

Brookline School Board  
Tuesday, May 23, 2017  
Captain Samuel Douglass Academy  
6:00 PM

All Times are estimates and subject to change without notice

- 6:00 Call to Order
- 6:10 Agenda adjustments  
Correspondence/Resignations/Nominations
- 6:20 Public Input
- 6:30 Public Hear - School Board Expendable Trust Fund
- 6:40 Public Hearing – District Elections
- 6:50 Principal's report  
Presentation – Technology Presentation
- 7:00 Discussion
  - Start time committee
  - Revenue and expense report
- 7:10 **Deliberations**
  - To see what action the Board will take regarding the expendable trust fund
  - To see what action the Board will take regarding the results from the District Elections
  - To see what action the Board will take regarding the proposed increase to school lunches
  - To see what action the Board will take regarding Policy JRA – First Reading
- 7:25 Approval of minutes
- 7:30 Non-public under RSA 91-A: 3II (a) Compensation and/or (c) Reputation
- 7:35 Motion to adjourn

**Brookline School District**  
**Public Hearing**  
on the use of  
**The Maintenance Expendable Trust**  
**May 23, 2017**

**Background**

Principals Dennis Dobe and Dan Molinari have both identified a need to protect their parking lots by resealing them. Quotes were received from two vendors. The costs from the lowest bidder were included in the FY18 Budget process but it was decided to move this expenditure to the Maintenance Expendable Trust so that a lower budget could be presented to the voters.

The Brookline School Board at the time agreed with this proposal.

**Estimated Costs**

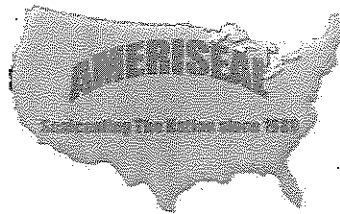
**Parking Lot Resealing (see attached quotes from Ameriseal)**

CSDA	\$11,200
RMMS	<u>\$12,098</u>
	\$23,298

**Expendable Trust Impact**

Current Balance:	\$56,635
FY18 Expenditure:	<u>\$23,298</u>
Resulting Balance:	\$33,337

FY18 Addition:	<u>\$40,000</u>
FY18 Ending Balance:	\$73,337



**Ameriseal** [www.AmerisealSealcoating.com](http://www.AmerisealSealcoating.com)

11 Four Seasons Lane  
Merrimack, NH 03054  
603-424-3263  
603-424-1289 Fax #

## Estimate

Date	Estimate #
10/24/2016	10812

Name / Address	Customer Phone	Customer E-mail
Brookline, NH School District Dawna Bosquet Captain Samuel Douglass Academy 24 Townsend Hill Rd Brookline, NH 03033 Job Location:	603-533-0150	dawna.bosquet@sau41.org
	Customer Alt. Phone	Customer Fax

### Pavement Condition:

Deterioration Stage: Excellent Fair Poor

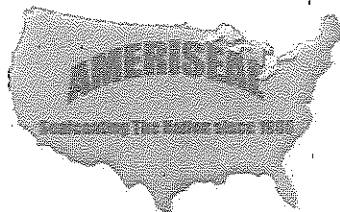
Previously Sealed: Yes No

Area To Seal:

Customer Contact	Rep	Inspection Date
	AAW	10/24/2016

Item	Description	Total
Sealcoating	All surfaces will be cleaned and free of debris. We will pretreat all gas, oil and chemical spots to insure proper bonding. ***Weeds On Curbs Will Need To Be Sprayed By Maintenance***	7,955.00
Crack Filling	Hot Rubber Crack Sealant	2,650.00
Line Striping After Sealcoating	Line Striping After Sealcoating ***White/Blue HC/Arrow/New Stop Bar & Entrance***  Optional: 1 Drain Reset Near Street, Water Is Not Draining Properly: Cut Out, Re-Grade, Re-Pave. \$1,990	595.00
RP355-E Spec	The Ameriseal treatment includes sealing with FED SPEC: RP355-E or equivalent product.	
<b>Signature</b>		<b>Total</b> \$11,200.00

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Any alteration or deviation from above specs involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by workers compensation insurance, we also carry Liability insurance.



**Ameriseal** [www.AmerisealSealcoating.com](http://www.AmerisealSealcoating.com)

11 Four Seasons Lane  
Merrimack, NH 03054  
603-424-3263  
603-424-1289 Fax #

## Estimate

Date	Estimate #
10/24/2016	10813

Name / Address	Customer Phone	Customer E-mail
Brookline, NH School District Dawna Bosquet Richard Maghakian Memorial School 22 Milford Street Brookline, NH 03033 Job Location:	603-533-0150	dawna.bosquet@sau41.org
	Customer Alt. Phone	Customer Fax

### Pavement Condition:

Deterioration Stage: Excellent Fair Poor

Previously Sealed: Yes No

Area To Seal:

Customer Contact	Rep	Inspection Date
	AAW	10/24/2016

Item	Description	Total
Sealcoating	All surfaces will be cleaned and free of debris. We will pretreat all gas, oil and chemical spots to insure proper bonding. ***Includes Walkways/Does Not Include Separate Basketball Court***	7,283.00
Crack Filling	Hot Rubber Crack Sealant ***Recap Open Cracks/Seams/Seal Alligator Cracks***	3,690.00
Line Striping After Sealcoating	Line Striping After Sealcoating ***White/Yellow/Blue HC/Arrows/No Parking*** ***Will Plan Striping At Time Of Sealcoating***	1,125.00
RP355-E Spec	The Ameriseal treatment includes sealing with FED SPEC: RP355-E or equivalent product.	
Signature		<b>Total</b> \$12,098.00

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Any alteration or deviation from above specs involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by workers compensation insurance, we also carry Liability insurance.

# Brookline School Administrator's Report

May 23, 2017

## Calendar, Events, Programs

May 1st - 5th	Teacher Appreciation Week	June 6th	RMMS Author Visit
May 1st - 5th	NECAP-Sci. Testing for Gr. 4	June 6th	RMMS Writer's Festival / Art Show
May 2nd & 4th	Kindergarten Screening	June 6th	Book Fair Family Night @ RMMS
May 3rd	Brookline PTO at CSDA	June 7th	Grade 5 to Sturbridge Village
May 4th	Writer's Fest. / Poetry Out Loud (CSDA)	June 7th	PTO Meeting @ RMMS
May 5th	Grade 6 to Currier Museum of Art	June 8th	Gr. 2 - Field Trip to Discovery Museum
May 7th	PTO Brookline Bolt	June 8th	Grade 6 Move-Up to HBMS
May 10th	Gr. 2 - Discovery Museum	June 8th	CSDA Spring Concert
May 12th	Quarter #4 Progress Reports	June 9th	RMMS Field Day
May 15th	NWEA Spring Testing Begins	June 9th	Grade 6 to Canobie Lake
May 16th	Spring Concert Grades K & 2	June 12th	RMMS Summer Reading Kickoff
May 17th	Spring Concert Grades 1 & 3	June 13th	Step-up Day
May 24th	Grade 5 Environmental Field Trip	June 13th	Last Day of Preschool
May 26th	Memorial Day Program @ CSDA	June 13th	Grade 6 Science Fair
May 29th	No School -- Memorial Day	June 15th	Gr. 1 Field Trip to SEE Science Center
May 30th	CSDA Spring Book Fair Begins	June 16th	CSDA Field Day
May 31st	RMMS Spring Book Fair Begins	June 19th	Last Day for ½ day K students
June 2nd	Gr. 3 - Field Trip to Ecotarium	June 19th	Grade 6 Celebration
June 5th	Kindergarten to Davis Farm	June 20th	Last Student Day (½ Day)
June 5th	PreK Field Day & Barbeque	June 22nd	Last Teacher Day

### I. Brookline School District Update

- Technology Presentation
- Staffing and Class Size Overview for 2017-2018

### BSD Enrollment Summary

Pre- 3	Pre-4	K	1	2	3	4	5	6
17 RE - 9 SE - 8	15 RE - 8 SE - 7	80 47 full 33 half  [4 Classes, 20 Pupils per Class]	64  [4 Classes, 16 Pupils per Class]	73  [3 Classes, 24.33 Pupils per Class]	76  [4 Classes, 19 Pupils per Class]	74  [3 Classes, 24.66 Pupils per Class]	67  [3 Classes, 22.33 Pupils per Class]	101  [4 Classes, 25.25 Pupils per Class]

RMMS: 325

CSDA: 242

# Technology at RMMS



# Goals

- At RMMS we start with the basics. As the students progress through the curriculum, we build on the basic skills to make the students as proficient as possible.
- Our goals also include using Technology in all areas of learning. Students learn the tools to use and are able to implement these skills/programs/etc. into everyday life.



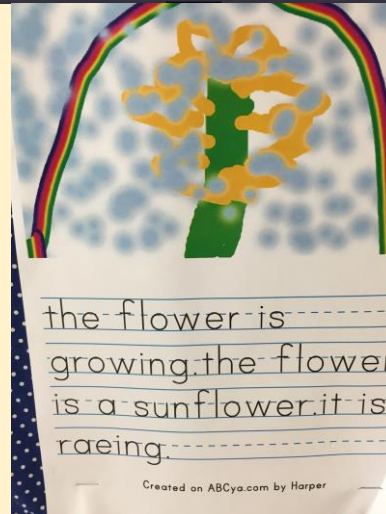
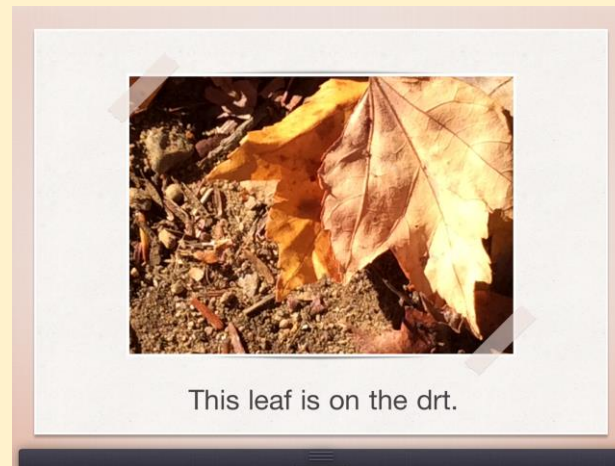
# Progression of Skills

**Kindergarten** - At the beginning of the year, the students learn basic mouse skills through games such as ABC mouse, Starfall and programs like Paint. As the year progresses, the students are introduced to the keyboard and learn how to log onto the computers. They also learn to navigate more programs and links on the school website. Students in Kindergarten also use the iPad and navigate a variety of programs with independence. This year only full day students attended Technology lessons.





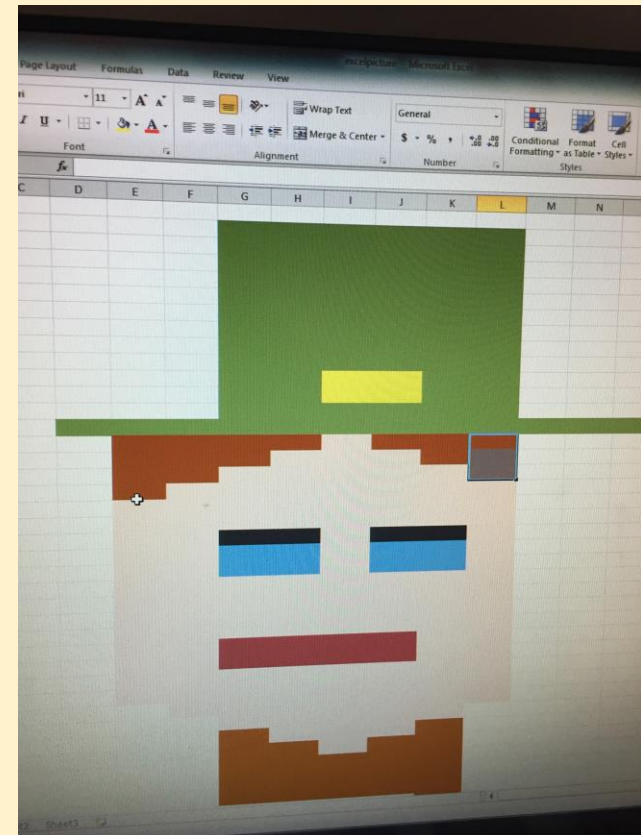
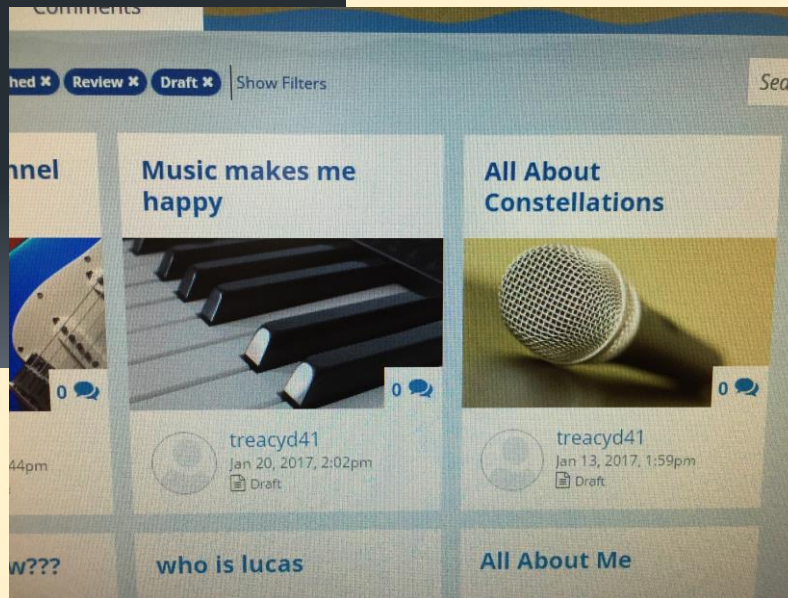
Grade 1 - In first grade, the students are using the skills they learned in Kindergarten and applying those skills to the projects. We have done many writing, drawing, and projects that include pictures.



Grade 2 - Second grade has concentrated on typing skills, using typing club. They are applying these skills working on blogs. We have also worked on internet navigation using webquests and programs such as PowerPoint, Word, and Excel.

## 1<sup>st</sup> graders in their imaginations

By: Zachary Ryan LeBaron



Grade 3 - Google Classroom!! This year with piloting google classroom, the students really concentrated on using Google Apps to produce many projects. We wrote “Choose your own Adventure” books, made meal plans, worked on collaborative “All About Me” projects, had webquests, logged typing progress and much more.

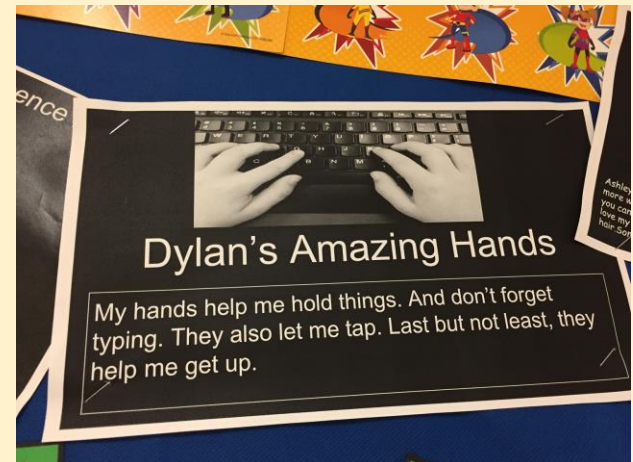


Meal planning Sheet - Ai

File Edit View Insert Form

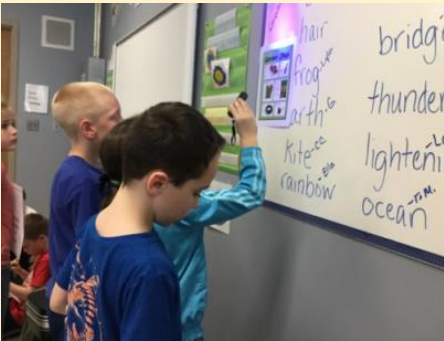
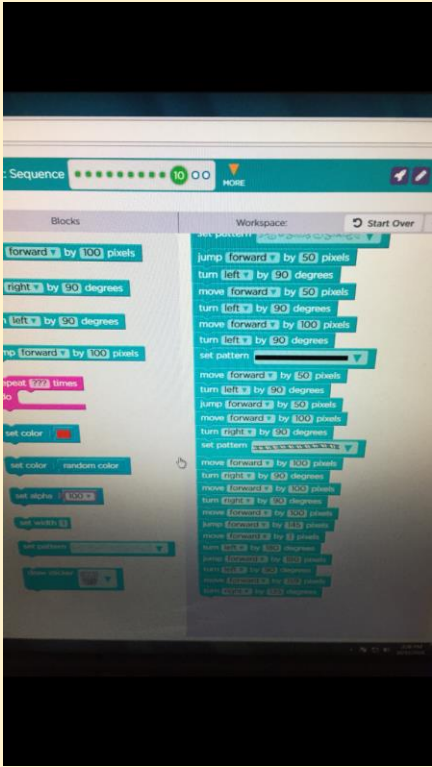
meal choices

	A	B
1	meal choices	Prices
2	Chicken	\$10.19
3	brownies	\$4.16
4	fruit salad	\$9.05
5	potatoes	\$5.35
6	salad	\$7.32
7	rice	\$2.16
8		\$38.23
9		
10		





# Integrated Specials



This year in Integrated Specials we have done some amazing things. All focused on the Engineer/Design process, STEM, and Critical Thinking.

Grade 1 - Coding Club, Lego WeDo, SuperHero STEM Challenges, and Breakout Boxes/Games.

Grade 2 - Coding Club, Lego City (community and scaling focus), SuperHero STEM Challenges, and Breakout Boxes/Games.

Grade 3 - Coding Club, Little Bits Inventions, SuperHero STEM Challenges, and Breakout Boxes/Games.

# And More...

As an Integrator, technology is implemented throughout the curriculum. I have helped teachers develop webquests, websites, and curriculum ideas. This year, I also piloted a robotics competition using the Dash robot, which inspired me to fundraise to obtain 11 Dash robots for RMMS. I also helped facilitate the STEM night for Brookline, a school-wide STEM project using Finch robots (a grant program which loaned 13 robots to our school). This year I became a digital innovator with PBS Learning Media, which has given RMMS school-wide access to all of their content. Here are a few websites I have developed this year for grade 2 and the school wide Read Across America week festivities.

<https://sites.google.com/sau41.org/raa/home>

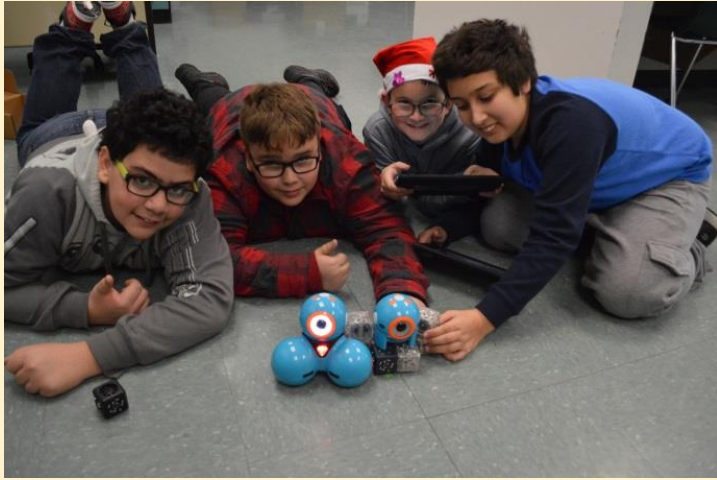
<https://sites.google.com/sau41.org/buriedtreasure/introduction>



# What Next?

Looking at next year, our vision for RMMS would be focused on three things:

1. Adding more integration time into the classroom: This would not only allow for more technology components into the curriculum but would also allow for collaboration of the classroom teacher and integrator for higher level curriculum based projects.
2. Implementation of Learning Commons: Learning commons would bring collaboration between the Library Media Specialist and Integrator to enhance the use of Maker Spaces as well as further assist classrooms with research and other projects.
3. Implementation of Google Classroom in Grade 2. This year the pilot for grade 3 went very well. We would be looking forward for second graders to have the same collaborative opportunity.



# Technology at CSDA

Pam Shaw  
Tech Educator

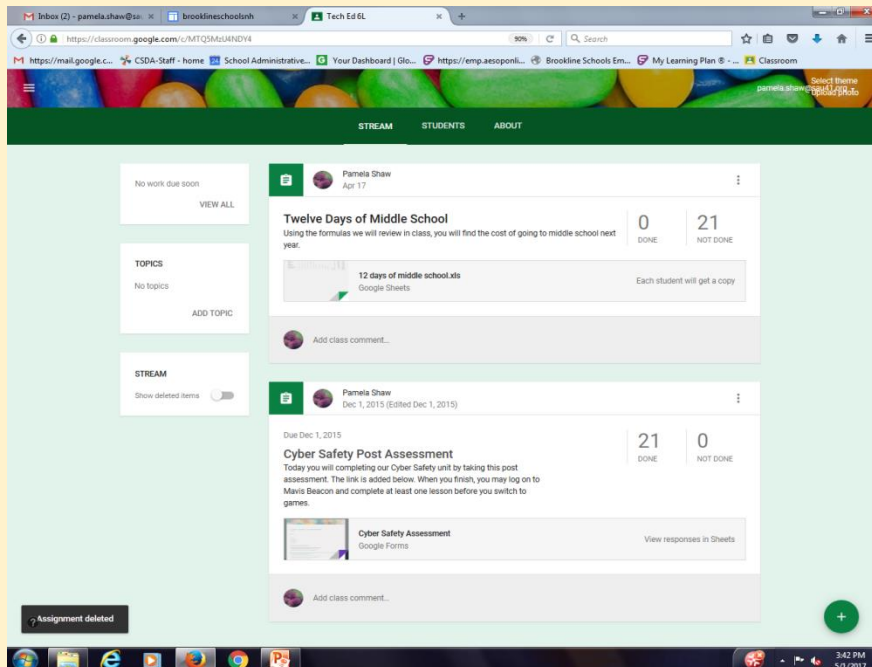


# Goals

- We strive to give students a variety of opportunities to use technology to “Show What They Know!”
- This is a great way for students to use the tools and practice the skills they will need in future years of education and in the workplace.
- Technology in and of itself is not important. It is how students use available tools to demonstrate a mastery of learning, informing others, and collaborating to solve real-world problems.

# Overview of Basic Tools

- Students should be Proficient in word processing, spreadsheets, and multimedia presentations by the time they leave CSDA.
- We use both Microsoft Office and Google Classroom so that students can become Proficient in each platform.

A screenshot of a 'Cyber Safety Assessment' form. The title is 'Cyber Safety Assessment' with a red asterisk indicating it is required. Below the title is a 'Name \*' field. Underneath is a 'Class \*' section with radio button options: 6Hicks, 6LaRochelle, 6Putnam, and 6Snoke. The form contains two sections of instructions, each followed by a list of radio button options. The first section is titled 'When using email you should always: \*' and lists: open and read all emails carefully, reply back to harassing emails to tell them to leave you alone, delete all emails (unread) from people you do not know, and download all email attachments to your computer. The second section is titled 'When using your computer to swap music with others, for educational purposes only, be aware that there is real danger in doing so because: \*' and lists: swapping all music is against the law, opening email lets other people have access to your computer, many nasty viruses can be transferred to your computer, and most files you swap will be incomplete. At the bottom, there is a section titled 'Personal information that should never be shared online is: \*' with radio button options: address and phone number, Your school name and town where you live, and Names of your friends.

# Typing Practices

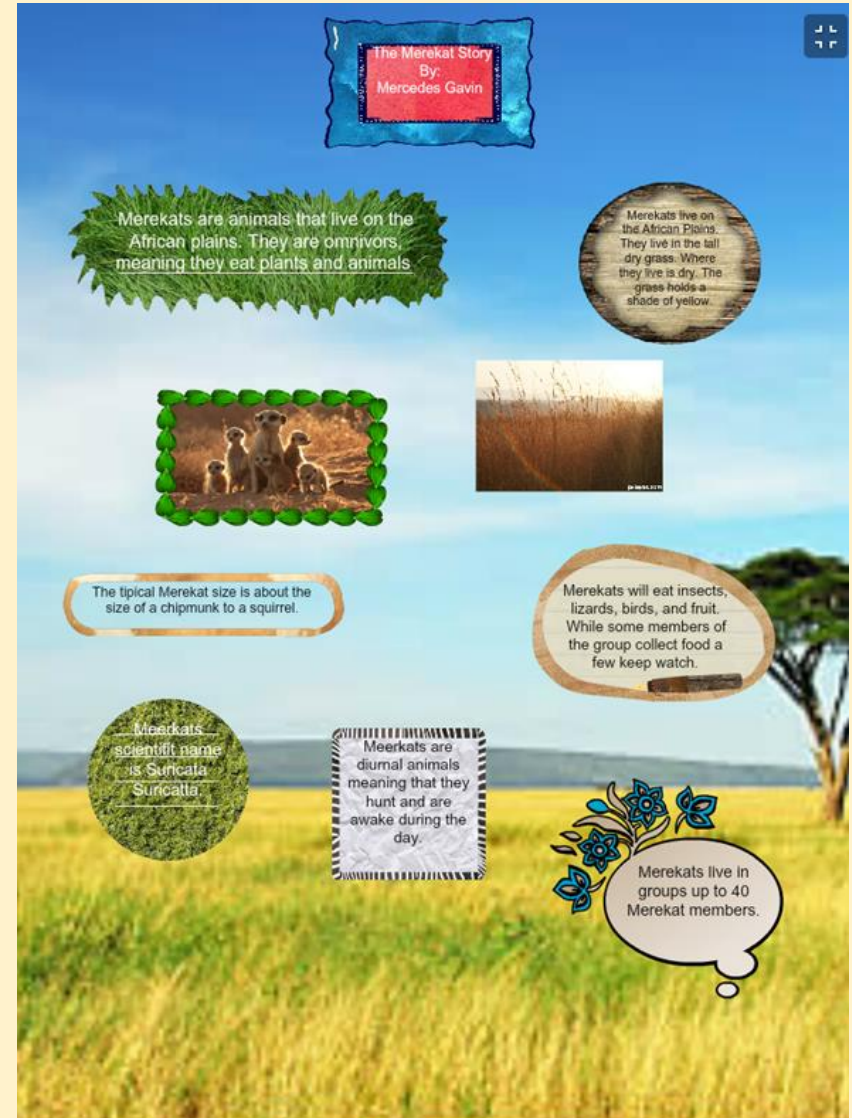
- During the first weeks of school, students take a Typing Pre-test. In May, they take the same test again as a Post-test.
- Students can see how they have improved their typing speed and accuracy.
- Mavis Beacon Teaches Typing, a software program, and a variety of online typing sites are used for typing practice.
- Examples:
  - <http://www.sense-lang.org/typing/tutor/keyboarding.php?lang=EN>
  - <http://interactivesites.weebly.com/typing.html>

# Integrated Arts - Africa

- During our Fall Specialists' Integrated Arts unit on Africa, a tie in to the PTO sponsored play, *The Lion King*, students created Glogs, using Glogster, an online poster presentation format.
- Grade 4 – African Animals that were featured in *The Lion King*.
- Grade 5 – African Natural Wonders
- Grade 6 – African countries that could have been the setting for the play.



# Gr. 4 – African Animals





# Gr 5 – Natural Wonders

## Table Mountain

Table mountain is located in Cape Town South Africa.

Table mountain over looks the city of Cape Town!



Many people have said that it is a wonderful place to visit and to add it to your bucket list.  
There were 2,000 types of plants, fossils on the mountain, but still more to come.  
And the top of the mountain reaches 1,086m above sea level.  
Sand stone covers most of the mountain.

Table mountain enjoys long hot summers. And they have cold rainy and short winters.



You can go up the Mountain in a cable car.

table mountain is considered a natural wonder because it was not hand crafted and it is in the form of a flat table.



on January 13, 2011 the climate of table mountain was 64!

Fun Fact: Some people say that Table mountain has a table cloth on it, but all the table cloth really is just a thin layer of clouds overhead of Table mountain.



Table mountain is a flat rock that looks a bit like a table.

## The Serengeti Plains

By Madeleine Leclerc



The Serengeti Plains has shrubs, trees, open grass lands bordered by hills and rocky formations, strong winds, and some short grass and long grass.

The Serengeti Plains is considered a natural wonder because of all the amazing animals.

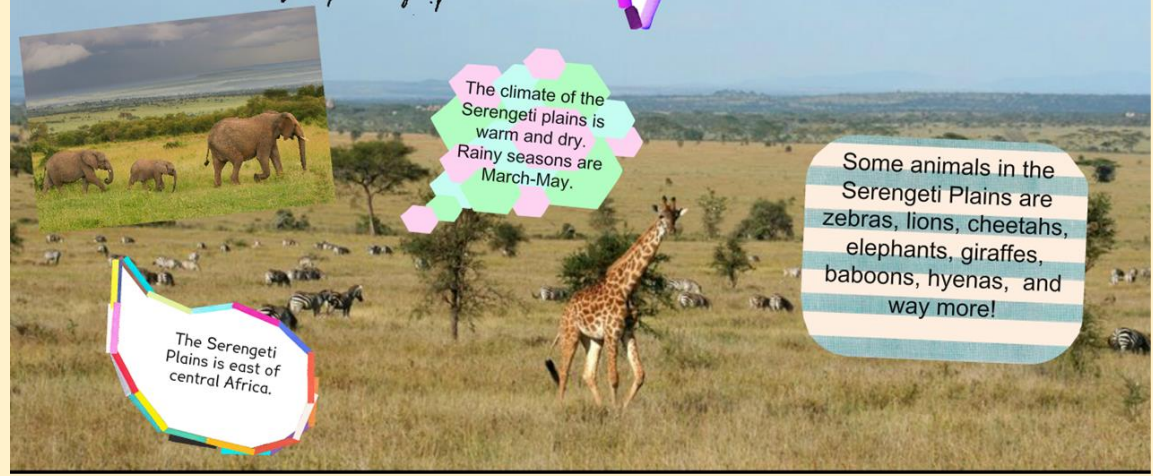


The climate of the Serengeti plains is warm and dry. Rainy seasons are March-May.



The Serengeti Plains is east of central Africa.

Some animals in the Serengeti Plains are zebras, lions, cheetahs, elephants, giraffes, baboons, hyenas, and way more!





# Gr. 6 – African Countries



**Madagascar**

The climate is hot and humid by the coast, dry by the south, but temperate in the rest of the land

Madagascar's population is approximately 25,163,452 as of November 2016.

The capital of Madagascar is Antananarivo.

**Did You Know?**  
Some natural hazards in Madagascar are cyclones, drought, and locust infection.

**Important landforms include:** the Mananara River, Mangoro River, and the Sambirano River.

The official languages in Madagascar are French and Malagasy. English is a language there, but not official.

**Map and Flag of Madagascar**





**MAURITIUS**

One of the important landforms of Mauritius is Bassin Blanc- it is a old volcanic crater that is found in the mountain range of Savanne. It's well known for it's scenic lake nestled in a volcanic cone. The lake is a breeding ground for mosquitoes. The crater is about 350 meters deep and the bottom of it is 250 meters wide. Bassin Blanc is about.

Population: 1,281,236  
Capital: Port Louis

Another important landform is Lion Mountain. Lion Mountain welcomes hikers to many different routes. It's view of the Mahabour bay takes the hiker's breath away because of the beautiful water and the relaxing sound of the waves. Except for the drenching rain and the high-pitched thunder, Lion Mountain is probably going to be your favorite mountain yet.

**Other interesting facts**

1. Mauritius is the home of the most fascinating being that ever walked on earth, the Dodo bird.
2. One of the most visited islands in the world.
3. Has rich history, beautiful scenery and

**Points of Interest**  
Black River Gorges National Park- This fascinating place has parks, places where you can hike, beautiful waterfalls, and nature reserves. You can have plenty of fun at this national park.

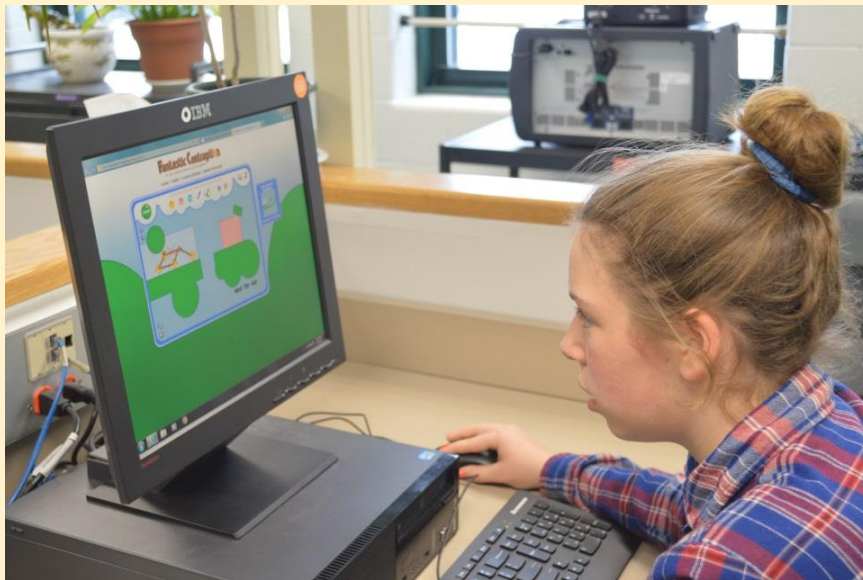
Sir Seewoosagar Ramgoolam Botanical Garden- It's garden is within 60 acres of exotic plants! This garden has the most visited attractions in

**Climate**  
Mauritius has two seasons. There is a relatively cool, dry winter from June to September. Mean summer temperature is 24.7 degrees Celsius and mean winter temperature is 20.4 degrees Celsius. The warmest months are January and February and the coldest are July and August. It's kind of a switch-a-roo of America.

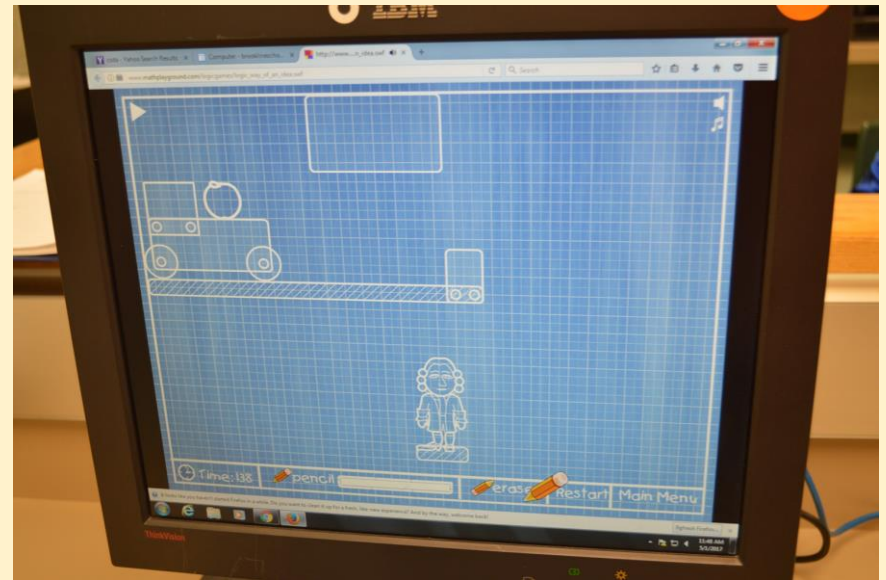
# Coding and STEM sites

- In December, students take part in the Hour of Code:
  - [www.code.org/learn](http://www.code.org/learn)
- This year, our students also participated in the Code Challenge, sponsored by Code Monkey:
  - <https://www.playcodemonkey.com/challenges/0>
- These sites are available to students whenever their work has been completed.
- In addition, students also have explored STEM/physics sites such as Fantastic Contraptions  
<http://fantasticcontraption.com/original/>
- and Way of an Idea  
[http://www.mathplayground.com/logicgames/logic\\_way\\_of\\_an\\_idea.swf](http://www.mathplayground.com/logicgames/logic_way_of_an_idea.swf)





Fantastic Contraptions

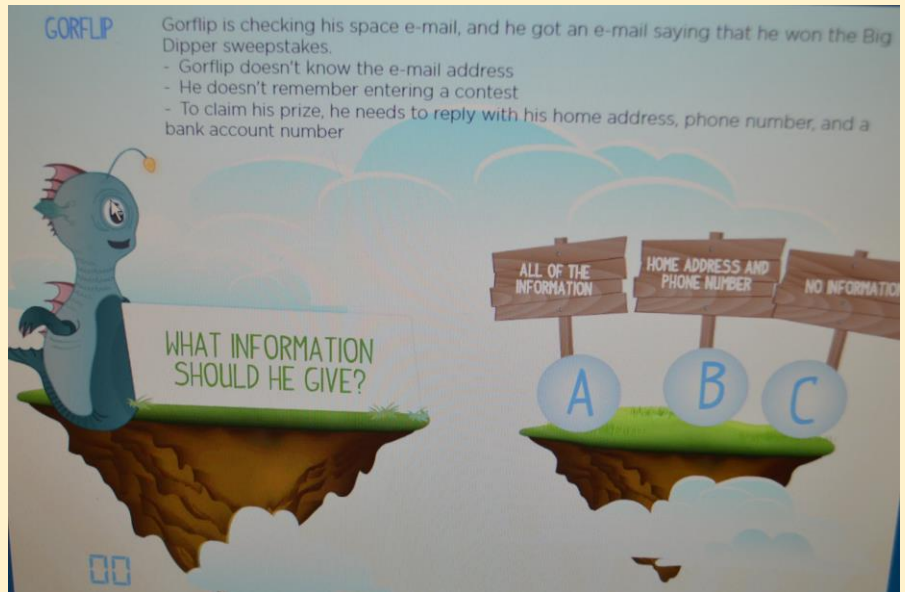


Way of an Idea



# Online Courses

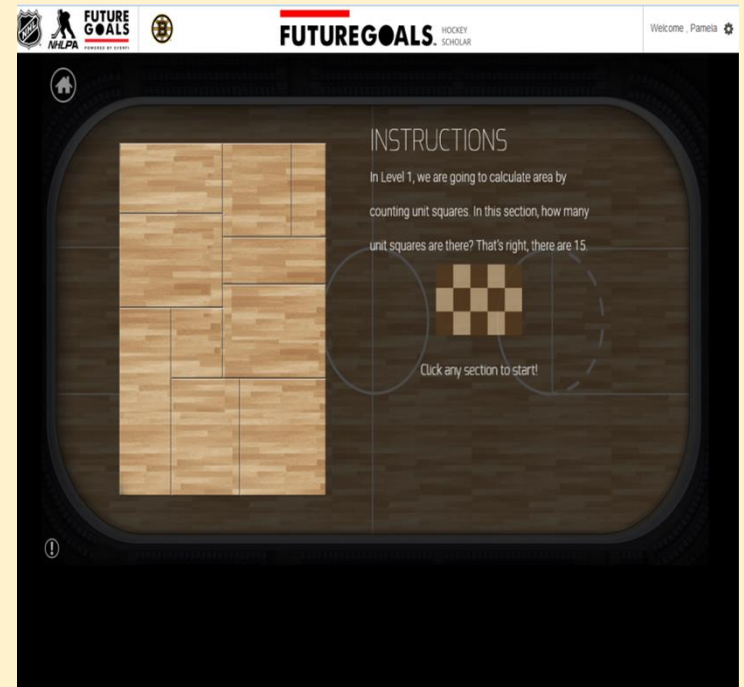
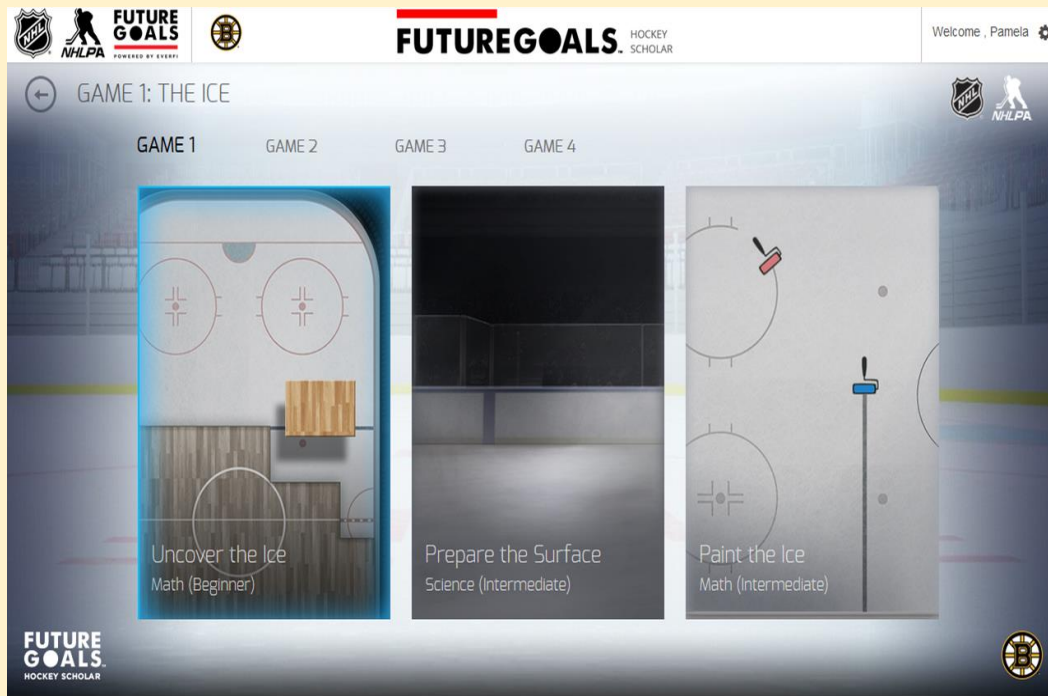
- VAULT – Grade 5
  - Students learn the basics of saving for short and long term financial goals.





# Online Courses

- Hockey Scholars – Grade 6
  - STEM unit with our Physical Education teacher, librarian, the 6<sup>th</sup> grade science teachers, our science specialist, and me all participating as facilitators for a variety of hands-on and online learning.



# Tellagamis

- A fourth grade reading enrichment group created Tellagamis, such as those below, about a variety of Wonders of the World.
- Currently, all fourth graders are creating Tellagamis about a New Hampshire animal in a mini - Integrated Unit with our art teacher, librarian, and me.



# Green Board Videos

- Our newest exploration opportunity





# FLEX

Robotics — Dot and Dash

Cubelets



STEM Apps - Fraction Mashup,  
Choreo Graph, SizeWize, Volumize,  
Play Physics



# Brookline School District Expense Revenue Report

## Expense

Function	Description	Annual Budget	YTD -Q4 Expense	Encumbered	Balance
1100	Regular Education	2,383,689.80	1,753,831.89	604,068.88	25,789.03
1200	Special Education	1,044,289.29	754,516.87	214,881.43	74,890.99
2100	Student Support Services	601,021.19	443,541.84	157,479.35	-
2200	Instructional Staff Support	253,210.67	161,762.17	69,298.47	22,150.03
2300	School Board/SAU Assessment	310,245.00	278,469.32	31,775.68	-
2400	School Administration	435,202.57	353,664.85	59,009.14	22,528.58
2600	Facilities	605,106.36	454,665.23	140,033.29	10,407.84
2700	Transportation	361,693.44	293,524.22	57,156.02	11,013.20
2900	Benefits	1,964,419.68	1,547,982.94	416,436.74	-
4500	Building Improvements	-	-	-	-
5100	Bonds	480,750.00	277,491.03	203,258.97	-
5200	Transfers	453,987.00	-	453,987.00	-
		<b>8,893,615.00</b>	<b>6,319,450.36</b>	<b>2,407,384.97</b>	<b>166,779.67</b>

## Revenue

		Budget	YTD -Q4 Revenue	Expected	Balance
1111	Local Property Tax	5,447,638.00	5,447,638.00	-	-
1112, 1500, 1900	Local Impact Fees	8,600.00	15,706.45	-	(7,106.45)
3110	Adequacy Aid Grant/Tax State	2,373,730.24	2,202,962.24	170,768.00	-
3230	Catastrophic Aid	4,000.00	4,000.00	-	-
3210	Building Aid	51,566.00	51,566.00	-	-
21.3260	Food Service	2,133.00	2,079.96	-	53.04
<b>Federal</b>					-
4100-4539, 4570	Grants	278,987.00	103,565.07	175,421.93	-
21.4560	Food Service	40,867.00	24,091.76	16,775.24	-
4580	Medicaid	18,000.00	15,323.51	2,676.49	-
<b>Local</b>					-
1317, 1990.00	Tuition	140,000.00	163,758.82	-	(23,758.82)
1510, 1910, 1990.01	Other	5,000.00	3,091.62	1,908.38	-
21.1600-1699	Food Service Sales	122,000.00	103,964.01	18,035.99	-
<b>Maintenance Trust</b>		10,000.00	-	10,000.00	-
<b>Fund Balance to Reduce Taxes</b>		391,093.76	-	391,093.76	-
		<b>8,893,615.00</b>	<b>8,137,747.44</b>	<b>786,679.79</b>	<b>(30,812.23)</b>

<b>Unreserved Fund Balance</b>	<b>\$ 197,592</b>
Less Special Education Fund (FY 18)	\$ 100,000
Less Facilities Maintenance Fund (FY 18)	\$ 40,000
Fund Balance to Reduce Taxes (FY 18)	\$ 57,592

### Additional Expense Information

Function	Description	Includes
1100	Regular Education	Teacher salaries and teaching materials
1200	Special Education	Teacher salaries, teaching materials, ESY, out-of-district tuition
2100	Student Support Services	Guidance, nurse, psychologist, OT, teaching/testing supplies, contracted services
2200	Instructional Staff Support	Professional development, librarian, library supplies, computer equipment
2300	School Board/Assessment	Assessment, school board expense, annual meeting expense, legal expense
2400	School Administration	Administrator & secretarial salaries, copiers, telephone, hardware/software support contracts, site licensing, consulting, network services, office supplies
2600	Facilities	Custodial/maintenance salaries, snow plowing, mowing, building repairs, heating oil, electric, janitorial supplies, property/liability insurance
2700	Transportation	Regular and special ed buses, fuel
2900	Benefits	Health and dental insurance, FICA, NHRS, Life/LTD, workers comp & unemployment
4500	Building Improvements	Gym floor and roof
5100	Bonds	
5200	Transfers	Food service, grants, expendable

Function	Description	Current Balance	Explanation
1100	Regular Education	\$ 25,789	Primarily savings due to substitute availability, other smaller savings
1200	Special Education	\$ 74,891	
2100	Student Support Services	\$ -	
2200	Instructional Staff Support	\$ 22,150	Savings in professional development
2300	School Board/Assessment	\$ -	
2400	School Administration	\$ 22,529	Various small savings
2600	Facilities	\$ 10,408	
2700	Transportation	\$ 11,013	
2900	Benefits	\$ -	
4500	Building Improvements	\$ -	
5100	Bonds	\$ -	
5200	Transfers	\$ -	

**\$ 166,780**





## Business Office Memo

**To:** Superintendent Corey  
**From:** Kelly Seeley  
**CC:** Lyn Bill  
**Date:** 5/10/2017  
**Re:** School lunch price change

The State Department of Education has notified the SAU that our school lunch prices are out of compliance with the Healthy Hunger Free Kids Act. Based on the United States Department of Agriculture calculations our current weighted average prices for 2016-17 across the SAU are \$2.71. The required weighted average price for 2017-18 is \$2.80.

Failure to bring the price into compliance will require the general fund of each district to fund the price differential. If nothing is done, the state may also withhold our federal and state revenue associated with the school lunch program resulting in additional funding requirements on the general fund.

As a result, I am requesting that each board at their May meeting approve the following price changes to go into effect on August 1, 2017 for all schools under the SAU 41 umbrella.

School	Current Price	Recommended Price	Change
High School	\$2.70	\$2.83	\$0.13
Middle School	\$2.70	\$2.80	\$0.10
Hollis Primary	\$2.70	\$2.78	\$0.08
Hollis Upper	\$2.70	\$2.78	\$0.08
Richard Maghakian Memorial	\$2.70	\$2.78	\$0.08
Captain Samuel Douglass	\$2.75	\$2.78	\$0.03

Please be advised that the regulations now change the required price yearly based on USDA rate increases plus the consumer price index.

Recommended motion:

Motion by member \_\_\_\_\_ to raise the school lunch price of the \_\_\_\_\_ district from \$2.70 to \$2.80 beginning August 1, 2017.

*Category R*  
*See also GBJ and EHB*

## STUDENT RECORDS AND ACCESS

The Superintendent or his/her designee shall develop such procedures and notifications as are necessary to comply with the federal Family Educational and Privacy Act (FERPA) and other applicable statutes governing student records, including but not limited to RSA 91-A:5.

The Principal of each school will be the custodian of all student records for that school.

Students and parents will have access to their school records consistent with FERPA and State law. The District will provide parents and adult students with annual notification of their rights under FERPA.

### Directory Information

The School District designates the following student information as directory information:

- Name
- Student address
- Parent name and email address
- Telephone

The School District may disclose directory information if it has provided notice to parents and adult students and has not received timely written notice refusing permission to designate such information as directory information. Parents who do not want the School District to disclose the information without their prior written consent must notify the Superintendent in writing by September 15<sup>th</sup> or within thirty (30) days of enrollment whichever is later.

Directory information will not be distributed for commercial use and/or solicitation of students and families except when necessary to fulfill district contracts with vendors and organizations providing student services such as the yearbook, class photography, etc., and the PTA to compile a student directory.

Additionally, the district will notify parents annually of the district's policy (ILD) on the collection or use of personal information collected from students for the purpose of marketing or selling that information or otherwise providing that information to others for that purpose, including arrangements to protect student privacy that are provided by the agency in the event of such collection, disclosure or use.

### Inspection of Records

To exercise their right to inspect and review educational records, parents and eligible students shall address a request to do so in writing to the principal or his/her designee in the school where the student attends or has last attended. Such request must identify the records to be inspected. Such inspection and review shall take place during regular school hours; or if during vacation periods, at reasonable times not including weekends or holidays within **14 (fourteen)** days of the request for records. In accord with 91-A:5, student records are exempt from disclosure under the Right to Know law, and access to records will be provided consistent with FERPA and State Law.

**COPIES OF RECORDS.** Requested Copies will be provided at a cost of fifteen cents (\$.15) per page. The principal or his/her designee in the school where the student attends shall make a written list identifying the records of which copies have been provided, with dates, as well as the person to whom supplied, and shall place such list in the student's file. Financial hardship or ability to review records

will be consideration for fee waiver upon request.

### **Notification of Rights**

The Superintendent is responsible for developing and implementing any administrative procedures and parent notices necessary to comply with the applicable laws and regulations concerning student education records and information. Notices shall be distributed annually to parents and eligible students concerning their rights under these laws and regulations.

### **Requests for Student Records From the School Board**

Requests for access to student records must come from the Board Chair and must have been voted upon by the Board. Requests from individual board members to view student records will be denied. Such requests should be in writing. Any request from the Board to view or access student records must state and include a legitimate educational interest as defined in the District's annual FERPA notification. Board access to student records must be necessary or appropriate to the operation of the school district or to the proper performance of the educational mission of the Board.

### **Health or Safety Emergencies**

In accordance with federal regulations, the District may disclose education records in a health or safety emergency without prior written consent to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.

### **Law Enforcement and Reporting Agencies**

The Board hereby designates its School Resource Officers and the Brookline Police Department as the School District law enforcement unit. **Legal Reference**

*RSA [91-A](#):5, Access to Public Records*

*Public Law 90-247, Family Educational Right to Privacy Act of 1974*

*RSA 189:66.IV*

1<sup>st</sup> Reading: May 23, 2017