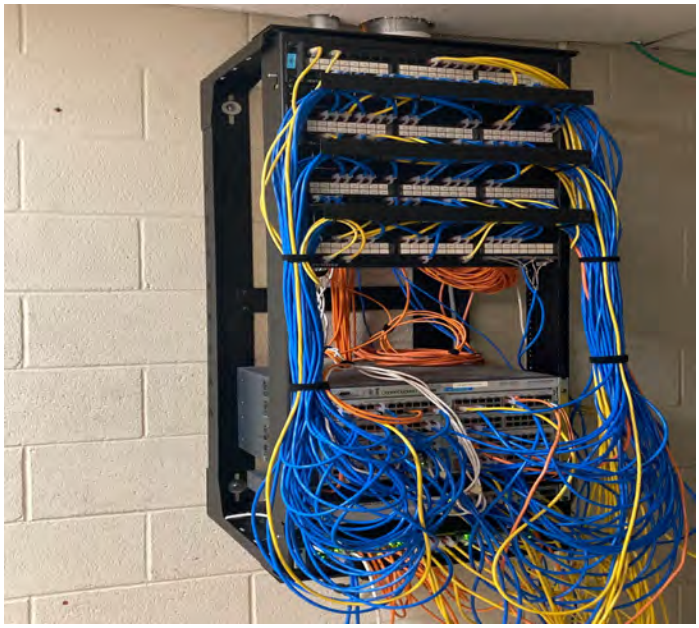
- Fire extinguisher inspection (July)
- Fire component inspection (July)
- 2” of playground mulch will be added to the playground (July)
- Portable door replacement
- HVAC PM work
- Duct cleaning (admin and rear hall classrooms)
- Window balance repair for 50 windows
- Chimney cleaning

Gym equipment inspection

New US flag

AC condensate pump repair

IT switch relocated out of classroom



SAU #39 **8/2/2021**

Wilkins Elementary School

July Facilities Update

Facilities 5 Year Plan

Vendor Maintenance Completed

- Fire extinguisher inspection
- Fire component inspection
- Sprinkler system inspection
- Fire restoration cleanup (building cleaning, carpet replacement)
- Kitchen exhaust hood cleaning
- Troubleshoot boiler #2 controller
- Oil fired boiler cleaning
- Snaking of clogged floor sink
- Storage trailer removal
- Waste management services weekly schedule
- Monthly pest services monitoring program

Wilkins Facilities Staff Projects Completed

- Removal of cubicle and repair of floor in room #33
- Cleaned art room clay traps
- Determined that the mop sink in the middle hall is broken in the slab
- Grounded portable generator
- Repairs to portable ramp and emergency exits
- Tour of catwalk
- Summer cleaning, floor stripping, floor finish installation
- Daily water meter readings are being recorded
- Daily cleaning and disinfecting
- Weekly fuel readings are being recorded (building fuel)
- Monthly Fire extinguisher inspection
- Monthly underground storage tank inspection

Upcoming Work

- Parking lot line striping
- HVAC PM work
- 2” of playground mulch will be added to the playground (July)
- Portable door replacement
- HVAC PM work
- Duct cleaning (admin and rear hall classrooms)
- Window balance repair for 50 windows
- Chimney cleaning

Fire restoration cleanup

Library carpet replacement

Boiler cleaning

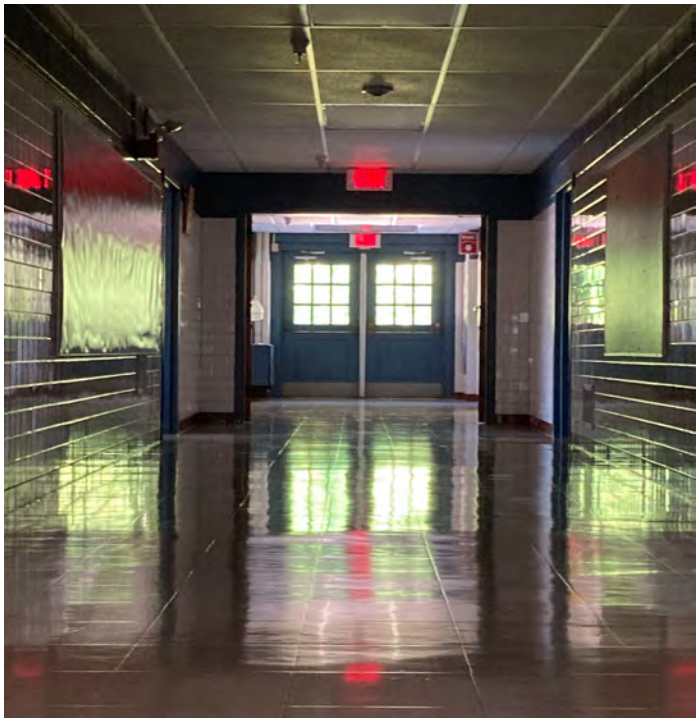
Fire restoration equipment

Portable door replacement

Portable stair replacement

Summer cleaning, floor stripping, floor finish installation

Summer cleaning, floor stripping, floor finish installation



SAU #39 **7/1/2021**

Clark Elementary School

June Facilities Update

Vendor Maintenance Completed

- Septic tank cleanout
- Weekly temporary custodial services
- Waste management services weekly schedule
- Monthly pest services monitoring program

Clark Facilities Staff Projects Completed

- Installed new US flag
- Removed tables and chairs from outdoor tents
- Care and upkeep of grounds
- Daily water meter readings are being recorded
- Daily cleaning and disinfecting
- Weekly fuel readings are being recorded (building fuel)
- Monthly Fire extinguisher inspection
- Monthly aboveground storage tank inspection

Upcoming Work

- Fire extinguisher inspection (July)
- Fire component inspection (July)
- Replace circulator pump and triple duty valve
- Rebuild circulator pump
- Domestic water backflow tests (July)
- 2” of playground mulch will be added to the playground (July)
- Roof drain in need of repair (UFB)
- HVAC PM work
- Duct cleaning (admin, nurse, classroom, art room, 2 unit vents)
- Video inspection of chimney prior to cleaning

New US flag

Care and upkeep of grounds

SAU #39 **8/2/2021**

Clark Elementary School

July Facilities Update

Facilities 5 Year Plan

Vendor Maintenance Completed

- Fire extinguisher inspection
- Fire component inspection
- Sprinkler system inspection
- Replace circulator pump and triple duty valve
- Rebuild circulator pump
- Troubleshoot nurses AC
- Siding repairs
- Oil fired boiler cleaning
- Domestic water backflow tests
- Waste management services weekly schedule
- Monthly pest services monitoring program

Clark Facilities Staff Projects Completed

- Classroom moves
- Summer cleaning, floor stripping, floor finish installation
- Care and upkeep of grounds
- Daily water meter readings are being recorded
- Daily cleaning and disinfecting
- Weekly fuel readings are being recorded (building fuel)
- Monthly Fire extinguisher inspection
- Monthly aboveground storage tank inspection

Upcoming Work

- Parking lot line striping
- 2” of playground mulch will be added to the playground (July)
- Roof drain in need of repair (UFB)
- HVAC PM work
- Duct cleaning (admin, nurse, classroom, art room, 2 unit vents)
- Video inspection of chimney prior to cleaning

Siding removal

Siding removal

Siding removal

Siding installation

SAU #39 **7/1/2021**

Brick School

June Facilities Update

Vendor Maintenance Completed

- Domestic water backflow test
- Septic tank cleanout
- Weekly custodial services
- Waste management services weekly schedule
- Monthly pest services monitoring program

Facilities Staff Projects Completed

- Care and upkeep of grounds
- Daily cleaning and disinfecting
- Monthly Fire extinguisher inspection

Upcoming Work

- Fire extinguisher inspection (July)
- Fire component inspection (July)
- 2" of playground mulch will be added to the playground (July)
- Removal of bats and squirrels from the attic (July)

Brick School

SAU #39 **8/2/2021**

Brick School

July Facilities Update

Facilities 5 Year Plan

Vendor Maintenance Completed

- Fire extinguisher inspection
- Fire component inspection
- Weekly custodial services
- Waste management services weekly schedule
- Monthly pest services monitoring program

Facilities Staff Projects Completed

- Care and upkeep of grounds
- Installed dimmer switch in second floor office
- Ordered door entry cards
- Daily cleaning and disinfecting
- Monthly Fire extinguisher inspection

Upcoming Work

- Parking lot line striping
- 2” of playground mulch will be added to the playground
- Removal of bats and squirrels from the attic

Brick School

SAU #39 **7/19/2021**

Mont Vernon Village School

June Facilities Update

Vendor Maintenance Completed

- MVVS HVAC RFP Bid Results
- Septic tank cleanout
- Gym equipment inspection (no repairs required)
- UST repairs identified from NHDES inspection
- Weekly temporary custodial services
- Waste management services weekly schedule
- Monthly pest services monitoring program

MVVS Facilities Staff Projects Completed

- Building packing and minor room moves
- Summer cleaning, floor stripping, floor finish installation
- Care and upkeep of grounds
- Daily water meter readings are being recorded
- Daily cleaning and disinfecting
- Weekly generator test
- Weekly fuel readings are being recorded (building fuel and generator)
- Monthly Fire extinguisher inspection
- Monthly underground storage tank inspection

Upcoming Work

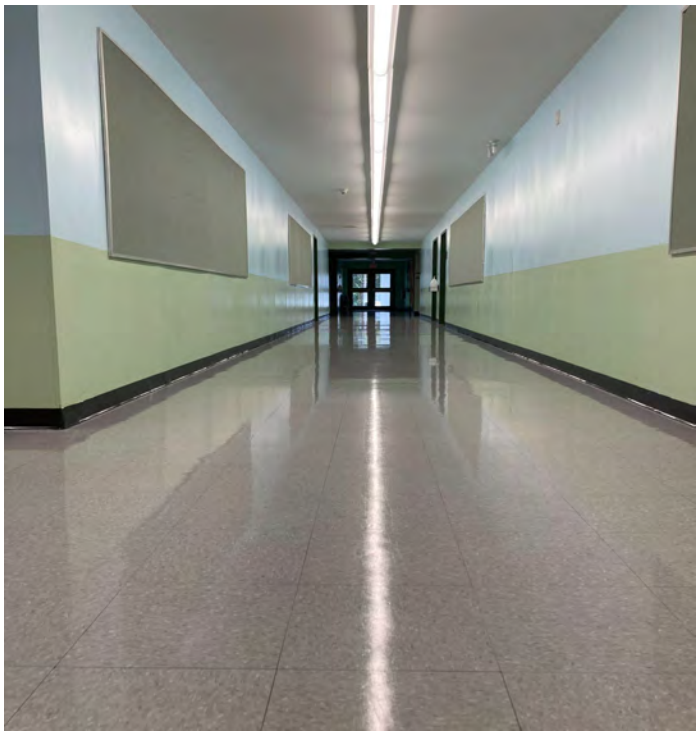
- MPR unit controller upgrade
- MPR unit repair
- Main entrance card access
- HVAC PM work
- Fire extinguisher inspection (July)
- Fire component inspection (July)
- Kitchen hood inspection (July)
- 2" of playground mulch will be added to the playground (July)
- Roof replacement
- Exterior painting and minor wood repairs
- UST repairs identified from NHDES inspection
- Video inspection of chimney prior to cleaning

Underground storage tank piping repair

Underground storage tank electrical repair

Gym equipment inspection

Summer cleaning, floor stripping, floor finish installation



SAU #39 **8/2/2021**

Mont Vernon Village School

July Facilities Update

Facilities 5 Year Plan

Vendor Maintenance Completed

- Fire extinguisher inspection
- Fire component inspection
- Sprinkler system inspection (Backflow Preventer)
- Kitchen hood inspection
- Kitchen hood oven shutdown reinspection
- Kitchen exhaust hood cleaning
- Boiler startup for UST repairs identified from NHDES inspection
- Boiler cleaning
- Roof replacement
- Troubleshoot IT closet AC interior unit
- Waste management services weekly schedule
- Monthly pest services monitoring program

MVVS Facilities Staff Projects Completed

- Kitchen hood relay repair
- Summer cleaning, floor stripping, floor finish installation
- Care and upkeep of grounds
- Daily water meter readings are being recorded
- Daily cleaning and disinfecting
- Weekly generator test
- Weekly fuel readings are being recorded (building fuel and generator)
- Monthly Fire extinguisher inspection
- Monthly underground storage tank inspection

Upcoming Work

- Parking lot line striping
- HVAC controls upgrade (boiler room, C1 unit ventilator, 179/180 FCU, HV1, HV2, 1 baseboard zone)
- MPR unit repair
- Main entrance card access
- HVAC PM work
- Generator Preventative Maintenance
- Retaining wall near basketball court
- External and internal door repairs
- 2” of playground mulch will be added to the playground (July)
- Exterior painting and minor wood repairs
- Video inspection of chimney prior to cleaning

Fire extinguisher inspection

Roof material delivery

Kitchen hood inspection

Kitchen hood oven shutdown

SCHOOL ADMINISTRATIVE UNIT THIRTY-NINE
Amherst, Mont Vernon, and Souhegan Cooperative School Districts

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Assistant Superintendent of Secondary Education

MARGARET A. BEAUCHAMP
Director of Student Services

AMY FACEY
Business Administrat

Board Goals from FY21

- Continue with consistent timely updates in the form of a weekly or bi-weekly update. Superintendent report due earlier than the meeting.
- Maintain existing level of community, but expand electronic messaging platforms, post videos to the website.
- Educational Leadership: Every student achieves a year of growth. Streamline measurement of growth.
- Budgeting for summer work. Come up with plan for summer fill in the gaps.
- Work with the Board to communicate facility goals.
- Show marked progress towards accomplishing goal of US News & World Report top 5 ranking or DOE by the end of the school year

1 School Street P.O. Box 849 Amherst, NH 03031-0849 Phone: 603-673-2690 Fax: 603-672-1786

SCHOOL ADMINISTRATIVE UNIT THIRTY-NINE

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Director of Student Services

AMY FACEY
Business Administrat

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

From: Adam Steel, Superintendent of Schools

RE: Superintendent Report – August 2021

August 11, 2021

As our districts prepare to welcome back staff, students, and families to another school year, I have several key updates for the SAU 39 Board regarding the re-opening of our schools. Some of the items I touch on in this report will be expanded during other points in the SAU 39 Board August Board Meeting.

Enrollment

As of 8/1, 2,264 students were enrolled in our schools, which is an increase of 85 from 9/1/2020. Our enrollment appears to be on the rise.

	9/1/2020	10/1/2020	11/1/2020	12/1/2020	1/1/2021	2/1/2021	3/1/2021	4/1/2021	5/1/2021	6/1/2021		8/1/2021
PK - CW	19	19	19	19	21	21	21	22	22	23		30
K - MV	26	27	27	27	27	27	26	26	26	26		23
K - CW	110	109	109	109	109	109	109	110	110	110		118
1 - MV	29	28	28	28	28	28	28	28	27	27		28
1 - CW	104	104	104	106	106	106	106	108	108	108		128
2 - MV	27	27	27	27	26	25	24	25	24	24		32
2 - CW	143	144	144	144	144	142	142	144	143	143		123
3 - MV	32	32	32	32	32	33	33	33	33	33		35
3 - CW	127	125	124	126	126	124	122	122	122	122		153
4 - MV	30	30	30	30	30	30	31	32	31	31		35
4 - CW	142	143	143	143	142	142	142	144	144	144		129
5 - MV	28	27	27	27	27	27	27	27	27	27		33
5 - AMS	130	130	129	128	129	129	129	132	132	131		153
6 - MV	33	33	33	33	33	33	33	34	34	34		31
6 - AMS	137	137	134	134	135	132	132	132	132	132		134
7 - AMS	185	186	185	185	183	181	182	184	184	184		180
8 - AMS	166	166	169	168	169	169	170	168	168	168		186
9 - SHS	164	162	162	162	162	163	163	163	162	162		174
10 - SHS	178	178	178	179	179	179	179	179	179	179		164
11 - SHS	190	190	188	188	189	190	192	192	190	190		183
12 - SHS	179	179	179	179	179	179	179	179	178	178		192
Total	2179	2176	2171	2174	2176	2169	2170	2184	2176	2176		2264

Policy Season
The Policy Sub-Committee met throughout the summer to complete its extensive list of recommendations during this policy season. The SAU Board will consider all the policies that have been recommended by the committee during the September 20th meeting.

Wilkins Fire Update
As previously reported, the recovery of the Wilkins building after the July fire has gone very well. Minimal impact is anticipated on the start of the school year. I offer Roger Preston, Amy Facey, Anna Parrill, and Kathleen Murphy tremendous praise and accolades for their tireless attention to this disruption of our summer.

Budget Season
Individual district budget calendars, created by Amy Facey, have been shared and approved by board chairs and budget committee chairs. We continue to work towards scheduling the various sub-committee meetings and posting as needed for the public. Thank you to Ms. Facey for coordinating these efforts.

Music & World Language
Two areas within our districts that have been identified as in need of improvement are music and world language. I would like to emphasize that this is not a reflection of faculty and staff, but rather that our systemic approach to these two disciplines need strengthening.

Our district participation in K-12 music programs is considerably low, especially for such a well-resourced school system. I believe we need a coordinated, systemic plan to improve our programs. Research shows that students who participate in music programs do better in math *and* reading. Principal Mike Berry is leading an SAU-wide effort to develop a long-term plan to be implemented in the next school year. Budgetary impacts will be included during this fall's budget season. We look forward to more updates on this planning process.

We do not teach world language in a way that matches brain development science. Kids most effectively learn a world language at an early age- not in middle or high school. We are going to spend this year researching and planning in preparation for the coming budgeting season and plan to make recommendations for the FY24 school year.

Strategic Planning Efforts
The individual boards will hear more about the pilot plans developed by our administrative team during our two-day leadership retreat this summer. I am proud to announce that each school will have a pilot for this school year around individual plans for students. They are scheduled to roll out after the beginning of the school year.

We will discuss these pilots at individual board meetings. The purpose of our pilot is to apply different techniques at each school and to learn from each iteration.

BBBA – BOARD MEMBER QUALIFICATIONS

To become a candidate for the Board, a person must be a registered voter in the district. No person holding the office Board member shall at the time hold the office of school district moderator, treasurer, or auditor. No person employed on a salaried basis by a school administrative unit or by a District within a school administrative unit shall be a Board member in any district of the school administrative unit. Salaried positions shall include, but are not limited to, the following: teacher, custodian, administrator, secretary, school bus driver (if paid by the district), school lunch worker and teacher's aide.

The same qualifications shall exist when the Board seeks to fill vacancies.

Legal Reference:

RSA 197:26, Vacancies
RSA 671:14, School District Elections: Qualifications
RSA 671:18-19, School District Elections: Nominations
RSA 671:33, Vacancies

DRAFT