I. CALL TO ORDER

II. APPROVAL OF AGENDA ......................................................... p. 1

III. PUBLIC COMMENT – agenda items only

IV. RECOGNITIONS ................................................................. pp. 3-6
   a. Distinguished Educators

V. APPROVAL OF BOARD MINUTES
   a. Regular monthly meeting (April 6) ...................................... pp. 7-18

VI. PERSONNEL
   a. Staff nominations .......................................................... p. 19-22
   b. Coach nomination .......................................................... p. 23
   c. Leave of absence ............................................................ p. 23
   d. List of vacancies ............................................................ p. 24
   e. Summer hiring procedures

VII. COMMUNICATIONS AND POLICY
   a. Committee meeting report (April 11) ................................. pp. 25-28
   b. Policy #125 Student Representative (first reading) .............. pp. 29-30

VIII. INSTRUCTION
   a. Committee meeting report (April 13) ................................. pp. 31-33

IX. CAPITAL FACILITIES
   a. Committee meeting report (April 18) ................................. pp. 34-35

X. NEGOTIATIONS
   a. Committee meeting report (April 20)

XI. FINANCE
   a. Committee meeting report (April 20) ................................. pp. 40-42

XII. PROPOSED CALENDAR OF MEETINGS ................................. pp. 45-46

XIII. PUBLIC COMMENT – any subject, in accordance with Board Policy #132

XIV. ADJOURNMENT
2015-2016

Distinguished Educator

Rachel Hamilton ........................................ Broken Ground School
Heather Drolet ........................................... Christa McAuliffe School
Margie Borawska ....................................... Rundlett Middle School
Rick Bragg ............................................... Rundlett Middle School
Christopher Lane ...................................... Rundlett Middle School
Melissa McCaffrey ..................................... Rundlett Middle School
Gabe Cohen .............................................. Concord High School
Katie McDonough ...................................... Concord High School
Becky Schaefer .......................................... Concord High School
Traveling the world without leaving school

By Tim Goodwin - Apr 19, 2016

Tim Goodwin—Insider staff. Rundlett Middle School students got a chance to travel the world thanks to Google Expeditions Pioneer Program.

Visiting places like the Galapagos Islands, ancient Egypt or Greece is something most people would jump at the chance to do.

But battling other travelers in an airport (or several), going through customs and the long hours spent on a plane is not exactly something we’d put on list of things we are crazy about doing.

So what if we told you there’s a way to visit historical spots like the pyramids, the Great Sphinx of Giza or the Temple of Athena Nike without ever leaving the comfort of your couch? Or in the case of Rundlett Middle School students, the school’s library.

Thanks to Google’s Expeditions Pioneer Program, students got to see places they had learned about like Greece and Egypt, along with unique spots like the Galapagos Islands, Mount Rushmore and the Grand Canyon. They even got to experience the thrill of Mount Everest and Iceland.

And it didn’t cost a single penny. That’s because librarian Nancy Keane applied for Google to come to the school as part of the pilot program and after being accepted, Google sent a representative for two days last week to help the kids travel the globe.

“Google was offering it to a lot of areas around the world so I applied,” Keane said.

The students were given a Google cardboard viewer, which is basically a small rectangle made of cardboard that you pull up to your eyes. Inside the cardboard is an Android phone that’s connected through Wi-Fi to a tablet controlled by the teacher.
Using the tablet, Rundlett instructors could navigate through a country like Egypt, making stops at various important places in history. Or they could travel to national parks all over the United States.

“It was really fun and cool because I got to see it in my own way,” said student Amy Cohen. “It was definitely a lot different and way cooler. You felt like you were there.”

Each stop has some teaching points, but it remains to be seen just how much info the students take in.

“It’s a unique way for them to see things they’re going to learn about,” said Melissa McCaffrey, a sixth grade language arts and social studies teacher. “My hope is for them to retain some of the info.”

If you looked into one of those cardboard viewers, you’d understand what we mean. Not only can you look at important landmarks from a bird’s-eye view, but if you look to your left or right, the program allows you to pan 360 degrees.

“We can’t take a field trip to ancient Greece, so this is the closest thing,” McCaffrey said.

You can also look down, although it does feel like you’re 50 feet up in the air so if you’re afraid of heights we don’t really recommend it. It’s not like anything else they’re going to see in the classroom.

“It just doesn’t do it justice when you show students these places in a book,” said Emily Bemis, a sixth grade language arts and social studies teacher.

What we do recommend is staying securely seated in your chair because it could be very easy to trip and fall looking through the viewfinder because, after all, you aren’t really half way around the world.

“I’m always trying to find innovative ways to show the kids the world,” Keane said.

There’s about 180 expeditions in the school program and many others for those who decide to use the program on their free time. You can buy the Google cardboard for as little as $15 or one that’s jazzed up for a little more. Unfortunately, the phone is not included so if you don’t have a smart phone you’ve got to get one — along with downloading the app. We’ve heard the personal platform is still early on, but there’s still lots of cool stuff you can try.

It sure does seem like a great way to see areas of the world you’ve always wanted without traveling for an entire day. And a lot more affordable.

“I just love to see the enthusiasm of the kids,” Keane said.

So, where would you like to go today?
Just two days before Valentine's Day, Springfield College President Mary-Beth A. Cooper helped senior health sciences major Lindsey Stevenson and sophomore communications sciences and disorders major Danielle Morrill honor an educator who—because of his huge heart—played a very important role in their lives and who was very important to them both.

The title made a surprise visit to Concord (NH) High School to honor its principal and Springfield College alumna Gene Connolly '79. Stevenson and Morrill are natives of Concord, NH, and attended Concord High School prior to enrolling at Springfield College. It was Connolly, in fact, who recommended Springfield College to them while they were students at his school.

During the visit, Cooper proclaimed February 12, 2010, as "Gene Connolly Day" to recognize a manager's devotion to educational leadership that promotes the development of healthy, well-rounded students. Hearing her proclamation, she honored Connolly for upholding and promoting the College's humanist philosophy. "Gene Connolly has devoted his entire career to educational leadership that supports colleagues educators and promotes the development of healthy, well-rounded students," said Cooper, who has been diagnosed with ALS.

"As a former track and field athlete, Gene Connolly rates his most difficult role with grace and humor and compassion for others, exemplifying valor and resolve," read Cooper.

"Springfield College alums Gene Connolly for his determination and dedication to the School's culture and the cultivation of young leaders," Cooper said.

"It was a small idea I had about a month ago because I know how much Springfield College has meant to Mr. Connolly," said Stevenson. "I thought it would be a nice idea if the College could recognize him for his efforts in some way. Mr. Connolly is all about," she said, noting that Connolly still has a very busy schedule every day to assist all the staff, the students, and faculty as they move through that day, something that is increasingly difficult for him.

Connolly himself shared, "He's a very modest and humble man. I am so appreciative that President Cooper was able to make the drive to Concord. It's to show the type of character she has to make the time to be a part of this special ceremony."

Cooper said she was very moved when she read about Connolly in a Concord Monitor article:

"My husband Dave was kind enough to print the article and allow us to read it. It really moved me to see Gene. A few days after reading the story, I was able to connect with Lindsey Stevenson, who asked me if I would be willing to do something to honor Gene."

"I think that Gene has always been known as a person of great influence, and his message is about truth, and about telling people that you have their back. His impact has come beyond the high school to the entire Concord community."

"His authenticity was a reminder that we at this College are responsible for nurturing and honoring these qualities, especially in our students," she said.

"Because of Gene's leadership, Concord High School reminds me of a lot of Springfield College in the sense that the school follows the humanist philosophy, it's about people, helping and serving others," repeated Cooper.

In addition to the proclamation, Cooper, Stevenson, and President Cooper offered Greene and her family with an assessment of Springfield College gifts in recognition of his commitment to the College. Greene will step down as principal at the end of this school year.

-Jane Vreeland, Springfield College

---

TRADITION IN THE FACE OF INEVITABLE CHANGE

---

Springfield College President Mary-Beth A. Cooper (left) and Gene Connolly '79 (right).
Board of Education, Concord School District
Regular monthly meeting
April 6, 2016

Board members: Rusty Cofrin, Clint Cogswell, Tom Croteau, Nathan Fennessy, Alana Kimball, Maureen Redmond-Scura, Jennifer Patterson, and Rebecca Proulx
Absent: Barb Higgins, Jim Richards
Administrators: Superintendent Terri Forsten, Assistant Superintendent Donna Palley, Human Resources Director Larry Prince, Director of Facilities Matt Cashman

Agenda Item 1. Call to Order
The meeting was called to order at 7:00 p.m.

Agenda Item 2. Approval of Agenda
The Board voted 9-0 to approve the amended agenda (motioned by Maureen Redmond-Scura, seconded by Tom Croteau).
The agenda was amended with the addition of a presentation by the Concord High theater group just prior to the recognitions section of the meeting.

Agenda Item 3. Public Comment—agenda items only
There was no public comment.

Agenda Item 4. Recognitions
Drama Coach Clint Klose introduced the Concord High Drama Club, one of two high school groups in the state that were identified as state champions at the recent New Hampshire State Theater Competition on April 1-2. The group will now attend the New England Theater Festival on April 20-22 in Old Saybrook, Connecticut. Members of the cast presented a short scene from the show they performed in the competition.

Champions for Children
Abbot-Downing School – Theresa Brissette
A week not seeing Theresa Brissette’s smiling face volunteering at Abbot-Downing School seems as though something is missing indeed. Her calm presence could be easy to overlook, yet staff who stop and chat are sure glad to have gotten to know her. She
always has a sweet smile or wave ... (following the ABCs of Abbot-Downing!) ... and her gentle manner extends to all students whom she sees as she busily works on various tasks that facilitate teachers as well as students. Theresa, as a volunteer is reliable, dependable and genuinely positive – what more could we ask for? Well ... kind, compassionate, patient and forgiving are but a few of the words our staff have used to describe her. Theresa’s immense care and concern for her grandson who lives with her and his grandfather has always been evident but with recent tragic events in their lives, Theresa has taken on an even larger caretaking role. Yet through it all, she remains a constant here at ADS, where we consider ourselves lucky to have this sparkling gem shine in our halls each and every week. – Kathleen Riordan

**Beaver Meadow School – Jessica Thompson**

The term Champion of Children clearly describes Jessica Thompson’s work with the children of Beaver Meadow Elementary School. She is a passionate advocate for her children and the students at BMS. Jess is involved in so many things at school it is hard to know where to begin. I met Jess as I began my tenure as interim principal when attending a PTO meeting. Jess is a very involved PTO parent and board member, always willing to help with any activity or project the PTO is organizing. One of Jessica’s strength on the board is keeping the focus on how the PTO can help students and teachers at Beaver Meadow School. A new event she recommended to the PTO and helped organize was a Family Dance. The event was a rousing success and Jess’s involvement made it happen. In addition to her involvement in the PTO, Jess took on the position of assistant director with the Student Actors Program at Beaver Meadow. Jess saw there was an unfulfilled need for an assistant director and she willingly took it on. At the same time, she also started working as a substitute teacher at BMS in addition to her volunteer work in the classrooms. Whether working as a substitute teacher or as a parent volunteer, Jess will do whatever is needed. Finally, Jessica is a strong advocate for her own children. She is involved in her children’s education and when she sees a need she will advocate for it. Jess is also a strong advocate for the other children in the building. She does a good job of reminding all of us that our student’s needs come first and we all need to do everything possible to meet that goal. Jessica Thompson is truly a Champion for Children and is most deserving of this award and I am honored to present this award to her. – Ben Greene

**Broken Ground School – Claire Michlovitz**

A whole generation grew up watching Mr. Rogers – who greeted us each day singing words like ... *I have always wanted to have a neighbor just like you ... Would you be mine? Could you be mine? Won’t you be my neighbor?* We are so very blessed at Broken Ground School to have neighbors who are always willing to lend a hand. In August 2009, Claire and her husband, Steve moved into a house next door to Broken Ground. As a second career, Claire had been an early childhood teacher in grades K–2 teaching for 16 years in Hartland, Vermont. Moving to Concord in her retirement, she would be close to three granddaughters, who lived in our neighborhood. Claire has been an outstanding volunteer in our classes for many years. Initially, she began volunteering...
in her granddaughter’s classes, then became a regular helper in reading and math groups. The students loved the extra attention and support her presence gave them. Over time, Claire made connections with teachers like Mr. Komorek and even as her grandchildren moved up the grades, she continued to help out in his class. Claire is a regular volunteer on Thursdays, working one-to-one with struggling readers, meeting with reading groups to give them that extra boost, or helping students with various math assignments. Always a smile on her face, she is a ray of sunshine. Claire has great rapport with students and knows many of them from outside school as well. Students respect her and look forward to her time in their class. Another long-standing partnership, Claire has also worked in Mrs. Foley’s fifth grade class for about three years now. Mrs. M., as she is fondly called, has worked with some of our most talented readers to give them the extra challenges they need and also supported students who benefit from one-to-one reading times. Mrs. M. is conscientious, flexible and such a great help to this class. In addition to the many ways Claire has supported students in our school, she is also very thoughtful and caring toward staff. She has shared freshly baked treats with the office staff and just been a neighbor we can count on. For example, one weekend evening a year or so ago, our administrative assistant came in to school to get a head start on a project. Trying to juggle too many things, she found herself locked out of the building with her cell phone and keys safe and secure - inside the building. There was no way to get inside the building as no one else was on-site. Fortunately, Claire was home to save the day. Then just this week, our Family Literacy Facilitator was looking for someone to help sign families in and pass out books for our Author’s Visit. Who did she call? Claire to the rescue. It is wonderful and comforting to know that we have a good neighbor like Claire, who is there for all of us at BGS. Just as Mr. Rogers taught us, good neighbors make our world a better place. Claire brightens our day when she visits our school and cares about others. She is truly a Champion for Children — whom we admire and respect. — Susan Lauze

Christa McAuliffe School — Clara Brogan

Clara Brogan was born in Texas on 12/31/23, which makes her date of birth 123 123 numerically. (Who doesn’t like a good math pattern?) Clara attended St. Mary College in Leavenworth, Kansas. Upon graduation, she attended Juilliard in New York, and music has always been an integral part of her life. After moving to Concord in the late 1940s, Clara was first a substitute teacher. She taught piano from home — 5 or 6 students Monday through Friday, and 3 or 4 students on Saturday mornings — for more than 20 years. She returned to her work in schools at Merrimack Valley High in 1968 and later worked for the Merrimack Valley School District teaching music in several of their schools, one day a week at each school. Clara joined the Concord School District in the late 1970s and taught at Garrison, Conant, and Concord High until her retirement in 1985. Clara met her husband Edward while he was in the Air Force stationed in Texas during World War II. They became engaged on July 4, 1946 while attending the Boston Pops Fourth of July concert on the Esplanade in Boston. They were married in October of 1946 at St. Patrick’s Cathedral in New York City. They were married for 63 years, until Edward died in 2009. Since the late 1940s, Clara
has been an active member of St. Peter’s/Christ the King Parish as a Eucharistic minister and lecturer, as well as a Eucharistic minister to nursing homes. She was also an organist at St. Peter’s and conducted the Church Choir in the 1970s. Clara was involved with the Community Players beginning in 1960, both behind the scenes and onstage. Among her leading roles were Amanda in Tennessee Williams’ “The Glass Menagerie” and Eleanor of Aquitaine in “The Lion in Winter,” to name only a few. She also directed many plays for the Community Players including “A Man for All Seasons,” “Mame,” and “Fiddler on the Roof.” This is Clara’s 25th year as a Songweaver. She is a member of Stratford Club and former President. She was a member and officer of the Concord Music Club for several decades. Clara is still driving herself around town and has a new Fiat. She loves her dog Captain and her two wonderful children, Paul and Nancy, who were integral to providing us with this timeline of Clara’s experiences for this evening’s celebration. Clara has been a storyteller for more than 20 years. She began storytelling at Kimball School in 2002, and then at Kimball-Walker. She started in 4th grade for our New Hampshire history unit, then transitioned to 3rd grade, and now 2nd grade at Christa McAuliffe School. Even our older students will see Clara in the hallway and stop to tell her that they remember her and will always cherish their time with her. When asked recently about what makes Mrs. Brogan special, our CMS 2nd grade students had quite a lot to say:

• I love Mrs. Brogan because she tells us terrific tales.
• She comes and reads us books in her imagination.
• I enjoy everything. I loved when we were animals the most.
• Mrs. Brogan tells great 2nd grade stories that are humorous, comedy, and peaceful.
• Mrs. Brogan tells stories from her mind. She has a good imagination.
• She takes the time away from her day and tells us stories. I learn from every story she tells.
• I love her stories because they are very funny. They are fun when she gets into them and she makes them in her head.
• She has awesome storytelling skills. She taught me how to listen better, and she volunteers her time.
• Mrs. Brogan is special to me because she tells fun stories, and some of the stories have a lesson that go with them.
• Each time she tells us a story, it feels like I’m in the story because it’s so realistic.
• She tells us many great stories. I like them because we get to act in them. She has also taught me a lot of new words.
• I like her fiction stories because she makes them happy with all the motions. She is a reader star.

Thank you, Clara, for the time, commitment, and encouragement to our young students. And of course, for being our Reader Star! – Kristen Gallo
Mill Brook School – Pam Wicks

Who is the new person in the office? Who is the new person at the copy machine? Who is the new person in the teacher’s room? Who made the coffee cake for Coffee with Callanan? I have heard these comments since my first day in Concord School District about the presence of Pam Wicks at Mill Brook School. Pam has three children in Concord Schools: Evan is in Kindergarten at Mill Brook; Shaun is grade 2 at Mill Brook and David is in fourth grade at Broken Ground. Her husband, Charlie Wicks, works at Concord Hospital. They moved to Concord from Massachusetts several years ago, and quickly become a fixture in their neighborhood and our school community. Her first interaction with the district was through the Family Center at Dame School, which she still attends regularly. When she is there, she is not only playing with her youngest son, but also representing Mil Brook School to families in a positive light. A mom with three kids at the elementary level can stay quite busy without looking for additional things to do during the day, but not Pam. In her last term as PTA President, Pam is a fixture at Mill Brook every day. Her commitment to whole child development through PTA support is second to none. She is a planner with a clear vision on providing a variety of opportunities to our students that may not have been possible without her commitment. Her development of systems at Mill Brook are embedded in our daily routines and will last long after her sons move through the district. Under her leadership, the PTA found new ways to support Mill Brook School as the needs of the community charged. She has a keen awareness of the diversity within our school population, but even as a PTA member her expectations for success remains high for all students and families. Activities such as the Walk-a-Thon, coupon books, and this year a talent show, bring valuable dollars to Mill Brook in an effort to support the classroom teachers. Pam recognized that lack of transportation was a barrier for many of our families to attend and participate in school events. She filled this need by arranging bus transportation for PTA events and school-wide celebrations, so that all families had the chance to come. She continued this commitment even as fuel prices soared. Pam never slows down! During a recent PTA meeting, she announced her last term as President was coming to a close. She is looking for nominations to take over officer positions. In her plea to get volunteers, she convinced the group that her involvement would not be over at the end of the school year. Her commitment to the Mill Brook PTA will continue in some capacity that allows the children to benefit from programming that is unique, educational, fun, and culturally diverse! We will continue to find her at public budget hearings and also baking goods for our Coffee with Callanan events. Her role as PTA President has kept her in the building as the “new person” whom HR and Payroll has no idea exists. We want to keep it that way! – Phil Callanan

Rundlett Middle School – Steven O’Connor

It’s lunchtime at Rundlett Middle School. We’ve been on a run of some cold, rainy days which have resulted in three days without any recess. Today’s weather, however, is slightly improved. Although it remains cold and damp, the heavy down-pours have subsided. The best that the gray clouds have to offer is an occasional spritz. The eighth
graders are eager to get outside. Fifteen minutes of throwing a ball around, a game of tag, or a short walk with a friend would do everyone a world of good. A table of students, who are gobbling down the last bites of lunch, calls me over and asks, “Are we going to be able to go outside today?” The truth be known, I am wondering the same thing. We are understaffed for cafeteria duty; going outside does not seem like an option. Just as I am about to respond to the question, I see the tall Lincoln-esque figure, albeit with a slightly longer beard, enter the cafeteria. He’s in the process of zippering up his red winter jacket, and quietly speaks, “Tom, I’ve got an unexpected pocket of time. If you would like, I am happy to bring the kids outside.” I turn back to the table of students who are about to hear the response that they’ve been hoping for: “Yes, we are going outside today!” Happily, they turn to the man in the red jacket, “Thanks Mr. O’Connor!” A simple gift of kindness, an act of generosity, wrapped in fifteen minutes of personal time, has transformed a gloomy looking day into a splash of sunshine.

From sixth grade science teacher to eighth grade social studies teacher, he does it all. For the past 11 years, Steve O’Connor has worked at Rundlett Middle School as a permanent substitute teacher. Regardless of his assignment or location in the building, Steve is a teacher. In word and example, he embodies what it means to be an authentic, caring person. On those days when a middle school student might have missed a bus ride home, Steve, without fanfare, is the first person to volunteer to sit and wait with the student. His gentle approach and reassuring manner lets the student know that everything will turn out all right. In quiet and humble acts of service, he consistently goes above and beyond in serving students and staff at RMS. Steve is that special someone—a trusted and reliable resource—whom you can always count on. Should a one-to-one educational assistant be absent, Steve is often the person to whom people will turn for help. His calm, peaceful demeanor inspires the same in others. Unfailing in the respect that he extends to others, young and old alike, Steve powerfully challenges us to be our best, to be extraordinary in the ordinary. It is with deep gratitude and great pride that Rundlett Middle School presents Steven O’Connor as a nominee for the 2016 Champions of Children award. —Tom Sica

Concord High School – Jared Rardin

I would like to nominate Jared “Jed” Rardin for the Champion for Children Award. Jed has been doing the CHS “Morning Men’s Group” for three years. He had approached Anna Marie DiPasquale, our ELL Social Worker, about “doing something to help.” At that time, we had several new students arriving from various countries in Africa who felt very disenfranchised. Jed and Ms. DiPasquale determined that a men’s group, where the boys could connect to each other, and connect to Jed, as a way to experience a community, would be just what the boys needed. Jed did not hesitate to come in every week. This group is a place where the newcomers are welcomed by the veteran boys. It is a place where friendships are formed, and a place where real issues that African men face are discussed without judgment. No topic is off limits; school, friendships, family, girls, and college, are discussed to name a few. Jed brings his compassion, heart, his incredible enthusiasm, and his immense love for the boys each week. Whenever Ms. Di
Pasquale says “Thank you Jed, I am so grateful that you volunteer your time,” he always replies “It is I who am thankful for the opportunity.” Jed truly is a Champion for Children. – Gene Connolly

Student representative Rebecca Proulx highlighted events presented by three clubs at Concord High. The CHS Feminism Now Club will hold a Clothesline Project from April 11-15 on Main Street. The Clothesline Project is a national project that seeks to help eliminate violence against women by providing an opportunity for women affected by violence directly and/or indirectly to share their experiences and emotions by decorating and displaying t-shirts. The Junior Class Student Government recently held ‘Mr. CHS,’ a friendly competition that included a variety of events leading to the crowning of Mr. CHS. Interact Club members volunteered their time to paint several rooms at the Crisis Center in Concord. The Crisis Center provides services to survivors of domestic violence, sexual assault, elder abuse, stalking, and child abuse. Concord High School will host the New Hampshire Music Educators Association All-State Music Festival on Thursday, April 7, and Friday, April 8. The event will celebrate the 400 best high school musicians in the state.

Other recognitions that were included in the Board materials highlighted a number of student activities and achievements:

- Congratulations to the CHS Drama Club for its win at Regionals, sponsored by the NH Educational Theatre Guild, held at Oyster River High School. The Drama Club traveled to Kingswood Regional High School on April 1 and 2 for the state-level theatre competition. The club was proud to represent the Crimson Tide at this event.

- NHIAA recognized CHS student athletes Matthew Adams, Katherine Andy, Taylor Bolton, Brendan Cacciola, Cailin Casey, Colleen Casey, Katelyn Caswell, Michaela Conery, Christopher Cummings, Trevor Devanny, Maria Emmons, Jared Grondin, Zoe Honigberg, Daniel Kelleher, Peyton Kopp, Joshua Larner, Matthew LaTourette, Kirshah Martin, Sydney McClellan, Stephen Moran, Andrew Nadeau, Jamie Nelson, William Parker, Sylvia Peterson, Maxwell Rand, Emily Redlon, Skye Reese, Stephanie Resnick, Alexander Saveliev, Justin Wilson, and Briana Wright.

- The Be the Change Club hosted its 5th annual Youth Leadership Summit on March 12, at CHS. The summit brought together more than 70 students to participate in a day-long event that focused on leadership skills in a multicultural world. The club raised the money for the day. The Summit began with keynote speaker Richard Haynes, Director of Admissions for Diversity at UNH. His words to the more than 70 attendees focused on empowering students to work hard to obtain the GPA that’s needed to attend the college of their choice.

- The 9th USA National Brain Bee Championship, a neuroscience competition for high school students, was held in Baltimore on March 18, 19, and 20. Winners from 53 regional competitions in 28 states tested their knowledge of the human brain, including topics such as intelligence, emotions, memory, sleep, vision, hearing, sensations, Alzheimer’s disease, Parkinson’s disease, schizophrenia, addictions,
and brain research. The competition involved a neuroanatomy laboratory practical exam with real human brains, patient diagnosis with patient actors, neurohistology, brain imaging identification, and orals. CHS Junior Srilekha Nuli competed at this event representing the State of New Hampshire Chapter, sponsored by Dartmouth Medical College, Neuroscience Department.

- Skills USA Results: Graphic Arts - Advertising Design: Marty Fejland – CHS (1st), Chance Spinney – CHS (3rd); Automotive Service Technology: Ian O’Dea – CHS (2nd), Nate Cushman – CHS (3rd); Cosmetology: Cassie Carey – MV (2nd); Customer Service: Allison McLemore – HD (Cosmo, 3rd); Cosmetology - Job Skills Demo: Sofia Keiser – CHS (1st), Sarah Irving – MV (2nd), Allison Arcand – Bow (3rd); Cosmetology - Prepared Speech: Emily Schwartz (1st). Kudos to Statewide Student Officers: Ally Arcand (Cosmo – Bow), Tia Bunten (Cosmo – CHS), Chase Haines (Culinary/Baking – CHS), Sarah Irving (Cosmo – MV). Kudos to Board Member Bob McIntosh

- CRTC Health Science & Technology HOSA Results: 1st Place - Forensic Science: Danielle Baker and Rebecia Drewry (MV); Medical Photography: Lauryn Masse (MV); Physical Therapy: Willow Sockalexis (MV); Veterinary Science: Bria Moore (CHS); Sports Medicine: Sierra Pepper (CHS); Public Service Announcement: Brianna Ball (CHS), Delia Barry (CHS), Madysen Audet (CHS), Theodora Daukopulos (CHS); 2nd Place - Job Seeking Skills: Drew Wunderli (Bow)

- CRTC Culinary Team Off to Dallas, Texas for Nationals. Winners of Statewide ProStart Competition - A team of five CRTC culinary students, four seniors and one junior, from Chef Bob McIntosh’s and April Hall’s class won the statewide ProStart competition at UNH on March 5. The team goes on to the national ProStart competition in Dallas, Texas on April 23 representing New Hampshire. The student team included: Anthony Costello of Pembroke Academy; Brandon Diaz of John Stark Regional; Megan Fraser of Hillsboro-Deering; Chase Haines of Concord High; Katherin Killam of Hopkinton. The competition was completely team-based. Students were given a defined window of time to prepare a three-course gourmet restaurant-grade meal. Students must prepare and plan all elements of the competition including costing and menus. The meal must be plated in the last three minutes. Students competed against nine other technical centers. Professional chefs from throughout the region were the judges. Critiques were hard and intense. The winning students won scholarships to Culinary Institute of America, Johnson and Wales, and New England Institute. (ProStart® is a nationwide, two-year high school program that unites the classroom and industry to develop the best and brightest talent into tomorrow’s restaurant and food service leaders.)

Agenda Item 5. Approval of Board Minutes
Clint Cogswell reviewed the minutes of the regular monthly meeting on March 7 and the Special Board meeting on March 21.

The Board voted 9–0 to approve the minutes of the regular monthly meeting on March 7 and the Special Board meeting on March 21 (moved by Nathan Fennessy, seconded by Ms. Redmond-Scura).

Agenda Item 6. Personnel

Mr. Prince presented several staff nominations.

Malgorzata Borawska, School Psychologist, Concord High School, $69,299, rate of M+30-10. Margie replaces William Dinan (M+30-14 = $81,530) – retirement. Budgeted at $81,530

Amy Chase, Guidance Counselor, Concord High School, $57,070, rate of M-6, one year only. Amy replaces Joanne McLaughlin (M-8 = $61,963) – LOA. Budgeted at $61,963


Meeta Brown, Special Education Coordinator, Rundlett Middle School, $63,593, rate of M+30-14 at 78%, one year only. Meeta held this position one-year-only for 2015-2016. Budgeted at $63,593

Larissa Makris, Classroom Teacher, Christa McAuliffe School, $43,211, rate of B-2, Larissa replaces Andrea McGahan (B-13 = $71,747) – retirement. Budgeted at $54,625

The Board voted 9–0 to approve the staff nominations as presented (moved by Mr. Croteau, seconded by Rusty Cofrin).

Mr. Prince presented the full roster of CEA nominations.

The Board voted 9–0 to approve the CEA nominations as presented (moved by Mr. Cofrin, seconded by Ms. Redmond-Scura).

Superintendent Forsten presented the Central Office administrator nominations.

The Board voted 9–0 to approve the Central Office administrator nominations as presented (moved by Mr. Croteau, seconded by Jennifer Patterson).

Mr. Prince presented several coach nominations.

Stephen Shippos, Boys JV Lacrosse Coach, Concord High School, $2,997, Step 3, Group 8, 7.5%. Steve replaces Christopher Kelleher

Taylor Warden, Boys Freshman Lacrosse Coach, Concord High School, $1,998, Step 1, Group 11, 5.0%. Taylor replaces Charles Swift

Meghan Malone, Assistant Track Coach, Rundlett Middle School, $799, Step 1, Group 14, 2.0%. Meghan replaces Young McWhinnie
The Board voted 9-0 to approve the coach nominations as presented (moved by Ms. Patterson, seconded by Ms. Redmond-Scura).

Mr. Prince presented the list of staff on the Veterans Salary Scale for 2016-2017.

The Board voted 9-0 to approve the list of staff on the Veterans Salary Scale for 2016-2017 as presented (moved by Ms. Patterson, seconded by Ms. Redmond-Scura).

Agenda Item 7. Finance Committee

The Board had five work sessions in March for the purpose of reviewing the proposed FY 2016-2017 budget. Finance Chair Tom Croteau and Board President Cogswell reported on these work sessions, and the two Public Hearings.

On March 2, the work session focused on School District Food Services, including program development and changes to increase program participation; meal sales and revenues, with a look at the increase in free and reduced price meal applications; sample tray and beverage costs; current student debt and projected student debt; and a budget proposal to support the food service program. Samples of smoothies and yogurt parfaits were shared.

On March 7, the work session focused on facilities and capital improvements. Summer projects were proposed at each of the schools with a special focus on the four older schools, including interior and exterior painting; updating and upgrading the bathrooms; and new furnishings for RMS and CHS. The current debt schedule was reviewed and projections were shared. The Board was interested in adding $100,000-200,000 to capital improvements and requested a proposal from administrators for how to use additional funds. An overview of expendable trust funds was provided.

The March 9 work session was comprised of a review of questions from Board members from prior meetings and a vote to post the proposed FY 2016-2017 budget. Clarifications were made in the budget areas of special education, technology, summer projects, capital improvements, and expendable trusts. The Board voted to post the proposed FY 2016-2017 budget.

CHS and CRTC Projected Course Enrollments 2016-2017 were presented at the March 16 work session. Given the smaller freshman class next year, and given that class size drives the enrollment, several related staff reductions were recommended. Overall, there will be a reduction of between 2.8-2.95 FTEs at the high school. CRTC has strong enrollment in Health Science and will be introducing Stage Craft next year.

The Board reviewed the proposed budget at each of the Public Hearings on March 21 and 23. Input from the public was supportive to increase the number of elementary teachers, consider full-day kindergarten, with a positive comment about the overall increase being so low especially given the decrease in revenue.
At the March 30 work session, the Board reviewed technology initiatives and heard a projection of potential upcoming projects that may impact future budgets (for example, full-day kindergarten, RMS facility project). The Board voted to approve the proposed FY 2016-2017 budget with deposits to expendable trusts and lease financing. The proposed budget represented a 2.85% increase in the budget from last year.

Agenda Item 8. Negotiations Committee
Ms. Patterson reported that the Negotiations Committee met on March 21 and is recommending approval of a collective bargaining agreement with the Transportation group. She noted that Jack Dunn, Terry Crotty and Larry Prince worked toward this agreement, which includes a 2% salary increase in each of the next three years, at a total cost for salary of $77,184.53. The District will contribute 95% toward the cost of health insurance in the first year of the contract, 92.5% in the second and 90% in the third for existing employees. New employees will pay 15% of their health insurance premiums. There is an increase in the declination payment for those who decline health insurance. One additional holiday (Martin Luther King day) was added.

The Board voted 9-0 to approve the contract for the Transportation collective bargaining unit for 2016-2019 as presented (moved by Ms. Patterson, seconded by Mr. Fennessey).

Agenda Item 11. Other Business
Superintendent Forsten provided an update on the work of the search committee for a new principal for Rundlett Middle School. The search committee has reviewed candidate applications and will complete its interviews this week. Four candidates were interviewed last week by a committee of 15, and one more candidate will be interviewed later this week. Mr. Cogswell is the Board representative on the committee. Next steps will include visits to selected candidates’ schools and having them visit Rundlett.

Agenda Item 12. Proposed calendar of meetings
Superintendent Forsten discussed the proposed Board committee meetings for April and May. Adjustments were made to the calendar. Concord Trust Awards are on Tuesday, May 17. The Communications and Policy Committee meeting will move to May 25. The Instructional Committee will move to Monday, May 16.

Agenda Item 13. Public comment
There was no public comment.
Agenda Item 14. Adjournment

The Board voted 9-0 to adjourn (motioned by Ms. Patterson, seconded by Mr. Croteau).

The Board adjourned at 8:11 p.m.

Respectfully submitted,

Tom Croteau
Secretary
TO: Members, Concord School Board  
FROM: Larry Prince, Director of Human Resources  
DATE: May 2, 2016  
REFERENCE: Teacher Nominations

Justin Bourque  
Concord, NH  
Education:  
Experience: Concord High School  
Technology Integrator Teacher  
Plymouth State University, Plymouth, NH, M.Ed./10  
University of New Hampshire, Durham, NH, BA/04  
50% Technology Integrator/50% Digital Education Teacher, 14-16  
Social Studies Teacher, 13-14  
Shaker Regional School District, Belmont, NH  
Social Studies Teacher, 10-13  
This is in addition to Justin’s existing 50% Technology Integrator position.  
New position  
Budgeted at $29,759

Graeme Crowther  
Epsom, NH  
Education:  
Experience: Concord High School  
Mathematics Teacher  
Plymouth State University, Plymouth, NH, M.Ed./13  
University of New Hampshire, Durham, NH, BS/02  
Mathematics Teacher, 15-16  
Laconia High School, Laconia, NH  
Mathematics Teacher, 10-15  
Graeme’s original position was cut 50%; he is being reinstated to 100%  
Graeme replaces Joanne Lowe (M-14 = $79,083) — resignation  
Budgeted at $79,083

Howie Leung  
Concord, NH  
Education:  
Experience: Concord High School  
Special Education Teacher  
University of New Hampshire, Durham, NH, M.Ed./06  
University of New Hampshire, Durham, NH, BA/05  
Special Education Teacher, 06-16  
Howie replaces Pamela Sergio (M-14 = $79,083) — resignation  
Budgeted at $79,083
<table>
<thead>
<tr>
<th>Name</th>
<th>School/Position</th>
<th>Rate</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sara Pratt</td>
<td>Concord High School Science Teacher</td>
<td>$14,431</td>
<td>rate of 30% of B-4 one year only</td>
</tr>
<tr>
<td>Stoddard, NH</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Education:</td>
<td>Keene State College, Keene, NH, BA/12</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Experience:</td>
<td>Concord High School</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Science Teacher, full-time, 13-16</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Science Teacher, 40% one-year-only, 12-13</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>This is in addition to Sara’s 70% continuing science teacher position.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>30% one year only replacing Curriculum Facilitator</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Budgeted at $16,388</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tyler Radel</td>
<td>Concord High School Science Teacher</td>
<td>$52,996</td>
<td>rate of B-6</td>
</tr>
<tr>
<td>Concord, NH</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Education:</td>
<td>Pennsylvania State University, State College, PA, BS/10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Experience:</td>
<td>Merrimack Valley High School Science Teacher, 11-16</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Tyler replaces Donna Reardon (M+30-14 = $81,530) – retirement</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Budgeted at $81,530</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deborah Hoyt</td>
<td>Rundlett Middle School School Psychologist</td>
<td>$81,530</td>
<td>rate of M+30-14</td>
</tr>
<tr>
<td>Concord, NH</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Education:</td>
<td>Notre Dame College, Manchester, NH, MA/00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>University of New Hampshire, Durham, NH, BA/93</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Experience:</td>
<td>Newfound Area School District, Bristol, NH</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>School Psychologist, 13-16</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Franklin School District, Franklin, NH</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>School Psychologist, 11-13</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Paul Smith Elementary School, Franklin, NH</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Guidance Counselor, 00-11</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Deborah replaces Malgorzata Borawska-Popielarz (M+30-10 = $69,299) – transfer to Concord High School</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Budgeted at $69,299</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shannon Lemieux</td>
<td>Rundlett Middle School/Elementary ELL Teacher</td>
<td>$57,070</td>
<td>rate of M-6</td>
</tr>
<tr>
<td>Bellingham, WA</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Education:</td>
<td>Western Washington University, Bellingham, WA, M.Ed./15</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Keene State College, Keene, NH, BA/06</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Experience:</td>
<td>Bellingham School District, Bellingham, WA</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>ELL Specialist, 11-16</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Shannon replaces Anna Mikelinich (M-7 = $59,518) – resignation</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Budgeted at $59,518</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td>School</td>
<td>Position</td>
<td>Salary</td>
</tr>
<tr>
<td>--------------------</td>
<td>---------------------------------------------</td>
<td>-------------------------------------</td>
<td>---------------</td>
</tr>
<tr>
<td>Melissa Pazdon</td>
<td>Northwood, NH</td>
<td>Elementary School Psychologist</td>
<td>$66,854</td>
</tr>
<tr>
<td></td>
<td>Education:</td>
<td>University of Southern New Hampshire, M.Ed./08</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Granite State College, BS/06</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Experience:</td>
<td>Pittsfield School District, Pittsfield, NH</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>School Psychologist, 08-16</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Melissa replaces Jane Plamondon (M+30-14 = $81,530) — retirement</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Budgeted at $69,299</td>
<td></td>
</tr>
<tr>
<td>Laura-Beth Ulwick</td>
<td>Bristol, NH</td>
<td>Elementary School Coordinator</td>
<td>$36,280</td>
</tr>
<tr>
<td></td>
<td>Education:</td>
<td>St. Michael’s College, Colchester, VT, M.Ed./05</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>St. Michael’s College, Colchester, VT, BS/02</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Experience:</td>
<td>Conant School/Abbot-Downing School</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Special Education Teacher, 06-16</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Centerpoint School/CP Stepping Stones, South Burlington, VT</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Special Education Teacher, 05-06</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Laura-Beth is resigning from 50% of her full-time Special Education Teacher position to accept the Coordinator position.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Laura-Beth replaces Anne Wilkinson (50% of M+30-14 = $40,765)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Budgeted at $40,765</td>
<td></td>
</tr>
<tr>
<td>Michael Alberici</td>
<td>Concord, NH</td>
<td>Abbot-Downing School</td>
<td>$81,530</td>
</tr>
<tr>
<td></td>
<td>Education:</td>
<td>Music Teacher</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>New England Conservatory of Music, Boston, MA, MM/99</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Westfield State University, Westfield, MA, BA/92</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Experience:</td>
<td>Hopkinton School District, Hopkinton, NH</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Music Teacher, 93-16</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bay Cove Elementary School, Boston, MA</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Music Teacher, March-August, 1993</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Michael replaces Ann Junkin (M-14 = $79,083) — retirement</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Budgeted at $54,625</td>
<td></td>
</tr>
<tr>
<td>Emily Wilkes</td>
<td>Concord, NH</td>
<td>Abbot-Downing School</td>
<td>$47,289</td>
</tr>
<tr>
<td></td>
<td>Education:</td>
<td>Classroom Teacher</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Southern NH University, Manchester, NH, M.Ed./15</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Brigham Young University, Rexburg, ID, BS/07</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Experience:</td>
<td>Abbot-Downing School</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Classroom Teacher, one-year-only, 15-16</td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td>School/Department</td>
<td>Position</td>
<td>Salary</td>
</tr>
<tr>
<td>-------------------</td>
<td>-----------------------------------</td>
<td>-----------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>Marissa Basset</td>
<td>Christa McAuliffe School</td>
<td>Special Education Teacher</td>
<td>$9,458</td>
</tr>
<tr>
<td>Concord, NH</td>
<td>Southern New Hampshire University, Manchester, NH, M.Ed./14</td>
<td>$9,458 rate of 20% of M-2</td>
<td></td>
</tr>
<tr>
<td>Experience</td>
<td>Christa McAuliffe School</td>
<td>Special Education Teacher, 14-15 at 70%; 15-16 at 80%</td>
<td></td>
</tr>
<tr>
<td></td>
<td>This is in addition to Marissa's 80% Special Education teacher contract.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>New position</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Budgeted at $9,458</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lorna MacDougall</td>
<td>Mill Brook School</td>
<td>Kindergarten Teacher</td>
<td>$52,179</td>
</tr>
<tr>
<td>Nashua, NH</td>
<td>Lesley University, Boston MA, M.Ed./13</td>
<td>$52,179 rate of M-4</td>
<td></td>
</tr>
<tr>
<td>Education</td>
<td>Stonehill College, Easton, MA, BA/09</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Experience</td>
<td>Fiske Elementary School, Lexington, MA</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Grade 1 Classroom Teacher, 15-16</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Green Meadow School, Maynard, MA</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Grade 1 and 2 Teacher, 13-15</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lorna replaces Larissa Makris (B-2 = $43,211) – transfer to Christa McAuliffe School</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Budgeted at $43,211</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
TO: Members, Concord School Board
FROM: Larry Prince, Director of Human Resources
DATE: May 2, 2016
REFERENCE: Winter 2016 Coach Nomination

David Chase
Concord High School
Contoocook, NH
Boys Varsity Basketball Coach
Education:
New England College, Henniker, NH, M.E./10
Lyndon State College, Lyndonville, VT, BS/85

Profession:
Hopkinton High School, Contoocook, NH
Physical Education Teacher, 96-present
Middle School Athletic Director, 96-present

Experience:
New Hampshire Technical Institute, Concord, NH
Assistant Men’s Baseball Coach, 13-present
Hopkinton High School, Contoocook, NH
Boys Varsity Basketball Coach, 02-present
Girls Varsity Basketball Coach, 96-02
Boys Varsity Baseball Coach, 96-present
Grand County High School, Moab, UT
Girls Varsity Basketball Coach, 94-96
Girls Varsity Softball Coach, 94-96
Richford High School, Richford, VT
Boys Varsity Baseball Coach, 90-94
Girls Varsity Basketball Coach, 90-94
Girls Varsity Soccer Coach, 90-94
Bancroft School, Worcester, MA
Boys Varsity Basketball Coach, 86-90
Boys Varsity Baseball Coach, 86-90

David replaces John Finnegan

$6,930
Step 3, Group 2
<table>
<thead>
<tr>
<th>Location</th>
<th>Position #</th>
<th>Position</th>
<th>New Hire</th>
<th>Replaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADS</td>
<td>9060500050</td>
<td>Permanent Substitute 7.50hrs p/day</td>
<td>N/A</td>
<td>Utwick, Laura Beth</td>
</tr>
<tr>
<td>ADS</td>
<td>120262310</td>
<td>Special Education Teacher - 50%</td>
<td>N/A</td>
<td>Gillam, Amy</td>
</tr>
<tr>
<td>BGS</td>
<td>124155010</td>
<td>Classroom Teacher</td>
<td>N/A</td>
<td>Franz, Bethany</td>
</tr>
<tr>
<td>BGS</td>
<td>906050080</td>
<td>Media/Tech. Integration Specialist</td>
<td>N/A</td>
<td>Cadarette, Ronna</td>
</tr>
<tr>
<td>BGS</td>
<td>124010280</td>
<td>Permanent Substitute 7.50hrs p/day</td>
<td>N/A</td>
<td>Assorted</td>
</tr>
<tr>
<td>BMS</td>
<td>1144200050</td>
<td>Assistant Principal</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>CHS</td>
<td>120062080</td>
<td>Custodian - 2nd Shift</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>CHS</td>
<td>120111190</td>
<td>French Teacher - 40%</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>CHS</td>
<td>154581020</td>
<td>Health Science Teacher</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>CHS</td>
<td>124241620</td>
<td>Math Teacher (50% Continuing/50% OYC)</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>CHS</td>
<td>124012120</td>
<td>Program Assistant - Anticipated 7hrs/day</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>CHS</td>
<td>124012120</td>
<td>Program Assistant - Technology 7hrs/day</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>CHS/CRTC</td>
<td>124012120</td>
<td>Speech Language Pathologist</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>CMS</td>
<td>900605010</td>
<td>Custodian - 2nd Shift</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>MBS</td>
<td>164780480</td>
<td>Custodian - 2nd Shift</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>MBS</td>
<td>124014930</td>
<td>Long-Term Substitute - Gr. 2 Teacher</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>MBS</td>
<td>124012440</td>
<td>Long-Term Substitute - Gr. 2 Teacher</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>MBS/SAU</td>
<td>164780530</td>
<td>Media/Tech. Integration Specialist - 50%</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>RMS</td>
<td>865870120</td>
<td>Custodian - 2nd Shift</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>RMS</td>
<td>120083790</td>
<td>21st Century Site Coordinator - 4hrs/day</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>RMS</td>
<td>184552080</td>
<td>Instructional Assistant - 6.40hrs/day</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>RMS</td>
<td>120115280</td>
<td>Math Teacher - 6th Grade</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>RMS</td>
<td>114410190</td>
<td>Middle School Principal</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>RMS</td>
<td>154563230</td>
<td>Out-Of-District Coordinator - 40%</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>RMS</td>
<td>154653350</td>
<td>Program Assistant - Administration 7hrs/day</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>RMS</td>
<td>124013650</td>
<td>Program Assistant - Technology 7hrs/day</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>RMS</td>
<td>120062000</td>
<td>Science Teacher - Gr. 8</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>RMS</td>
<td>120274350</td>
<td>Spanish Teacher</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>RMS</td>
<td>120164510</td>
<td>Special Education Teacher</td>
<td>N/A</td>
<td>assorted</td>
</tr>
<tr>
<td>RMS</td>
<td>120146510</td>
<td>Technology Education Teacher - 20%</td>
<td>N/A</td>
<td>assorted</td>
</tr>
</tbody>
</table>
Concord School District  
Board of Education  
Communications and Policy Committee

Date: April 11, 2015  
Committee members present: Jennifer Patterson, Chair; Alana Kimball, Maureen Redmond-Scura, Tom Croteau  
Other Board members present: Rebecca Proulx, Student Representative  
Administration: Terri Forsten, Superintendent; Donna Palley, Assistant Superintendent

Jennifer Patterson convened the meeting at 5:34 p.m. There were five agenda items: a review of the Committee's goals for the year, developed at the Board Retreat in January, and consideration of four topics potentially in need of policy development or revisions: Social Media for Staff; Student Representation on the Board; Transgender and Gender Non-Conforming Students; and Consideration of Narcan in the Health Offices.

Review of Goals

Superintendent Forsten presented the goals as developed at the retreat. The goals are:

- Check which policies reference appeals  
- Review all policies to identify gaps and redundancies  
- Revise the structure of District policies to align with the New Hampshire School Boards Association (NHSBA) structure  
- Complete alignment of District policies to support changes in the law  
- Review procedures for grievance hearings  
- Confirm expectations that all employee search processes would be confidential

Tom Croteau asked about the process for reviewing the policies to identify gaps and to check which policies reference appeals, and asked whether this should be done by Committee members or by the administration. Superintendent Forsten was tasked with finding out how many District policies reference appeals. Once Committee members see the number of policies involved, they can better understand the scope of the work needed.

Ms. Patterson suggested that Committee members take more ownership with other tasks related to policy review. She suggested that members take time to review the policies on the website. A review of the Policies page on the website will help members understand how the policies are organized currently. The Committee may want to split up some of the policy tasks, as needed, and members may look for topics within the policies in which they have a special interest.
Mr. Croteau asked about the policy organizational structure used by NHSBA and how its structure differs from the one the Board uses. Superintendent Forsten noted that there are some similarities between the way the two different organizations group and title their policies, but the NHSBA uses a lettering system and the Board uses a numbering system. She suggested that since the NHSBA provides the district guidance on this topic, it might make sense to convert to its lettering system. Superintendent Forsten suggested that the Committee might take one section at a time, perhaps beginning with the 100s, comparing District policies with those from NHSBA in the same topic area, ensuring all policies required by law are included.

Ms. Patterson noted that the Committee has developed or revised many of the District’s policies over the years, and have many the way it wants them. The District does not necessarily need to have identical policies to the NHSBA’s, but it would make sense to have those that are required, and that the District’s policies are well organized.

Maureen Redmond-Scura noted that once the Committee finishes the first pass with the policies, they may need to circle around again, keeping an eye on the policies as time goes on.

Social Media for Staff

Superintendent Forsten presented several documents for consideration: the District’s Policy #434 Social Media — District Staff, and several draft policies on the same topic, from NHSBA. Ms. Patterson noted that the Board adopted Policy #434 in September 2014 and that there is no need at this time to review the relatively new staff social media policy. There is a need to develop a student social media policy. Superintendent Forsten will provide the Committee with a draft or sample policy at its next meeting.

Student Representation on the Board

Rebecca Proulx, one of the student representatives on the Board, proposed that Policy #125 Student Representative be revised to allow student representatives to hold a second one-year term. This would be optional for the student. She also proposed that two students serve simultaneously on the Board. This has been the practice for several years.

Ms. Proulx noted that she has served one term as a junior, and would like the opportunity for another term. She feels that she’s learned about the expectations for the position, and would be a good mentor for a new student coming onto the Board next year. Ms. Proulx noted that there is an application process for the position that includes writing a letter to the principal and participating in an interview. In response to a question, Ms. Proulx noted that she is not a member of the School Senate.

Committee members proposed several revisions to Policy #125:

First sentence: striking “A student representative from the Concord High School Senate” and replacing with “One, or if possible two, Concord high school student(s) shall serve as the student representative(s) to the School Board.”
2. d. “Serving as liaison between students and the ...” strike “principal” and replace with “administration, other faculty,” strike “Senate Advisors,” and appropriate outside agencies.”

Second from last sentence: “The student board member(s) shall serve” strike “for one term,” and replace with “a one term minimum with a two term maximum, from June 15 through June 14.”

Committee members discussed ways for the student representatives to increase communication between the Board and the District’s students, including use of email and appearances on the morning announcement show at Concord High School. Members also asked that other schools, in addition to the high school, have an opportunity to share events and news. Superintendent Forsten will arrange for each District school to have a short period of time at a monthly board meeting for staff, students and/or parents to share a highlight from the work of the school.

The Committee voted 4-0 to bring forward Policy #125, amended as discussed, to the May Board meeting for a first reading (motioned by Mr. Croteau, seconded by Ms. Redmond-Scura).

Transgender and Gender Non-Conforming Students

Superintendent Forsten presented, for the Committee’s consideration, a sample optional policy from NHSBA, on Transgender and Gender Non-Conforming Students. The District does not currently have a policy on this topic, and Superintendent Forsten is not necessarily advocating that one be created. This has been a topic of conversation over the last few years at the middle and high schools. Superintendent Forsten would like to meet with students and administrators to forge guidelines on this topic, without recommending a policy.

Mr. Croteau noted that questions on this topic can arise in the schools and decisions have to be made by building administrators. Both Mr. Croteau and Ms. Patterson indicated that they would be open to consideration of a policy if administrators felt they needed one for guidance. Superintendent Forsten noted that the District has a strong non-discrimination policy, Policy #160 which offers protection to individuals. Ms. Redmond-Scura raised a question about the guidelines that may be in effect regarding participation in interscholastic sports, which are governed by NHIAA. She also noted that the District’s policy on dress code seems to be very open and appropriate for all students. Committee members agree they are open to adopting a policy that is tailored to Concord, after input from others, if one is needed or desired.

Consideration of Narcan in District Health Offices

Superintendent Forsten shared the position statement from the New Hampshire School Nurses’ Association about the use of Naloxone (Narcan) in schools. She notes that school nurses share the position of the NH group, believing that there is a strong rationale for having Narcan available in the schools. Superintendent Forsten would like to have the District’s consulting physician’s opinion on this.
A number of questions were raised on this issue, including about the availability of Narcan; who would be authorized, in the absence of the school nurse, to administer the medication; the medication’s shelf life; and how quickly it needs to be given in order to be effective. Does the closeness of medical emergency services mitigate the need to have it in the schools?

Ms. Patterson noted that, under Policy #531, the Superintendent is authorized by the Board to update the Health Procedures Manual without Board approval, although if there is a major change, this would go before the Board. Superintendent Forsten was asked to bring a recommendation for revision to the Manual regarding the use of Narcan in schools as soon as possible.

Superintendent Forsten will work with the school nurses, the District’s consulting physician Dr. William Storo; and the Concord Police, and come back with answers to these questions.

The Committee voted 4-0 to adjourn (motioned by Mr. Croteau, seconded by Ms. Redmond-Scura).

The Committee adjourned at 6:34 p.m.

Respectfully submitted,

Jennifer Patterson, Chair
Donna Palley, Recorder
Concord School District Policy #125
Student Representative(s) – School Board

Whenever possible, two student representatives from Concord High School shall serve as student representative(s) to the School Board. This is with the understanding that the following guidelines will be in effect:

1. That the student representative(s) not take part in any vote or executive session.

2. That the Superintendent of Schools will meet with the student(s) to describe the position and responsibilities of the student representative(s) to the School Board.

   The duties of the student Board member(s) shall include:

   a. Attending all Board meetings except those that invite discussions and procedures of the School Board involving subjects that are confidential under RSA 91 -A

   b. Representing Concord High School students

   c. Representing to the School Board specific proposals and opinions from students and, when appropriate, placing proposals on the School Board agenda in accordace with Board procedures

   d. Serving as liaison between students and administrators, other faculty and appropriate outside agencies

   e. Keeping Concord High School students informed of the business of the School Board

The student Board member(s) shall serve for a one-year term minimum with a two-year term maximum.

The student Board member(s) shall serve without pay.

Statutory Reference:

RSA 194:23-f

Adopted 1974
Revised 1976; May 7, 2001; ____, 2016
Concord School District Policy #125
Student Representative(s) – School Board

Whenever possible, two student representatives from the Concord High School Senate shall serve as the student representative(s) to the School Board. This is with the understanding that the following guidelines will be in effect:

1. That the student representative(s) not take part in any vote or executive session.
2. That the Superintendent of Schools will meet with the student(s) to describe the position and responsibilities of the student representative(s) to the School Board.

   The duties of the student Board member(s) shall include:
   a. Attending all Board meetings except those that invite discussions and procedures of the School Board involving subjects that are confidential under RSA 9:1-A
   b. Representing Concord High School students
   c. Representing to the School Board specific proposals and opinions from students and, when appropriate, placing proposals on the School Board agenda in accordance with Board procedures
   d. Serving as liaison between students and the principal administrators, other faculty, Senate advisors, and appropriate outside agencies
   e. Keeping Concord High School students informed of the business of the School Board

The student Board member(s) shall serve for a one-year term minimum with a two-year term maximum, from June 15 through June 14.

The student Board member(s) shall serve without pay.

Statutory Reference:
RSA 194:23-f

Adopted 1974
Revised 1976; May 7, 2001; ___, 2016
Concord School District  
Board of Education  
Instructional Committee

Date: April 13, 2016

Committee members present: Jennifer Patterson, Maureen Redmond-Scura, Alana Kimball

Arrived late: Barb Higgins, Chair

Board member present: Jim Richards, Clint Cogswell, Tom Croteau

Administration: Superintendent Terri Forsten, Assistant Superintendent Donna Palley

In the absence of Committee Chair Barb Higgins, Jennifer Patterson called the meeting to order at 5:33 p.m. She began the meeting with a review of the seven goals for this committee as they were created in January at the School Board retreat.

1. Understand the development and implementation of PACE in the schools
2. Look at middle school philosophy and programs – including technology integration and the development of future programs
3. Review data from technology integration practices to assess impact on student applications and learning
4. Make recommendations for the development of the school calendar, being mindful of the importance of continuity in instruction and opportunities for professional development
5. Make recommendations to the Board regarding early childhood education, full-day kindergarten programs, based on the findings of the steering committee
6. Gain knowledge about the Next Generation Science Standards (NGSS)
7. Consider next phase in technology integration development as it moves into the high school

Assistant Superintendent Donna Palley began the presentation of Next Generation Science Standards (NGSS) by describing the history of the development of these new standards and the District’s work to begin moving them forward in the schools.

Focus:
The NGSS focus on deeper understanding and application of science content reflecting real-world interconnectedness. The focus is on a limited number of core ideas, but each in greater depth.

Coherence:
Science and engineering build coherently (horizontally, vertically and developmentally) across K–12. New learning builds on previous knowledge, skills and instruction

Integration:

Science and engineering are integrated across K–12. The standards emphasize integration of content knowledge and science practices.

Ms. Palley described how the NGSS look at three different dimensions: practices; disciplinary core ideas (key content); and cross-cutting concepts. Ms. Palley described how science practices are connected to and overlap both mathematics and English language arts standards. The cross-cutting concepts support the development of applications across all domains of science and are meant to bridge concepts across the domains. The disciplinary core ideas are grouped into four science domains – physical science; life science; earth and space science; and engineering, technology, and the applications of science.

She shared a slide showing the progression of a core idea in physical science skills from elementary to middle to high school. She also shared an overview of a physical science core idea for a third grade unit on motion and stability.

There were questions about the impact these new standards will have on the high school program of studies. Ms. Palley shared that Concord High School teachers have been looking at more integrated science studies. She referenced the Next Generation Science Standards website and recommended that Board members who are interested should visit the site: http://www.nextgenscience.org/.

The Committee was given an overview of a fourth grade science assessment from PACE: Energy Project - Solar Cooker. Using this assessment, students work in groups to research solar cookers, create a diagram of a solar cooker, build a solar cooker, test their device, and record their findings. This happens over several days in school. Students have to work in groups and must also work independently.

The implementation of these standards will happen over a three-year period. The District science committee has created a pathway for implementing these new standards. Primary classrooms have three units, and intermediate classrooms have four units to complete in a year’s time. Currently, teachers are piloting materials that address these new standards.

Ms. Palley described work that will be undertaken this summer with the Museum of Science: The Gateway Project, led by Dr. Yvonne Spicer. http://www.mos.org/gateway-project. This will be an opportunity for District teachers to gain more expertise in their science teaching skills with a special focus on engineering and technology programs.

Performance Assessment for Competency Education (PACE)

Ms. Palley provided a brief overview of the PACE evaluation schedule for students and described the process of implementing and scoring assessments. This process
involves teacher time and dedication. She shared that multiple sources of evidence will be used to produce each student’s “annual determination of proficiency” in English language arts, math, and science for state accountability purposes. Students will be assessed on the body of their work over the school year.

- Teacher Judgment Survey, using Achievement Level Descriptors (ALDs)
- Competency Grades, with Pace Common Performance Task included
- Also reviewed to support calibration: Student work samples

Committee members had several questions about teacher support in this process; parent communication; and connection to the student’s transcript. There will continue to be a level of accountability and reports will be created for individual students, for grade levels, for schools and for the District. Ms. Palley shared that the District’s dedication to PACE is connected to the idea that assessments are in line with instruction. Work to align elementary report cards across the schools will be undertaken, as there are currently several different report cards.

Committee members expressed understanding of the challenge to differentiate instruction to support student learning. They recognized that the elementary schedule supports teachers in collaborating on instruction and gaining support from intervention specialists in classrooms.

Ms. Patterson asked about SAT administration at Concord High School that occurred in March. Ms. Palley shared that the administration of the test seemed to go relatively smoothly.

The Committee voted 4-0 to adjourn (motioned by Maureen Redmond-Scura, seconded by Ms. Patterson).

The meeting adjourned at 7:03 p.m.

Terri Forsten, Recorder
Concord School District  
Capital Facilities Committee Minutes

School Board Committee: Capital Facilities  
Date: April 18, 2016  
Capital Facilities Committee members present: Rusty Cofrin, chair, Jim Richards, Tom Croteau, Jennifer Patterson (appointed)  
Other Board members present: Maureen Redmond-Scura, Clint Cogswell  
Administration: Terri Forsten, Superintendent, Matt Cashman, Director of Facilities and Planning, Jack Dunn, Business Administrator  
Agenda: Goal reviews, RFP for Rundlett Middle School (see attachment) and furnishings update

The meeting was called to order at 6:03 p.m. by Rusty Cofrin. The purpose of the meeting was to review and discuss the RFP for educational programming and architectural feasibility services for Rundlett Middle School. In Nathan Fennessy’s absence, Mr. Cofrin appointed Jennifer Patterson to the committee.

Matt Cashman reviewed the history of the elementary building project that began in 2004 and resulted in three new elementary schools that opened in the fall of 2012.

Jack Dunn pointed out that the hope is to combine the education specifications study for Rundlett along with the feasibility study this time. Mr. Cashman continued to highlight and review crucial points in the RFP. Committee members requested several component changes/additions to the proposed RFP such as adding acreage and its availability for use in designs. A suggestion to not make the RFP too restrictive was also made. Committee members asked that after the changes are made that the new document be shared with members. The Committee suggested that the RFP be briefly reviewed, with the changes, at the next Capital Facilities meeting. The original RFP is attached as a reference.

Mr. Dunn reviewed the upgrades that have been completed, including new furniture, desks and tables, as well as wiring to supply power to some furnishings. Mr. Dunn mentioned that the wiring has already begun for the next upgrades at Concord High School. Also included was the list of upgrades for 2017.

The committee voted 4-0 to adjourn (motioned by Jim Richards, seconded by Ms. Patterson).

The meeting adjourned at 6:43 p.m.

Respectfully submitted,

Rusty Cofrin  
Matt Cashman, Recorder
REQUEST FOR PROPOSALS
EDUCATIONAL PROGRAMMING AND ARCHITECTURAL FEASIBILITY SERVICES FOR
RUNDLETT MIDDLE SCHOOL
Concord School District
38 Liberty Street
Concord, New Hampshire

Release Date: July 15, 2016
Due Date: September 12, 2016

REQUEST FOR PROPOSALS (RFP)

Rundlett Middle School (RMS) is located at 144 South Street in Concord, NH 03301. RMS was originally built in 1957 and has had various additions/expansions/upgrades (1967, 1990, and 2010). The total square footage of the school is 186,000. The school also has a large football practice field on the west side of the school and a field hockey field located behind the 100 wing of the school. The majority of the building is one level, but it also has a second floor wing housing classrooms, bathrooms and special education classrooms. There is an updated AHERA report from 2013, which explains detailed status of Asbestos abatement and some areas where asbestos is present, but it is considered non-friable or encapsulated. In 2010, RMS went through a complete heating plant conversion, where the heat plant was converted from oil to steam supplied by Concord Steam. There are a variety of air handlers, ERU units, and miscellaneous piping that run along the various roof systems.

The Concord School District is in the process of looking for professional services to evaluate Rundlett Middle School for both educational programming and structural analysis. Over the years, the Concord School District updated and prepared a capital improvement plan (formally a five and ten year maintenance plan) for all of its school buildings. This plan identifies necessary work that should occur over the next ten years, and serves as an annual budgeting tool. It includes items such as roof replacements, flooring replacements, window, door and hardware replacements as well as site upgrades and improvements. The Concord School District is also looking a firm to work with administrative staff, teachers, and community members to help understand the needs of the middle school.
We are looking for a firm to lead and facilitate a Visioning Process to allowing the Concord School District to define and articulate appropriate goals for a 21st Century middle school. This could include an educational consultant, an architectural firm, or some combination of the two entities. Develop an agenda for and lead up to 5 discussions with community groups, including educators, students, parents and other community members. These meetings will cover topics such as:

1. Understanding current Concord School District educational goals
2. Exploring goals for a modern middle school including 21st Century best practices for students' academic, social, emotional and general well-being
3. Exploring Concord middle school goals and trending national practices in relation to those currently practiced across the District
4. Exploring goals for community use and school relationships
5. Exploring goals for athletic and extracurricular activities
6. Exploring goals for educational technology
7. Exploring goals for sustainability
8. Exploring goals for safety and security
9. Initial exploration of physical facility implications for achieving these goals
10. Estimate economic impact on community and home values

At the conclusion of the study, provide a written and electronic report and public presentation of the findings of the Visioning Process.

Based upon the written report, develop Educational Specifications for a modern middle school articulating the educational program with general goals for major disciplines and activities and space needs within the school, articulation of the facility and technology needs to fulfill the goals, and articulation of the desired relationships between and among programs in order to promote the goals. The Educational Specifications should be written in conjunction with the educators at the school and be in accordance with the NH Department of Education’ Manual for Planning and Construction of School Buildings.

Based upon the Educational Specifications develop an Educational Space List outlining every type of room, the number of square feet per room, the number of each type of room and the total conceptual square footage for the proposed building.

Undertake a preliminary review of the existing school including a walk through and discussions with the Director of Facilities and building maintenance staff to understand the buildings current physical and systems condition.

Develop single line floor plans and associated site plan diagrams indicating a potential lay out on the site based upon the educational space list and assuming siting of a new middle school building will be on the ball fields to the north of the existing building.

Develop single line floor plans and associated site plan diagrams indicating a potential layout based upon the educational space list and assuming renovations and additions to the existing building.

Based upon the Educational Room Specification square footage and the plan diagrams, develop a preliminary construction cost and project budget for both a new middle school option and for a renovations and additions option.
REQUEST FOR PROPOSALS TIMETABLE

The following schedule has been established for the Request for Proposals:

- **RFP Release Date:** July 15, 2016
- **Proposals Due:** September 12, 2016

**RFP PROCESS/PROPOSAL PROCEDURE**

Proposals should include a resume or detailed description of the professional qualifications of those who will work on this project as well as the name and qualifications of who will be in charge of the project. Firms with recent experience in educational facilities and middle schools in particular preferred. Proposals should include the names and addresses of all corporate officers of the entity submitting the proposal.

Respondents should submit two hard copies of their proposals and one electronic copy (CD) to Matt Cashman, Director of Facilities and Planning, Concord School District, 38 Liberty Street, Concord, NH, 03301. All pre-submission inquiries should be directed via email to Matt Cashman, mcash@sa8.org (no phone calls).

Proposals are due by Monday, September 12, 2016. Please note that this schedule is subject to change as necessary. The selection committee will review the RFP submissions and may conduct interviews after finalist firms are determined.

The proposal must include descriptions of similar middle school projects with contact information for the Concord School District to conduct reference checks for each project. The school district anticipates visiting one or more of the proposer’s projects and will contact a representative to discuss proposer’s qualifications. Any additional information that the proposer deems relevant should be included.

The proposal should include the firm’s hourly fee or fee structure for this type of consulting project.

Proposals should be printed on 8 ½” x 11” paper. There is no page limit. Exhibits, including renderings and visuals, should be presented. These may be submitted in printed format or on disk as an addendum.

The two (2) hard copies of the proposal submission, the on electronic copy (CD) and a completed Certification of Non-Collusion (see Appendix A) should be submitted in a sealed envelope with the following information written on the outside:

- **Firm name, address and contact information (name, phone number)**

**Concord School District: RFP – EDUCATIONAL SPECIFICATIONS**

**ARCHITECTURAL FEASIBILITY FOR RANDLETT MIDDLE SCHOOL.**

Proposals must be submitted to Matt Cashman, Director of Facilities and Planning, Concord School District, 38 Liberty Street, Concord, NH 03301.
EVALUATION AND SELECTION PROCEDURE

Proposals will be evaluated by a School Board designated selection committee; this committee may consist of the entire School Board and administrators as well as some members of the public. The successful proposal will be the proposal that the selection committee judges best overall based on the following criteria:

- Experience with school design particularly public middle schools
- LEED and CHPS accreditation and examples of schools they have built
- Professional presentation skills from the primary key person who will be tasked through the project life. Demonstrated skills of working with a variety of community groups
- Organizational capability
- Satisfactory credit references and evidence of adequate professional liability insurance
- Fees
- Disclosure of ownership and business affiliations allowing a review of any potential of conflict of interest

The Concord School District will only consider proposals that meet satisfactory levels of the above criteria. The Concord School District is not required to accept the proposal that includes the lowest fee. The Concord School District’s acceptance of a proposal does not imply that every element of that proposal has been accepted. Proposals that do not meet these requirements will not be evaluated. When feasible, representatives of the school district will visit facilities designed by proposers.

OTHER GENERAL RFP REQUIREMENTS AND CONDITIONS

The Concord School District reserves the right to postpone or cancel this RFP or reject any and all proposals for any reason. While the Concord School District anticipates holding interviews, proposers are advised that the school district has the option of selecting the proposer without conducting negotiations. Therefore, proposers should submit their best proposals initially, since negotiations may not take place.

The Concord School District is not liable for any costs incurred by proposers in the preparation of proposals or for any work performed in connection therein. A proposer may submit a modified proposal to replace all or any portion of a proposal submitted up until the proposal submission deadline. The school district will only consider the latest version of the proposal. Late proposals and late modifications will not be considered for evaluation. Proposers may withdraw their proposals from consideration at any time before the proposal deadline. To withdraw a proposal, the proposer must provide the Concord School District with written notification.

All Requests for Proposals submission materials become the property of the Concord School District.
Appendix A.

Certificate of Non-Collusion

The undersigned certifies under penalties of perjury that:

1. The proposal has been created in good faith;

2. The proposal has been created and submitted without collusion or fraud with any other person or entity;

3. All statements of fact in the proposal are true;

4. The proposal was not created in the interest of or on behalf of any undisclosed person, partnership, company, association, organization, or corporation;

5. The vendor has not, directly or indirectly, by agreement, communication or conference with anyone, attempted to induce action prejudicial to the interest of the Concord School District or of any other vendor or anyone else interested in the proposed contract.

__________________________________________  ________________
Signature of Authorized Representative          Date
Concord School District
Board of Education
Finance Committee Minutes

Date: April 20, 2016

Finance Committee members: Tom Croteau, Chair, Nathan Fennessey, Jim Richards

Other Board member(s) present: Clint Cogswell, Maureen Redmond-Scura

Committee member absent: Barb Higgins

Administrators: Terri Forsten, Jack Dunn

Tom Croteau called the meeting to order at 6:20 p.m.

Goals review

The committee reviewed the goals that had been set by the Board at its January retreat. The committee agreed that these goals are relevant to its work for the upcoming year.

- Maintain a careful balance of quality education (teachers, staff, administrators, buildings, programs and equipment) to keep taxes stable, avoiding tax spikes.
- Develop long-term strategies for minimizing long-term liabilities
- Invest by making proper contributions to trust accounts

Technology discussion

Business Administrator Jack Dunn consulted with the District’s financing advisor who advised that, if the Board is considering a bond in the near future, it would be best to keep funds in savings. The advisor thought it was a creative way to fund technology, if the Board does not have a need to bond in the near future. Mr. Dunn recommended that the Board use conventional financing for next year’s technology, instead of using its stabilization fund.

Concord Steam update

Mr. Dunn conveyed that the PUC staff was not able to recommend that the PUC Board approve the contract that was submitted, for several reasons. Committee members asked several questions. Mr. Dunn proposed scheduling a meeting in the near future to further discuss options, since this is an ongoing contract negotiation.

Nathan Fennessey asked how long the PUC had the contract before it denied support; Mr. Dunn replied that the PUC received the contract in January.

Bonding history

Mr. Dunn reviewed several bonds that the District has had since 1988.

The following were issued jointly with the City:

- 1987-88 – Rundlett Middle School – addition and expansion
$4,684,000 (1987)
$4,865,000 (1988)

- 1995 – Concord High School – addition and expansion
  $32,000,000 (2 issues)
  $22 million – to be paid off in FY15
  $9 million – to be paid off in FY18
- 2001 – various projects - buses and building repairs
  $1,000,000

The following bonds were District-issued:

2009 – Rundlett Middle School - HVAC upgrade project
  $4.3 million – Qualified School Construction Bond (QSCB) – 0% interest after rebate

2010 – Elementary consolidation and SAU renovation project
  State Building Aid (40-43%) reimbursement (old program sunset June 30, 2010)
  Build America Bonds (BABs) – interest reimbursement program (sunset December 31, 2010)
  Authorized $52,539,605
  Borrowed $55,000,000
  Difference between authorized and borrowed - future meeting

2009 – Rundlett Middle School - HVAC upgrade project
  $4.3 million – Qualified School Construction Bond (QSCB) – 0% interest after rebate

2010 – Elementary consolidation and SAU renovation project
  State Building Aid (40-43%) reimbursement (old program sunset June 30, 2010)
  Build America Bonds (BABs) – interest reimbursement program (sunset December 31, 2010)
  Authorized $62,539,605
  Borrowed $55,000,000

The School Board has bonded independently and has also bonded with the City over the years. The City tends to move forward with bonds every year; the School Board tends to bond every 10 years or so. Mr. Dunn showed declining debt service debt.

Bonding structure options

Mr. Dunn described several available bond structures:

- Level Debt – similar to a mortgage payment
- Equal Principal – the most advantageous, as debt payments decline
- Hybrid Structure – tends to look good in the beginning; debt then builds

Planning scenario

Mr. Dunn provided an overview of two different bond options, using equal principal – this overview was for planning purposes only. This overview covered 15-year and 30-year bond plans.
Mr. Dunn described a possible scenario; the potential impact if the Board were to consider an $8.5 million bond; and then spoke about the possibility of a middle school building project.

Mr. Fennessy asked several questions about different options for financing projects.

Mr. Cogswell asked for a spreadsheet that includes what the costs would be without building aid. The Committee agreed that it is somewhat likely the District may need to go forward without the benefit of building aid.

Mr. Fennessy suggested that a joint Finance/Capital Facilities Committee meeting be scheduled to consider all the building projects to support the other schools (RMS aside).

In response to a question from Tom Croteau about the RFP for RMS and when the Board would know more about recommendations for RMS, Mr. Dunn noted that the RFP is due back in September, and solid recommendations could be established one year from now. Mr. Croteau asked whether that is too late for the 2018 budget. Mr. Dunn noted that the Board could move forward with a bond to support the three older building projects in summer 2017.

Jim Richards recommended that the Committee be cautious as it makes decisions, to be flexible about options. Committee members expressed their commitment to provide equitable facilities for all students.

Mr. Dunn reviewed the process from 2014. He outlined the process for the Finance Committee to assure the administration's experience with these processes and readiness to move forward with a bonding process. He assured the Committee that the District's rating is very strong.

Wireless temperature gauge

Mr. Dunn showed the new temperature sensors for all of the freezers, which have been installed in the schools.

The Committee voted 3-0 to adjourn (motioned by Mr. Richards, seconded by Mr. Fennessy).

The Committee adjourned at 7:10 p.m.

Respectfully submitted,

Terri Forsten, Recorder
### Enrollment Report May 2016

<table>
<thead>
<tr>
<th></th>
<th>K</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Abbot-Downing School</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>19</td>
<td>21</td>
<td>23</td>
<td>18</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>19</td>
<td>21</td>
<td>23</td>
<td>19</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>20</td>
<td>22</td>
<td>24</td>
<td>21</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>21</td>
<td>25</td>
<td>24</td>
<td>21</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>60</td>
<td>76</td>
<td>68</td>
<td>71</td>
<td>79</td>
<td>414</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Beaver Meadow School</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>17</td>
<td>23</td>
<td>17</td>
<td>20</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>17</td>
<td>24</td>
<td>19</td>
<td>21</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3R class</td>
<td>17</td>
<td>25</td>
<td>19</td>
<td>22</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>17</td>
<td>51</td>
<td>54</td>
<td>63</td>
<td>343</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Broken Ground School</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>22</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>23</td>
<td>19</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>23</td>
<td>23</td>
<td>22</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>24</td>
<td>22</td>
<td>23</td>
<td>23</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>24</td>
<td>23</td>
<td>23</td>
<td>23</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>128</td>
<td>140</td>
<td>109</td>
<td>377</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Christa McAuliffe School</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>21</td>
<td>20</td>
<td>23</td>
<td>24</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>21</td>
<td>21</td>
<td>23</td>
<td>25</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>22</td>
<td>22</td>
<td>24</td>
<td>25</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56</td>
<td>64</td>
<td>63</td>
<td>70</td>
<td>74</td>
<td>409</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Mill Brook School</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>16</td>
<td>17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>15</td>
<td>17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>17</td>
<td>18</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>18</td>
<td>18</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>18</td>
<td>18</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>18</td>
<td>19</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>104</td>
<td>137</td>
<td>125</td>
<td>366</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td>268</td>
<td>312</td>
<td>337</td>
<td>331</td>
<td>336</td>
<td>325</td>
<td>1909</td>
</tr>
<tr>
<td><strong>Middle</strong></td>
<td>6</td>
<td>7</td>
<td>8</td>
<td>Total</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rundlett</td>
<td>333</td>
<td>343</td>
<td>279</td>
<td>955</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHS</td>
<td>9</td>
<td>10</td>
<td>11</td>
<td>12</td>
<td>Total</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Concord</td>
<td>428</td>
<td>322</td>
<td>371</td>
<td>377</td>
<td>1498</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deerfield</td>
<td>45</td>
<td>40</td>
<td>40</td>
<td>40</td>
<td>165</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>473</td>
<td>362</td>
<td>411</td>
<td>417</td>
<td>1663</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Preschool</strong></td>
<td></td>
<td></td>
<td></td>
<td>Number of children</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BMS</td>
<td>39</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mill Brook</td>
<td>82</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>121</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**District Total**

(not including preschool numbers)

4527
### Monthly Enrollment Report Summary
#### 2015-2016 School Year

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Abbot-Downing</td>
<td>482</td>
<td>480</td>
<td>480</td>
<td>429</td>
<td>425</td>
<td>424</td>
<td>419</td>
<td>414</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beaver Meadow</td>
<td>335</td>
<td>336</td>
<td>337</td>
<td>340</td>
<td>340</td>
<td>343</td>
<td>340</td>
<td>343</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Broken Ground</td>
<td>389</td>
<td>390</td>
<td>389</td>
<td>383</td>
<td>384</td>
<td>381</td>
<td>380</td>
<td>377</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Christa McAuliffe</td>
<td>410</td>
<td>411</td>
<td>407</td>
<td>409</td>
<td>410</td>
<td>407</td>
<td>408</td>
<td>409</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mill Brook</td>
<td>343</td>
<td>358</td>
<td>362</td>
<td>360</td>
<td>363</td>
<td>366</td>
<td>367</td>
<td>366</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Elementary</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1909</td>
<td>1925</td>
<td>1925</td>
<td>1921</td>
<td>1922</td>
<td>1921</td>
<td>1914</td>
<td>1909</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RMS</td>
<td>962</td>
<td>961</td>
<td>962</td>
<td>959</td>
<td>956</td>
<td>957</td>
<td>954</td>
<td>955</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total RMS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>962</td>
<td>961</td>
<td>962</td>
<td>959</td>
<td>956</td>
<td>957</td>
<td>954</td>
<td>955</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHS</td>
<td>1525</td>
<td>1516</td>
<td>1507</td>
<td>1512</td>
<td>1507</td>
<td>1506</td>
<td>1502</td>
<td>1498</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deerfield</td>
<td>173</td>
<td>173</td>
<td>170</td>
<td>168</td>
<td>168</td>
<td>168</td>
<td>166</td>
<td>165</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total CHS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1698</td>
<td>1689</td>
<td>1677</td>
<td>1680</td>
<td>1675</td>
<td>1674</td>
<td>1668</td>
<td>1663</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total K - 12</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>4585</td>
<td>4575</td>
<td>4564</td>
<td>4560</td>
<td>4553</td>
<td>4552</td>
<td>4536</td>
<td>4527</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Preschool</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beaver Meadow</td>
<td>30</td>
<td>30</td>
<td>30</td>
<td>30</td>
<td>36</td>
<td>38</td>
<td>38</td>
<td>39</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mill Brook</td>
<td>61</td>
<td>53</td>
<td>51</td>
<td>53</td>
<td>75</td>
<td>78</td>
<td>82</td>
<td>82</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Preschool</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>91</td>
<td>83</td>
<td>81</td>
<td>83</td>
<td>111</td>
<td>116</td>
<td>120</td>
<td>121</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sun</td>
<td>Mon</td>
<td>Tue</td>
<td>Wed</td>
<td>Thu</td>
<td>Fri</td>
<td>Sat</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>7:00 p.m.</td>
<td></td>
<td></td>
<td>6:30 p.m.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Board Meeting</td>
<td></td>
<td></td>
<td>ECE Steering Committee</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>9</td>
<td>10</td>
<td>11</td>
<td>12</td>
<td>13</td>
<td>14</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>16</td>
<td>17</td>
<td>18</td>
<td>19</td>
<td>20</td>
<td>21</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5:00 p.m. Negotiation</td>
<td>4:30 p.m. Concord Trust Awards</td>
<td>5:30 p.m. Capital Facilities</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5:30 p.m. Instructional</td>
<td>RMS Activity Room</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>23</td>
<td>24</td>
<td>25</td>
<td>26</td>
<td>27</td>
<td>28</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>5:00 p.m. Executive Committee</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>5:30 p.m. Communications &amp; Policy</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>29</td>
<td>30</td>
<td>31</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MEMORIAL DAY NO SCHOOL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sun</td>
<td>Mon</td>
<td>Tue</td>
<td>Wed</td>
<td>Thu</td>
<td>Fri</td>
<td>Sat</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
<td>9</td>
<td>10</td>
<td>11</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>6:15 p.m. Retiree Reception</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>7:00 p.m. Board Meeting</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>13</td>
<td>14</td>
<td>15</td>
<td>16</td>
<td>17</td>
<td>18</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Last Day of School</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>10:30 a.m. CHS Graduation at Memorial Field</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>20</td>
<td>21</td>
<td>22</td>
<td>23</td>
<td>24</td>
<td>25</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>5:00 p.m. Executive Committee</td>
<td></td>
<td>5:15 p.m. Instructional Committee</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>5:30 p.m. Communications &amp; Policy</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>26</td>
<td>27</td>
<td>28</td>
<td>29</td>
<td>30</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>