

Hollis Brookline Cooperative School Board

Wednesday, December 8, 2021

Hollis Brookline Middle School

6:00pm

All times are subject to change without notice

- 6:00 Call to Order
- 6:05 Appointment of a process observer  
Agenda Adjustments  
Nominations/Resignations and Correspondence
- 6:10 Approval of Minutes – November, 2021
- 6:15 Public Input
- 6:30 Principal's/Athletics reports
- 7:30 Discussion
- Fiscal Year 2023 budget discussion
  - SAU job description – Compliance and Communication position – Updated Informational
  - Facilities/Educational update
- 7:50 **Deliberations**
- To see what action the Board will take regarding the approval of the Suicide Prevention Plan presented in October
  - To see what action the Board will take regarding the acceptance of the E-rate funding for computers
  - To see what action the Board will take regarding policy JLDBB – Suicide Prevention – Third Reading and Adopt
  - To see what action the Board will take regarding policy DAF – Administration of Federal Grant Funds – Second Reading
  - To see what action the Board will take regarding policy - ADB/GBEC - Drug Free Workplace & Drug Free Schools - Second Reading
- 8:30 Report out by the process observer
- 8:40 Non-public under RSA 91-A: 3II (a) Compensation and/or (c) reputation
- 8:50 Motion to Adjourn

To: Andrew Corey, Superintendent  
 From: Brian Bumpus, District Athletic Coordinator  
 Re: December 2021 Board Report

**HBHS Athletics Update:** Congratulations are in order to our Girls Volleyball team, who once again made the state championship game before falling to an extremely talented Bedford team. The Girls Soccer team also ended their season on a high note, as they lost in overtime to eventual state champions, Bow, in the semi-final game at Exeter. And our Cheerleaders finished in an impressive 6th place in their state tournament as well. With the conclusion of our Fall season, we are excited to see all of our winter teams up and running as of Monday, November 29th. First dates of competition are quickly approaching and we are looking forward to another successful season in HBHS athletics!

**HBMS Athletics Update:** The Winter Middle School athletics season is off to a great start! We have 23 wrestlers participating this year, as well as 13 Boys Basketball Players, and 12 Girls Basketball Players. The Wrestling team heads over to Milford for their first match of the season on 12/3, while the basketball teams have one game under their belt. The boys team had a thrilling game against Pennichuck where they went into overtime and won against a very strong program. We are looking forward to a competitive season for all three teams!

**Participation Numbers:** The Athletic Department is excited to see that our HBHS participation numbers are up at the high school level, following the 2020-2021 school year. As the middle school resumes their regular Tri-County League play and we turn back to a traditional format, basketball participation is back in line with what we would expect, while wrestling has seen a significant increase.

**Hollis Brookline High School**

Sport	19-20	20-21	21-22
Bowling	23	13	15
Boys Basketball	38	27	30
Girls Basketball	17	18	22
Gymnastics	9	6	12
Ice Hockey	21	18	17
Indoor Track	17	14	22
Skiing	13	16	14
Swimming	24	13	20
Unified Basketball	29	N/A	23
Winter Cheerleading	8	14	14
Wrestling	28	18	21
<b>TOTAL</b>	<b>227</b>	<b>157</b>	<b>210</b>

**Hollis Brookline Middle School**

Sport	19-20	20-21	21-22
Boys Basketball	13	30	13
Girls Basketball	14	28	12
Wrestling	15	N/A	23
<b>TOTAL</b>	<b>42</b>	<b>58</b>	<b>48</b>

**Unified Sports and Special Olympics:** We are very excited to announce that we have been working with Special Olympics of New Hampshire on increasing our Unified offerings within the Hollis Brookline School District. Senior Constance Mulligan has been instrumental in leading this charge and we have several initiatives we are looking forward to introducing over the next several months. We recently have set plans in motion to introduce Unified Basketball at the Middle School and are planning on running practices following the holiday break, culminating in a game against HBMS staff on the last Friday before February break. Additionally, our involvement with Special Olympics also allows us access to incentive funding up to \$1500 for the purchase of items related to Unified programming.

**District Coaching Openings:** The HB Athletic Department is currently seeking qualified candidates for several positions at HBHS and HBMS. Several positions are also currently in the interview process.

**HBHS**

Boys Lacrosse JV Coach  
Girls Lacrosse JV Coach  
Softball JV Coach  
Boys Tennis Assistant Coach  
Girls Tennis Assistant Coach  
Outdoor Track Boys Head Coach  
Outdoor Track Girls Head Coach  
Outdoor Track Associate Coach

**HBMS**

Outdoor Track Coach  
Boys Lacrosse Head Coach

**Recent Coaching Hires:**

HS Swimming Asst. Coach - David Hersey  
HS Indoor Track Head Coach - Nicole Fortuna  
HS Indoor Track Asst. Coach - Cole Buschmann

Respectfully Submitted,



Brian Bumpus  
District Athletic Coordinator

## FY23 Budget - Coop Round 4.0

Account	Description	FY20 Actual	FY21 Actual	FY22 Budget	FY23 RND 2.0	FY23 RND 4.0	\$ Diff	% Diff
10.1100.111.00.0	New Hire Orientation Wages	\$2,676.63	\$3,885.00	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	0.00%
10.1100.112.00.0	Teacher Lane Changes	\$0.00	\$0.00	\$43,025.00	\$82,008.00	\$82,008.00	\$38,983.00	90.61%
10.1100.128.03.0	Salaries, Substitutes	\$17,978.40	\$49,689.96	\$50,000.00	\$59,000.00	\$59,000.00	\$9,000.00	18.00%
10.1100.128.04.0	Salaries, Substitutes	\$54,053.16	\$53,528.50	\$80,000.00	\$80,000.00	\$80,000.00	\$0.00	0.00%
10.1100.320.03.0	Homebound Instruction-Non-EE	\$0.00	\$0.00	\$250.00	\$250.00	\$250.00	\$0.00	0.00%
10.1100.320.04.0	Homebound Instruction-Non-EE	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.1100.613.03.0	Testing	\$0.00	\$156.23	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1100.614.03.0	Expendable Supplies	\$12,448.24	\$5,318.04	\$13,687.58	\$13,700.00	\$13,700.00	\$12.42	0.09%
10.1100.614.04.0	Expendable Supplies	\$11,615.62	\$4,323.25	\$11,050.00	\$11,500.00	\$11,500.00	\$450.00	4.07%
10.1100.616.04.0	Awards	\$246.82	\$959.02	\$700.00	\$800.00	\$800.00	\$100.00	14.29%
10.1100.642.03.0	Publications	\$2,148.00	\$2,506.91	\$2,650.00	\$2,650.00	\$2,650.00	\$0.00	0.00%
10.1100.648.00.0	Access Fees	\$1,598.00	\$0.00	\$1,600.00	\$0.00	\$0.00	-\$1,600.00	-100.00%
10.1100.733.03.0	Additional Equipment	\$0.00	\$431.99	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1100.737.03.0	Repl Equipment	\$33.94	\$0.00	\$600.00	\$600.00	\$600.00	\$0.00	0.00%
10.1100.737.04.0	Replacement Equipment	\$787.75	\$749.98	\$1,000.00	\$800.00	\$800.00	-\$200.00	-20.00%
10.1102.112.03.0	Salaries, Art	\$57,999.00	\$57,281.70	\$63,568.00	\$65,503.00	\$65,503.00	\$1,935.00	3.04%
10.1102.112.04.0	Salaries, Art	\$129,592.00	\$133,952.00	\$136,717.00	\$141,662.00	\$141,662.00	\$4,945.00	3.62%
10.1102.430.04.0	Repair Equipment, Art	\$0.00	\$248.41	\$250.00	\$250.00	\$250.00	\$0.00	0.00%
10.1102.614.03.0	Expendable Supplies, Art	\$2,621.05	\$3,359.21	\$3,739.10	\$4,239.10	\$4,239.10	\$500.00	13.37%
10.1102.614.04.0	Expendable Supplies, Art	\$12,617.41	\$8,855.31	\$12,075.00	\$12,575.00	\$12,575.00	\$500.00	4.14%
10.1102.733.03.0	Addl Equipment, Art	\$832.00	\$276.75	\$471.98	\$0.00	\$0.00	-\$471.98	-100.00%
10.1102.737.04.0	Replacement Equip, Art	\$2,147.95	\$721.90	\$3,088.00	\$3,243.00	\$3,243.00	\$155.00	5.02%
10.1105.112.03.0	Salaries, Language Arts	\$263,150.00	\$250,557.52	\$282,650.00	\$291,552.00	\$291,552.00	\$8,902.00	3.15%
10.1105.112.04.0	Salaries, Lang Arts	\$705,545.31	\$709,745.16	\$704,444.00	\$718,098.00	\$718,098.00	\$13,654.00	1.94%
10.1105.320.03.0	Guest Speakers	\$1,800.00	-\$1,800.00	\$1,800.00	\$0.00	\$0.00	-\$1,800.00	-100.00%
10.1105.550.04.0	Printing	\$0.00	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1105.612.04.0	Workbooks	\$7,572.29	\$5,497.80	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	0.00%
10.1105.614.03.0	Expendables	\$0.00	\$0.00	\$0.00	\$138.22	\$138.22	\$138.22	#DIV/0!
10.1105.615.04.0	Teaching Mat, Lang Arts	\$412.76	\$116.96	\$600.00	\$600.00	\$600.00	\$0.00	0.00%
10.1105.641.03.0	Textbooks, Language Arts	\$2,406.68	\$6,389.07	\$6,242.54	\$5,935.46	\$5,935.46	-\$307.08	-4.92%
10.1105.641.04.0	Textbooks, Lang Arts	\$7,486.28	\$4,090.56	\$7,678.00	\$6,500.00	\$6,500.00	-\$1,178.00	-15.34%
10.1105.643.04.0	Online Resources	\$0.00	\$0.00	\$500.00	\$400.00	\$400.00	-\$100.00	-20.00%
10.1105.644.04.0	Periodicals	\$410.55	\$375.00	\$500.00	\$500.00	\$500.00	\$0.00	0.00%
10.1105.733.03.0	Addl Equip, Lang Arts	\$0.00	\$337.80	\$301.20	\$0.00	\$0.00	-\$301.20	-100.00%
10.1105.733.04.0	Additional Equipment	\$0.00	\$413.86	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1106.112.03.0	Salaries, Foreign Lang	\$174,150.00	\$190,624.64	\$211,329.18	\$207,927.00	\$207,927.00	-\$3,402.18	-1.61%
10.1106.112.04.0	Salaries, Foreign Lang	\$391,214.57	\$428,609.68	\$454,911.26	\$453,894.00	\$453,894.00	-\$1,017.26	-0.22%



Account	Description	FY20 Actual	FY21 Actual	FY22 Budget	FY23 RND 2.0	FY23 RND 4.0	\$ Diff	% Diff
10.1110.112.03.0	Salaries, Tech Ed	\$56,594.00	\$60,272.00	\$62,242.00	\$64,755.00	\$64,755.00	\$2,513.00	4.04%
10.1110.430.03.0	Repairs and Maintenance, Tech Ed	\$646.00	\$245.47	\$1,266.00	\$600.00	\$600.00	-\$666.00	-52.61%
10.1110.490.00.0	Lazer Machine Maint. Contract	\$0.00	\$0.00	\$1,845.00	\$1,450.00	\$1,450.00	-\$395.00	-21.41%
10.1110.614.03.0	Expendable Supplies, Tech Ed	\$0.00	\$3,871.21	\$3,238.10	\$7,074.50	\$7,074.50	\$3,836.40	118.48%
10.1110.615.03.0	Teaching Mat, Tech Ed	\$2,744.28	\$2,336.95	\$2,520.85	\$2,790.50	\$2,790.50	\$269.65	10.70%
10.1110.733.03.0	Additional Equip, Tech Ed	\$5,120.00	\$3,606.70	\$3,674.00	\$3,930.00	\$3,930.00	\$256.00	6.97%
10.1110.737.03.0	Repl Equipment, Tech Ed	\$0.00	\$905.81	\$1,055.00	\$1,065.32	\$1,065.32	\$10.32	0.98%
10.1111.112.00.0	Salaries, HS-MS Math	\$55,367.00	\$59,833.00	\$61,788.00	\$64,283.00	\$64,283.00	\$2,495.00	4.04%
10.1111.112.03.0	Salaries, Math	\$284,429.00	\$297,260.00	\$304,566.00	\$312,742.00	\$312,742.00	\$8,176.00	2.68%
10.1111.112.04.0	Salaries, Math	\$667,932.08	\$690,369.68	\$723,250.55	\$736,292.00	\$736,292.00	\$13,041.45	1.80%
10.1111.614.03.0	Expendable Supplies, Math	\$405.40	\$661.26	\$2,000.30	\$1,750.00	\$1,750.00	-\$250.30	-12.51%
10.1111.614.04.0	Expendable Supplies, Math	\$2,450.36	\$1,711.45	\$1,257.08	\$1,160.00	\$1,160.00	-\$97.08	-7.72%
10.1111.615.03.0	Teaching Mat, Math	\$3,634.51	\$2,066.86	\$500.00	\$0.00	\$0.00	-\$500.00	-100.00%
10.1111.615.04.0	Teaching Mat, Math	\$2,922.00	\$1,232.56	\$2,238.81	\$120.00	\$120.00	-\$2,118.81	-94.64%
10.1111.641.03.0	Textbooks, Math	\$5,211.36	\$3,197.32	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1111.641.04.0	Textbooks, Math	\$16,135.95	\$13,928.24	\$13,442.31	\$3,234.12	\$3,234.12	-\$10,208.19	-75.94%
10.1111.643.03.0	Online Resources-Math	\$835.00	\$495.37	\$1,750.00	\$1,463.65	\$1,463.65	-\$286.35	-16.36%
10.1111.643.04.0	Online Resources-Math	\$399.50	\$1,170.35	\$2,271.00	\$400.00	\$400.00	-\$1,871.00	-82.39%
10.1111.733.04.0	Additional Equipment, Math	\$349.60	\$0.00	\$328.92	\$350.00	\$350.00	\$21.08	6.41%
10.1111.810.03.0	Fees, Math	\$677.00	\$517.00	\$435.00	\$218.50	\$218.50	-\$216.50	-49.77%
10.1111.810.04.0	Fees, Math	\$110.00	\$103.00	\$124.00	\$200.00	\$200.00	\$76.00	61.29%
10.1112.112.03.0	Salaries, Music	\$131,174.00	\$136,344.00	\$138,885.00	\$142,547.00	\$142,547.00	\$3,662.00	2.64%
10.1112.112.04.0	Salaries, Music	\$89,219.94	\$82,061.78	\$90,639.64	\$94,299.28	\$94,299.28	\$3,659.64	4.04%
10.1112.113.04.0	Salaries - Theater	\$19,205.01	\$20,293.42	\$21,183.36	\$22,038.73	\$22,038.73	\$855.37	4.04%
10.1112.430.00.0	FY Equip Repairs	\$0.00	\$0.00	\$7,600.00	\$7,600.00	\$7,600.00	\$0.00	0.00%
10.1112.430.03.0	Repairs and Maintenance	\$307.50	\$450.00	\$740.00	\$740.00	\$740.00	\$0.00	0.00%
10.1112.430.04.0	Repair Equip, Music	\$749.92	\$1,188.98	\$1,200.00	\$1,200.00	\$1,200.00	\$0.00	0.00%
10.1112.540.03.0	Transportation-Music	\$0.00	\$0.00	\$600.00	\$750.00	\$750.00	\$150.00	25.00%
10.1112.540.04.0	Transportation Music	\$1,606.35	\$0.00	\$2,700.00	\$3,200.00	\$3,200.00	\$500.00	18.52%
10.1112.580.04.0	Travel, Choral Director	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00	\$300.00	#DIV/0!
10.1112.612.04.0	Workbooks, Music	\$194.20	\$216.87	\$300.00	\$400.00	\$400.00	\$100.00	33.33%
10.1112.614.03.0	Expendable Supplies, Music	\$440.96	\$423.85	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1112.614.04.0	Expendable Supplies, Music	\$325.40	\$0.00	\$1,550.00	\$1,500.00	\$1,500.00	-\$50.00	-3.23%
10.1112.615.03.0	Teaching Mat, Music	\$636.68	\$238.40	\$1,120.00	\$1,120.00	\$1,120.00	\$0.00	0.00%
10.1112.615.04.0	Teaching Mat, Music	\$1,572.56	\$594.00	\$1,575.62	\$2,100.00	\$2,100.00	\$524.38	33.28%
10.1112.616.04.0	Teaching Mats. Choral	\$1,298.51	\$5,374.21	\$2,424.38	\$2,000.00	\$2,000.00	-\$424.38	-17.50%
10.1112.617.04.0	Teaching Mat, Dance	\$0.00	\$339.88	\$350.00	\$350.00	\$350.00	\$0.00	0.00%
10.1112.643.03.0	Online Resources	\$0.00	\$0.00	\$598.00	\$478.00	\$478.00	-\$120.00	-20.07%
10.1112.737.00.0	FY Equip Replacement	\$0.00	\$18,657.68	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!

Account	Description	FY20 Actual	FY21 Actual	FY22 Budget	FY23 RND 2.0	FY23 RND 4.0	\$ Diff	% Diff
10.1112.737.03.0	Replacement Equipment	\$0.00	\$251.42	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1112.737.04.0	Replace Equip, Music	\$1,678.00	\$1,259.80	\$4,300.00	\$4,000.00	\$4,000.00	-\$300.00	-6.98%
10.1112.810.03.0	Fees, Music	\$770.00	\$545.00	\$780.00	\$780.00	\$780.00	\$0.00	0.00%
10.1112.810.04.0	Fees, Music	\$780.00	\$527.98	\$1,280.00	\$1,280.00	\$1,280.00	\$0.00	0.00%
10.1113.112.03.0	Salaries, Science	\$231,933.81	\$235,637.76	\$249,437.00	\$257,331.00	\$257,331.00	\$7,894.00	3.16%
10.1113.112.04.0	Salaries, Science	\$562,278.13	\$590,657.20	\$610,288.00	\$632,750.00	\$618,578.00	\$8,290.00	1.36%
10.1113.430.03.0	Repairs & Maintenance, Science, Grade	\$1,508.00	\$1,389.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	0.00%
10.1113.430.04.0	Repair, Science	\$1,100.00	\$1,057.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	0.00%
10.1113.612.04.0	Workbooks	\$1,835.40	\$1,661.15	\$1,600.00	\$2,100.00	\$2,100.00	\$500.00	31.25%
10.1113.613.03.0	Expendable Supplies, Science, Grade	\$95.99	\$658.58	\$600.00	\$600.00	\$600.00	\$0.00	0.00%
10.1113.614.03.0	Expendable Supplies, Science, Grade	\$1,892.48	\$1,920.85	\$2,771.58	\$2,771.58	\$2,771.58	\$0.00	0.00%
10.1113.614.04.0	Expendable Supplies, Science	\$4,177.39	\$2,504.36	\$3,768.30	\$4,100.00	\$4,100.00	\$331.70	8.80%
10.1113.615.03.0	Teaching Mat, Science, Grade 7	\$6,283.86	\$7,921.72	\$8,924.34	\$10,247.10	\$10,247.10	\$1,322.76	14.82%
10.1113.615.04.0	Teaching Mat, Science	\$5,725.51	\$4,875.56	\$5,744.08	\$5,800.00	\$5,800.00	\$55.92	0.97%
10.1113.616.03.0	Teaching Materials, Science, Grade 8	\$4,301.79	\$5,233.08	\$5,201.90	\$5,104.84	\$5,104.84	-\$97.06	-1.87%
10.1113.641.03.0	Textbooks, Science	\$0.00	\$0.00	\$20,880.00	\$0.00	\$0.00	-\$20,880.00	-100.00%
10.1113.641.04.0	Textbooks, Science	\$2,790.63	\$12,415.52	\$8,250.00	\$3,750.00	\$3,750.00	-\$4,500.00	-54.55%
10.1113.733.00.0	HBHS Lab Tables	\$0.00	\$0.00	\$11,719.60	\$0.00	\$0.00	-\$11,719.60	-100.00%
10.1113.733.03.0	Additional Equipment Sci	\$1,006.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1113.733.04.0	Addl Equip, Science	\$1,048.35	\$1,074.90	\$612.11	\$1,108.11	\$1,108.11	\$496.00	81.03%
10.1113.737.04.0	Replacement Equipment	\$1,666.74	\$2,283.53	\$578.91	\$2,300.00	\$2,300.00	\$1,721.09	297.30%
10.1113.810.03.0	Fees, Science, Grade 7	\$120.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1114.112.04.0	Salaries, Computer Ed.	\$67,174.00	\$69,981.01	\$73,447.00	\$76,413.00	\$76,413.00	\$2,966.00	4.04%
10.1114.614.04.0	Expendables, Computer Ed.	\$606.31	\$1,365.57	\$525.00	\$825.00	\$825.00	\$300.00	57.14%
10.1114.615.04.0	Teaching Mat, Computer Ed.	\$0.00	\$1,243.45	\$1,372.30	\$1,350.00	\$1,350.00	-\$22.30	-1.63%
10.1114.641.04.0	Textbooks, Computer Ed.	\$711.73	\$29.28	\$787.70	\$324.00	\$324.00	-\$463.70	-58.87%
10.1114.733.00.0	FY Furniture/Fixtures	\$0.00	\$2,713.93	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1114.733.04.0	Furniture/Fixtures-Comptuter Ed	\$2,480.00	\$1,739.21	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1115.112.03.0	Salaries, Soc Studies	\$283,084.00	\$295,130.34	\$303,627.00	\$311,652.00	\$311,652.00	\$8,025.00	2.64%
10.1115.112.04.0	Salaries, Soc Studies	\$607,648.00	\$625,053.01	\$685,959.00	\$705,334.00	\$705,334.00	\$19,375.00	2.82%
10.1115.320.03.0	Guest Speakers	\$0.00	\$0.00	\$800.00	\$800.00	\$800.00	\$0.00	0.00%
10.1115.612.04.0	Workbooks, Soc Studies	\$59.06	\$320.60	\$152.00	\$100.00	\$100.00	-\$52.00	-34.21%
10.1115.614.03.0	Expendable Supplies	\$910.42	\$381.78	\$248.29	\$610.65	\$610.65	\$362.36	145.94%
10.1115.614.04.0	Expend Supply Social Studies	\$228.33	\$0.00	\$513.00	\$300.00	\$300.00	-\$213.00	-41.52%
10.1115.615.03.0	Teaching Mat, Soc Studies	\$1,176.89	\$1,151.32	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1115.615.04.0	Teaching Mat, Social Studies	\$4,387.00	\$1,214.78	\$185.00	\$1,400.00	\$1,400.00	\$1,215.00	656.76%
10.1115.641.04.0	Textbooks, Social Studies	\$4,007.30	\$2,746.14	\$5,925.00	\$1,451.60	\$1,451.60	-\$4,473.40	-75.50%
10.1115.643.03.0	Online Resources	\$0.00	\$76.60	\$363.28	\$413.46	\$413.46	\$50.18	13.81%
10.1115.643.04.0	Online Resources	\$1,000.00	\$1,312.00	\$1,425.00	\$790.00	\$790.00	-\$635.00	-44.56%



Account	Description	FY20 Actual	FY21 Actual	FY22 Budget	FY23 RND 2.0	FY23 RND 4.0	\$ Diff	% Diff
10.1200.123.04.0	Wages: Extra Curricular: Support	\$159.47	\$776.28	\$0.00	\$16,000.00	\$16,000.00	\$16,000.00	#DIV/0!
10.1200.124.00.0	Wages: Training (All) - Student Service	\$8,815.52	\$5,877.98	\$17,300.00	\$19,500.00	\$19,500.00	\$2,200.00	12.72%
10.1200.125.03.0	Wages: Meetings (All) - Student Service	\$1,254.45	\$440.51	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	0.00%
10.1200.125.04.0	Wages: Meetings (All) - Student Service	\$366.44	\$468.92	\$5,500.00	\$3,500.00	\$3,500.00	-\$2,000.00	-36.36%
10.1200.131.00.0	Wages, Special Work Projects	\$5,440.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1200.242.00.0	Spec Ed Profesional Development	\$48.25	\$95.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	0.00%
10.1200.320.03.0	Life Skills	\$141.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1200.320.04.0	Life Skills	\$0.00	\$0.00	\$1,130.00	\$1,130.00	\$1,130.00	\$0.00	0.00%
10.1200.330.00.0	Legal Services, Sped	\$9,865.50	\$10,829.01	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	0.00%
10.1200.330.03.0	Contracted Service	\$44,701.10	\$34,633.95	\$35,520.00	\$34,000.00	\$34,000.00	-\$1,520.00	-4.28%
10.1200.330.04.0	Contracted Services	\$112,240.87	\$75,480.36	\$133,787.10	\$104,300.00	\$104,300.00	-\$29,487.10	-22.04%
10.1200.331.03.0	OOD Related Services	\$2,154.31	\$24,384.80	\$52,655.80	\$3,000.00	\$3,000.00	-\$49,655.80	-94.30%
10.1200.331.04.0	OOD Related Services	\$191,789.30	\$195,038.96	\$459,193.57	\$550,627.69	\$550,627.69	\$91,434.12	19.91%
10.1200.350.00.0	Inservice Program	\$0.00	\$0.00	\$200.00	\$200.00	\$200.00	\$0.00	0.00%
10.1200.560.03.0	Tuition	\$293,647.42	\$109,386.31	\$177,755.91	\$96,000.00	\$96,000.00	-\$81,755.91	-45.99%
10.1200.560.04.0	Tuition	\$767,973.39	\$653,749.42	\$602,356.35	\$853,700.00	\$853,700.00	\$251,343.65	41.73%
10.1200.580.00.0	Travel	\$381.60	\$0.00	\$2,350.00	\$2,350.00	\$2,350.00	\$0.00	0.00%
10.1200.580.03.0	Travel	\$94.57	\$0.00	\$300.00	\$350.00	\$350.00	\$50.00	16.67%
10.1200.580.04.0	Travel	\$0.00	\$0.00	\$1,300.00	\$350.00	\$350.00	-\$950.00	-73.08%
10.1200.600.00.0	Supplies-PPE	\$1,158.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1200.610.03.0	Teaching Materials-Reading Specialist	\$0.00	\$0.00	\$0.00	\$145.60	\$145.60	\$145.60	#DIV/0!
10.1200.610.04.0	Teaching Materials-Reading Specialist	\$1,534.23	\$1,447.77	\$1,200.00	\$1,000.00	\$1,000.00	-\$200.00	-16.67%
10.1200.612.03.0	Workbooks, Special Needs	\$782.02	\$1,384.05	\$800.00	\$900.00	\$900.00	\$100.00	12.50%
10.1200.612.04.0	Workbooks, Special Needs	\$898.50	\$155.00	\$750.00	\$750.00	\$750.00	\$0.00	0.00%
10.1200.613.03.0	Life Skills Prg Supplies	\$0.00	\$680.21	\$700.00	\$1,000.00	\$1,000.00	\$300.00	42.86%
10.1200.613.04.0	Life Skills Prg Supplies	\$5,390.07	\$5,539.29	\$9,075.00	\$12,375.00	\$12,375.00	\$3,300.00	36.36%
10.1200.614.03.0	Expendable Supplies, S/n	\$528.96	\$855.90	\$875.00	\$425.00	\$425.00	-\$450.00	-51.43%
10.1200.614.04.0	Expendable Supplies, S/n	\$737.62	\$220.00	\$1,050.00	\$1,050.00	\$1,050.00	\$0.00	0.00%
10.1200.615.03.0	Teaching Materials, Special Needs	\$905.94	\$5,145.64	\$905.00	\$1,180.00	\$1,180.00	\$275.00	30.39%
10.1200.616.04.0	Expendables, Res. Rm	\$344.85	\$0.00	\$300.00	\$300.00	\$300.00	\$0.00	0.00%
10.1200.617.04.0	Teaching Mats Res. Rm.	\$32.99	\$0.00	\$2,600.00	\$2,600.00	\$2,600.00	\$0.00	0.00%
10.1200.618.04.0	FIEMUS- teaching materials	\$71.50	\$51.30	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.1200.619.04.0	FIEMUS supplies and field trips	\$1,646.01	\$851.72	\$2,250.00	\$2,250.00	\$2,250.00	\$0.00	0.00%
10.1200.641.04.0	Textbooks, Special Needs	\$0.00	\$0.00	\$250.00	\$250.00	\$250.00	\$0.00	0.00%
10.1200.650.03.0	Instruction Specific Software/Subscrip	\$10,180.68	\$15,956.55	\$13,896.20	\$8,507.20	\$10,707.20	-\$3,189.00	-22.95%
10.1200.650.04.0	Instruction Specific Software/Subscrip	\$26,391.68	\$17,098.15	\$22,028.20	\$18,930.20	\$18,930.20	-\$3,098.00	-14.06%
10.1200.732.03.0	Equipment/Maintenance Plans	\$2,177.94	\$0.00	\$100.00	\$3,358.00	\$3,358.00	\$3,258.00	3258.00%
10.1200.732.04.0	Equipment/Maintenance Plans	\$1,132.04	\$6,499.95	\$10,500.00	\$6,000.00	\$6,000.00	-\$4,500.00	-42.86%
10.1200.733.03.0	New Student Equipment-Assistive	\$0.00	\$1,141.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!

Account	Description	FY20 Actual	FY21 Actual	FY22 Budget	FY23 RND 2.0	FY23 RND 4.0	\$ Diff	% Diff
10.1200.733.04.0	New Student Equipment-Assistive	\$0.00	\$329.98	\$800.00	\$800.00	\$800.00	\$0.00	0.00%
10.1200.737.03.0	Rplcment Student Equipment-Assistiv	\$0.00	\$116.00	\$500.00	\$500.00	\$500.00	\$0.00	0.00%
10.1200.737.04.0	Rplcment Student Equipment-Assistiv	\$90.00	\$1,261.01	\$800.00	\$800.00	\$800.00	\$0.00	0.00%
10.1200.739.04.0	New Prog-Incentive	\$0.00	\$0.00	\$5,100.00	\$0.00	\$0.00	-\$5,100.00	-100.00%
10.1200.810.03.0	Fees	\$855.00	\$780.00	\$965.00	\$965.00	\$965.00	\$0.00	0.00%
10.1200.810.04.0	Fees	\$3,879.00	\$780.00	\$965.00	\$965.00	\$965.00	\$0.00	0.00%
10.1201.115.00.0	ESY-Joint	\$59,018.32	\$13,877.40	\$65,000.00	\$65,000.00	\$65,000.00	\$0.00	0.00%
10.1201.115.03.0	ESY - Wages	\$0.00	\$19,673.08	\$0.00	\$20,000.00	\$20,000.00	\$20,000.00	#DIV/0!
10.1201.115.04.0	ESY - Wages	\$26.92	\$49,282.41	\$0.00	\$50,000.00	\$50,000.00	\$50,000.00	#DIV/0!
10.1201.330.03.0	ESY - Contracted Services	\$8,166.93	\$14,062.32	\$15,289.00	\$13,250.00	\$13,250.00	-\$2,039.00	-13.34%
10.1201.330.04.0	ESY - Contracted Services	\$12,446.02	\$28,431.22	\$64,200.00	\$55,800.00	\$55,800.00	-\$8,400.00	-13.08%
10.1201.614.03.0	ESY - Supplies	\$61.99	\$0.00	\$0.00	\$400.00	\$400.00	\$400.00	#DIV/0!
10.1201.614.04.0	ESY - Supplies	\$766.06	\$420.58	\$775.00	\$775.00	\$775.00	\$0.00	0.00%
10.1205.114.03.0	NECC-Paras	\$49,157.11	\$38,887.55	\$38,630.70	\$0.00	\$0.00	-\$38,630.70	-100.00%
10.1205.114.04.0	NECC-Paras	\$0.00	\$0.00	\$25,539.19	\$132,571.00	\$132,337.50	\$106,798.31	418.17%
10.1225.734.03.0	New Student Equipment-Instructiona	\$435.49	\$843.81	\$860.00	\$1,000.00	\$1,000.00	\$140.00	16.28%
10.1225.734.04.0	New Student Equipment-Instructiona	\$182.84	\$0.00	\$0.00	\$500.00	\$500.00	\$500.00	#DIV/0!
10.1225.738.04.0	Rplcment Student Equipment-Instruc	\$0.00	\$652.97	\$750.00	\$750.00	\$750.00	\$0.00	0.00%
10.1250.110.04.0	Salary-Transition Specialist	\$40,885.00	\$42,112.00	\$43,375.00	\$44,676.25	\$44,679.75	\$1,304.75	3.01%
10.1250.113.04.0	Wages: Meetings/Ex-Curricular, 504,	\$115.28	\$369.54	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1250.114.04.0	504 Paraeducator	\$25,732.88	\$27,813.98	\$28,946.00	\$27,159.00	\$29,510.33	\$564.33	1.95%
10.1250.116.03.0	Wages: 504-Extra Curricular: Prof/Alli	\$1,280.00	\$6,130.52	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00%
10.1250.116.04.0	Wages- 504 Extra Curricular: Prof/Alli	\$750.75	\$845.75	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00%
10.1250.117.03.0	Wages: 504-Extra Curricular: Support	\$17.17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1250.120.03.0	Wages: 504-Programs	\$120.00	\$0.00	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	0.00%
10.1250.120.04.0	Wages: 504-Programs	\$0.00	\$0.00	\$7,700.00	\$7,700.00	\$7,700.00	\$0.00	0.00%
10.1250.331.03.0	Contracted Services - 504	\$0.00	\$0.00	\$2,213.00	\$12,000.00	\$12,000.00	\$9,787.00	442.25%
10.1250.331.04.0	Contracted Services - 504	\$4,632.50	\$9,187.00	\$25,800.00	\$19,100.00	\$19,100.00	-\$6,700.00	-25.97%
10.1250.614.03.0	Expendable Supplies - 504	\$296.91	\$289.93	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	0.00%
10.1250.614.04.0	Expendable Supplies - 504	\$686.04	\$840.59	\$800.00	\$800.00	\$800.00	\$0.00	0.00%
10.1260.110.00.0	Salaries, ESL / LEP	\$16,059.22	\$8,369.48	\$10,560.00	\$14,302.50	\$13,567.00	\$3,007.00	28.48%
10.1260.615.00.0	Teaching Mat, Lep	\$0.00	\$0.00	\$250.00	\$250.00	\$250.00	\$0.00	0.00%
		<b>\$3,387,326.61</b>	<b>\$3,178,074.42</b>	<b>\$3,767,310.20</b>	<b>\$4,200,958.77</b>	<b>\$4,087,330.43</b>	<b>\$320,020.23</b>	<b>8.49%</b>

10.1300.561.04.0	Voc Ed Tuition	<b>\$22,956.54</b>	<b>\$24,111.81</b>	<b>\$28,000.00</b>	<b>\$39,000.00</b>	<b>\$53,000.00</b>	<b>\$25,000.00</b>	<b>89.29%</b>
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10.1400.113.00.0	Salary, Athletic Coordinator	\$67,000.00	\$83,100.00	\$83,842.00	\$86,357.26	\$86,357.26	\$2,515.26	3.00%
10.1400.113.04.0	Salaries, Athletic Administration	\$100,225.41	\$63,846.00	\$65,761.00	\$67,076.69	\$67,076.69	\$1,315.69	2.00%
10.1400.115.04.0	Salaries Athletic Trainer	\$53,876.00	\$56,692.00	\$57,157.00	\$58,871.71	\$58,871.71	\$1,714.71	3.00%

Account	Description	FY20 Actual	FY21 Actual	FY22 Budget	FY23 RND 2.0	FY23 RND 4.0	\$ Diff	% Diff
10.1400.117.03.0	Athletic Stipends	\$28,050.00	\$44,700.00	\$52,700.00	\$50,200.00	\$50,200.00	-\$2,500.00	-4.74%
10.1400.117.04.0	Athletic Stipends	\$139,750.00	\$184,000.00	\$201,550.00	\$202,250.00	\$202,250.00	\$700.00	0.35%
10.1400.118.03.0	Salaries, Officials/Support	\$280.00	\$0.00	\$280.00	\$280.00	\$280.00	\$0.00	0.00%
10.1400.118.04.0	Salaries, Officials/Support	\$350.00	\$760.00	\$2,925.00	\$1,000.00	\$1,000.00	-\$1,925.00	-65.81%
10.1400.242.04.0	Athletic Professional Development	\$550.00	\$675.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.1400.320.03.0	Officials	\$5,656.00	\$350.00	\$12,810.00	\$13,160.00	\$13,160.00	\$350.00	2.73%
10.1400.320.04.0	Officials	\$33,149.54	\$16,529.72	\$54,165.00	\$55,690.00	\$55,690.00	\$1,525.00	2.82%
10.1400.330.04.0	Athletics-Choreography	\$0.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00%
10.1400.424.00.0	Field Maintenance	\$13,140.45	\$39,383.51	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1400.430.03.0	Equipment Repair	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.1400.430.04.0	Equipment Repair	\$0.00	\$3,741.00	\$6,200.00	\$5,000.00	\$5,000.00	-\$1,200.00	-19.35%
10.1400.441.04.0	Hockey Ice Time	\$5,375.00	\$2,958.00	\$6,050.00	\$6,050.00	\$6,050.00	\$0.00	0.00%
10.1400.448.04.0	Facility Rental	\$0.00	\$1,687.50	\$4,900.00	\$5,400.00	\$5,400.00	\$500.00	10.20%
10.1400.449.04.0	Tennis Facility Rental	\$0.00	\$0.00	\$13,560.00	\$13,560.00	\$13,560.00	\$0.00	0.00%
10.1400.510.03.0	Transportation	\$6,651.40	\$0.00	\$14,682.42	\$12,682.42	\$12,682.42	-\$2,000.00	-13.62%
10.1400.510.04.0	Transportation	\$60,461.45	\$24,771.25	\$94,679.01	\$85,336.01	\$85,336.01	-\$9,343.00	-9.87%
10.1400.531.04.0	Communications	\$2,023.49	\$1,330.46	\$2,150.00	\$2,150.00	\$2,150.00	\$0.00	0.00%
10.1400.580.04.0	Travel	\$2,336.48	\$1,215.80	\$3,100.00	\$3,100.00	\$3,100.00	\$0.00	0.00%
10.1400.610.03.0	Athletic Balls	\$2,968.00	\$0.00	\$3,582.00	\$3,532.00	\$3,532.00	-\$50.00	-1.40%
10.1400.610.04.0	Athletic Balls	\$0.00	\$400.00	\$6,788.00	\$6,630.00	\$6,630.00	-\$158.00	-2.33%
10.1400.615.03.0	Athletic Supplies	\$0.00	\$0.00	\$707.50	\$605.00	\$605.00	-\$102.50	-14.49%
10.1400.615.04.0	Athletic Supplies	\$0.00	\$0.00	\$772.50	\$670.00	\$670.00	-\$102.50	-13.27%
10.1400.616.03.0	Awards	\$0.00	\$0.00	\$2,200.00	\$0.00	\$0.00	-\$2,200.00	-100.00%
10.1400.616.04.0	Awards	\$0.00	\$249.75	\$3,040.00	\$0.00	\$0.00	-\$3,040.00	-100.00%
10.1400.617.04.0	Helmets-Replacement	\$6,233.49	\$6,098.88	\$4,810.00	\$4,210.00	\$4,210.00	-\$600.00	-12.47%
10.1400.618.03.0	Uniforms	\$1,755.00	\$1,122.00	\$8,350.00	\$2,350.00	\$2,350.00	-\$6,000.00	-71.86%
10.1400.618.04.0	Uniforms	\$6,294.96	\$11,509.00	\$23,432.00	\$23,742.00	\$23,742.00	\$310.00	1.32%
10.1400.730.03.0	Athletic Equipment	\$0.00	\$395.88	\$0.00	\$400.00	\$400.00	\$400.00	#DIV/0!
10.1400.730.04.0	Athletic Equipment	\$11,570.87	\$780.00	\$3,310.00	\$0.00	\$0.00	-\$3,310.00	-100.00%
10.1400.736.04.0	Weight Room Equipment	\$9,338.28	\$12,253.62	\$12,575.00	\$10,723.65	\$10,723.65	-\$1,851.35	-14.72%
10.1400.739.03.0	Replacement Gym Equipment	\$444.00	\$4,791.35	\$1,020.00	\$520.00	\$520.00	-\$500.00	-49.02%
10.1400.739.04.0	Replacement Gym Equipment	\$5,272.70	\$11,899.34	\$2,220.00	\$400.00	\$400.00	-\$1,820.00	-81.98%
10.1400.810.03.0	Fees	\$500.00	\$0.00	\$1,960.00	\$1,960.00	\$1,960.00	\$0.00	0.00%
10.1400.810.04.0	Fees	\$8,516.00	\$1,960.75	\$19,970.00	\$20,620.00	\$20,620.00	\$650.00	3.25%
10.1450.110.03.0	Class Trip Advisors/DC Chaperones	\$1,000.00	\$0.00	\$2,650.00	\$2,650.00	\$2,650.00	\$0.00	0.00%
10.1450.117.03.0	Extra Curricular Stipends	\$22,775.00	\$14,600.00	\$24,750.00	\$24,750.00	\$24,750.00	\$0.00	0.00%
10.1450.117.04.0	Extra Curricular Stipends	\$36,315.73	\$37,050.00	\$40,950.00	\$37,850.00	\$37,850.00	-\$3,100.00	-7.57%
10.1450.510.04.0	Academic Competition-Transportatio	\$1,775.30	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00%
10.1450.800.04.0	Academic Competition-Fees	\$185.00	\$155.56	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	0.00%

Account	Description	FY20 Actual	FY21 Actual	FY22 Budget	FY23 RND 2.0	FY23 RND 4.0	\$ Diff	% Diff
10.1480.615.04.0	Challenge Day (HB the Change spons	\$3,675.00	\$0.00	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	0.00%
10.1490.117.03.0	Performing Arts Stipends	\$6,025.00	\$4,875.00	\$6,875.00	\$6,875.00	\$6,875.00	\$0.00	0.00%
10.1490.117.04.0	Performing Arts Stipends	\$19,200.00	\$19,500.00	\$20,200.00	\$20,275.00	\$25,275.00	\$5,075.00	25.12%
10.1490.330.04.0	Contracted Services-Performing Arts	\$250.00	\$0.00	\$9,000.00	\$9,000.00	\$4,000.00	-\$5,000.00	-55.56%
10.1490.614.04.0	Supplies-Auditorium	\$73.35	\$0.00	\$100.00	\$150.00	\$150.00	\$50.00	50.00%
10.1490.730.04.0	Addl Equipment	\$90.13	\$0.00	\$250.00	\$250.00	\$250.00	\$0.00	0.00%
10.1490.739.04.0	Replacement Equipment	\$4,227.61	\$1,061.07	\$1,250.00	\$1,250.00	\$1,250.00	\$0.00	0.00%
		<b>\$667,360.64</b>	<b>\$654,442.44</b>	<b>\$899,273.43</b>	<b>\$869,576.74</b>	<b>\$869,576.74</b>	<b>-\$29,696.69</b>	<b>-3.30%</b>

10.2100.323.00.0	School Resource Officer	\$49,873.45	\$51,228.65	\$85,000.00	\$87,000.00	\$87,000.00	\$2,000.00	2.35%
10.2100.550.00.0	Printing	\$0.00	\$0.00	\$400.00	\$0.00	\$0.00	-\$400.00	-100.00%
10.2120.112.03.0	Salaries, Counselors	\$150,926.23	\$156,083.00	\$159,166.00	\$163,542.66	\$163,542.66	\$4,376.66	2.75%
10.2120.112.04.0	Salaries, Counselors	\$392,434.53	\$400,534.73	\$430,921.32	\$447,215.74	\$436,948.74	\$6,027.42	1.40%
10.2120.115.04.0	Salaries, Secretaries	\$5,528.34	\$4,536.81	\$4,906.01	\$5,101.63	\$4,979.24	\$73.23	1.49%
10.2120.117.04.0	Salary, Registrar	\$23,718.94	\$42,014.10	\$41,879.28	\$42,722.40	\$41,680.80	-\$198.48	-0.47%
10.2120.319.04.0	Document Management	\$1,066.52	\$900.00	\$1,350.00	\$1,350.00	\$1,350.00	\$0.00	0.00%
10.2120.320.04.0	Abuse Prevention Education	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00	\$300.00	#DIV/0!
10.2120.600.04.0	Hospitality Guidance	\$462.10	\$303.12	\$350.00	\$550.00	\$550.00	\$200.00	57.14%
10.2120.613.04.0	Testing	\$4,012.76	\$3,962.70	\$5,000.00	\$5,250.00	\$5,250.00	\$250.00	5.00%
10.2120.614.04.0	Expendable Supplies, Guidance	\$904.10	\$651.60	\$850.00	\$950.00	\$950.00	\$100.00	11.76%
10.2120.615.04.0	Teaching Materials, Guidance	\$0.00	\$420.00	\$0.00	\$400.00	\$400.00	\$400.00	#DIV/0!
10.2120.643.04.0	Online Resources	\$0.00	\$0.00	\$0.00	\$325.00	\$325.00	\$325.00	#DIV/0!
10.2120.730.04.0	Addl Equip, Guidance	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	\$200.00	#DIV/0!
10.2120.810.04.0	Fees, Guidance	\$1,068.00	\$400.00	\$700.00	\$500.00	\$0.00	-\$700.00	-100.00%
10.2134.112.03.0	Salaries, Nurse	\$81,001.41	\$83,482.24	\$56,618.00	\$60,480.00	\$60,480.00	\$3,862.00	6.82%
10.2134.112.04.0	Salaries, Nurse	\$109,388.00	\$117,167.37	\$122,432.00	\$126,725.42	\$126,725.42	\$4,293.42	3.51%
10.2134.128.00.0	Sub Nurse-SAU Directed	\$0.00	\$32,867.12	\$34,107.00	\$35,586.20	\$34,217.50	\$110.50	0.32%
10.2134.430.03.0	Repairs and Maintenance, Nurse	\$0.00	\$0.00	\$79.00	\$159.00	\$159.00	\$80.00	101.27%
10.2134.430.04.0	Repair Equipment	\$0.00	\$0.00	\$100.00	\$100.00	\$100.00	\$0.00	0.00%
10.2134.612.03.0	Field Trip Health Supplies	\$0.00	\$0.00	\$0.00	\$600.00	\$600.00	\$600.00	#DIV/0!
10.2134.612.04.0	Field Trip Health Supplies	\$0.00	\$0.00	\$0.00	\$600.00	\$600.00	\$600.00	#DIV/0!
10.2134.614.03.0	Expendable Supplies, Nurse	\$1,225.18	\$1,504.45	\$1,721.00	\$1,800.00	\$1,800.00	\$79.00	4.59%
10.2134.614.04.0	Expendable Supplies, Nurse	\$2,594.20	\$2,646.89	\$3,000.00	\$3,300.00	\$3,300.00	\$300.00	10.00%
10.2134.730.04.0	Addl Equip	\$295.04	\$0.00	\$500.00	\$0.00	\$0.00	-\$500.00	-100.00%
10.2134.737.03.0	Replacement Equipment, Nurse	\$0.00	\$0.00	\$0.00	\$177.00	\$177.00	\$177.00	#DIV/0!
10.2142.111.03.0	Salaries, Psycho-Ed	\$53,859.00	\$58,373.00	\$60,282.00	\$62,715.00	\$62,715.00	\$2,433.00	4.04%
10.2142.111.04.0	Salaries, Psycho-Ed	\$83,958.70	\$85,134.00	\$85,773.00	\$87,059.00	\$58,665.00	-\$27,108.00	-31.60%
10.2142.351.03.0	Psycho-Ed Evals	\$260.70	\$387.72	\$570.00	\$4,000.00	\$4,000.00	\$3,430.00	601.75%
10.2142.351.04.0	Psycho-Ed Evals	\$2,697.50	\$0.00	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	0.00%

Account	Description	FY20 Actual	FY21 Actual	FY22 Budget	FY23 RND 2.0	FY23 RND 4.0	\$ Diff	% Diff
10.2143.615.03.0	Testing Matl, Psycho-Ed	\$482.70	\$0.00	\$1,500.00	\$1,380.00	\$1,380.00	-\$120.00	-8.00%
10.2143.615.04.0	Testing Matl, Psycho-Ed	\$332.20	\$326.70	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	0.00%
10.2144.111.04.0	Salaries, Psycho Therapy	\$141,935.00	\$145,706.26	\$150,441.00	\$154,954.23	\$154,954.23	\$4,513.23	3.00%
10.2144.614.04.0	Teach Mats/psychothep	\$0.00	\$0.00	\$160.00	\$200.00	\$200.00	\$40.00	25.00%
10.2144.615.04.0	Psychotherapist Materials	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	-\$100.00	-100.00%
10.2152.111.03.0	Sal Speech Path	\$360.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2152.390.03.0	Contracted Speech Serv	\$334,895.93	\$17,961.01	\$91,356.99	\$100,676.80	\$100,676.80	\$9,319.81	10.20%
10.2152.390.04.0	Contracted S/I Services	\$70,308.51	\$25,869.60	\$152,560.00	\$154,483.92	\$154,483.92	\$1,923.92	1.26%
10.2152.614.03.0	Testing Mat, Speech	\$712.35	\$333.14	\$500.00	\$500.00	\$500.00	\$0.00	0.00%
10.2152.614.04.0	Testing Matl, Speech	\$0.00	\$0.00	\$0.00	\$400.00	\$400.00	\$400.00	#DIV/0!
10.2152.615.03.0	Teaching Mat, Speech	\$365.88	\$349.94	\$699.00	\$698.00	\$698.00	-\$1.00	-0.14%
10.2152.615.04.0	Teaching Mats Sp/lang	\$0.00	\$189.77	\$500.00	\$500.00	\$500.00	\$0.00	0.00%
10.2159.330.03.0	Vision Services/Consultation	\$6,141.17	\$3,134.07	\$5,840.00	\$6,332.25	\$6,332.25	\$492.25	8.43%
10.2159.330.04.0	Vision/Hearing Consulting	\$351.92	\$707.00	\$10,800.00	\$6,505.75	\$6,505.75	-\$4,294.25	-39.76%
10.2162.330.03.0	Physical Therapy	\$0.00	\$0.00	\$500.00	\$1,000.00	\$1,000.00	\$500.00	100.00%
10.2162.330.04.0	Physical Therapy	\$940.00	\$3,600.00	\$5,440.00	\$4,200.00	\$4,200.00	-\$1,240.00	-22.79%
10.2163.330.03.0	Occupational Therapy	\$66,067.20	\$0.00	\$38,916.00	\$28,000.00	\$28,000.00	-\$10,916.00	-28.05%
10.2163.330.04.0	Occupational Therapy	\$28,184.46	\$0.00	\$28,764.00	\$41,500.00	\$41,500.00	\$12,736.00	44.28%
10.2163.613.03.0	Testing Materials-Occupational Thera	\$0.00	\$0.00	\$0.00	\$225.00	\$225.00	\$225.00	#DIV/0!
10.2163.613.04.0	Testing Materials-Occupational Thera	\$0.00	\$0.00	\$205.00	\$250.00	\$250.00	\$45.00	21.95%
10.2163.615.03.0	Teaching Materials-Occupational The	\$90.61	\$48.00	\$918.00	\$370.00	\$370.00	-\$548.00	-59.69%
10.2163.615.04.0	Occupational Therapy-Teaching Mat.	\$145.04	\$44.97	\$0.00	\$350.00	\$350.00	\$350.00	#DIV/0!
10.2180.301.00.0	Medicaid Billing	\$1,808.17	\$11,039.87	\$11,180.00	\$8,000.00	\$8,000.00	-\$3,180.00	-28.44%
10.2192.111.00.0	Salary, BCBA	\$30,219.04	\$32,856.95	\$33,843.34	\$35,041.06	\$31,320.67	-\$2,522.67	-7.45%
		<b>\$1,648,615.12</b>	<b>\$1,284,764.78</b>	<b>\$1,641,427.94</b>	<b>\$1,695,776.06</b>	<b>\$1,650,361.98</b>	<b>\$8,934.04</b>	<b>0.54%</b>

10.2200.110.00.0	Negt. Support Staff Increases	\$0.00	\$0.00	\$1,320.00	\$0.00	\$0.00	-\$1,320.00	-100.00%
10.2210.112.04.0	Department Chair Stipends	\$27,395.20	\$28,800.00	\$27,700.00	\$29,450.24	\$29,450.24	\$1,750.24	6.32%
10.2210.113.03.0	After School Detention Duty	\$0.00	\$0.00	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	0.00%
10.2210.114.00.0	Professional Development Stipend-CE	\$45,000.00	\$39,000.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2210.115.00.0	New Hire Orientation Comm. Stipend	\$1,900.00	\$1,900.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00%
10.2210.116.00.0	CPR/First Aid Training	-\$322.65	-\$589.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2210.117.03.0	Mentor Stipends	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	0.00%
10.2210.117.04.0	Mentor Stipends	\$2,250.00	\$2,200.00	\$2,250.00	\$2,250.00	\$2,250.00	\$0.00	0.00%
10.2210.240.03.0	Staff Reimburse-Ms Hessa	\$2,000.00	\$1,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00%
10.2210.240.04.0	Staff Reimburse-High Hessa	\$4,471.46	\$1,801.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	0.00%
10.2210.241.03.0	Staff Reimburse-Ms Teachers	\$16,607.78	\$17,982.71	\$30,000.00	\$30,000.00	\$30,000.00	\$0.00	0.00%
10.2210.241.04.0	Staff Reimburse-High Teachers	\$58,052.80	\$41,494.36	\$75,000.00	\$75,000.00	\$75,000.00	\$0.00	0.00%
10.2210.242.03.0	Staff Development	\$600.00	\$125.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00%

Account	Description	FY20 Actual	FY21 Actual	FY22 Budget	FY23 RND 2.0	FY23 RND 4.0	\$ Diff	% Diff
10.2210.242.04.0	Staff Development	\$1,699.00	\$125.00	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	0.00%
10.2210.243.04.0	Prof Development-Database Services	\$2,907.73	\$0.00	\$4,500.00	\$4,500.00	\$4,500.00	\$0.00	0.00%
10.2210.244.03.0	Staff Reimburse-AHP	\$0.00	\$0.00	\$200.00	\$200.00	\$200.00	\$0.00	0.00%
10.2210.244.04.0	Staff Reimburse-AHP	\$3,730.15	\$3,110.39	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	0.00%
10.2210.245.00.0	SAU Wide PD Activities	\$3,392.53	\$941.61	\$3,500.00	\$3,500.00	\$3,500.00	\$0.00	0.00%
10.2210.245.03.0	Prof Develop-Admin/Non-Union	\$4,763.32	\$3,368.00	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	0.00%
10.2210.245.04.0	Prof Develop-Admin/Non-Union	\$10,062.19	\$2,960.13	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	0.00%
10.2210.246.00.0	Professional Development-IT	\$0.00	\$0.00	\$400.00	\$600.00	\$600.00	\$200.00	50.00%
10.2210.247.00.0	Professional Development-F/S Mgr	\$0.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00%
10.2210.612.00.0	New Hire Orientation	\$1,169.48	\$1,265.79	\$1,250.00	\$1,500.00	\$1,500.00	\$250.00	20.00%
10.2210.641.03.0	Professional Books	\$72.00	\$0.00	\$200.00	\$200.00	\$200.00	\$0.00	0.00%
10.2212.321.00.0	Annual Asbestos Training	\$160.00	\$0.00	\$160.00	\$0.00	\$0.00	-\$160.00	-100.00%
10.2222.112.03.0	Salaries, Library	\$59,523.00	\$64,193.00	\$66,291.00	\$68,968.00	\$68,968.00	\$2,677.00	4.04%
10.2222.112.04.0	Salaries, Library	\$78,892.00	\$80,470.00	\$81,074.00	\$82,290.00	\$82,290.00	\$1,216.00	1.50%
10.2222.113.04.0	Salaries, Aides	\$14,840.72	\$0.00	\$15,681.65	\$16,056.90	\$15,518.25	-\$163.40	-1.04%
10.2222.430.03.0	Repair	\$0.00	\$0.00	\$100.00	\$100.00	\$100.00	\$0.00	0.00%
10.2222.430.04.0	Repair	\$984.00	\$1,892.49	\$1,600.00	\$1,600.00	\$1,600.00	\$0.00	0.00%
10.2222.614.03.0	Expendable Supplies	\$413.66	\$602.76	\$650.00	\$650.00	\$650.00	\$0.00	0.00%
10.2222.614.04.0	Expendable Supplies	\$818.79	\$1,094.63	\$1,200.00	\$1,200.00	\$1,200.00	\$0.00	0.00%
10.2222.615.04.0	Teaching Mat, Lib(instr Med)	\$891.19	\$283.88	\$550.00	\$550.00	\$550.00	\$0.00	0.00%
10.2222.641.03.0	Books and Media	\$3,989.90	\$3,951.37	\$4,510.00	\$4,600.00	\$4,600.00	\$90.00	2.00%
10.2222.641.04.0	Books and Media	\$8,684.28	\$10,287.92	\$9,850.00	\$11,100.00	\$11,100.00	\$1,250.00	12.69%
10.2222.643.03.0	Online Resources	\$3,561.47	\$5,293.47	\$6,015.00	\$6,360.85	\$6,360.85	\$345.85	5.75%
10.2222.643.04.0	Online Resources	\$13,234.72	\$13,529.87	\$14,500.00	\$15,500.00	\$15,500.00	\$1,000.00	6.90%
10.2222.649.03.0	Publications	\$615.42	\$611.00	\$850.00	\$950.00	\$950.00	\$100.00	11.76%
10.2222.649.04.0	Publications	\$512.10	\$750.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2222.733.03.0	Addl Equipment	\$1,382.69	\$1,450.66	\$1,335.00	\$1,000.00	\$1,000.00	-\$335.00	-25.09%
10.2222.733.04.0	Addl Equipment	\$0.00	\$0.00	\$375.00	\$35.00	\$35.00	-\$340.00	-90.67%
10.2222.737.03.0	Replacement Equipment	\$0.00	\$0.00	\$200.00	\$200.00	\$200.00	\$0.00	0.00%
10.2222.737.04.0	Replacement Equip.	\$2,371.71	\$139.90	\$350.00	\$350.00	\$350.00	\$0.00	0.00%
10.2222.810.04.0	Fees, Library	\$5.00	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2225.112.03.0	Salaries, IT Specialists	\$43,292.64	\$44,115.01	\$48,628.00	\$73,295.19	\$51,487.51	\$2,859.51	5.88%
10.2225.112.04.0	Salaries, IT Specialists	\$42,792.66	\$47,348.07	\$48,628.00	\$73,295.19	\$51,487.51	\$2,859.51	5.88%
10.2225.116.00.0	Salary, Network Manager/Database N	\$31,977.70	\$34,919.63	\$33,784.00	\$42,500.00	\$35,000.00	\$1,216.00	3.60%
10.2225.434.03.0	Computer Repairs-IT Dept.	\$1,452.17	\$240.86	\$2,000.00	\$2,000.00	\$1,500.00	-\$500.00	-25.00%
10.2225.434.04.0	Computer Repairs-IT Dept	\$1,442.07	\$1,208.26	\$2,000.00	\$2,000.00	\$2,500.00	\$500.00	25.00%
10.2225.614.03.0	Techonogy Supplies-IT Dept	\$392.50	\$1,624.33	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00%
10.2225.614.04.0	Technology Supplies-IT Dept	\$2,031.64	\$2,756.94	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	0.00%
10.2225.615.03.0	Instruction Specific IT Supplies/Repair	\$254.65	\$20.39	\$1,200.00	\$1,200.00	\$900.00	-\$300.00	-25.00%

Account	Description	FY20 Actual	FY21 Actual	FY22 Budget	FY23 RND 2.0	FY23 RND 4.0	\$ Diff	% Diff
10.2225.615.04.0	Instruction Specific IT Supplies/Repair	\$648.79	\$114.00	\$1,200.00	\$1,200.00	\$1,500.00	\$300.00	25.00%
10.2225.733.03.0	Cameras-Safety	\$0.00	\$1,934.62	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2225.733.04.0	Cameras-Safety	\$0.00	\$16,526.73	\$15,000.00	\$0.00	\$0.00	-\$15,000.00	-100.00%
10.2225.734.03.0	Additional Computer Equipment	\$7,073.23	\$12,107.70	\$3,599.76	\$600.00	\$600.00	-\$2,999.76	-83.33%
10.2225.734.04.0	Additional Computer Equipment	\$35,381.79	\$69,306.39	\$111,885.00	\$0.00	\$0.00	-\$111,885.00	-100.00%
10.2225.738.03.0	Replacement Computer Equipment	\$16,312.28	\$25,683.72	\$46,010.00	\$23,115.00	\$38,315.00	-\$7,695.00	-16.72%
10.2225.738.04.0	Replacement Computer Equipment	\$16,748.32	\$37,322.14	\$57,450.00	\$22,650.00	\$26,850.00	-\$30,600.00	-53.26%
		<b>\$577,932.08</b>	<b>\$625,289.73</b>	<b>\$763,996.41</b>	<b>\$641,566.37</b>	<b>\$609,312.36</b>	<b>-\$154,684.05</b>	<b>-20.25%</b>

10.2310.110.00.0	School Board Stipends	\$3,300.00	\$3,300.00	\$3,300.00	\$3,300.00	\$3,300.00	\$0.00	0.00%
10.2310.302.00.0	Budget Committee Secretary	\$0.00	\$1,315.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	#DIV/0!
10.2310.540.00.0	Advertising	\$1,971.04	\$2,176.62	\$2,000.00	\$2,800.00	\$2,800.00	\$800.00	40.00%
10.2310.614.00.0	School Board Expenses	\$1,001.00	\$789.98	\$1,150.00	\$900.00	\$900.00	-\$250.00	-21.74%
10.2310.810.00.0	Fees, School Board	\$4,962.12	\$5,662.12	\$5,200.00	\$6,700.00	\$6,700.00	\$1,500.00	28.85%
10.2311.301.00.0	Public Hear/district Mtg Exp	\$21,725.29	\$14,187.82	\$9,000.00	\$14,000.00	\$14,000.00	\$5,000.00	55.56%
10.2312.301.00.0	School Board Secretary	\$2,465.00	\$2,855.00	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	0.00%
10.2313.110.00.0	District Treasurer Stipend	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2316.301.00.0	Negotiations	\$0.00	\$9,922.50	\$2,500.00	\$1,500.00	\$1,500.00	-\$1,000.00	-40.00%
10.2317.301.00.0	Audit	\$12,000.00	\$12,000.00	\$12,600.00	\$12,600.00	\$12,600.00	\$0.00	0.00%
10.2318.301.00.0	Legal Services	\$60,905.57	\$31,159.06	\$45,500.00	\$41,500.00	\$41,500.00	-\$4,000.00	-8.79%
10.2318.302.04.0	Legal-Turf Field	\$23,257.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2320.310.00.0	Sau Assessment	\$878,364.00	\$910,255.08	\$997,899.00	\$1,073,740.00	\$1,070,947.00	\$73,048.00	7.32%
		<b>\$1,010,951.97</b>	<b>\$994,623.18</b>	<b>\$1,083,149.00</b>	<b>\$1,161,040.00</b>	<b>\$1,159,747.00</b>	<b>\$76,598.00</b>	<b>7.07%</b>

10.2400.110.03.0	Salaries, Administrators	\$194,442.53	\$202,556.00	\$204,410.00	\$202,660.74	\$202,660.74	-\$1,749.26	-0.86%
10.2400.110.04.0	Salaries, Administrators	\$318,861.00	\$336,335.24	\$335,047.00	\$335,047.00	\$318,792.86	-\$16,254.14	-4.85%
10.2400.115.03.0	Salaries, Secretaries	\$68,489.30	\$83,337.15	\$86,494.10	\$88,981.12	\$86,266.80	-\$227.30	-0.26%
10.2400.115.04.0	Salaries, Secretaries	\$116,083.62	\$109,244.34	\$101,443.28	\$104,949.92	\$100,843.92	-\$599.36	-0.59%
10.2400.118.00.0	USDA Wellness Coordinator	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2400.125.00.0	Temporary IT Employees	\$0.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2400.300.00.0	Prof Services-Strategic Planning	\$9,600.00	\$2,499.62	\$12,000.00	\$12,000.00	\$12,000.00	\$0.00	0.00%
10.2400.319.00.0	First Report of Injury Penalty	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2400.332.00.0	Consulting Services	\$0.00	\$1,452.50	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	0.00%
10.2400.340.03.0	Print Management	\$2,287.27	\$1,894.20	\$2,500.00	\$2,300.00	\$2,300.00	-\$200.00	-8.00%
10.2400.340.04.0	Print Management	\$2,934.01	\$2,753.12	\$3,100.00	\$3,100.00	\$3,100.00	\$0.00	0.00%
10.2400.441.03.0	Postage Machine Lease	\$1,037.47	\$828.48	\$2,486.00	\$2,486.00	\$828.48	-\$1,657.52	-66.67%
10.2400.441.04.0	Postage Machine Lease	\$764.16	\$764.16	\$2,293.00	\$2,293.00	\$764.16	-\$1,528.84	-66.67%
10.2400.442.03.0	Copier Lease	\$4,861.00	\$4,861.00	\$4,862.00	\$0.00	\$0.00	-\$4,862.00	-100.00%
10.2400.442.04.0	Copier Lease	\$15,044.00	\$6,586.00	\$10,815.00	\$0.00	\$0.00	-\$10,815.00	-100.00%

Account	Description	FY20 Actual	FY21 Actual	FY22 Budget	FY23 RND 2.0	FY23 RND 4.0	\$ Diff	% Diff
10.2400.443.03.0	Copier Overages	\$1,060.05	\$168.00	\$1,500.00	\$675.00	\$675.00	-\$825.00	-55.00%
10.2400.443.04.0	Copier Overages	\$1,163.69	\$1,215.84	\$1,500.00	\$1,300.00	\$1,300.00	-\$200.00	-13.33%
10.2400.490.03.0	Service Agreements	\$5,434.29	\$5,762.89	\$6,300.00	\$7,400.00	\$7,400.00	\$1,100.00	17.46%
10.2400.490.04.0	Service Agreements	\$14,196.84	\$15,326.37	\$16,500.00	\$18,000.00	\$18,000.00	\$1,500.00	9.09%
10.2400.530.03.0	Phone-Contract-Admin	\$900.00	\$3,400.00	\$3,400.00	\$3,400.00	\$3,400.00	\$0.00	0.00%
10.2400.530.04.0	Phone-Contract-Admin	\$1,200.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	0.00%
10.2400.531.03.0	Telephone- building	\$21,908.49	\$11,541.97	\$12,600.00	\$12,000.00	\$12,000.00	-\$600.00	-4.76%
10.2400.531.04.0	Telephone- building	\$16,275.97	\$12,248.94	\$13,900.00	\$13,000.00	\$13,000.00	-\$900.00	-6.47%
10.2400.532.00.0	Network Services	\$34,290.00	\$33,606.95	\$35,000.00	\$35,000.00	\$35,000.00	\$0.00	0.00%
10.2400.534.03.0	Postage	\$1,354.86	\$883.91	\$1,600.00	\$1,300.00	\$1,300.00	-\$300.00	-18.75%
10.2400.534.04.0	Postage	\$2,746.66	\$2,949.67	\$5,500.00	\$3,500.00	\$3,500.00	-\$2,000.00	-36.36%
10.2400.550.03.0	Printing	\$238.49	\$185.00	\$300.00	\$300.00	\$300.00	\$0.00	0.00%
10.2400.550.04.0	Printing	\$372.06	\$422.00	\$1,400.00	\$600.00	\$600.00	-\$800.00	-57.14%
10.2400.580.04.0	Travel-Admin/Non-Union	\$160.63	\$0.00	\$400.00	\$0.00	\$0.00	-\$400.00	-100.00%
10.2400.581.03.0	Travel-Union Staff Mileage	\$79.34	\$0.00	\$200.00	\$200.00	\$200.00	\$0.00	0.00%
10.2400.581.04.0	Travel-Union Staff Mileage	\$35.96	\$0.00	\$200.00	\$200.00	\$200.00	\$0.00	0.00%
10.2400.600.03.0	Hospitality	\$238.00	\$0.00	\$300.00	\$300.00	\$300.00	\$0.00	0.00%
10.2400.600.04.0	Hospitality	\$1,236.44	\$475.43	\$1,450.00	\$1,000.00	\$1,000.00	-\$450.00	-31.03%
10.2400.650.00.0	Support Contracts/Hosting Services	\$109,427.54	\$140,116.13	\$187,127.21	\$192,127.21	\$192,127.21	\$5,000.00	2.67%
10.2400.653.00.0	Consulting Services	\$131.70	\$343.74	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	0.00%
10.2400.658.00.0	Site Licensing	\$8,527.32	\$9,999.85	\$11,000.00	\$11,000.00	\$11,000.00	\$0.00	0.00%
10.2400.739.00.0	Safety Equipment	\$0.00	\$0.00	\$2,625.00	\$0.00	\$0.00	-\$2,625.00	-100.00%
10.2400.801.04.0	Graduation Expenses	\$12,702.58	\$11,323.66	\$13,000.00	\$13,580.00	\$13,580.00	\$580.00	4.46%
10.2400.810.00.0	Dues-SAU-Wide	\$45.00	\$113.34	\$120.00	\$120.00	\$120.00	\$0.00	0.00%
10.2400.810.03.0	Dues	\$46.67	\$465.00	\$1,060.00	\$550.00	\$550.00	-\$510.00	-48.11%
10.2400.810.04.0	Dues	\$4,171.67	\$4,125.00	\$4,840.00	\$5,540.00	\$5,540.00	\$700.00	14.46%
10.2400.899.03.0	HBMS-FY New Items	\$0.00	\$0.00	\$0.00	\$122,225.00	\$152,425.00	\$152,425.00	#DIV/0!
10.2400.899.04.0	HBHS-FY New Items	\$0.00	\$0.00	\$0.00	\$462,010.00	\$480,810.00	\$480,810.00	#DIV/0!
10.2515.892.00.0	Food Service Bad Debt Expense	\$2,029.45	\$124.58	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
		<b>\$974,478.06</b>	<b>\$1,014,270.08</b>	<b>\$1,100,772.59</b>	<b>\$1,672,644.99</b>	<b>\$1,695,384.17</b>	<b>\$594,611.58</b>	<b>54.02%</b>

10.2600.110.04.0	District Maintenance Supervisor	\$68,891.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2600.116.03.0	Salaries, Maintenance	\$175,967.59	\$167,981.83	\$196,054.81	\$204,893.49	\$205,187.45	\$9,132.64	4.66%
10.2600.116.04.0	Salaries, Maintenance	\$221,467.54	\$284,677.09	\$323,246.52	\$337,347.72	\$330,436.28	\$7,189.76	2.22%
10.2600.119.00.0	Facilities Specialist	\$0.00	\$0.00	\$33,200.00	\$26,638.68	\$24,538.72	-\$8,661.28	-26.09%
10.2600.130.03.0	Maintenance Overtime	\$3,505.16	\$2,370.14	\$9,700.00	\$9,700.00	\$9,700.00	\$0.00	0.00%
10.2600.130.04.0	Maintenance Overtime	\$5,918.31	\$2,987.74	\$9,700.00	\$9,700.00	\$9,700.00	\$0.00	0.00%
10.2600.330.00.0	Contracted Services	\$0.00	\$1,596.50	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2600.391.03.0	Inspections	\$6,976.28	\$10,199.17	\$7,600.00	\$11,000.00	\$7,600.00	\$0.00	0.00%

Account	Description	FY20 Actual	FY21 Actual	FY22 Budget	FY23 RND 2.0	FY23 RND 4.0	\$ Diff	% Diff
10.2600.391.04.0	Inspections	\$5,819.30	\$9,226.92	\$7,550.00	\$10,450.00	\$10,050.00	\$2,500.00	33.11%
10.2600.402.03.0	Pest Control	\$428.00	\$0.00	\$500.00	\$500.00	\$500.00	\$0.00	0.00%
10.2600.402.04.0	Pest Control	\$75.00	\$0.00	\$500.00	\$500.00	\$500.00	\$0.00	0.00%
10.2600.411.03.0	Water System Maintenance	\$0.00	\$0.00	\$1,500.00	\$800.00	\$800.00	-\$700.00	-46.67%
10.2600.411.04.0	Water System Maintenance	\$2,468.35	\$1,914.33	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	0.00%
10.2600.413.03.0	Regular Water Testing	\$1,307.50	\$1,680.00	\$1,500.00	\$1,800.00	\$1,800.00	\$300.00	20.00%
10.2600.413.04.0	Regular Water Testing	\$4,377.50	\$4,320.00	\$5,000.00	\$4,500.00	\$4,500.00	-\$500.00	-10.00%
10.2600.414.03.0	SB247 Water Testing	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	-\$500.00	-100.00%
10.2600.414.04.0	SB247 Water Testing	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	-\$1,000.00	-100.00%
10.2600.415.04.0	SB247 Drinking Water Repairs	\$2,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2600.421.03.0	Trash Removal	\$9,899.20	\$9,023.38	\$10,500.00	\$10,000.00	\$10,000.00	-\$500.00	-4.76%
10.2600.421.04.0	Trash Removal	\$16,428.18	\$20,664.98	\$19,000.00	\$21,000.00	\$21,000.00	\$2,000.00	10.53%
10.2600.422.03.0	Snow Removal	\$24,900.00	\$26,835.00	\$27,000.00	\$28,000.00	\$28,000.00	\$1,000.00	3.70%
10.2600.422.04.0	Snow Removal	\$49,020.00	\$53,275.00	\$55,000.00	\$56,000.00	\$56,000.00	\$1,000.00	1.82%
10.2600.424.03.0	Contracted Grounds/Mowing	\$16,739.34	\$16,878.00	\$20,647.00	\$19,000.00	\$19,000.00	-\$1,647.00	-7.98%
10.2600.424.04.0	Contracted Grounds/Mowing	\$24,419.68	\$26,032.00	\$26,878.50	\$27,000.00	\$27,000.00	\$121.50	0.45%
10.2600.430.03.0	Repair Maintenance Equipment	\$670.00	\$879.74	\$4,000.00	\$3,000.00	\$3,000.00	-\$1,000.00	-25.00%
10.2600.430.04.0	Repair Maintenance Equipment	\$750.84	\$1,497.44	\$1,800.00	\$1,800.00	\$1,800.00	\$0.00	0.00%
10.2600.431.03.0	Heating/ventilating Svcs	\$5,675.04	\$13,576.50	\$6,700.00	\$9,000.00	\$10,000.00	\$3,300.00	49.25%
10.2600.431.04.0	Heating/ventilation Svcs	\$11,023.03	\$14,569.87	\$12,600.00	\$14,000.00	\$15,000.00	\$2,400.00	19.05%
10.2600.432.03.0	Fire/alarm Svcs	\$5,165.40	\$730.00	\$5,000.00	\$2,000.00	\$2,000.00	-\$3,000.00	-60.00%
10.2600.432.04.0	Fire/alarm Svcs	\$142.90	\$4,258.80	\$2,000.00	\$4,000.00	\$4,000.00	\$2,000.00	100.00%
10.2600.433.03.0	Plumbing Maintenance	\$2,355.70	\$2,943.20	\$5,000.00	\$4,500.00	\$4,500.00	-\$500.00	-10.00%
10.2600.433.04.0	Plumbing Maintenance	\$2,036.25	\$1,271.00	\$3,000.00	\$3,500.00	\$3,500.00	\$500.00	16.67%
10.2600.434.03.0	Electrical Maintenance	\$0.00	\$3,116.96	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	0.00%
10.2600.434.04.0	Electrical Maintenance	\$4,150.30	\$589.50	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	0.00%
10.2600.436.03.0	Septic System Svcs	\$2,625.00	\$2,700.00	\$2,700.00	\$2,800.00	\$2,800.00	\$100.00	3.70%
10.2600.436.04.0	Septic System Svcs	\$3,600.00	\$3,840.00	\$3,700.00	\$3,900.00	\$3,900.00	\$200.00	5.41%
10.2600.437.03.0	Painting	\$1,630.47	\$406.97	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2600.437.04.0	Painting	\$4,445.97	\$534.23	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2600.438.03.0	Building Repairs	\$16,670.38	\$7,572.02	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	0.00%
10.2600.438.04.0	Building Repairs	\$10,974.36	\$679.40	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	0.00%
10.2600.439.03.0	General Maintenance	\$14,617.67	\$7,126.70	\$16,000.00	\$16,000.00	\$16,000.00	\$0.00	0.00%
10.2600.439.04.0	General Maintenance	\$17,627.52	\$8,021.87	\$17,000.00	\$17,000.00	\$17,000.00	\$0.00	0.00%
10.2600.490.03.0	Service Contracts	\$6,758.00	\$6,901.00	\$7,250.00	\$7,486.00	\$10,886.00	\$3,636.00	50.15%
10.2600.490.04.0	Service Contracts	\$17,837.55	\$19,061.73	\$19,400.00	\$20,336.00	\$20,336.00	\$936.00	4.82%
10.2600.520.00.0	Insurance Liability	\$57,271.21	\$61,691.00	\$65,099.00	\$72,195.00	\$72,195.00	\$7,096.00	10.90%
10.2600.531.00.0	Phone-Contract-FacSpec	\$768.54	\$0.00	\$0.00	\$600.00	\$600.00	\$600.00	#DIV/0!
10.2600.580.00.0	Travel-Contract-FacSpec	\$0.00	\$0.00	\$0.00	\$600.00	\$600.00	\$600.00	#DIV/0!



Account	Description	FY20 Actual	FY21 Actual	FY22 Budget	FY23 RND 2.0	FY23 RND 4.0	\$ Diff	% Diff
10.2723.614.00.0	Voc Ed Van-Supplies/RSA Required Pu	\$0.00	\$222.20	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2723.626.00.0	Voc Ed Van Gas Card Purchases	\$2,961.87	\$3,019.39	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	0.00%
10.2723.628.00.0	Voc Ed Van Gas Card Purchases-Athle	\$0.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00%
10.2723.739.00.0	Voc Ed Van-RSA Required Purchases/	\$947.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
		<b>\$875,206.55</b>	<b>\$797,723.09</b>	<b>\$1,290,161.40</b>	<b>\$1,120,019.72</b>	<b>\$1,120,019.72</b>	<b>-\$170,141.68</b>	<b>-13.19%</b>

10.2900.134.00.0	Health Insurance Opt Out	\$84,313.00	\$75,375.00	\$82,250.00	\$83,500.00	\$83,500.00	\$1,250.00	1.52%
10.2900.136.00.0	Longevity Bonus-Support	\$3,000.00	\$1,000.00	\$2,000.00	\$500.00	\$500.00	-\$1,500.00	-75.00%
10.2900.138.00.0	Retirement Benefit	\$104,661.78	\$48,908.15	\$0.00	\$154,699.54	\$154,699.54	\$154,699.54	#DIV/0!
10.2900.211.00.0	Health Insurance	\$1,887,988.99	\$2,028,787.69	\$2,212,199.47	\$2,145,860.35	\$2,157,164.08	-\$55,035.39	-2.49%
10.2900.212.00.0	Dental Insurance	\$152,847.91	\$138,619.02	\$169,572.49	\$180,003.04	\$171,044.32	\$1,471.83	0.87%
10.2900.213.00.0	Life, Ltd, Ad&d	\$56,375.82	\$57,691.24	\$63,000.00	\$63,000.00	\$63,000.00	\$0.00	0.00%
10.2900.215.00.0	Flex Benefit	-\$1,344.07	\$196.17	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2900.218.00.0	403(b) Matching	\$10,300.20	\$7,300.70	\$9,000.00	\$9,000.00	\$9,000.00	\$0.00	0.00%
10.2900.220.00.0	Fica	\$827,103.97	\$864,252.16	\$918,254.04	\$1,050,700.91	\$930,774.95	\$12,520.91	1.36%
10.2900.231.00.0	Employee Retirement	\$106,276.09	\$105,036.38	\$167,297.23	\$141,435.71	\$133,200.36	-\$34,096.87	-20.38%
10.2900.232.00.0	Teacher Retirement	\$1,581,246.77	\$1,629,261.60	\$2,014,462.57	\$2,084,093.89	\$2,073,585.09	\$59,122.52	2.93%
10.2900.250.00.0	Unemployment Compensation	\$11,622.00	\$9,938.07	\$11,622.00	\$9,985.00	\$9,985.00	-\$1,637.00	-14.09%
10.2900.260.00.0	Workmans Compensation	\$37,128.67	\$37,334.92	\$41,365.00	\$38,594.00	\$38,594.00	-\$2,771.00	-6.70%
10.2900.292.00.0	Shoe Allowance-Support Staff	\$597.95	\$262.79	\$600.00	\$600.00	\$600.00	\$0.00	0.00%
10.2900.610.00.0	ADA-Accommodations	\$208.98	\$76.38	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
		<b>\$4,862,328.06</b>	<b>\$5,004,040.27</b>	<b>\$5,691,622.80</b>	<b>\$5,961,972.44</b>	<b>\$5,825,647.34</b>	<b>\$134,024.54</b>	<b>2.35%</b>

10.4200.710.00.0	Site Improvements - FY	\$57,866.88	\$0.00	\$0.00	\$1.00	\$1.00	\$1.00	#DIV/0!
10.4200.710.04.0	Site Improvement Services-NEASC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.4201.710.00.0	Site Improvements - HS Robotics	\$98,832.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.4201.710.03.0	Site Improvements-Tech Ed/Robotics	\$28,020.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
		<b>\$184,719.15</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1.00</b>	<b>\$1.00</b>	<b>\$1.00</b>	<b>#DIV/0!</b>

10.5100.830.00.0	Interest-Bond	\$176,051.80	\$113,245.10	\$113,090.58	\$83,774.96	\$83,774.96	-\$29,315.62	-25.92%
10.5100.910.00.0	Principal-Bond	\$623,405.59	\$668,695.26	\$669,581.03	\$697,772.65	\$697,772.65	\$28,191.62	4.21%
	Energy/Expansion Lease	\$0.00	\$0.00	\$0.00	\$0.00	\$165,000.00		
10.5110.911.00.0	Principal-Vans Lease	\$14,392.02	\$12,522.35	\$13,188.19	\$13,889.44	\$13,889.44	\$701.25	5.32%
10.5120.831.00.0	Interest-Vans Lease	\$235.96	\$2,105.63	\$1,439.79	\$738.54	\$738.54	-\$701.25	-48.71%
		<b>\$814,085.37</b>	<b>\$796,568.34</b>	<b>\$797,299.59</b>	<b>\$796,175.59</b>	<b>\$961,175.59</b>	<b>-\$1,124.00</b>	<b>-0.14%</b>

10.5221.930.00.0	Transfer To Food Service	\$394,000.00	\$332,045.00	\$400,000.00	\$400,000.00	\$400,000.00	\$0.00	0.00%
10.5222.930.00.0	Trnsfr To Special Revenue Fund	\$260,000.00	\$387,154.00	\$260,000.00	\$260,000.00	\$260,000.00	\$0.00	0.00%
	HESSA	\$0.00	\$0.00	\$0.00	\$88,523.00	\$88,523.00	\$88,523.00	#DIV/0!

Account	Description	FY20 Actual	FY21 Actual	FY22 Budget	FY23 RND 2.0	FY23 RND 4.0	\$ Diff	% Diff
10.5252.930.00.0	Transfer to Athletic Expendable Trust	\$64,036.19	\$40,390.39	\$50,000.00	\$0.00	\$0.00	-\$50,000.00	-100.00%
10.5253.930.00.0	Transfer to Maintenance Expendable	\$75,000.00	\$200,000.00	\$115,000.00	\$200,000.00	\$200,000.00	\$85,000.00	73.91%
10.5254.930.00.0	Transfer to Spec Ed Expendable Trust	\$25,000.00	\$25,000.00	\$0.00	\$25,000.00	\$25,000.00	\$25,000.00	#DIV/0!
		<b>\$818,036.19</b>	<b>\$984,589.39</b>	<b>\$825,000.00</b>	<b>\$973,523.00</b>	<b>\$973,523.00</b>	<b>\$148,523.00</b>	<b>18.00%</b>

<b>\$22,771,269.03</b>	<b>\$22,768,777.58</b>	<b>\$25,668,657.04</b>	<b>\$26,976,820.39</b>	<b>\$26,827,971.60</b>	<b>\$994,314.56</b>	<b>3.87%</b>
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	FY22 Budget	FY23-RND 12.0	FY23-RND 4.0		
Operating Budget	\$24,388,693.04	\$25,589,557.39	\$25,278,501.60	\$889,808.56	3.65%
HESSA	\$117,065.00	\$88,523.00	\$88,523.00		
Contingency	\$0.00	\$0.00	\$0.00		
HBHS A/C-Whole Building	\$0.00		\$0.00		
Energy/Expansion-Phase I: A/C Fl 3	\$0.00		\$163,000.00		
Athletic Trust	\$50,000.00	\$0.00	\$0.00		
Maint Trust	\$115,000.00	\$200,000.00	\$200,000.00		
Special Ed Trust	\$0.00	\$25,000.00	\$25,000.00		
SAU Budget	\$997,899.00	\$1,073,740.00	\$1,070,947.00		
	<b>\$25,668,657.04</b>	<b>\$26,976,820.39</b>	<b>\$26,825,971.60</b>	<b>\$1,157,314.56</b>	<b>4.51%</b>

Preliminary Guidance \$25,345,525.00 Operating Budget  
Diff **-\$67,023.40**

# Coop FY23 Budget Detail for New Items-Round 4.0

As of: 9/30/21

As of: 10/19/21

As of: 11/11/21

As of: 12/1/21

Round 1.3 Personnel	
Cost	Descrip
<b>HBHS</b>	
Move positions to 1.0	
\$42,349	PE Teacher .4
\$14,172	Math .2 - Sala
\$10,267	Guidance .2 S
<b>Other Personnel Additions</b>	
\$93,766	Social Worker
\$23,657	Tech Specialis
	.5 ESSER Grant; benefits GF
<b>Stipend Increases</b>	
\$800	TriM
	\$400 to \$1200
\$800	Internat'l The
	\$400 to \$1200
<b>Shared Positions-All FT w/Benefits-Fam H&amp;D</b>	
\$3,708	SAU Directed
\$15,955	SAU Directed
<b>\$205,473</b>	
<b>HBMS</b>	
\$3,000	504 Para Diff
<b>Shared Positions-All FT w/Benefits-Fam H&amp;D</b>	
\$3,708	SAU Directed
\$15,955	SAU Directed
<b>\$22,663</b>	
<b>\$228,136</b>	<b>Total</b>

Round 2.0 Personnel	
Cost	Descrip
<b>HBHS</b>	
Move positions to 1.0	
\$42,349	PE Teacher .4 - Sal
\$14,172	Math .2 - Salary
\$10,267	Guidance .2 Salary
<b>Other Personnel Additions</b>	
\$93,766	Social Worker 1.0 -
\$23,657	Tech Specialist .5 S
	.5 ESSER Grant; benefits GF
<b>Stipend Increases</b>	
\$800	TriM
	\$400 to \$1200
\$800	Internat'l Thespiar
	\$400 to \$1200
<b>Shared Positions-All FT w/Benefits-Fam H&amp;D</b>	
\$3,708	SAU Directed F/S S
\$15,955	SAU Directed Instr
<b>\$205,473</b>	
<b>HBMS</b>	
\$2,000	504 Para Different
<b>Shared Positions-All FT w/Benefits-Fam H&amp;D</b>	
\$3,708	SAU Directed F/S S
\$15,955	SAU Directed Instr
<b>\$21,663</b>	
<b>\$227,136</b>	<b>Total</b>

Round 3.0 Personnel	
Cost	Descrip
<b>HBHS</b>	
Move positions to 1.0	
\$42,349	PE Teacher .4 - Sal + Benefits
\$14,172	Math .2 - Salary
\$10,267	Guidance .2 Salary
<b>Other Personnel Additions</b>	
\$93,766	Social Worker 1.0 - Sal+Benefits
\$23,657	Tech Specialist .5 Salary
	.5 ESSER Grant; benefits GF
<b>Stipend Increases</b>	
\$800	TriM
	\$400 to \$1200
\$800	Internat'l Thespian Society
	\$400 to \$1200
<b>Shared Positions-All FT w/Benefits-Fam H&amp;D</b>	
\$3,708	SAU Directed F/S Sub (.258)
\$15,955	SAU Directed Instruc. Sub (.258)
<b>\$205,473</b>	
<b>HBMS</b>	
\$2,000	504 Para Differential Pay (Cat 5)
<b>Shared Positions-All FT w/Benefits-Fam H&amp;D</b>	
\$3,708	SAU Directed F/S Sub (.258)
\$15,955	SAU Directed Instruc. Sub (.258)
<b>\$21,663</b>	
<b>\$227,136</b>	<b>Total</b>

Round 4.0 Personnel	
Cost	Descrip
<b>HBHS</b>	
Move positions to 1.0	
\$42,349	PE Teacher .4 - Sal + Benefits
\$14,172	Math .2 - Salary
\$10,267	Guidance .2 Salary
<b>Other Personnel Additions</b>	
\$93,766	Social Worker 1.0 - Sal+Benefits
\$23,657	Tech Specialist .5 Salary
	.5 ESSER Grant; benefits GF
<b>Stipend Increases</b>	
\$800	TriM
	\$400 to \$1200
\$800	Internat'l Thespian Society
	\$400 to \$1200
<b>Shared Positions-All FT w/Benefits-Fam H&amp;D</b>	
\$3,708	SAU Directed F/S Sub (.258)
\$15,955	SAU Directed Instruc. Sub (.258)
<b>\$205,473</b>	
<b>HBMS</b>	
\$2,000	504 Para Differential Pay (Cat 5)
<b>Shared Positions-All FT w/Benefits-Fam H&amp;D</b>	
\$3,708	SAU Directed F/S Sub (.258)
\$15,955	SAU Directed Instruc. Sub (.258)
<b>\$21,663</b>	
<b>\$227,136</b>	<b>Total</b>

Round 1.3 Special Ed Personnel	
Cost	Descrip
<b>HBHS</b>	
\$19,200	Paras to NECC
	30 Add'l Days Per Para
<b>\$19,200</b>	
<b>HBMS</b>	
\$0	
<b>\$19,200</b>	<b>Total</b>

Round 2.0 Special Ed Personnel	
Cost	Descrip
<b>HBHS</b>	
\$19,200	Paras to NECC Para
	30 Add'l Days Per Para
<b>\$19,200</b>	
<b>HBMS</b>	
\$0	
<b>\$19,200</b>	<b>Total</b>

Round 3.0 Special Ed Personnel	
Cost	Descrip
<b>HBHS</b>	
\$19,200	Paras to NECC Paras (3)
	30 Add'l Days Per Para
\$25,290	ESOL Teacher - Shared w/HSD
	27 % - Sal + Benefits
<b>\$44,490</b>	
<b>HBMS</b>	
\$25,290	ESOL Teacher - Shared w/HSD
	27 % - Sal + Benefits
<b>\$25,290</b>	
<b>\$69,780</b>	<b>Total</b>

Round 4.0 Special Ed Personnel	
Cost	Descrip
<b>HBHS</b>	
\$19,200	Paras to NECC Paras (3)
	30 Add'l Days Per Para
\$25,290	ESOL Teacher - Shared w/HSD
	27 % - Sal + Benefits
<b>\$44,490</b>	
<b>HBMS</b>	
\$25,290	ESOL Teacher - Shared w/HSD
	27 % - Sal + Benefits
<b>\$25,290</b>	
<b>\$69,780</b>	<b>Total</b>

**Round 1.3  
Academics**

Cost	Descrip
<b>HBHS</b>	
<b>Textbook/Workbooks Rotation</b> (only over 5k & not lang. arts)	
\$13,227	TXT-Algebra I
\$10,709	TXT-AP World Hist
<b>Online Resources</b>	
\$650	Grammar Flip-LA
\$2,000	Chief Architect-FACS
\$3,000	My French Lab
\$3,600	WeVideo-Social Studies
<b>Other Academic Needs</b>	
\$1,350	Bookcases (4)
\$400	Wireless speakers-WL
\$1,300	Replacement manniqins-Health
\$9,500	Adobe Software Upgrade
\$2,000	Sewing Machine Tables (7)-FACS
\$1,000	Accoustical Panels-Rm 374-Eng.
\$3,000	Piano Repairs-Final Phase
\$600	Add'l Instrument Repair/Tuning
\$340	Silhouette Cameo Cutter-Library
<b>\$52,676</b>	

**Round 2.0  
Academics**

Cost	Descrip
<b>HBHS</b>	
<b>Textbook/Workbooks Rotation</b> (only over 5k & not lang. arts)	
\$13,227	TXT-Algebra II
\$10,709	TXT-AP World Hist
<b>Online Resources</b>	
\$650	Grammar Flip-LA
\$2,000	Chief Architect-FACS
\$3,000	My French Lab
\$3,600	WeVideo-Social Studies
<b>Other Academic Needs</b>	
\$675	Bookcases (2)-WL
\$400	Wireless speakers-WL
\$1,300	Replacement manniqins-Health
\$9,500	Adobe Software Upgrade
\$2,000	Sewing Machine Tables (7)-FACS
\$1,000	Accoustical Panels-Rm 374-Eng.
\$3,000	Piano Repairs-Final Phase
\$600	Add'l Instrument Repair/Tuning
\$0	Silhouette Cameo Cutter-Library
<b>\$51,661</b>	

**Round 3.0  
Academics**

Cost	Descrip
<b>HBHS</b>	
<b>Textbook/Workbooks Rotation</b> (only over 5k & not lang. arts)	
\$13,227	TXT-Algebra II
\$10,709	TXT-AP World History
<b>Online Resources</b>	
\$650	Grammar Flip-LA
\$0	Chief Architect-FACS
\$3,000	My French Lab
\$3,600	WeVideo-Social Studies
<b>Other Academic Needs</b>	
\$675	Bookcases (2)-WL
\$400	Wireless speakers-WL
\$1,300	Replacement manniqins-Health
\$9,500	Adobe Software Upgrade
\$2,000	Sewing Machine Tables (7)-FACS
\$1,000	Accoustical Panels-Rm 374-Eng.
\$3,000	Piano Repairs-Final Phase
\$600	Add'l Instrument Repair/Tuning
\$0	Silhouette Cameo Cutter-Library
<b>\$49,661</b>	

**Round 4.0  
Academics**

Cost	Descrip
<b>HBHS</b>	
<b>Textbook/Workbooks Rotation</b> (only over 5k & not lang. arts)	
\$13,227	TXT-Algebra II
\$10,709	TXT-AP World History
<b>Online Resources</b>	
\$650	Grammar Flip-LA
\$0	Chief Architect-FACS
\$3,000	My French Lab
\$3,600	WeVideo-Social Studies
<b>Other Academic Needs</b>	
\$675	Bookcases (2)-WL
\$400	Wireless speakers-WL
\$1,300	Replacement manniqins-Health
\$9,500	Adobe Software Upgrade
\$2,000	Sewing Machine Tables (7)-FACS
\$1,000	Accoustical Panels-Rm 374-Eng.
\$3,000	Piano Repairs-Final Phase
\$600	Add'l Instrument Repair/Tuning
\$0	Silhouette Cameo Cutter-Library
<b>\$49,661</b>	

Cost	Descrip
<b>HBMS</b>	
\$24,000	Social Studies Textbooks (Gr 7) 240 @ \$100
\$1,000	Kiln Maint & Repair
\$600	Spanish Novel Collection Set
\$450	French Novel Collection Set
\$500	Testing Materials-Earbuds, etc
\$2,500	Classroom Chairs (25)
\$2,000	Tech Ed Equip Inspection
\$1,000	Bookcases-LA
\$728	SST Scooters (2 sets of 6)-PE
\$959	Rock Climing Gear-PE
	Replacing 6 helmets, 6 harnesses
<b>\$33,737</b>	

Cost	Descrip
<b>HBMS</b>	
\$0	Social Studies Textbooks (Gr 7) 240 @ \$100
\$1,000	Kiln Maint & Repair
\$600	Spanish Novel Collection Set
\$450	French Novel Collection Set
\$500	Testing Materials-Earbuds, etc
\$2,500	Classroom Chairs (25)
\$2,000	Tech Ed Equip Inspection
\$1,000	Bookcases-LA
\$728	SST Scooters (2 sets of 6)-PE
\$959	Rock Climing Gear-PE
	Replacing 6 helmets, 6 harnesses
<b>\$9,737</b>	

Cost	Descrip
<b>HBMS</b>	
\$0	Social Studies Textbooks (Gr 7) 240 @ \$100
\$1,000	Kiln Maint & Repair
\$600	Spanish Novel Collection Set
\$450	French Novel Collection Set
\$500	Testing Materials-Earbuds, etc
\$2,500	Classroom Chairs (25)
\$2,000	Tech Ed Equip Inspection
\$1,000	Bookcases-LA
\$728	SST Scooters (2 sets of 6)-PE
\$959	Rock Climing Gear-PE
	Replacing 6 helmets, 6 harnesses
<b>\$9,737</b>	

Cost	Descrip
<b>HBMS</b>	
\$0	Social Studies Textbooks (Gr 7) 240 @ \$100
\$1,000	Kiln Maint & Repair
\$600	Spanish Novel Collection Set
\$450	French Novel Collection Set
\$500	Testing Materials-Earbuds, etc
\$2,500	Classroom Chairs (25)
\$2,000	Tech Ed Equip Inspection
\$1,000	Bookcases-LA
\$728	SST Scooters (2 sets of 6)-PE
\$959	Rock Climing Gear-PE
	Replacing 6 helmets, 6 harnesses
\$8,000	Tech Ed Machines-Serv. Contracts
<b>\$17,737</b>	

**\$86,413 Total**

**\$61,398 Total**

**\$59,398 Total**

**\$67,398 Total**

**Round 1.3  
New Computer Equip**

Cost	Descrip
<b>HBHS</b>	
\$600	Projector for Checkout-Library
<b>\$600</b>	
<b>HBMS</b>	

**Round 2.0  
New Computer Equip**

Cost	Descrip
<b>HBHS</b>	
\$0	Projector for Checkout-Library
<b>\$0</b>	
<b>HBMS</b>	

**Round 3.0  
New Computer Equip**

Cost	Descrip
<b>HBHS</b>	
\$0	Projector for Checkout-Library
<b>\$0</b>	
<b>HBMS</b>	

**Round 4.0  
New Computer Equip**

Cost	Descrip
<b>HBHS</b>	
\$0	Projector for Checkout-Library
<b>\$0</b>	
<b>HBMS</b>	

\$600	Monitors-Library (4)	\$600	Monitors-Library (4)	\$600	Monitors-Library (4)	\$600	Monitors-Library (4)
\$600		\$600		\$600		\$600	
\$1,200	<b>Total</b>	\$600	<b>Total</b>	\$600	<b>Total</b>	\$600	<b>Total</b>

Round 1.3 Computer Equip-		Round 2.0 Rplcmt Computer Equip		Round 3.0 Rplcmt Computer Equip		Round 4.0 Rplcmt Computer Equip	
Cost	Descrip	Cost	Descrip	Cost	Descrip	Cost	Descrip
<b>HBHS</b>		<b>HBHS</b>		<b>HBHS</b>		<b>HBHS</b>	
\$7,500	Staff Laptops 10 @ \$750	\$7,500	Staff Laptops 10 @ \$750	\$7,500	Staff Laptops 10 @ \$750	\$7,500	Staff Laptops 10 @ \$750
\$4,250	Projectors 10 @ \$425: 6 Reg Cycle, 4 Math	\$4,250	Projectors 10 @ \$425: 6 Reg Cycle, 4 Math	\$4,250	Projectors 10 @ \$425: 6 Reg Cycle, 4 Math	\$4,250	Projectors 10 @ \$425: 6 Reg Cycle, 4 Math
\$17,250	Laptops to Replace Adobe Computer Lab	\$0	Laptops to Replace Adobe Computer Lab	\$0	Laptops to Replace Desktops Adobe Computer Lab	\$0	Laptops to Replace Desktops Adobe Computer Lab
\$5,400	Redcat Audio Systems (4)	\$5,400	Redcat Audio Systems (4)	\$5,400	Redcat Audio Systems (4)	\$5,400	Redcat Audio Systems (4)
\$500	Printer/Scanner-Nurses Office	\$500	Printer/Scanner-Nurses Office	\$500	Printer/Scanner-Nurses Office	\$500	Printer/Scanner-Nurses Office
\$5,000	Interactive Flat Panel-Math 1-replaces Smartboard & projector	\$5,000	Interactive Flat Panel-Math 1-replaces Smartboard & projector	\$6,200	Interactive Flat Panel-Math 1-replaces Smartboard & projector	\$6,200	Interactive Flat Panel-Math 1-replaces Smartboard & projector
						\$3,000	Laptops-Comp Science (2) 1 add'l, 1 unrepairable
\$39,900		\$22,650		\$23,850		\$26,850	
<b>HBMS</b>		<b>HBMS</b>		<b>HBMS</b>		<b>HBMS</b>	
\$7,500	Staff Laptops 10 @ \$750	\$7,500	Staff Laptops 10 @ \$750	\$7,500	Staff Laptops 10 @ \$750	\$7,500	Staff Laptops 10 @ \$750
\$5,000	Copier - North End	\$5,000	Copier - North End	\$5,000	Copier - North End	\$5,000	Copier - North End
\$1,215	Copier - Main Office	\$1,215	Copier - Main Office	\$1,215	Copier - Main Office 2nd yr	\$1,215	Copier - Main Office 2nd yr
\$2,700	Redcat Audio Systems (2)	\$2,700	Redcat Audio Systems (2)	\$2,700	Redcat Audio Systems (2)	\$2,700	Redcat Audio Systems (2)
\$1,700	Projectors 4 @ \$425-reg cycle	\$1,700	Projectors 4 @ \$425-reg cycle	\$1,700	Projectors 4 @ \$425-reg cycle	\$1,700	Projectors 4 @ \$425-reg cycle
\$5,000	Interactive Flat Panel-Comp Sci 1-replaces whiteboard & projector	\$5,000	Interactive Flat Panel-Comp Sci 1-replaces whiteboard & projector	\$6,200	Interactive Flat Panel-Comp Sci 1-replaces whiteboard & projector	\$6,200	Interactive Flat Panel-Comp Sci 1-replaces whiteboard & projector
				\$14,000	Access Points-EOL 40 @ \$350	\$14,000	Access Points-EOL 40 @ \$350
\$23,115		\$23,115		\$38,315		\$38,315	
\$63,015	<b>Total</b>	\$45,765	<b>Total</b>	\$62,165	<b>Total</b>	\$65,165	<b>Total</b>

Round 1.3 Shared Services/Software		Round 2.0 Shared Services/Software		Round 3.0 Shared Services/Software		Round 4.0 Shared Services/Software	
Cost	Descrip	Cost	Descrip	Cost	Descrip	Cost	Descrip
<b>HBHS</b>		<b>HBHS</b>		<b>HBHS</b>		<b>HBHS</b>	
\$15,000	Facilities Truck + Trailer SAU Controlled by Facility Dir	\$15,900	Facilities Truck + Trailer SAU Controlled by Facility Dir	\$15,900	Facilities Truck + Trailer SAU Controlled by Facility Dir	\$15,900	Facilities Truck + Trailer SAU Controlled by Facility Dir
\$2,400	Storage Container-IT Equip Obsolete equip for annual pickup	\$2,400	Storage Container-IT Equip Obsolete equip for annual pickup	\$2,400	Storage Container-IT Equip Obsolete equip for annual pickup	\$2,400	Storage Container-IT Equip Obsolete equip for annual pickup
\$8,500	IV Cloud Hosting Shift for Increased Cybersecurity	\$8,500	IV Cloud Hosting Shift for Increased Cybersecurity	\$8,500	IV Cloud Hosting Shift for Increased Cybersecurity	\$8,500	IV Cloud Hosting Shift for Increased Cybersecurity
		\$825	Frontline-Maximization-Phase IV	\$825	Frontline-Maximization-Phase IV	\$825	Frontline-Maximization-Phase IV
\$2,250	IT Consultation Service Increase	\$2,250	IT Consultation Service Increase	\$2,250	IT Consultation Service Increase	\$2,250	IT Consultation Service Increase

<b>\$28,150</b>		<b>\$29,875</b>		<b>\$29,875</b>		<b>\$29,875</b>	
<b>HBMS</b>		<b>HBMS</b>		<b>HBMS</b>		<b>HBMS</b>	
\$10,000	Facilities Truck - SAU Controlled by Facility Dir	\$10,600	Facilities Truck - SAU Controlled by Facility Dir	\$10,600	Facilities Truck - SAU Controlled by Facility Dir	\$10,600	Facilities Truck - SAU Controlled by Facility Dir
\$1,600	Storage Container - Obsolete equip for annual pickup	\$1,600	Storage Container - Obsolete equip for annual pickup	\$1,600	Storage Container-IT Equip - Obsolete equip for annual pickup	\$1,600	Storage Container-IT Equip - Obsolete equip for annual pickup
\$8,500	IV Cloud Hosting - Shift for Increased Cybersecurity	\$8,500	IV Cloud Hosting - Shift for Increased Cybersecurity	\$8,500	IV Cloud Hosting - Shift for Increased Cybersecurity	\$8,500	IV Cloud Hosting - Shift for Increased Cybersecurity
\$2,250	IT Consultation Service Increase	\$825	Frontline-Maximization-Phase IV IT Consultation Service Increase	\$825	Frontline-Maximization-Phase IV IT Consultation Service Increase	\$825	Frontline-Maximization-Phase IV IT Consultation Service Increase
<b>\$22,350</b>		<b>\$23,775</b>		<b>\$23,775</b>		<b>\$23,775</b>	
<b>\$50,500</b>	<b>Total</b>	<b>\$53,650</b>	<b>Total</b>	<b>\$53,650</b>	<b>Total</b>	<b>\$53,650</b>	<b>Total</b>

**Round 1.3 Safety Issues**

Cost	Descrip
<b>HBMS</b>	
\$2,500	Interior Rekeying
\$2,500	Exterior Rekeying
\$15,000	Bollards
<b>\$20,000</b>	
<b>HBMS</b>	
\$1,575	Handheld Radios - Staff 9 @ \$175
\$15,000	Bollards
<b>\$16,575</b>	
<b>\$36,575</b>	<b>Total</b>

**Round 2.0 Safety Issues**

Cost	Descrip
<b>HBMS</b>	
\$2,500	Interior Rekeying
\$2,500	Exterior Rekeying
\$4,000	Bollards
<b>\$9,000</b>	
<b>HBMS</b>	
\$0	Handheld Radios - Staff 9 @ \$175
\$4,000	Bollards
<b>\$4,000</b>	
<b>\$13,000</b>	<b>Total</b>

**Round 3.0 Safety Issues**

Cost	Descrip
<b>HBMS</b>	
\$2,500	Interior Rekeying
\$2,500	Exterior Rekeying
\$4,000	Bollards
<b>\$9,000</b>	
<b>HBMS</b>	
\$0	Handheld Radios - Staff 9 @ \$175
\$4,000	Bollards
<b>\$4,000</b>	
<b>\$13,000</b>	<b>Total</b>

**Round 4.0 Safety Issues**

Cost	Descrip
<b>HBMS</b>	
\$2,500	Interior Rekeying
\$2,500	Exterior Rekeying
\$4,000	Bollards
<b>\$9,000</b>	
<b>HBMS</b>	
\$0	Handheld Radios - Staff 9 @ \$175
\$4,000	Bollards
<b>\$4,000</b>	
<b>\$13,000</b>	<b>Total</b>

**Round 1.3 Athletics**

Cost	Descrip
<b>HBMS</b>	
<b>Replacements</b>	
\$12,000	Wrestling Mat
\$4,300	Volleyball Poles - Final Set
<b>\$16,300</b>	
<b>HBMS</b>	
\$0	
<b>\$16,300</b>	<b>Total</b>

**Round 2.0 Athletics**

Cost	Descrip
<b>HBMS</b>	
<b>Replacements</b>	
\$12,000	Wrestling Mat
\$4,300	Volleyball Poles - Final Set
<b>\$16,300</b>	
<b>HBMS</b>	
\$0	
<b>\$16,300</b>	<b>Total</b>

**Round 3.0 Athletics**

Cost	Descrip
<b>HBMS</b>	
<b>Replacements</b>	
\$12,000	Wrestling Mat
\$4,300	Volleyball Poles - Final Set
<b>\$16,300</b>	
<b>HBMS</b>	
\$0	
<b>\$16,300</b>	<b>Total</b>

**Round 4.0 Athletics**

Cost	Descrip
<b>HBMS</b>	
<b>Replacements</b>	
\$12,000	Wrestling Mat
\$4,300	Volleyball Poles - Final Set
<b>\$16,300</b>	
<b>HBMS</b>	
\$0	
<b>\$16,300</b>	<b>Total</b>

**Round 1.3 Facilities/Maintenance**

Cost	Descrip
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**Round 2.0 Facilities/Maintenance**

Cost	Descrip
------	---------

**Round 3.0 Facilities/Maintenance**

Cost	Descrip
------	---------

**Round 4.0 Facilities/Maintenance**

Cost	Descrip
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<b>HBHS</b>	<b>Road Paving Phase III+</b>	<b>HBHS</b>	<b>Road Paving Phase III+</b>	<b>HBHS</b>	<b>Road Paving Phase III+</b>	<b>HBHS</b>	<b>Road Paving Phase III+</b>
\$70,000	From 122 to New Paving	\$0	From 122 to New Paving	\$0	From 122 to New Paving	\$0	From 122 to New Paving
\$225,000	Back Parking	\$0	Back Parking Lot	\$90,000	Turf Field Parking + Lighting	\$90,000	Turf Field Parking + Lighting
\$70,000	Front Lot	\$0	Front Lot	\$0	Back Parking Lot	\$0	Back Parking Lot
\$50,000	Student Dirt Lot	\$50,000	Student Dirt Lot-Surface Prep	\$0	Front Lot	\$0	Front Lot
	Paving in FY24 or FY25		Paving in FY24 or FY25	\$0	Student Dirt Lot-Surface Prep	\$0	Student Dirt Lot-Surface Prep
\$30,000	Dirt Lot Bridge or Cross Guard	\$0	Dirt Lot Bridge or Cross Guard	\$0	Dirt Lot Bridge or Cross Guard	\$0	Dirt Lot Bridge or Cross Guard
				\$0	Dirt Lot Bridge or Cross Guard	\$0	Dirt Lot Bridge or Cross Guard
<b>Energy Lease Possibilities</b>	<b>Energy Lease Possibilities</b>	<b>Energy Lease Possibilities</b>	<b>Energy Lease Possibilities</b>	<b>Energy Lease Possibilities</b>	<b>Energy Lease Possibilities</b>	<b>Energy Lease Possibilities</b>	<b>Energy Lease Possibilities</b>
\$12,000	HVAC Upgrades	\$12,000	HVAC Upgrades	\$12,000	HVAC Upgrades	\$12,000	HVAC Upgrades
\$75,000	AC-Library	\$0	AC-Library	\$0	AC-Library	\$0	AC-Library
<b>Other Facility Needs</b>	<b>Other Facility Needs</b>	<b>Other Facility Needs</b>	<b>Other Facility Needs</b>	<b>Other Facility Needs</b>	<b>Other Facility Needs</b>	<b>Other Facility Needs</b>	<b>Other Facility Needs</b>
\$70,000	Roof Section-Section 1, Phase 7	\$0	Roof Section-Section 1, Phase 7	\$0	Roof Section-Section 1, Phase 7	\$0	Roof Section-Section 1, Phase 7
\$8,000	Storage Container-tables/chairs	\$8,000	Storage Container-tables/chairs	\$8,000	Storage Container-tables/chairs	\$8,000	Storage Container-tables/chairs
\$3,000	Interior Doors-Phase I	\$3,000	Interior Doors-Phase I	\$3,000	Interior Doors-Phase I	\$3,000	Interior Doors-Phase I
\$6,000	Exterior Doors-Phase I	\$6,000	Exterior Doors-Phase I	\$6,000	Exterior Doors-Phase I	\$6,000	Exterior Doors-Phase I
\$25,000	FACS Kitchen Countertops	\$25,000	FACS Kitchen Countertops	\$25,000	FACS Kitchen Countertops	\$25,000	FACS Kitchen Countertops
\$10,000	A/C & Elec. in Comp Sci Clsrm	\$10,000	A/C & Elec. in Comp Sci Clsrm	\$10,000	A/C & Elec. in Comp Sci Clsrm	\$10,000	A/C & Elec. in Comp Sci Clsrm
\$3,000	Window Blinds-Phase IV	\$3,000	Window Blinds-Phase IV	\$3,000	Window Blinds-Phase IV	\$3,000	Window Blinds-Phase IV
\$3,000	Window Screens-Phase IV	\$3,000	Window Screens-Phase IV	\$3,000	Window Screens-Phase IV	\$3,000	Window Screens-Phase IV
\$3,500	Window Seals-Phase IV	\$3,500	Window Seals-Phase IV	\$3,500	Window Seals-Phase IV	\$3,500	Window Seals-Phase IV
\$4,000	Boiler Jacket Replacements	\$4,000	Boiler Jacket Replacements	\$4,000	Boiler Jacket Replacements	\$4,000	Boiler Jacket Replacements
\$3,000	Gym Inspections	\$3,000	Gym Inspections	\$3,000	Gym Inspections	\$3,000	Gym Inspections
	Bleachers, Hoops, Padding, etc		Bleachers, Hoops, Padding, etc		Bleachers, Hoops, Padding, etc		Bleachers, Hoops, Padding, etc
<b>\$670,500</b>		<b>\$130,500</b>		<b>\$170,500</b>		<b>\$170,500</b>	
<b>HBMS</b>	<b>Energy Lease Possibilities</b>	<b>HBMS</b>	<b>Energy Lease Possibilities</b>	<b>HBMS</b>	<b>Energy Lease Possibilities</b>	<b>HBMS</b>	<b>Energy Lease Possibilities</b>
\$100,000	HVAC Upgrades	\$0	HVAC Upgrades	\$0	HVAC Upgrades	\$0	HVAC Upgrades
\$25,000	Electrical Panels Upgrade	\$0	Electrical Panels Upgrade	\$0	Electrical Panels Upgrade	\$0	Electrical Panels Upgrade
\$20,000	Window Replacement-Phase III	\$20,000	Window Replacement-Phase III	\$20,000	Window Replacement-Phase III	\$20,000	Window Replacement-Phase III
\$10,000	Interior Lighting-High Rise	\$10,000	Interior Lighting-High Rise	\$10,000	Interior Lighting-High Rise	\$10,000	Interior Lighting-High Rise
\$3,000	Exterior Lighting	\$3,000	Exterior Lighting	\$3,000	Exterior Lighting	\$3,000	Exterior Lighting
<b>Computer Room Reno</b>	<b>Computer Room Reno</b>	<b>Computer Room Reno</b>	<b>Computer Room Reno</b>	<b>Computer Room Reno</b>	<b>Computer Room Reno</b>	<b>Computer Room Reno</b>	<b>Computer Room Reno</b>
\$8,000	Flooring/Electrical	\$8,000	Flooring/Electrical	\$11,000	Flooring/Elec/Tables/ASHP	\$11,000	Flooring/Elec/Tables/ASHP
see above	Interactive Flat Panel	see above	Interactive Flat Panel	see above	Interactive Flat Panel	see above	Interactive Flat Panel
<b>Other Facility Needs</b>	<b>Other Facility Needs</b>	<b>Other Facility Needs</b>	<b>Other Facility Needs</b>	<b>Other Facility Needs</b>	<b>Other Facility Needs</b>	<b>Other Facility Needs</b>	<b>Other Facility Needs</b>
\$6,000	MPR Tables/Chairs-Phase IV	\$6,000	MPR Tables/Chairs-Phase IV	\$6,000	MPR Tables/Chairs-Phase IV	\$6,000	MPR Tables/Chairs-Phase IV
\$20,000	Paving-Driveway Section	\$20,000	Paving-Driveway Section	\$20,000	Paving-Driveway Section	\$20,000	Paving-Driveway Section
\$2,250	Flooring-Rm 220	\$2,250	Flooring-Rm 220	\$2,250	Flooring-Rm 220	\$2,250	Flooring-Rm 220
\$8,000	Re-tile at base of library	\$8,000	Re-tile at base of library	\$8,000	Re-tile at base of library	\$8,000	Re-tile at base of library
\$3,000	Gym Inspections	\$3,000	Gym Inspections	\$3,000	Gym Inspections	\$3,000	Gym Inspections
	Bleachers, Hoops, Padding, etc		Bleachers, Hoops, Padding, etc		Bleachers, Hoops, Padding, etc		Bleachers, Hoops, Padding, etc
\$2,000	Diesel Pump Maintenance	\$2,000	Diesel Pump Maintenance	\$2,000	Diesel Pump Maintenance	\$2,000	Diesel Pump Maintenance
<b>\$207,250</b>		<b>\$82,250</b>		<b>\$85,250</b>		<b>\$85,250</b>	
<b>\$877,750</b>	<b>Total</b>	<b>\$212,750</b>	<b>Total</b>	<b>\$255,750</b>	<b>Total</b>	<b>\$255,750</b>	<b>Total</b>

<b>\$1,379,090</b>	<b>Grand Total</b>	<b>\$649,800</b>	<b>Grand Total</b>	<b>\$757,780</b>	<b>Grand Total</b>	<b>\$768,780</b>	<b>Grand Total</b>
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<b>Round 1.3</b>	<b>Round 2.0</b>	<b>Round 3.0</b>	<b>Round 4.0</b>	<b>FY22</b>
				<b>Round 4.2</b>

Warrant Articles		Warrant Articles		Warrant Articles		Warrant Articles		Final Warrant Articles		
Cost	Descrip	Cost	Descrip	Cost	Descrip	Cost	Descrip	Cost	Descrip	
\$26,333,737	Operating Bu	\$25,501,034	Operating Budget	\$25,268,502	Operating Budget	\$25,278,502	Operating Budget	\$24,388,693	Operating Budget	\$889,809 3.65%
\$88,523	HESSA	\$88,523	HESSA	\$88,523	HESSA	\$88,523	HESSA	\$117,065	HESSA	
\$0	Contingency	\$0	Contingency	\$0	Contingency	\$0	Contingency	\$0	Contingency	
\$1,073,740	SAU Assessm	\$1,073,740	SAU Assessment-E	\$1,073,740	SAU Assessment	\$1,070,947	SAU Assessment	\$997,899	SAU Assessment	
\$0	HBHS A/C-WH	\$0	HBHS A/C-Whole B	\$0	HBHS A/C-Whole Building	\$0	HBHS A/C-Whole Building	\$50,000	Athletic Trust	
\$0	Energy Lease	\$0	Energy Lease	\$0	Energy Lease	\$163,000	Energy/Expansion-Phase I: A/C FI 3			
\$200,000	Maintenance	\$200,000	Maintenance Trust	\$200,000	Maintenance Trust	\$200,000	Maintenance Trust	\$115,000	Maintenance Trust	
\$25,000	Special Ed Tru	\$25,000	Special Ed Trust	\$25,000	Special Ed Trust	\$25,000	Special Ed Trust	\$0	Special Ed Trust	
	Balance - \$205k		Balance - \$205k		Balance - \$205k		Balance - \$205k		Balance - \$180k	
<b>\$27,721,000</b>	<b>Warrant Total</b>	<b>\$26,888,297</b>	<b>Warrant Total</b>	<b>\$26,655,765</b>	<b>Warrant Total</b>	<b>\$26,825,972</b>	<b>Warrant Total</b>	<b>\$25,668,657</b>	<b>Warrant Total</b>	<b>\$1,157,315 4.51%</b>

Round 1.3 Maintenance Trust		Round 2.0 Maintenance Trust		Round 3.0 Maintenance Trust		Round 4.0 Maintenance Trust	
Cost	Descrip	Cost	Descrip	Cost	Descrip	Cost	Descrip
\$99,625	Estimated Be	\$99,625	Estimated Beginn	\$99,625	Estimated Beginning Balance	\$99,625	Estimated Beginning Balance
\$200,000	Add in FY23	\$200,000	Add in FY23	\$200,000	Add in FY23	\$200,000	Add in FY23
		\$70,000	HBHS-Paving from	\$70,000	HBHS-Paving from 122 to New	\$70,000	HBHS-Paving from 122 to New
		\$70,000	Roof Section-Secti	\$70,000	Roof Section-Section 1, Phase 7	\$70,000	Roof Section-Section 1, Phase 7
		\$60,000	HBMS HVAC Upgra	\$60,000	HBMS HVAC Upgrades	\$60,000	HBMS HVAC Upgrades
<b>\$299,625</b>	<b>Total</b>	<b>\$99,625</b>	<b>Total</b>	<b>\$99,625</b>	<b>Total</b>	<b>\$99,625</b>	<b>Total</b>

\$0	1200.110.03	\$0	1200.110.03	\$25,290	1200.110.03	\$25,290	1200.110.03
\$19,200	1200.110.04	\$19,200	1200.110.04	\$44,490	1200.110.04	\$44,490	1200.110.04
\$600	2225.734.03	\$600	2225.734.03	\$600	2225.734.03	\$600	2225.734.03
\$600	2225.734.04	\$0	2225.734.04	\$0	2225.734.04	\$0	2225.734.04
\$23,115	2225.738.03	\$23,115	2225.738.03	\$38,315	2225.738.03	\$38,315	2225.738.03
\$39,900	2225.738.04	\$22,650	2225.738.04	\$23,850	2225.738.04	\$26,850	2225.738.04
\$302,575	2400.899.03	\$141,425	2400.899.03	\$144,425	2400.899.03	\$152,425	2400.899.03
\$993,100	2400.899.04	\$442,810	2400.899.04	\$480,810	2400.899.04	\$480,810	2400.899.04
<b>\$1,379,090</b>	<b>Total New It</b>	<b>\$649,800</b>	<b>Total New Items</b>	<b>\$757,780</b>	<b>Total New Items</b>	<b>\$768,780</b>	<b>Total New Items</b>

Round 3.0 Relief from Guidance Request		Round 4.0 Relief from Guidance Request	
(The numbers below are included in the numbers above)		(The numbers below are included in the numbers above)	
Cost	Descrip	Cost	Descrip
<b>\$0</b>	<b>Total</b>	<b>\$0</b>	<b>Total</b>

# SAU #41 ***PROPOSED*** Compliance and Communications Specialist

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**Position:** Compliance and Communications Specialist

**Contract Period:** 12 Month position

**Reports to:** Assistant Superintendent for Curriculum, Assessment and Instruction

**Supervises:** N/A

**Position Goal:** To provide communication and compliance assistance to the Superintendent and Assistant Superintendent of Schools, conveying information regarding school district functions and procedures; while supporting the work of various school boards.

**Qualifications:** High School Diploma, Associates Degree, Bachelor's Degree in communication or related field preferred.

Compliance/Communication/Clerical and computer experience preferred.

Applicants will be subject to all required hiring procedures for SAU 41.

**Licensure/Certification Requirements:** None

**Evaluation:** Performance of position responsibilities will be evaluated annually in accordance with the approved administrative procedure for staff evaluation.

**Other Considerations and Requirements:**

- Demonstrates aptitude for successful fulfillment of assigned tasks
- Experience with policy work, municipal procedures, and State legislation
- Such alternatives to the above qualifications as the Superintendent and Assistant Superintendent may find appropriate and acceptable

**General Duties, at the discretion of the SAU, may include:**

**1. Facilitates/Manages office communication and compliance**

- a. to manage the influx of legal requirements related to both district-wide communications and citizens' requests for information
- b. Assist with the completion of all annual Department of Education (State and Federal) required surveys (ex: homeschool count, teacher attainment/salary, Board membership, civil rights data collection, etc.)
- c. Coordinate crisis communications for the District
- d. Support leadership in responses to inquiries, complaints, and requests received from citizens, news media, and school district personnel
- e. Coordinate information distribution between the school community and the community at large
- f. Assist, create, and maintain the District website and social media platforms while providing guidance and insight for the same at the building level
- g. Assist with the writing of compliance and communication policies and procedures for handling sensitive information
- h. Develop, implement, and evaluate a comprehensive communication plan
- i. Organize, assimilate, and disseminate facts about schools to the public through media
- j. Solicit feedback through formal and informal means

- k. Assist with the school board process in include posting of agendas, meeting notices, public hearings notices timely including any electronic postings and compile agenda and supporting documents for all Board meetings in a professional and accurate manner
- l. Process/prepare confidential reports, statistical information, memoranda and letters
- m. Research, prepare and maintain materials related to special projects
- n. Attend to many tasks simultaneously, and/or sequence
- o. Maintain an appropriate level of confidentiality regarding records of the District.
- p. Maintain up-to-date website information for SAU Districts including meeting and event calendar, posting of meetings and relevant information.
- q. Is a member of the SAU Joint Loss Committee.
- r. Work with the Assistant Superintendent to communicate and execute general assurances related to all State and Federal grants.
- s. Assist with the regular review of the SAU 41 Districts policy and procedure manual.
- t. Meet regularly with the Director of Technology to assist with compliance requirements (ex: e-rate funding)
- u. Assists in maintaining documents, files and records for the purpose of providing up-to-date reference and audit trail for compliance.
- v. Assists with the coordination the information and documents for the Annual Town Reports.
- w. Prepares copies and distributes notices, memoranda or other correspondence for the purpose of informing school employees regarding activities, events or other work- related matters.
- x. All other duties as assigned by the Assistant Superintendent

## **2. Maintain the highest standards of professionalism**

- a. Demonstrate positive work habits by showing initiative, cooperation, dependability, efficiency and productivity
- b. Follow the guidelines of confidentiality as established by the SAU
- c. Attend and participate in relevant training sessions, meetings and professional growth activities as requested/required.
- d. Perform in a professional manner when interacting with students, parents, faculty, administration and co-workers.

## **3. Knowledge, Skills and Abilities**

- a. Outstanding written and oral communication skills.
- b. Ability to describe a problem and work orally or in writing to supervise as required.
- c. Ability to establish and maintain cooperative working relationships
- d. Ability to carry out instructions furnished in written or oral form
- e. Ability to understand, apply and use personal computers and software applications (E.g. Word, excel, PowerPoint, the Internet, electronic mail)
- f. Ability to problem solve job-related issues
- g. Ability to process paperwork accurately according to standardized procedures
- h. Ability to maintain confidentiality of information regarding students, employees and others.



## HOLLIS BROOKLINE- MIDDLE SCHOOL/ HIGH SCHOOL

### RECCOMENDED RENOVATIONS - SCOPE SUMMARY

Date: 11/8/2021

#### Middle School Summary

##### Work recently/soon to be completed by school:

VCT Flooring  
Windows  
Bathrooms  
Lockers  
Kitchen  
Haz mat abatement  
Roofs  
IT/phone systems  
Security systems

##### **SITE:**

- Parking ok – but parking on town land
- Review main entry

##### **General Code upgrades:**

- Remove corridor grate door (not to code)
- LULA elevator needs to be updated
- Storage – over 1000 sf? Need smoke doors
- Stairs- need new rubber flooring with nosing demarcation
- Add corridor through learning commons to eliminate dead end corridor
- Ext doors – weather stripping
- ADA door hardware and clearances

##### **Building Layouts:**

- Need 2 additional classrooms
- Admin area – needs updating (secure entry, offices, nurse, conference)
- Modernize the learning center: add project based learning and green screen
- Expand robotics into adjacent room

- Repurpose old Family and consumer science into life skills area and small group instruction
- Science rooms – overall update into modern science rooms (1200sf min)
- Special Ed Director – office too large, create new office or SGI, lockers on other side of wall
- Music- add practice pods

#### Electrical:

- Need new panels/electrical distribution system
- Add Generator
- New LED lights throughout
- Review PV opportunities

#### Mechanical:

- Improved air quality/ventilation
- Upgrading boilers/heating systems
- Dehumidification
- Optimizing Controls of mechanical systems
- Building envelope review

## High School Summary

#### SITE:

- Hollis water supply – SAU oversees. Recommend a study be done to review water supply
- Parking – pave lot on right going out for student parking, need crosswalk and oversight at dismissal

#### General Code upgrades:

- LULA elevator needs to be updated
- Storage – over 1000 sf? Need smoke doors
- Stairs- need new rubber flooring with nosing demarcation
- Ext doors – weather stripping
- ADA door hardware and clearances

#### Building Layouts:

- Need 4 additional classrooms
- Cafeteria is too small. 3 lunches – target 300 students/lunch – using gym for eating space now.
- Kitchen needs updating
- Athletic – add team rooms for athletic teams, add storage to get items out of hall near gym
- Art – dark room to be converted to digital photography lab
- Science classrooms – review cost to update (374 needs acoustics panels)
- Add stage storage room onto side of stage
- Admin/sped renovations:
  - 153 - keep office and add 1 more office somewhere for school psych
  - 127 - split into office – school counseling

- 129 - remove built in
- 119 - use as an office
- 156 – remove wall into 155, life skills and add storage to left of door, needs a/c
- 270 – two 6" wide panels x 6" high movable cubicles panels, needs a/c
- Media – move entry doors back and create new small group instruction space accessed from hallway
- Bathroom spaces – gender neutral – 1 on each floor
- ESL- move out of small hot storage room to new location

**Electrical:**

- Need new panels/electrical distribution system
- New LED lights throughout
- Review PV opportunities

**Mechanical:**

- Improved air quality/ventilation
- Upgrading boilers/heating systems
- Dehumidification
- Optimizing Controls of mechanical systems
- Building envelope review

# Hollis-Brookline Cooperative School District

## Suicide Prevention Plan

**An Overview of Prevention, Intervention, and Postvention Practices**

**Timothy E. Girzone, HBHS Principal**  
**Kimberly Meyer, HBHS Assistant Principal of Student Services**  
**Chantel Klardie, HBHS School Counseling Department Chair**  
**Patrick West, HBMS Principal**  
**Jennifer Campbell, HBMS Special Education Administrator**

# I. Suicide Prevention:

## A. District Suicide Prevention Coordinator

**Lauren DiGennero** - SAU Director of Student Services

## B. Suicide Prevention Liasons

1. **Chantel Klardie** - HBHS School Counseling Dept. Chair
1. **Dawn Breault** - HBHS School Counselor
2. **Susan Joyce** - HBHS School Counselor
3. **David Hersey** - HBHS School Counselor
4. **Emily Thompson** - HBHS School Counselor
5. **Daniel Bumbarger** - HBHS School Counselor
6. **Melissa Moyer** - HBHS School Counselor
7. **Kristine Turcotte** - HBMS School Counselor
8. **Kerry Dod** - HBMS School Counselor

## C. Staff Training

1. At the outset of every school year, all staff are trained on Suicide Protocol: What to do when a student talks or writes about suicide.
2. In addition to annual review of building procedures identified on the next page, staff members are trained annually in suicide prevention as required by RSA 193-J. HBHS currently uses the NAMI Connect Program meeting criteria of the RSA.
3. All staff are provided with the Suicide Protocol Chart highlighted on the next page which is to be kept in an easily accessible place within their classroom.

**Hollis Brookline High School** WHEN A STUDENT TALKS OR WRITES ABOUT SUICIDE:

**Level #1 - CONCERN**

You may become alarmed by student behaviors, comments, or writings such as:

- Comments about death, wanting to die by suicide (even if expressed in joking manner).
- Expressions of sadness, emptiness, hopelessness, pessimism, helplessness, worthlessness.
- Evidence of self-mutilation, cuts, bruises.
- Comments from other students about a classmate with these behaviors or feelings.
- Withdrawal from friends, activities.
- Marked changes in usual behavior such as losing interest/pleasure in usual activities, loss of energy or drive, falling asleep in class, restlessness/irritability, skipping class.
- Evidence a student is having difficulty concentrating or remembering.
- Marked changes in appearance such as weigh loss or gain.
- Evidence of psychomotor agitation, excessive energy.

**Contact an Administrator Immediately for Concerns 1-4 (above)**

The Administrator will immediately escort student to School Counseling.

**Notify an Administrator and Counselor for Concerns 5-9 (above)**

**Level #2 - CRITICAL SITUATION**

The student is distraught and tells you he/she wants to hurt him/herself.

EXPECTATIONS OF TEACHERS, STAFF, AND COACHES:

**During school hours:**

**After school hours:**

- Tell the student you are not allowed to keep this information confidential and you need to tell someone who can help.
- **Call administrator to bring student to School Counseling.**
- Accompany the student to the Counselor's office.
- Tell the school counseling secretary that the student must see a counselor immediately.
- If the student refuses to go with you, **do not allow the student to leave your space.** IMMEDIATELY telephone an available adult, (Asst. Principal, main office staff person, other School Counselor, School Nurse).

- Encourage the student to talk about what is happening and attempt to calm him/her.
- Tell the student you are not allowed to keep this information confidential and you need to contact his/her parents.
- Inform the appropriate school administrator.
- Call the parents and request that they come to pick up their son/daughter.
- If the parents are unavailable, call the police or 911; the police can take the student to the nearest emergency room.
- Remain with the student until parents or police come.

- Counselor will call an administrator to join in meeting with the student.
- The Counselor will encourage the student to talk about what is happening.
- If the student is clearly in crisis, the Counselor will contact the student's parents to take him/her to a mental health provider or be seen by the GNMH Mobile Crisis Unit. The Counselor will talk with the student about contacting parents and decide on a follow-up plan.
- If parent is unavailable or refuses, contact the Police for support to transport for evaluation. Follow up with DCYF

Post-event self-care: Hearing a student talk about suicide can trigger feelings in you. It is normal to feel helpless, angry, or an overwhelming sense of responsibility. After the crisis, take a moment to talk with someone you trust about your own feelings. You may wish to review what took place with a school Counselor.

Following a critical incident: A re-admit to school note is required from a health provider and a re-entry meeting will be scheduled with student, parent, counselor, and administrator.

**The counselor will make every effort to follow up with you. Confidentiality requirements may prevent the Counselor from giving you complete feedback.**

## D. Education for students

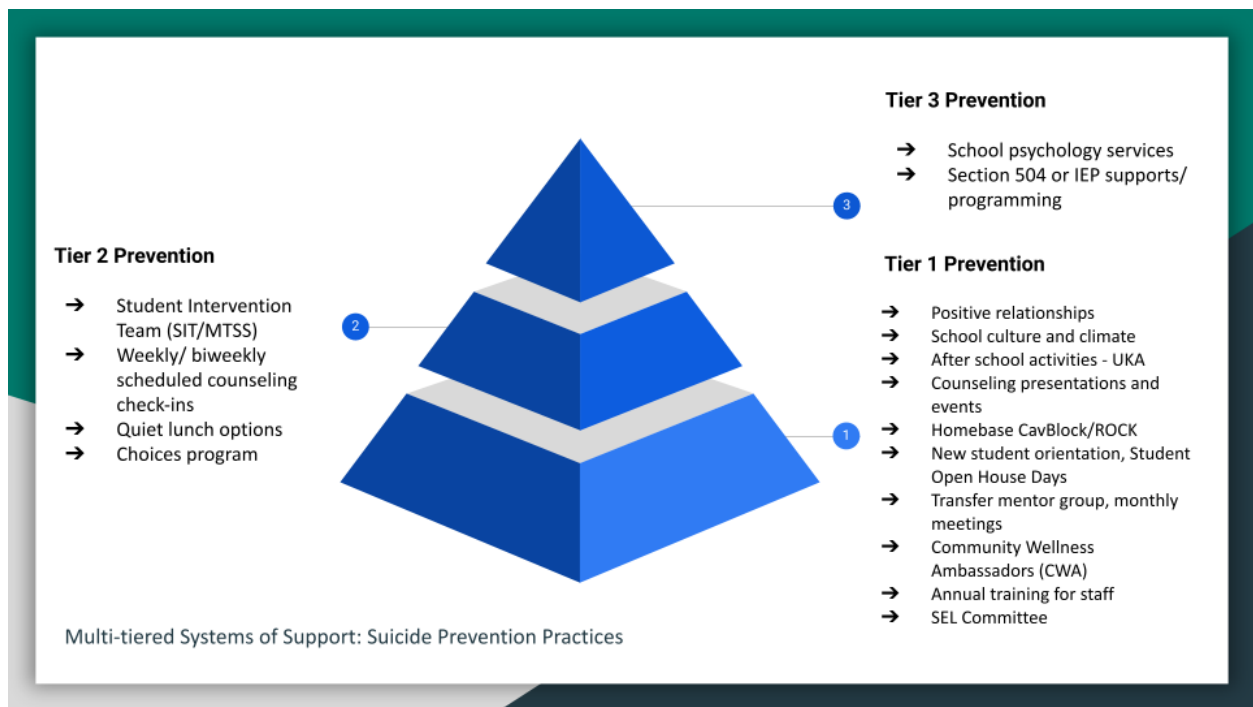
1. Focused on safe and healthy choice making, coping strategies, identification of risk factors, recognition of signs of mental illness and suicide in self and others, and accessing resources at school and in the community. Counselors meet with students each year to build rapport, connection and relationships.
2. Counselors' presentations are provided throughout the school year focusing on the effects of bullying and mindfulness. This is addressed in the grade 9 Wellness course and in grade 7 and 8 Health classes.
  - a. Other Counselor presentations include:
    - i. Grade 9 Meet & Greet
    - ii. Grade 10 Naviance
    - iii. Grade 11 Spring Meeting
    - iv. Grade 12 Fall Meeting
    - v. 7th grade school counselor classroom presentations regarding bullying/suicide prevention, Naviance
3. School Counselor Week includes events that focus on the role of the school counselor and provides awareness to students about when to seek out support.
4. A variety of community resources that are updated regularly are provided to students and their families to access from the School Counseling webpage.
5. Building-wide social/ emotional learning (SEL) initiatives are part of our regular practice.
  - a. Weekly social lunch groups to address student concerns
  - b. Individual and group meetings with students, as well as self-care for staff

- c. Student-led club offerings focusing on anti-bullying, mental health awareness, inclusion
- d. SEL team meetings comprised of administration, counseling staff, and teachers
- e. School counselors provide individual and group meetings with students, community-wide SEL assemblies, field day and various SEL related skill groups by identified need.
- f. At HBMS, ROCK is a school-wide initiative focused on student and staff connections. ROCK includes daily meetings and themed monthly curriculum.

# Suicide Intervention

## A. Intervention Team Meetings

1. Student Intervention Team (SIT) meetings occur at HBHS monthly to identify students who are struggling to provide a wrap-around approach.
2. At the middle school, MTSS weekly meetings are held to identify struggling students. Counselors attend weekly common planning time with both teams for early interventions.



## B. Response to Concerns of Self-Harm

1. It is crucial for all school personnel to remember that it is not the responsibility of an individual to assess whether or not threats are of a serious nature. All threats are to be taken seriously and reported immediately to administration every time. The situation will then be assessed according to the crisis intervention protocol.

## DAF - ADMINISTRATION OF FEDERAL GRANT FUNDS

*Category: Priority/Required by Law*

*Related Policies: DI, DID, DJ, DJC, DJE & DK*

*See also: ADB, EHB, JICI & JRA*

This Policy includes “sub-policies” relating to specific provisions of the Uniform Administrative Requirements for Federal Awards issued by the U.S. Office of Budget and Management. Those requirements, which are commonly known as Uniform Grant Guidance (“UGG”), are found in Title 2 of the Code of Federal Regulations (“CFR”) part 200. The sub-policies include:

- DAF-1 ALLOWABILITY
- DAF-2 CASH MANAGEMENT AND FUND CONTROL
- DAF-3 PROCUREMENT
- DAF-4 PROCUREMENT – ADDITIONAL PROVISIONS PERTINENT TO FOOD SERVICE PROGRAM
- DAF-5 CONFLICT OF INTEREST AND MANDATORY DISCLOSURES
- DAF-6 INVENTORY MANAGEMENT - EQUIPMENT AND SUPPLIES PURCHASED WITH FEDERAL FUNDS
- DAF-7 TRAVEL REIMBURSEMENT – FEDERAL FUNDS
- DAF-8 ACCOUNTABILITY AND CERTIFICATIONS
- DAF-9 TIME AND EFFORT REPORTING / OVERSIGHT
- DAF-10 GRANT BUDGET RECONCILIATION
- DAF-11 SUB-RECIPIENT MONITORING AND MANAGEMENT

***NOTICE: Notwithstanding any other policy of the District, all funds awarded directly or indirectly through any Federal grant or subsidy programs shall be administered in accordance with this Policy, and any administrative procedures adopted implementing this Policy.***

The Board accepts federal funds, which are available; provided that there is a specific need for them and that the required matching funds are available. The Board intends to administer federal grant awards efficiently, effectively and in compliance with all requirements imposed by law, the awarding agency and the New Hampshire Department of Education (NHDOE) or other applicable pass-through entity.

This policy establishes the minimum standards regarding internal controls and grant management to be used by the District in the administration of any funds received by the District through Federal grant programs as required by applicable NH and Federal laws or regulations, including, without limitation, the UGG.

The Board directs the Superintendent or their designee to develop, monitor, and enforce effective administrative procedures and other internal controls over federal awards as necessary in order to provide reasonable assurances that the District is managing the awards in compliance with all requirements for federal grants and awards. Systems and controls must meet all requirements of federal and/or law and regulation and shall be based on best practices.

The Superintendent is directed to assure that all individuals responsible for the administration of a federal grant or award shall be provided sufficient training to carry out their duties in accordance with all applicable requirements for the federal grant or award and this policy.

To the extent not covered by this Policy, the administrative procedures and internal controls must provide for:

1. identification of all federal funds received and expended and their program source;
2. accurate, current, and complete disclosure of financial data in accordance with federal requirements;
3. records sufficient to track the receipt and use of funds;
4. effective control and accountability over assets to assure they are used only for authorized purposes and
5. comparison of expenditures against budget.

### **DAF-1 - ALLOWABILITY**

The Superintendent is responsible for the efficient and effective administration of grant funds through the application of sound management practices. Such funds shall be administered in a manner consistent with all applicable Federal, State and local laws, the associated agreements/assurances, program objectives and the specific terms and conditions of the grant award.

**A. Cost Principles:** Except whether otherwise authorized by statute, costs shall meet the following general criteria in order to be allowable under Federal awards:

1. Be “necessary” and “reasonable” for proper and efficient performance and administration of the Federal award and be allocable thereto under these principles.
  - a. To determine whether a cost is “reasonable”, consideration shall be given to:
    - i. whether a cost is a type generally recognized as ordinary and necessary for the operation of the District or the proper and efficient performance of the Federal award;
    - ii. the restraints or requirements imposed by such factors as sound business practices, arm’s length bargaining, Federal, State, local, tribal and other laws and regulations;
    - iii. market prices for comparable goods or services for the geographic area;
    - iv. whether the individuals concerned acted with prudence in the circumstances considering their responsibilities; and
    - v. whether the cost represents any significant deviation from the established practices or Board policy which may increase the expense. While Federal regulations do not provide specific descriptions of what satisfied the “necessary” element beyond its inclusion in the reasonableness analysis above, whether a cost is necessary is determined based on the needs of the program. Specifically, the expenditure must be necessary to achieve an important program objective. A key aspect in determining whether a cost is necessary is whether the District can demonstrate that the cost addresses an existing need and can prove it.
  - b. When determining whether a cost is “necessary”, consideration may be given to whether:
    - i. the cost is needed for the proper and efficient performance of the grant program;
    - ii. the cost is identified in the approved budget or application;
    - iii. there is an educational benefit associated with the cost;
    - iv. the cost aligns with identified needs based on results and findings from a needs assessment; and/or
    - v. the cost addresses program goals and objectives and is based on program data.
  - c. A cost is allocable to the Federal award if the goods or services involved are chargeable or assignable to the Federal award in accordance with the relative benefit received.

2. Conform to any limitations or exclusions set forth as cost principles in Part 200 or in the terms and conditions of the Federal award.
3. Be consistent with policies and procedures that apply uniformly to both Federally-financed and other activities of the District.
4. Be afforded consistent treatment. A cost cannot be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been assigned as an indirect cost under another award.
5. Be determined in accordance with generally accepted accounting principles.
6. Be representative of actual cost, net of all applicable credits or offsets.

The term “applicable credits” refers to those receipts or reductions of expenditures that operate to offset or reduce expense items allocable to the Federal award. Typical examples of such transactions are: purchase discounts; rebates or allowances; recoveries or indemnities on losses; and adjustments of overpayments or erroneous charges. To the extent that such credits accruing to/or received by the State relate to the Federal award, they shall be credited to the Federal award, either as a cost reduction or a cash refund, as appropriate.

7. Be not included as a match or cost-share, unless the specific Federal program authorizes Federal costs to be treated as such.
8. Be adequately documented:
  - a. in the case of personal services, the Superintendent shall implement a system for District personnel to account for time and efforts expended on grant funded programs to assure that only permissible personnel expenses are allocated;
  - b. in the case of other costs, all receipts and other invoice materials shall be retained, along with any documentation identifying the need and purpose for such expenditure if not otherwise clear.

***B. Selected Items of Cost:*** The District shall follow the rules for selected items of cost at 2 C.F.R. Part 200, Subpart E when charging these specific expenditures to a Federal grant. When applicable, District staff shall check costs against the selected items of cost requirements to ensure the cost is allowable. In addition, State, District and program-specific rules, including the terms and conditions of the award, may deem a cost as unallowable and District personnel shall follow those rules as well.

***C. Cost Compliance:*** The Superintendent shall require that grant program funds are expended and are accounted for consistent with the requirements of the specific program and as identified in the grant application. Compliance monitoring includes accounting for direct or indirect costs and reporting them as permitted or required by each grant.

***D. Determining Whether A Cost is Direct or Indirect***

1. “Direct costs” are those costs that can be identified specifically with a particular final cost objective, such as a Federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy.

These costs may include: salaries and fringe benefits of employees working directly on a grant-funded project; purchased services contracted for performance under the grant; travel of employees working directly on a grant-funded project; materials, supplies, and equipment purchased for use on a specific grant; and infrastructure costs directly attributable to the program (such as long distance telephone calls specific to the program, etc.).

2. “Indirect costs” are those that have been incurred for a common or joint purpose benefitting more than one (1) cost objective, and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. Costs incurred for the same purpose in like circumstances shall be treated consistently as either direct or indirect costs.

These costs may include: general data processing, human resources, utility costs, maintenance, accounting, etc.

Federal education programs with supplement not supplant provisions must use a restricted indirect cost rate. In a restricted rate, indirect costs are limited to general management costs. General management costs do not include divisional administration that is limited to one (1) component of the District, the governing body of the District, compensation of the Superintendent, compensation of the chief executive officer of any component of the District, and operation of the immediate offices of these officers.

The salaries of administrative and clerical staff should normally be treated as indirect costs. Direct charging of these costs may be appropriate only if all the following conditions are met:

- a. Administrative or clerical services are integral to a project or activity.
- b. Individuals involved can be specifically identified with the project or activity.
- c. Such costs are explicitly included in the budget or have the prior written approval of the Federal awarding agency.
- d. The costs are not also recovered as indirect costs.

Where a Federal program has a specific cap on the percentage of administrative costs that may be charged to a grant, that cap shall include all direct administrative charges as well as any recovered indirect charges.

Effort should be given to identify costs as direct costs whenever practical, but allocation of indirect costs may be used where not prohibited and where indirect cost allocation is approved ahead of time by NHDOE or the pass-through entity (Federal funds subject to 2 C.F.R Part 200 pertaining to determining indirect cost allocation).

***E. Timely Obligation of Funds:*** Obligations are orders placed for property and services, contracts and subawards made, and similar transactions during a given period that require payment by the non-Federal entity during the same or a future period.

The following are examples of when funds are determined to be “obligated” under applicable regulation of the U.S. Department of Education:

When the obligation is for:

1. Acquisition of property – on the date which the District makes a binding written commitment to acquire the property.
2. Personal services by an employee of the District – when the services are performed.
3. Personal services by a contractor who is not an employee of the District – on the date which the District makes a binding written commitment to obtain the services.
4. Public utility services – when the District received the services.
5. Travel – when the travel is taken.
6. Rental of property – when the District uses the property.
7. A pre-agreement cost that was properly approved by the Secretary under the cost principles in 2 C.F.R. Part 200, Subpart E – Cost Principles – on the first day of the project period.

***F. Period of Performance:*** All obligations must occur on or between the beginning and ending dates of the grant project. This period of time is known as the period of performance. The period of performance is dictated by statute and will be indicated in the Grant Award Notification (“GAN”). As a general rule, State-administered Federal funds are available for obligation within the year that Congress appropriates the funds for. However, given the unique nature of educational institutions, for many Federal education grants, the period of performance is twenty-seven (27) months. This maximum period includes a fifteen (15) month period of initial availability, plus a twelve (12) month period of carry over. For direct grants, the period of performance is generally identified in the GAN.

Pre-award costs are those incurred prior to the effective date of the Federal award or subaward directly pursuant to the negotiation and in anticipation of the Federal award where such costs are necessary for efficient and timely performance of the scope of work. Such costs are allowable only to the extent that they would have been allowable if incurred after the date of the Federal award and only with the written approval of the initial Federal awarding agency or of the NHDOE or other pass-through entity.

For both State-administered and direct grants, regardless of the period of availability, the District shall liquidate all obligations incurred under the award not later than forty-five (45) days after the end of the funding period unless an extension is authorized. Any funds not obligated within the period of performance or liquidated within the appropriate timeframe are said to lapse and shall be returned to the awarding agency. Consistently, the District shall closely monitor grant spending throughout the grant cycle.

## **DAF-2 - CASH MANAGEMENT AND FUND CONTROL**

Payment methods must be established in writing that minimize the time elapsed between the drawdown of federal funds and the disbursement of those funds. Standards for funds control and accountability must be met as required by the Uniform Guidance for advance payments and in accordance with the requirements of NHDOE or other applicable pass-through-entity.

In order to provide reasonable assurance that all assets, including Federal, State, and local funds, are safeguarded against waste, loss, unauthorized use, or misappropriation, the Superintendent shall implement internal controls in the area of cash management.

The District's payment methods shall minimize the time elapsing between the transfer of funds from the United States Treasury or the NHDOE (pass-through entity) and disbursement by the District, regardless of whether the payment is made by electronic fund transfer, or issuance or redemption of checks, warrants, or payment by other means.

The District shall use forms and procedures required by the NHDOE, grantor agency or other pass-through entity to request payment. The District shall request grant fund payments in accordance with the provisions of the grant. Additionally, the District's financial management systems shall meet the standards for fund control and accountability as established by the awarding agency.

The Superintendent or their designee is authorized to submit requests for advance payments and reimbursements at least monthly when electronic fund transfers are not used, and as often as deemed appropriate when electronic transfers are used, in accordance with the provisions of the Electronic Fund Transfer Act (15 U.S.C. 1693-1693r).

When the District uses a cash advance payment method, the following standards shall apply:

- A. The timing and amount of the advance payment requested will be as close as is administratively feasible to the actual disbursement for direct program or project costs and the proportionate share of any allowable indirect costs.
- B. The District shall make timely payment to contractors in accordance with contract provisions.
- C. To the extent available, the District shall disburse funds available from program income (including repayments to a revolving fund), rebates, refunds, contract settlements, audit recoveries, and interest earned on such funds before requesting additional cash payments.
- D. The District shall account for the receipt, obligation and expenditure of funds.
- E. Advance payments shall be deposited and maintained in insured accounts whenever possible.
- F. Advance payments will be maintained in interest bearing accounts unless the following apply:
  1. The District receives less than \$120,000 in Federal awards per year.

2. The best reasonably available interest-bearing account would not be expected to earn interest in excess of \$500 per year on Federal cash balances.
3. The depository would require an average or minimum balance so high that it would not be feasible within the expected Federal and non-Federal cash resources.
4. A foreign government or banking system prohibits or precludes interest bearing accounts.

G. Pursuant to Federal law and regulations, the District may retain interest earned in an amount up to \$500 per year for administrative costs. Any additional interest earned on Federal advance payments deposited in interest-bearing accounts must be remitted annually to the Department of Health and Human Services Payment Management System (“PMS”) through an electronic medium using either Automated Clearing House (“ACH”) network or a Fedwire Funds Service payment. Remittances shall include pertinent information of the payee and nature of payment in the memo area (often referred to as “addenda records” by Financial Institutions) as that will assist in the timely posting of interest earned on Federal funds.

### **DAF-3 - PROCUREMENT**

All purchases for property and services made using federal funds must be conducted in accordance with all applicable Federal, State and local laws and regulations, the Uniform Guidance, and the District’s written policies and procedures.

Procurement of all supplies, materials equipment, and services paid for from Federal funds or District matching funds shall be made in accordance with all applicable Federal, State, and local statutes and/or regulations, the terms and conditions of the Federal grant, District policies, and procedures.

The Superintendent shall maintain a procurement and contract administration system in accordance with the USDOE requirements (2 CFR 200.317-.326) for the administration and management of Federal grants and Federally-funded programs. The District shall maintain a contract administration system that requires contractors to perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. Except as otherwise noted, procurement transactions shall also conform to the provisions of the District’s documented general purchase Policy DJ.

The District avoids situations that unnecessarily restrict competition and avoids acquisition of unnecessary or duplicative items. Individuals or organizations that develop or draft specifications, requirements, statements of work, and/or invitations for bids, requests for proposals, or invitations to negotiate, are excluded from competing for such purchases. Additionally, consideration shall be given to consolidating or breaking out procurements to obtain a more economical purchase. And, where appropriate, an analysis shall be made to lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach. These considerations are given as part of the process to determine the allowability of each purchase made with Federal funds.

Contracts are awarded only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration is given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. No contract is awarded to a contractor who is suspended or debarred from eligibility for participation in federal assistance programs or activities.

Purchasing records are sufficiently maintained to detail the history of all procurements and must include at least the rationale for the method of procurement, selection of contract type, and contractor selection or rejection; the basis for the contract price; and verification that the contractor is not suspended or debarred.

To foster greater economy and efficiency, the District may enter into State and local intergovernmental agreements where appropriate for procurement or use of common or shared goods and services.

**A. Competition:** All procurement transactions shall be conducted in a manner that encourages full and open competition and that is in accordance with good administrative practice and sound business judgement.

In order to promote objective contractor performance and eliminate unfair competitive advantage, the District shall exclude any contractor that has developed or drafted specifications, requirements, statements of work, or invitations for bids or requests for proposals from competition for such procurements.

Some of the situations considered to be restrictive of competition include, but are not limited to, the following:

1. unreasonable requirements on firms in order for them to qualify to do business;
2. unnecessary experience and excessive bonding requirements;
3. noncompetitive contracts to consultants that are on retainer contracts;
4. organizational conflicts of interest;
5. specification of only a “brand name” product instead of allowing for an “or equal” product to be offered and describing the performance or other relevant requirements of the procurement; and/or
6. any arbitrary action in the procurement process.

Further, the District does not use statutorily or administratively imposed State, local, or tribal geographical preferences in the evaluation of bids or proposals, unless (1) an applicable Federal statute expressly mandates or encourages a geographic preference; (2) the District is contracting for architectural and engineering services, in which case geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

To the extent that the District uses a pre-qualified list of persons, firms or products to acquire goods and services, the pre-qualified list must include enough qualified sources as to ensure maximum open and free competition. The District allows vendors to apply for consideration to be placed on the list as requested.

***B. Solicitation Language:*** The District shall require that all solicitations incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description shall not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, shall set forth those minimum essential characteristics and standards to which it shall conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible.

When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which shall be met by offers shall be clearly stated; and identify all requirements which the offerors shall fulfill and all other factors to be used in evaluating bids or proposals.

The Board will not approve any expenditure for an unauthorized purchase or contract.

***C. Procurement Methods:*** The District shall utilize the following methods of procurement:

1. Micro-purchases

Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed \$10,000. To the extent practicable, the District shall distribute micro-purchase equitably among qualified suppliers. Micro-purchases may be made without soliciting competitive quotations if the Superintendent considers the price to be reasonable. The District maintains evidence of this reasonableness in the records of all purchases made by this method.

2. Small Purchases (Simplified Acquisition)

Small purchase procedures provide for relatively simple and informal procurement methods for securing services, supplies, and other property that does not exceed the competitive bid threshold of \$250,000.

Small purchase procedures require that price or rate quotations shall be obtained from an adequate number of qualified sources.

### 3. Sealed Bids

Sealed, competitive bids shall be obtained when the purchase of, and contract for, single items of supplies, materials, or equipment which amounts to \$250,000 and when the Board determines to build, repair, enlarge, improve, or demolish a school building/facility the cost of which will exceed \$250,000.

- a. In order for sealed bidding to be feasible, the following conditions shall be present:
  - i. a complete, adequate, and realistic specification or purchase description is available;
  - ii. two (2) or more responsible bidders are willing and able to compete effectively for the business; and
  - iii. the procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.
- b. When sealed bids are used, the following requirements apply:
  - i. Bids shall be solicited in accordance with the provisions of State law and DJE. Bids shall be solicited from an adequate number of qualified suppliers, providing sufficient response time prior to the date set for the opening of bids. The invitation to bid shall be publicly advertised.
  - ii. The invitation for bids will include product/contract specifications and pertinent attachments and shall define the items and/or services required in order for the bidder to properly respond.
  - iii. All bids will be opened at the time and place prescribed in the invitation for bids; bids will be opened publicly.
  - iv. A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs shall be considered in determining which bid is lowest. Payment discounts may only be used to determine the low bid when prior experience indicates that such discounts are usually taken.
  - v. The Board reserves the right to reject any and all bids for sound documented reason.
  - vi. Bid protests shall be handled pursuant to the process set forth in [DAF-3.I](#).

### 4. Competitive Proposals

Procurement by competitive proposal, normally conducted with more than one sources submitting an offer, is generally used when conditions are not appropriate for the use of sealed bids or in the case of a recognized exception to the sealed bid method.

If this method is used, the following requirements apply:

- a. Requests for proposals shall be publicized and identify all evaluation factors and their relative importance. Any response to the publicized requests for proposals shall be considered to the maximum extent practical.
- b. Proposals shall be solicited from an adequate number of sources.
- c. The District shall use its written method for conducting technical evaluations of the proposals received and for selecting recipients.
- d. Contracts shall be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.

The District may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated, and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

## 5. Noncompetitive Proposals

Procurement by noncompetitive proposals allows for solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

- a. the item is available only for a single source;
- b. the public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
- c. the Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the District; and/or
- d. after solicitation of a number of sources, competition is determined to be inadequate.

**D. Contracting with Small and Minority Businesses, Women's Business Enterprises, and Labor Surplus Area Firms:** The District must take necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. Affirmative steps must include:

1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
2. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
6. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

**E. Contract/Price Analysis:** The District shall perform a cost or price analysis in connection with every procurement action in excess of \$250,000 (i.e., the Simplified Acquisition/Small Purchase limit), including contract modifications. (See 2 CFR 200.323(a)). A cost analysis generally means evaluating the separate cost elements that make up the total price, while a price analysis means evaluating the total price, without looking at the individual cost elements.

The method and degree of analysis is dependent on the facts surrounding the particular procurement situation; however, the District shall come to an independent estimate prior to receiving bids or proposals.

When performing a cost analysis, the District shall negotiate profit as a separate element of the price. To establish a fair and reasonable profit, consideration is given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

**F. Time and Materials Contracts:** The District shall use a time and materials type contract only (1) after a determination that no other contract is suitable; and (2) if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost to the District is the sum of the actual costs of materials, and direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, the District sets a ceiling price for each contract that the contractor exceeds at its own risk. Further, the District shall assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient

methods and effective cost controls, and otherwise performs in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

***G. Suspension and Disbarment:*** The District will award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of the proposed procurement. All purchasing decisions shall be made in the best interests of the District and shall seek to obtain the maximum value for each dollar expended. When making a purchasing decision, the District shall consider such factors as (1) contractor integrity; (2) compliance with public policy; (3) record of past performance/ and (4) financial and technical resources.

The Superintendent shall have the authority to suspend or debar a person/corporation, for cause, from consideration or award of further contracts. The District is subject to and shall abide by the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, 2 CFR Part 180.

Suspension is an action taken by the District that immediately prohibits a person from participating in covered transactions and transactions covered under the Federal Acquisition Regulation (48 CFR chapter 1) for a temporary period, pending completion of an agency investigation and any judicial or administrative proceedings that may ensure. A person so excluded is suspended. (See 2 CFR Part 180 Subpart G).

Debarment is an action taken by the Superintendent to exclude a person from participating in covered transactions and transactions covered under the Federal Acquisition Regulation (48 CFR chapter 1). A person so excluded is debarred. (See 2 CFR Part 180 Subpart H).

The District shall not subcontract with or award sub-grants to any person or company who is debarred or suspended. For contracts over \$25,000 the District shall confirm that the vendor is not debarred or suspended by either checking the Federal government's System for Award Management ("SAM"), which maintains a list of such debarred or suspended vendors at [www.sam.gov](http://www.sam.gov) (which replaced the former Excluded Parties List System or EPLS); or collecting a certification from the vendor. (See 2 CFR Part 180 Sub part C).

Documentation that debarment/suspension was queried must be retained for each covered transaction as part of the documentation required under DAF-3, paragraph J. This documentation should include the date(s) queried and copy(ies) of the SAM result report/screen shot, or a copy of the or certification from the vendor. It should be attached to the payment backup and retained for future audit review.

***H. Additional Requirements for Procurement Contracts Using Federal Funds:***

1. Clause for Remedies Arising from Breach: For any contract using Federal funds under which the contract amount exceeds the upper limit for Simplified Acquisition/Small Purchases (see DAF-3.C.2), the contract must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and must provide for sanctions and penalties. (See 2 CFR 200, Appendix II(A)).
2. Termination Clause: For any contract using Federal funds under which the contract amount exceeds \$10,000, it must address the District's authority to terminate the contract for cause and for convenience, including the manner by which termination will be effected and the basis for settlement. (See 2 CFR 200, Appendix II(B)).
3. Anti-pollution clause: For any contract using Federal funds under which the contract amount exceeds \$150,000, the contract must include clauses addressing the Clean Air Act and the Federal Water Pollution Control Act. (See 2 CFR 200, Appendix II(G)).
4. Anti-lobbying clause: For any contract using Federal funds under which the contract exceeds \$100,000, the contract must include an anti-lobbying clause, and require bidders to submit Anti-Lobbying Certification as required under 2 CFR 200, Appendix II (J).

5. Negotiation of profit: For each contract using Federal funds and for which there is no price competition, and for each Federal fund contract in which a cost analysis is performed, the District shall negotiate profit as a separate element of the price. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of the contractor's past performance, and industry profit rates in the surrounding geographical area for similar work. (See 2 CFR 200.323(b)).

6. "Domestic Preference" Requirement: The District must provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States, to the greatest extent practicable. This requirement applies whether the District is purchasing the products directly or when the products are purchased by third parties on the District's behalf (e.g. subcontractor, food service management companies, etc.). It also generally applies to all purchases, even those below the micro-purchase threshold, unless otherwise stipulated by the Federal awarding agency. See also additional "Buy American" provisions in [DAF-4.C](#) regarding food service procurement.

7. Huawei Ban: The District may not use Federal funds to procure, obtain, or enter into or renew a contract to procure or obtain equipment, services, or systems which substantially use telecommunications equipment or services produced by Huawei Technologies Company or ZTE Corporation, or any of their subsidiaries.

**I. Bid Protest**: The District maintains the following protest procedures to handle and resolve disputes relating to procurements and, in all instances, discloses information regarding the protest to the awarding agency.

A bidder who wishes to file a bid protest shall file such notice and follow procedures prescribed by the Request For Proposals (RFPs) or the individual bid specifications package, for resolution. Bid protests shall be filed in writing with the Superintendent within seventy-two (72) hours of the opening of the bids in protest.

Within five (5) days of receipt of a protest, the Superintendent shall review the protest as submitted and render a decision regarding the merits of the protest and any impact on the acceptance and rejection of bids submitted. Notice of the filing of a bid protest shall be communicated to the Board and shall be so noted in any subsequent recommendation for the acceptance of bids and awarding of contracts.

Failure to file a notice of intent to protest, or failure to file a formal written protest within the time prescribed, shall constitute a waiver of proceedings.

**J. Maintenance of Procurement Records**: The District shall maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to, the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and records regarding disbarment/suspension queries or actions. Such records shall be retained consistent with District Policy EHB.

#### **DAF-4 - PROCUREMENT – ADDITIONAL PROVISIONS PERTINENT TO FOOD SERVICE PROGRAM**

The following provisions shall be included in all cost reimbursable contracts for food services purchases, including contracts with cost reimbursable provisions, and in solicitation documents prepared to obtain offers for such contracts: (7 CFR Sec. 210.21, 215.14a, 220.16)

**A. Mandatory Contract Clauses**: The following provisions shall be included in all cost reimbursable contracts for food services purchases, including contracts with cost reimbursable provisions, and in solicitation documents prepared to obtain offers for such contracts:

1. Allowable costs will be paid from the nonprofit school food service account to the contractor net of all discounts, rebates and other applicable credits accruing to or received by the contractor or any assignee

under the contract, to the extent those credits are allocable to the allowable portion of the costs billed to the school food authority;

2. The contractor must separately identify for each cost submitted for payment to the school food authority the amount of that cost that is allowable (can be paid from the nonprofit school food service account) and the amount that is unallowable (cannot be paid from the nonprofit school food service account); or
3. The contractor must exclude all unallowable costs from its billing documents and certify that only allowable costs are submitted for payment and records have been established that maintain the visibility of unallowable costs, including directly associated costs in a manner suitable for contract cost determination and verification;
4. The contractor's determination of its allowable costs must be made in compliance with the applicable departmental and program regulations and Office of Management and Budget cost circulars;
5. The contractor must identify the amount of each discount, rebate and other applicable credit on bills and invoices presented to the school food authority for payment and individually identify the amount as a discount, rebate, or in the case of other applicable credits, the nature of the credit. If approved by the state agency, the school food authority may permit the contractor to report this information on a less frequent basis than monthly, but no less frequently than annually;
6. The contractor must identify the method by which it will report discounts, rebates and other applicable credits allocable to the contract that are not reported prior to conclusion of the contract; and
7. The contractor must maintain documentation of costs and discounts, rebates and other applicable credits, and must furnish such documentation upon request to the school food authority, the state agency, or the department.

**B. Contracts with Food Service Management Companies:** Procedures for selecting and contracting with a food service management company shall comply with guidance provided by the NHDOE, including standard forms, procedures and timelines for solicitation, selection and approval of proposals and contracts.

**C. "Buy American" Requirement:**

Under the "Buy American" provision of the National School Lunch Act (the "NSLA"), school food authorities (SFAs) are required to purchase, to the maximum extent practicable, *domestic commodity or product*. As an SFA, the District is required to comply with the "Buy American" procurement standards set forth in 7 CFR Part 210.21(d) when purchasing commercial food products served in the school meals programs. This requirement applies whether the District is purchasing the products directly or when the products are purchased by third parties on the District's behalf (e.g., food service management companies, group purchasing cooperatives, shared purchasing, etc.).

Under the NSLA, "*domestic commodity or product*" is defined as an agricultural commodity or product that is produced or processed in the United States using "*substantial*" agricultural commodities that are produced in the United States. For purposes of the act, "*substantial*" means that over 51 percent of the final processed product consists of agricultural commodities that were grown domestically. Products from Guam, American Samoa, Virgin Islands, Puerto Rico, and the Northern Mariana Islands are allowable under this provision as territories of the United States.

1. Exceptions: The two main exceptions to the Buy American requirements are:
  - a) The product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality; or
  - b) Competitive bids reveal the costs of a U.S. product are significantly higher than the non-domestic product.

2. Steps to Comply with Buy American Requirements: In order to help assure that the District remains in compliance with the Buy American requirement, the Superintendent or their designee, shall
- a) Include a Buy American clause in all procurement documents (product specifications, bid solicitations, requests for proposals, purchase orders, etc.);
  - b) Monitor contractor performance;
  - c) Require suppliers to certify the origin of the product;
  - d) Examine product packaging for identification of the country of origin; and
  - e) Require suppliers to provide specific information about the percentage of U.S. content in food products upon request.

#### **DAF-5 - CONFLICT OF INTEREST AND MANDATORY DISCLOSURES**

The District complies with the requirements of State law and the Uniform Guidance for conflicts of interest and mandatory disclosures for all procurements with federal funds.

Each employee, board member, or agent of the school system who is engaged in the selection, award or administration of a contract supported by a federal grant or award and who has a potential conflict of interest must disclose that conflict in writing to the Superintendent or their designee, who, in turn, shall disclose in writing any such potential conflict of interest to NHDOE or other applicable pass-through-entity.

A conflict of interest would arise when the covered individual, any member of ~~his/her~~ their immediate family, ~~his/her~~ their partner, or an organization, which employs or is about to employ any of those parties has a financial or other interest in or received a tangible personal benefit from a firm considered for a contract. A covered individual who is required to disclose a conflict shall not participate in the selection, award, or administration of a contract supported by a federal grant or award.

Covered individuals will not solicit or accept any gratuities, favors, or items from a contractor or a party to a subcontractor for a federal grant or award. Violations of this rule are subject to disciplinary action.

The Superintendent shall timely disclose in writing to NHDOE or other applicable pass-through-entity, all violations of federal criminal law involving fraud, bribery, or gratuities potentially affecting any federal award. The Superintendent shall fully address any such violations promptly and notify the Board with such information as is appropriate under the circumstances (e.g., taking into account applicable disciplinary processes).

#### **DAF-6 - INVENTORY MANAGEMENT - EQUIPMENT AND SUPPLIES PURCHASED WITH FEDERAL FUNDS**

Equipment and supplies acquired (“property” as used in this policy DAF-6) with federal funds will be used, managed, and disposed of in accordance with applicable state and federal requirements. Property records and inventory systems shall be sufficiently maintained to account for and track equipment that has been acquired with federal funds. In furtherance thereof, the following minimum standards and controls shall apply to any equipment or pilferable items acquired in whole or in part under a Federal award until such property is disposed in accordance with applicable laws, regulations and Board policies:

**A. “Equipment” and “Pilferable Items” Defined:** For purposes of this policy, “equipment” means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of \$5,000, or the capitalization level established by the District for financial statement purposes. “Pilferable items” are those items, *regardless of cost*, which may be easily lost or stolen, such as cell phones, tablets, graphing calculators, software, projectors, cameras and other video equipment, computer equipment and televisions.

**B. Records:** The Superintendent or their designee shall maintain records that include a description of the property; a serial number or other identification number; the source of the funding for the property (including the federal award identification number (FAIN)); who holds title; the acquisition date; the cost

of the property; the percentage of the federal participation in the project costs for the federal award under which the property was acquired; the location, use, and condition of the property; and any ultimate disposition data, including the date of disposition and sale price of the property.

***C. Inventory:*** No less than once every two years, the Superintendent or their designee shall cause a physical inventory of all equipment and pilferable items must be taken and the results reconciled with the property records at least once every two years. Inventories shall be conducted consistent with Board Policy DID.

***D. Control, Maintenance and Disposition:*** The Superintendent shall develop administrative procedures relative to property procured in whole or in part with Federal funds to:

1. prevent loss, damage, or theft of the property; Any loss, damage, or theft must be investigated;
2. to maintain the property and keep it in good condition; and
3. to ensure the highest possible return through proper sales procedures, in those instances where the District is authorized to sell the property.

#### **DAF-7 - TRAVEL REIMBURSEMENT – FEDERAL FUNDS**

The Board shall reimburse administrative, professional and support employees, and school officials, for travel costs incurred in the course of performing services related to official business as a federal grant recipient.

For purposes of this policy, “travel costs” shall mean the expenses for transportation, lodging, subsistence, and related items incurred by employees and school officials who are in travel status on official business as a federal grant recipient.

School officials and district employees shall comply with applicable Board policies and administrative regulations established for reimbursement of travel and other expenses.

The validity of payments for travel costs for all district employees and school officials shall be determined by the Superintendent or their designee.

Travel costs shall be reimbursed on a mileage basis for travel using an employee’s personal vehicle and on an actual cost basis for meals, lodging and other allowable expenses, consistent with those normally allowed in like circumstances in the district’s non-federally funded activities, and in accordance with the district’s travel reimbursement policies and administrative regulations.

Mileage reimbursements shall be at the rate approved by the Board or Board policy for other district travel reimbursements. Actual costs for meals, lodging and other allowable expenses shall be reimbursed only to the extent they are reasonable and do not exceed the per diem limits established by Board policy, or, in the absence of such policy, the federal General Services Administration for federal employees for locale where incurred.

All travel costs must be presented with an itemized, verified statement prior to reimbursement.

In addition, for any costs that are charged directly to the federal award, the Superintendent or their designee shall maintain sufficient records to justify that:

- A. Participation of the individual is necessary to the federal award.
- B. The costs are reasonable and consistent with Board policy.

#### **DAF-8 - ACCOUNTABILITY AND CERTIFICATIONS**

All fiscal transactions must be approved by the Superintendent or their designee who can attest that the expenditure is allowable and approved under the federal program. The Superintendent or their designee submits all required certifications.

#### **DAF-9 - TIME-EFFORT REPORTING / OVERSIGHT**

The Superintendent will establish sufficient oversight of the operations of federally supported activities to assure compliance with applicable federal requirements and to ensure that program objectives established by the awarding agency are being achieved. The District will submit all reports as required by federal or state authorities.

As a recipient of Federal funds, the District shall comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Section 200.430 of the Code of Federal Regulations requires certification of effort to document salary expenses charged directly or indirectly against Federally-sponsored projects. This process is intended to verify the compensation for employment services, including salaries and wages, is allocable and properly expended, and that any variances from the budget are reconciled.

**A. Compensation:** Compensation for employment services includes all remuneration, paid currently or accrued, for services of employees rendered during the period of performance under the Federal award, including but not necessarily limited to wages and salaries. Compensation for personal services may also include fringe benefits, which are addressed in 2 CFR 200.431 Compensation – fringe benefits. Costs of compensation are allowable to the extent that they satisfy the specific requirements of these regulations, and that the total compensation for individual employees:

1. is reasonable for the services rendered, conforms to the District's established written policy, and is consistently applied to both Federal and non-Federal activities; and
2. follows an appointment made in accordance with the District's written policies and meets the requirements of Federal statute, where applicable.

**B. Time and Effort Reports:** Time and effort reports shall:

1. be supported by a system of internal controls which provide reasonable assurance that the charges are accurate, allowable, and properly allocated;
2. be incorporated into the official records of the District;
3. reasonably reflect the total activity for which the employee is compensated by the District, not exceeding 100% of the compensated activities;
4. encompass both Federally assisted and other activities compensated by the District on an integrated basis;
5. comply with the District's established accounting policies and practices;
6. support the distribution of the employee's salary or wages among specific activities or cost objectives if the employee works on more than one (1) Federal award, a Federal award and non-Federal award, an indirect cost activity and a direct cost activity, two (2) or more indirect activities which are allocated using different allocation bases, or an unallowable activity and a direct or indirect cost activity.

The District will also follow any time and effort requirements imposed by NHDOE or other pass-through entity as appropriate to the extent that they are more restrictive than the Federal requirements. The Superintendent or their designee is responsible for the collection and retention of employee time and effort reports. Individually reported data will be made available only to authorized auditors or as required by law.

#### **DAF-10 - GRANT BUDGET RECONCILIATION**

**A. Budget Reconciliation:** Budget estimates are not used as support for charges to Federal awards. However, the District may use budget estimates for interim accounting purposes. The system used by the District to establish budget estimates produces reasonable approximations of the activity actually performed. Any significant changes in the corresponding work activity are identified by the District and entered into the District's records in a timely manner.

The District's internal controls include a process to review after-the-fact interim charges made to a Federal award based on budget estimates and ensure that all necessary adjustments are made so that the final amount charged to the Federal award is accurate, allowable, and properly allocated.

**B. Grant Closeout Requirements:** At the end of the period of performance or when the Federal awarding agency determines the District has completed all applicable administrative actions and all required work under the grant, the agency will close out the Federal award. If the award passed-through the State, the District will have 90 days from the end of the period of performance to submit to the State all financial, performance, and other reports as required by the terms and conditions of the award.

Failure to submit all required reports within the required timeframe will necessarily result in the Federal awarding agency reporting the District's material failure to comply with the terms of the grant to the Office of Management and Budget (OMB), and may pursue other enforcement actions.

The District must maintain all financial records and other documents pertinent to the grant for a period of three years from the date of submission of the final expenditure report, barring other circumstances detailed in 2 CFR 200.344

### **DAF-11 - SUB-RECIPIENT MONITORING AND MANAGEMENT**

When entering agreements involving the expenditure or disbursements of federal grant funds, the District shall determine whether the recipient of such federal funds is a "contractor" or "subrecipient", as those terms are defined in 2 CFR §200.23 and §200.93, respectively. See also guidance at 2 CFR §200.330 "Subrecipient and contractor determinations". Generally, "subrecipients" are instrumental in implementing the applicable work program whereas a "contractor" provides goods and services for the District's own use. Contractors will be subject to the District's procurement and purchasing policies (e.g., DAF-3 relative to federal grant funds, *DJE* relative to bidding requirements for non-federal money projects, etc.). Subrecipients are subject to this Policy.

Under the UGG, the District is considered a "pass-through entity" in relation to its subrecipients, and as such requires that subrecipients comply with applicable terms and conditions (flow-down provisions). All subrecipients of Federal or State funds received through the District are subject to the same Federal and State statutes, regulations, and award terms and conditions as the District.

#### **A. Sub-award Contents and Communication.**

In the execution of every sub-award, the District will communicate the following information to the subrecipient and include the same information in the sub-award agreement.

1. Every sub-award will be clearly identified and include the following Federal award identification:
  - a) Subrecipient name
  - b) Subrecipient's unique ID number (DUNS)
  - c) Federal Award ID Number (FAIN)
  - d) Federal award date
  - e) Period of performance start and end date
  - f) Amount of federal funds obligated
  - g) Amount of federal funds obligated to the subrecipient
  - h) Total amount of the Federal award
  - i) Total approved cost sharing or match required where applicable
  - j) Project description responsive to FFATA
  - k) Name of Federal awarding agency, pass through entity and contact information
  - l) CFDA number and name

- m) Identification of the award is R&D
- n) Indirect cost rate for the Federal award
- 2. Requirements imposed by the District including statutes, regulations, and the terms and conditions of the Federal award.
- 3. Any additional requirements the District deems necessary for financial or performance reporting of subrecipients as necessary.
- 4. An approved indirect cost rate negotiated between subrecipient and the Federal government or between the pass-through entity and subrecipient.
- 5. Requirements that the District and its auditors have access to the subrecipient records and financial statements.
- 6. Terms and conditions for closeout of the sub-award.

**B. Subrecipient Monitoring Procedures.**

The Superintendent is responsible for having all the District project managers monitor subrecipients. The District will monitor the activities of the subrecipient to ensure the sub-award is used for authorized purposes. The frequency of monitoring review will be specified in the sub-award and conducted concurrently with all invoice submission.

Subrecipient monitoring procedures include:

- 1. At the time of proposal, assess the potential of the subrecipient for programmatic, financial, and administrative suitability.
- 2. Evaluate each subrecipient's risk of noncompliance prior to executing a sub-award. In doing so, the District will assess the subrecipient's:
  - a) Prior experience with the same or similar sub-awards.
  - b) Results of previous audits and single audit (if applicable).
  - c) New personnel or new or substantially changed systems.
  - d) The extent and results of Federal awarding agency monitoring.
- 3. Confirm the statement of work and review any non-standard terms and conditions of the sub-award during the negotiation process.
- 4. Monitor financial and programmatic progress and ability of the subrecipient to meet objectives of the sub-award. To facilitate this review, subrecipients are required to submit sufficient invoice detail and a progress report. The District project managers will encourage subrecipients to submit regular invoices.
- 5. Invoices and progress reports will be date stamped upon receipt if received in hard copy. A record of the date of receipt will be maintained for those invoices sent electronically.
- 6. In conducting regular oversight and monitoring, the District project managers will:
  - a) Verify invoices that include progress reports.
  - b) Review progress reports to ensure project is progressing appropriately and on schedule.
  - c) Compare invoice to agreement budget to ensure eligibility of costs and that costs do not exceed budget.
  - d) Review invoice to ensure supporting documentation is included and invoices costs are within the scope of work for the projects being invoiced.
  - e) Obtain report, certification and supporting documentation of local (non-federal)/in-kind match work from the subrecipient.
  - f) Review subrecipient match tasks for eligibility.
  - g) Initial the progress report and invoice confirming review and approval prior to payment.
  - h) Raise any concerns to the Superintendent or their designee.