

Hollis School Board
Wednesday, December 7, 2022
Hollis Primary School
6:00 PM

All Times are estimates and subject to change without notice

- 6:00 Call to Order
- 6:05 Agenda adjustments
Correspondence/Resignations/Nominations/Retirements
Approval of Minutes – November, 2022
- 6:10 Public Input
- 6:40 Principal's report
- 6:55 Discussion
- Fiscal Year 2024 Budget- New Items Spreadsheet
 - Summer of 2023 renovation projects
 - Hollis Water trust
 - SAU 41 budget update
- 7:15 **Deliberations**
- To see what action the Board will take regarding the updated version of the anti-discrimination plan
 - To see what action the Board will take regarding policy EBBD: Indoor Air Quality and Water Quality, 3rd reading
 - To see what action the Board will take regarding policy JCA: Change of School or Assignment – Best Interests and Manifest Hardship, 3rd reading
 - To see what action the Board will take regarding policy JLD: School Guidance and Counseling Program, 3rd reading
 - To see what action the Board will take regarding policy EBB: School Safety Program, 1st reading
 - To see what action the Board will take regarding policy IHBA: Special Education: Determination of a Specific Learning Disability, 1st reading
 - To see what action the Board will take regarding policy JLCJA: Emergency Plan for Sports Related Injuries and Additional Protocols for Athletics Participation, 1st reading
- 8:00 Non-public under RSA 91-A: 3II (a) Compensation and/or (c) reputation
- 8:30 Motion to adjourn

Hollis School District
Administrative Report
December 2022

Calendar, Events, Programs:

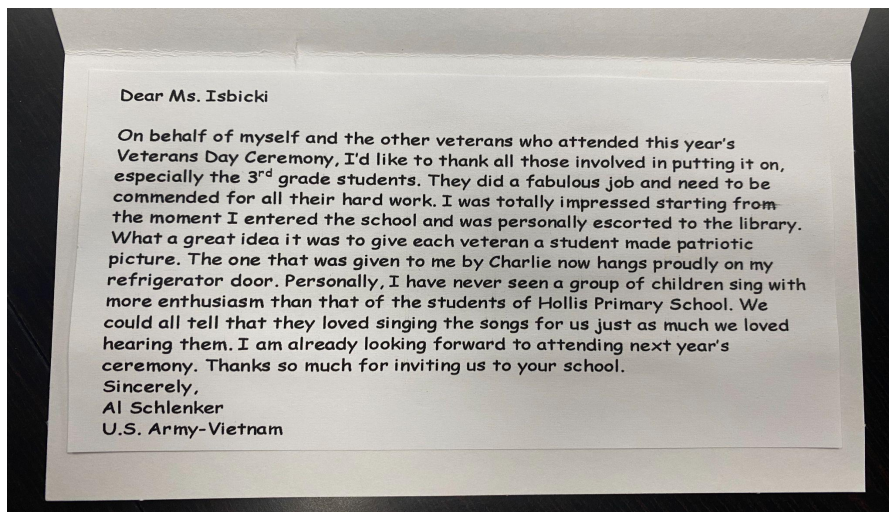
- December 15th - HPS - 1st Grade Holiday Concert 1:45 PM (Parents Only)
- December 16th - HPS - 2nd Grade Holiday Concert 9:30 AM (Parents Only)
- December 16th - HPS/HUES - Trimester 1 Report Cards Released
- December 22nd - HPS/HUES - Last day before Winter Break
- December 23rd - HPS/HUES - Professional Development Day - Teachers Only
- December 26th - December 30th - Winter Break

Building & Grounds:

- HUES:
 - We are waiting for the swing chains to be installed on our new swingset ~ once that is done we can begin using the new structure.
 - We are still in need of a part time custodian at HUES
- HPS
 - The crew has flagged the outside parking lots so they are ready for when snow removal is needed.
 - Daily maintenance and cleaning continue.

Staffing & Students:

- HPS - The 3rd Grade students hosted a wonderful Veterans Day Ceremony with Mrs. O'Brien's 3rd grade class hosting. We received this beautiful card after the ceremony:



- HPS - Mrs. Naber's 2nd grade class hosted our November All School Town Meeting focused on Thanksgiving.
- HUES ~ We hosted a wonderful Veterans day ceremony with over 30 Veterans in attendance. It was great to have our band play and our holiday singers participate. Our student council members wrote and read original poems and our staff provided treats and cider. It was an honor to have so many Veterans in attendance to show how much we treasure their service to our country .

- HUES ~ Lt. Col Jackson visited HUES with Dr. Laura Landerman-Garber to recognize our students for their contributions to the Holiday Card Challenge. We are proud to be supporters of this great program. New this year ~ HUES staff members took home thousands of cards to read, review and prepare packages for shipping out the cards. You can feel the love and appreciation in each one!
- HUES ~ HAWK Awards - Celebrating Students this past month! It is a true pleasure to honor students who are growing their wings and becoming strong HAWKS! We gave out over 75 golden wing awards this past month. Come check out our WING Hall of Fame when you are at HUES.

Enrollment Snapshot for December 2022:

HPS		HUES	
Grade	Enrollment	Grade	Enrollment
PreK Intensive Needs	5	4	95
PreK 3	6	5	103
PreK 4	9	6	93
K	90 (+1)		
1	96 (+1)		
2	83		
3	89		
Total Hollis School District Enrollment: 669			

Hollis School District
Monthly Enrollment Breakout
December 2022

Grade	Class size Per District Policy	Number of classes	NESDEC Projections 20/21 SY	Number of students (11/29/22)	Change from last report	Actual class Enrollments
Pre – K 3 year olds		1	18	6	0	6
Pre – K 4 year olds		1		9	0	9
Prek Intensive Needs		1		5	0	5
<i>Drop in Speech Services Only</i>				4	0	0
Kindergarten	18	5	100	90	+1	18, 18, 18, 18, 18
Grade 1	18	5	75	96	+1	18, 18, 19, 19, 20
Grade 2	20	5	99	83	0	16, 16, 16, 17, 18
Grade 3	20	5	88	89	0	17, 18, 18, 18, 18
HPS Totals		23 classes	380	378	+2	
Grade 4	23	5	91	95	0	18, 19, 19, 19, 20
Grade 5	23	5	102	103	0	20, 20, 21, 21, 21
Grade 6	23	5	101	93	0	18, 18, 19, 19, 19
HUES Totals		15 classes	294	291	0	
HSD Totals		37 classes	674	669	+2	

Enrollment History:

School Year	HPS September Starting Enrollment Numbers	HUES September Starting Enrollment Numbers
2022	373	288
2021	351	291
2020	336	283
2019	344	299
2018	344	327
2017	344	323
2016	337	319
2015	345	295
2014	352	291
2013	358	292
2012	340	294
2011	340	297

FY24 Budget - HSD - Round 3.0

Account	Description	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Round 2.1	FY24 Round 3.0	\$ Diff	% Diff
10.1100.111.00.	New Hire Orientation Wages	\$765.35	\$2,127.06	\$2,000.00	\$2,300.00	\$2,300.00	\$300.00	15.00%
10.1100.112.00.	Teacher Lane Changes	\$0.00	\$0.00	\$50,225.00	\$42,015.00	\$42,015.00	-\$8,210.00	-16.35%
10.1100.112.01.	Salaries Classroom Teachers	\$1,819,440.23	\$2,039,641.32	\$2,106,912.00	\$2,190,688.00	\$2,193,515.00	\$86,603.00	4.11%
10.1100.112.02.	Salaries Classroom Teachers	\$1,443,768.68	\$1,530,250.54	\$1,595,682.10	\$1,767,630.00	\$1,683,898.50	\$88,216.40	5.53%
10.1100.114.01.	Salaries-Regular Ed Paras	\$61,019.24	\$44,733.94	\$86,323.72	\$88,570.74	\$86,323.72	\$0.00	0.00%
10.1100.114.02.	Salaries-Regular Ed Paras	\$0.00	\$0.00	\$1.00	\$1.00	\$1.00	\$0.00	0.00%
10.1100.117.01.	Salaries, Instructional Assts	\$0.00	\$0.00	\$1.00	\$1.00	\$1.00	\$0.00	0.00%
10.1100.117.02.	Salaries, Instructional Assts	\$13,278.29	\$39,146.37	\$52,657.16	\$57,339.72	\$52,657.16	\$0.00	0.00%
10.1100.127.01.	HPS RTI Summer Program	\$0.00	\$0.00	\$5,740.00	\$5,200.00	\$5,200.00	-\$540.00	-9.41%
10.1100.127.02.	HUES RTI Summer Program	\$0.00	\$0.00	\$2,250.00	\$2,250.00	\$2,250.00	\$0.00	0.00%
10.1100.128.01.	Salaries Substitutes	\$28,074.50	\$54,109.70	\$47,184.00	\$55,000.00	\$55,000.00	\$7,816.00	16.56%
10.1100.128.02.	Salaries Substitutes	\$24,943.10	\$23,821.65	\$47,884.00	\$38,500.00	\$38,500.00	-\$9,384.00	-19.60%
10.1100.320.01.	Homebound Instruction	\$0.00	\$0.00	\$1.00	\$1.00	\$1.00	\$0.00	0.00%
10.1100.320.02.	Homebound Instruction	\$0.00	\$0.00	\$1.00	\$1.00	\$1.00	\$0.00	0.00%
10.1100.331.01.	Contracted RTI Services	\$0.00	\$990.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1100.430.01.	Repair Equipment-School	\$249.99	\$160.00	\$160.00	\$200.00	\$200.00	\$40.00	25.00%
10.1100.430.02.	Repair Equipment-School	\$71.19	\$0.00	\$500.00	\$500.00	\$500.00	\$0.00	0.00%
10.1100.614.01.	Expendable Supplies, Bid Items	\$10,572.04	\$12,211.38	\$15,000.00	\$15,000.00	\$15,000.00	\$0.00	0.00%
10.1100.614.02.	Expendable Supplies, Bid Items	\$7,701.44	\$12,012.30	\$16,500.00	\$16,500.00	\$16,500.00	\$0.00	0.00%
10.1100.648.00.	Access Fees	\$0.00	\$1,501.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1100.650.00.	Intervention Software	\$950.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1100.650.01.	Instruction Specific Software/Subscrip	\$18,548.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1100.650.01.	Instruction Specific Software/Subscrip	\$6,794.00	\$17,285.07	\$24,890.00	\$27,105.00	\$27,105.00	\$2,215.00	8.90%
10.1100.650.02.	Instruction Specific Software/Subscrip	\$0.00	\$8,730.50	\$14,450.00	\$15,600.00	\$15,600.00	\$1,150.00	7.96%
10.1100.733.01.	Additional Equipment-School	\$1,465.46	\$875.00	\$1,375.00	\$500.00	\$500.00	-\$875.00	-63.64%
10.1100.733.02.	Additional Equipment-School	\$0.00	\$422.00	\$500.00	\$500.00	\$500.00	\$0.00	0.00%
10.1100.737.01.	Replacement Equipment-School	\$0.00	\$0.00	\$200.00	\$300.00	\$300.00	\$100.00	50.00%
10.1100.737.02.	Replacement Equipment-School	\$2,924.84	\$2,708.10	\$3,000.00	\$3,100.00	\$3,100.00	\$100.00	3.33%
10.1100.738.02.	Replacement Equipment, Technology	\$698.81	-\$76.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1102.614.01.	Expendable Supplies, Art	\$1,061.27	\$3,668.59	\$5,766.00	\$4,900.00	\$4,900.00	-\$866.00	-15.02%
10.1102.614.02.	Expendable Supplies, Art	\$4,336.66	\$3,834.15	\$4,600.00	\$5,000.00	\$5,000.00	\$400.00	8.70%
10.1105.612.01.	Workbooks, Language Arts	\$4,203.46	\$7,705.45	\$8,475.00	\$6,725.00	\$6,725.00	-\$1,750.00	-20.65%
10.1105.612.02.	Workbooks, Language Arts	\$1,848.31	\$121.53	\$8,000.00	\$8,000.00	\$7,000.00	-\$1,000.00	-12.50%
10.1105.614.01.	Language Arts Expend Supplies	\$2,745.24	\$2,589.22	\$2,900.00	\$3,500.00	\$3,300.00	\$400.00	13.79%
10.1105.614.02.	Language Arts Expend Supplies	\$1,134.37	\$352.14	\$3,000.00	\$3,500.00	\$3,000.00	\$0.00	0.00%
10.1105.615.01.	Teaching Materials, Language Arts	\$7,318.61	\$11,575.24	\$13,440.00	\$13,400.00	\$13,400.00	-\$40.00	-0.30%

Account	Description	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Round 2.1	FY24 Round 3.0	\$ Diff	% Diff
10.1105.615.02.	Teaching Materials, Language Arts	\$334.85	\$796.75	\$3,600.00	\$3,600.00	\$3,300.00	-\$300.00	-8.33%
10.1106.614.02.	Foreign Language - Supplies	\$418.64	\$414.14	\$600.00	\$600.00	\$600.00	\$0.00	0.00%
10.1106.615.02.	Foreign Lang-Teach Materials	\$249.71	\$0.00	\$250.00	\$250.00	\$250.00	\$0.00	0.00%
10.1108.615.01.	Teaching Materials, Physical Educatio	\$952.20	\$785.01	\$589.00	\$1,116.00	\$1,116.00	\$527.00	89.47%
10.1108.615.02.	Teaching Materials, Physical Educatio	\$1,533.99	\$651.49	\$1,720.00	\$1,800.00	\$1,800.00	\$80.00	4.65%
10.1111.612.01.	Workbooks, Math	\$451.54	\$632.97	\$670.00	\$670.00	\$670.00	\$0.00	0.00%
10.1111.612.02.	Workbooks, Math	\$0.00	\$902.01	\$800.00	\$1,200.00	\$1,200.00	\$400.00	50.00%
10.1111.615.01.	Teaching Materials, Math	\$2,694.35	\$2,484.34	\$2,900.00	\$2,900.00	\$2,900.00	\$0.00	0.00%
10.1111.615.02.	Teaching Materials, Math	\$405.48	\$814.64	\$2,400.00	\$2,400.00	\$2,000.00	-\$400.00	-16.67%
10.1111.641.01.	Textbooks, Math	\$5,590.40	\$6,789.81	\$22,000.00	\$22,000.00	\$17,000.00	-\$5,000.00	-22.73%
10.1111.641.02.	Textbooks, Math	\$16,950.37	-\$1,183.37	\$15,000.00	\$15,000.00	\$10,000.00	-\$5,000.00	-33.33%
10.1112.615.01.	Teaching Materials, Music	\$1,794.56	\$1,690.46	\$4,850.00	\$2,150.00	\$2,150.00	-\$2,700.00	-55.67%
10.1112.615.02.	Teaching Materials, Music	\$964.45	\$1,022.74	\$1,300.00	\$1,200.00	\$1,200.00	-\$100.00	-7.69%
10.1113.320.02.	Environmental Sciences Contract	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	-\$10,000.00	-100.00%
10.1113.614.01.	Expendable Supplies, Science	\$1,715.18	\$1,497.48	\$2,645.00	\$2,550.00	\$2,550.00	-\$95.00	-3.59%
10.1113.614.02.	Expendable Supplies, Science	\$766.57	\$264.66	\$2,700.00	\$1,200.00	\$1,200.00	-\$1,500.00	-55.56%
10.1113.615.01.	Teaching Materials, Science	\$0.00	\$345.38	\$1,075.00	\$1,300.00	\$1,300.00	\$225.00	20.93%
10.1113.615.02.	Teaching Materials, Science	\$1,153.26	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	0.00%
10.1113.739.01.	Additional Equipment, Science	\$496.06	\$334.83	\$400.00	\$600.00	\$600.00	\$200.00	50.00%
10.1113.739.02.	Additional Equipment, Science	\$131.93	\$0.00	\$500.00	\$600.00	\$600.00	\$100.00	20.00%
10.1115.615.00.	Social Studies-Curriculum Upgrade	\$0.00	\$0.00	\$6,770.00	\$0.00	\$0.00	-\$6,770.00	-100.00%
10.1115.615.01.	Teaching Mats, Social Studies	\$0.00	\$1,668.98	\$2,183.00	\$2,252.00	\$2,252.00	\$69.00	3.16%
10.1115.615.02.	Teaching Mats, Social Studies	\$3,697.14	\$2,653.55	\$3,150.00	\$3,600.00	\$3,600.00	\$450.00	14.29%
10.1115.641.02.	Textbooks, Social Studies	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00	\$300.00	#DIV/0!
10.1120.112.01.	Stipend - Advisors	\$2,600.00	\$0.00	\$2,600.00	\$2,600.00	\$2,600.00	\$0.00	0.00%
10.1120.112.02.	Salaries Tch Advisors	\$0.00	\$0.00	\$1,600.00	\$1,900.00	\$1,600.00	\$0.00	0.00%
10.1120.800.02.	Academic Competition	\$295.00	\$182.50	\$400.00	\$400.00	\$400.00	\$0.00	0.00%
10.1169.615.02.	Teaching Materials, Computer	\$0.00	\$0.00	\$300.00	\$300.00	\$300.00	\$0.00	0.00%
10.1180.110.00.	New Personnel-Covid-19	\$105,888.36	\$722.22	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1190.110.01.	Salaries-504-RTI-Reg Ed-Prof	\$59,396.57	\$59,396.57	\$57,394.01	\$63,448.40	\$63,448.40	\$6,054.39	10.55%
10.1190.110.02.	Salaries-504-RTI-Reg Ed-Prof	\$53,618.86	\$53,618.86	\$52,816.60	\$33,930.60	\$43,937.20	-\$8,879.40	-16.81%
10.1190.111.01.	Salaries-504-RTI-Reg Ed-AHP	\$32,575.50	\$32,575.50	\$33,389.84	\$34,558.48	\$30,179.88	-\$3,209.96	-9.61%
10.1190.111.02.	Salaries-504-RTI-Reg Ed-AHP	\$4,613.56	\$4,613.56	\$4,613.56	\$4,894.41	\$4,894.41	\$280.85	6.09%
10.1190.114.01.	Salaries-504-RTI-Reg Ed-Paras	\$13,787.20	\$13,787.20	\$13,787.20	\$15,282.43	\$15,282.43	\$1,495.23	10.85%
10.1190.114.02.	Salaries-504-RTI-Reg Ed-Paras	\$12,473.88	\$12,473.88	\$12,473.88	\$15,399.11	\$15,399.11	\$2,925.23	23.45%
		\$3,799,462.94	\$4,030,432.41	\$4,386,595.07	\$4,615,328.89	\$4,520,422.81	\$133,827.74	3.05%

10.1200.100.01.	New Positions	\$0.00	\$0.00	\$0.00	\$122,254.00	\$219,284.00	\$219,284.00	#DIV/0!
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Account	Description	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Round 2.1	FY24 Round 3.0	\$ Diff	% Diff
10.1200.100.02.	New Positions	\$0.00	\$0.00	\$0.00	\$42,269.00	\$42,269.00	\$42,269.00	#DIV/0!
10.1200.111.01.	Wages: Personal Care	\$20,533.14	\$44,730.92	\$39,500.00	\$46,000.00	\$46,000.00	\$6,500.00	16.46%
10.1200.111.02.	Wages: Personal Care	\$5,366.74	\$5,719.59	\$12,500.00	\$15,500.00	\$15,500.00	\$3,000.00	24.00%
10.1200.114.01.	Salaries, Special Ed Paras	\$249,729.24	\$200,770.93	\$373,898.50	\$439,614.46	\$396,123.97	\$22,225.47	5.94%
10.1200.114.02.	Salaries, Special Ed Paras	\$246,450.79	\$222,037.95	\$265,469.32	\$241,731.51	\$241,320.67	-\$24,148.65	-9.10%
10.1200.115.01.	Salary, Primary Special Needs	\$122,316.15	\$57,632.20	\$122,965.17	\$64,726.20	\$63,752.20	-\$59,212.97	-48.15%
10.1200.116.01.	Salaries, Spec Ed Teachers	\$55,335.62	\$112,166.33	\$88,808.92	\$136,585.60	\$136,585.60	\$47,776.68	53.80%
10.1200.116.02.	Salaries, Spec Ed Teachers	\$135,777.89	\$111,299.89	\$135,722.40	\$175,748.80	\$175,748.80	\$40,026.40	29.49%
10.1200.118.01.	Salary, Student Services Secretary	\$0.00	\$11,371.88	\$12,736.91	\$12,361.63	\$12,361.63	-\$375.28	-2.95%
10.1200.118.02.	Salary, Student Services Secretary	\$0.00	\$11,371.88	\$12,736.91	\$12,361.63	\$12,361.63	-\$375.28	-2.95%
10.1200.119.01.	Salaries, Reading Teacher	\$61,999.31	\$82,013.00	\$51,606.00	\$72,006.40	\$72,006.40	\$20,400.40	39.53%
10.1200.119.02.	Salaries, Reading Teacher	\$18,602.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1200.121.00.	SPED Building Coordinator Salary	\$44,046.24	\$31,451.36	\$42,254.00	\$44,254.00	\$38,525.40	-\$3,728.60	-8.82%
10.1200.122.01.	Wages: Extra Curricular: Professional	\$585.43	\$268.39	\$500.00	\$500.00	\$500.00	\$0.00	0.00%
10.1200.122.02.	Wages: Extra Curricular: Professional	\$679.47	\$687.96	\$7,000.00	\$5,000.00	\$5,000.00	-\$2,000.00	-28.57%
10.1200.123.01.	Wages: Extra Curricular: Support	\$0.00	\$1,458.48	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1200.123.02.	Wages: Extra Curricular: Support	\$0.00	\$189.89	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00%
10.1200.124.00.	Wages: Training (All) - Student Services	\$8,279.98	\$1,226.53	\$8,460.00	\$10,070.00	\$10,070.00	\$1,610.00	19.03%
10.1200.125.00.	Wages: Meetings (All) - Student Services	\$2,213.61	\$2,758.26	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	0.00%
10.1200.330.00.	Legal Services, SPED	\$22,114.64	\$22,903.42	\$7,500.00	\$28,000.00	\$28,000.00	\$20,500.00	273.33%
10.1200.331.01.	Contracted Services	\$2,495.00	\$68,630.75	\$25,490.00	\$134,770.00	\$134,770.00	\$109,280.00	428.72%
10.1200.331.02.	Contracted Services	\$424.00	\$133,244.43	\$5,100.00	\$38,300.00	\$38,300.00	\$33,200.00	650.98%
10.1200.370.01.	Testing Materials	\$0.00	\$0.00	\$30.00	\$530.00	\$530.00	\$500.00	#####
10.1200.370.02.	Testing Materials	\$250.30	\$274.00	\$434.00	\$434.00	\$434.00	\$0.00	0.00%
10.1200.560.02.	Tuition	\$69,989.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.1200.580.01.	Travel	\$2.15	\$0.00	\$1,335.00	\$1,335.00	\$1,335.00	\$0.00	0.00%
10.1200.580.02.	Travel	\$2.16	\$0.00	\$1,385.00	\$1,385.00	\$1,385.00	\$0.00	0.00%
10.1200.612.01.	Workbooks, Special Ed	\$179.30	\$0.00	\$1,150.00	\$1,850.00	\$1,850.00	\$700.00	60.87%
10.1200.612.02.	Workbooks, Special Ed	\$316.76	\$753.01	\$1,150.00	\$1,626.00	\$1,626.00	\$476.00	41.39%
10.1200.613.01.	Expendable Supplies, SPED HPS	\$643.86	\$804.86	\$2,590.00	\$2,590.00	\$2,590.00	\$0.00	0.00%
10.1200.613.02.	Expendable Supplies, SPED HUES	\$151.70	\$167.33	\$2,950.00	\$2,950.00	\$2,950.00	\$0.00	0.00%
10.1200.614.01.	Testing Materials-Resource Room	\$0.00	\$550.98	\$464.00	\$494.00	\$494.00	\$30.00	6.47%
10.1200.614.02.	Testing Materials-Resource Room	\$0.00	\$947.99	\$202.00	\$220.00	\$220.00	\$18.00	8.91%
10.1200.616.01.	Teaching Mat, S/n	\$1,195.80	\$2,409.10	\$5,215.00	\$2,550.00	\$2,550.00	-\$2,665.00	-51.10%
10.1200.616.02.	Teaching Mat, S/n	\$1,081.44	\$294.17	\$2,942.00	\$2,010.00	\$2,010.00	-\$932.00	-31.68%
10.1200.617.01.	Teaching Mat, L/d	\$375.31	\$2,525.52	\$1,066.00	\$800.00	\$800.00	-\$266.00	-24.95%
10.1200.617.02.	Teaching Mat, L/d	\$482.90	\$0.00	\$889.00	\$890.00	\$890.00	\$1.00	0.11%
10.1200.650.01.	Instruction Specific Software/Subscriptions	\$1,741.93	\$4,284.17	\$9,506.00	\$9,289.00	\$9,289.00	-\$217.00	-2.28%

Account	Description	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Round 2.1	FY24 Round 3.0	\$ Diff	% Diff
10.2120.320.02.	Testing & Scoring	\$0.00	\$0.00	\$500.00	\$500.00	\$500.00	\$0.00	0.00%
10.2120.615.01.	Teaching Materials, Guidance	\$597.77	\$235.33	\$725.00	\$675.00	\$675.00	-\$50.00	-6.90%
10.2120.615.02.	Teaching Materials, Guidance	\$433.60	\$549.86	\$650.00	\$650.00	\$650.00	\$0.00	0.00%
10.2130.810.01.	Health Office Dues	\$150.00	\$150.00	\$160.00	\$160.00	\$160.00	\$0.00	0.00%
10.2130.810.02.	Health Office Dues	\$150.00	\$150.00	\$165.00	\$165.00	\$165.00	\$0.00	0.00%
10.2134.112.01.	Salary, Nurse	\$68,212.48	\$71,160.18	\$73,229.00	\$80,036.00	\$82,276.85	\$9,047.85	12.36%
10.2134.112.02.	Salary, Nurse	\$68,147.29	\$67,478.27	\$67,608.70	\$71,424.00	\$71,424.00	\$3,815.30	5.64%
10.2134.128.00.	Nurse Sub-SAU Directed	\$18,961.80	\$19,677.00	\$20,530.50	\$20,530.50	\$21,762.33	\$1,231.83	6.00%
10.2134.612.01.	Field Trip Health Supplies	\$0.00	\$0.00	\$600.00	\$600.00	\$600.00	\$0.00	0.00%
10.2134.612.02.	Field Trip Health Supplies	\$0.00	\$0.00	\$600.00	\$600.00	\$600.00	\$0.00	0.00%
10.2134.614.01.	Expendable Supplies, Health	\$1,259.75	\$1,850.05	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	0.00%
10.2134.614.02.	Expendable Supplies, Health	\$1,754.17	\$1,327.98	\$3,400.00	\$2,600.00	\$2,600.00	-\$800.00	-23.53%
10.2134.615.01.	Health Teaching Materials	\$109.94	\$195.02	\$200.00	\$200.00	\$200.00	\$0.00	0.00%
10.2134.615.02.	Health Teaching Materials	\$104.05	\$0.00	\$150.00	\$150.00	\$150.00	\$0.00	0.00%
10.2134.730.01.	Health Equipment	\$1,647.24	\$669.95	\$5,100.00	\$800.00	\$800.00	-\$4,300.00	-84.31%
10.2134.730.02.	Health Equipment	\$2,004.50	\$158.00	\$610.00	\$610.00	\$610.00	\$0.00	0.00%
10.2139.330.01.	Aba Therapy	\$8,086.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2139.330.02.	ABA Therapy	\$8,918.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2139.331.01.	Feeding Consultation Services	\$0.00	\$392.18	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2142.330.01.	Evaluations	\$4,407.50	\$1,920.80	\$8,000.00	\$9,900.00	\$9,900.00	\$1,900.00	23.75%
10.2142.330.02.	Evaluations	\$4,857.57	\$687.87	\$4,500.00	\$4,500.00	\$4,500.00	\$0.00	0.00%
10.2143.110.01.	Salaries, School Psychologist	\$76,373.62	\$68,643.61	\$78,984.90	\$84,119.40	\$84,119.40	\$5,134.50	6.50%
10.2143.110.02.	Salaries, School Psychologist	\$52,798.68	\$261.00	\$59,218.00	\$59,133.00	\$59,133.00	-\$85.00	-0.14%
10.2143.613.01.	Testing Materials - Psychologist	\$144.00	\$892.50	\$2,205.00	\$2,455.00	\$2,455.00	\$250.00	11.34%
10.2143.613.02.	Testing Materials - Psychologist	\$550.30	\$1,629.90	\$2,635.00	\$2,885.00	\$2,885.00	\$250.00	9.49%
10.2143.615.01.	Teaching Materials - Psychologist - HF	\$0.00	\$1,432.65	\$196.00	\$200.00	\$200.00	\$4.00	2.04%
10.2143.615.02.	Teaching Materials - Psychologist - HU	\$86.98	\$1,150.00	\$200.00	\$200.00	\$200.00	\$0.00	0.00%
10.2152.111.01.	Salaries, Speech Path	\$130,293.09	\$127,233.50	\$152,514.55	\$170,364.11	\$128,661.58	-\$23,852.97	-15.64%
10.2152.111.02.	Salaries, Speech Path	\$76,826.44	\$78,862.44	\$81,366.72	\$84,094.89	\$84,094.89	\$2,728.17	3.35%
10.2152.613.01.	Testing Materials - Speech	\$0.00	\$80.75	\$175.00	\$175.00	\$175.00	\$0.00	0.00%
10.2152.613.02.	Testing Materials-Speech	\$225.50	\$115.20	\$250.00	\$250.00	\$250.00	\$0.00	0.00%
10.2152.615.01.	Teaching Mat, Speech	\$54.81	\$290.96	\$227.00	\$225.00	\$225.00	-\$2.00	-0.88%
10.2152.615.02.	Teaching Mat, Speech	\$60.76	\$27.50	\$100.00	\$200.00	\$200.00	\$100.00	100.00%
10.2153.330.01.	Teacher of the Deaf	\$1,286.40	\$2,656.97	\$8,465.00	\$3,000.00	\$3,000.00	-\$5,465.00	-64.56%
10.2153.330.02.	Teacher of the Deaf	\$0.00	\$1,451.23	\$3,805.00	\$3,750.00	\$3,750.00	-\$55.00	-1.45%
10.2159.330.01.	Vision Serv/consult	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2159.330.02.	Vision Serv/consult	\$14,508.41	\$23,858.75	\$42,250.00	\$2,000.00	\$2,000.00	-\$40,250.00	-95.27%
10.2159.390.01.	Contracted Speech Services	\$4,324.33	\$813.75	\$0.00	\$5,300.00	\$5,300.00	\$5,300.00	#DIV/0!

Account	Description	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Round 2.1	FY24 Round 3.0	\$ Diff	% Diff
10.2159.390.02.	Contracted Speech Services	\$0.00	\$0.00	\$2,720.00	\$3,100.00	\$3,100.00	\$380.00	13.97%
10.2162.330.01.	Physical Therapy	\$14,280.00	\$13,058.50	\$17,166.00	\$13,500.00	\$13,500.00	-\$3,666.00	-21.36%
10.2162.330.02.	Physical Therapy	\$0.00	\$0.00	\$2,575.00	\$2,650.00	\$2,650.00	\$75.00	2.91%
10.2163.111.01.	Salary, Occupational Therapy	\$36,287.50	\$37,194.50	\$38,310.34	\$39,651.37	\$39,651.37	\$1,341.03	3.50%
10.2163.111.02.	Salary, Occupational Therapy	\$36,287.50	\$37,194.50	\$38,310.34	\$39,651.37	\$39,651.37	\$1,341.03	3.50%
10.2163.613.01.	Testing Supplies - OT	\$165.00	\$376.62	\$556.00	\$600.00	\$600.00	\$44.00	7.91%
10.2163.618.01.	Teaching Mats Ot	\$1,143.65	\$659.32	\$1,216.00	\$900.00	\$900.00	-\$316.00	-25.99%
10.2163.618.02.	Teaching Mats Ot	\$0.00	\$611.16	\$962.00	\$1,000.00	\$1,000.00	\$38.00	3.95%
10.2180.300.00.	Medicaid Billing	\$4,211.18	\$4,861.47	\$1,500.00	\$3,900.00	\$3,900.00	\$2,400.00	160.00%
10.2190.320.01.	Police Services	\$0.00	\$0.00	\$325.00	\$325.00	\$325.00	\$0.00	0.00%
10.2190.320.02.	Police Services	\$0.00	\$0.00	\$150.00	\$150.00	\$150.00	\$0.00	0.00%
10.2192.111.00.	Salaries, BCBA	\$44,578.53	\$44,040.60	\$43,252.36	\$43,252.36	\$62,345.92	\$19,093.56	44.14%
		\$847,841.96	\$771,242.72	\$972,281.66	\$961,353.83	\$942,129.99	-\$30,151.67	-3.10%

10.2210.114.01.	Professional Stipend-Principal	\$9,600.00	\$10,850.00	\$13,000.00	\$11,400.00	\$11,400.00	-\$1,600.00	-12.31%
10.2210.114.02.	Professional Stipend-Principal	\$6,090.00	\$9,400.00	\$8,800.00	\$8,150.00	\$8,150.00	-\$650.00	-7.39%
10.2210.115.00.	New Hire Orient Comm Stipend	\$950.00	\$1,475.00	\$1,000.00	\$1,550.00	\$1,000.00	\$0.00	0.00%
10.2210.115.01.	Curriculum Coordination	\$2,550.00	\$1,274.64	\$4,000.00	\$4,000.00	\$3,000.00	-\$1,000.00	-25.00%
10.2210.115.02.	Curriculum Coordination	\$300.00	\$4,375.43	\$1,600.00	\$1,200.00	\$3,000.00	\$1,400.00	87.50%
10.2210.117.01.	Mentor Stipends	\$0.00	\$1,950.00	\$1,200.00	\$2,000.00	\$2,000.00	\$800.00	66.67%
10.2210.117.02.	Mentor Stipends	\$0.00	\$1,410.00	\$1,200.00	\$2,000.00	\$2,000.00	\$800.00	66.67%
10.2210.240.01.	Course Reimbursement - Hessa	\$1,769.16	\$300.00	\$2,500.00	\$2,000.00	\$2,000.00	-\$500.00	-20.00%
10.2210.240.02.	Course Reimbursement - Hessa	\$363.61	\$394.00	\$1,600.00	\$1,100.00	\$1,000.00	-\$600.00	-37.50%
10.2210.241.01.	Course Reimbursement - Teacher	\$16,742.08	\$20,331.67	\$29,000.00	\$29,000.00	\$29,000.00	\$0.00	0.00%
10.2210.241.02.	Course Reimb - Teacher	\$7,123.75	\$9,360.92	\$29,000.00	\$29,000.00	\$29,000.00	\$0.00	0.00%
10.2210.242.01.	Staff Development	\$153.16	\$2,842.88	\$4,200.00	\$4,000.00	\$4,000.00	-\$200.00	-4.76%
10.2210.242.02.	Staff Development	\$613.00	\$356.50	\$3,200.00	\$3,200.00	\$3,000.00	-\$200.00	-6.25%
10.2210.244.01.	Staff Reimburse-AHP	\$744.00	\$348.40	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2210.244.02.	Staff Reimburse-AHP	\$1,709.25	\$715.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	0.00%
10.2210.245.00.	SAU Wide PD Activities	\$469.52	\$1,670.83	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	0.00%
10.2210.245.01.	Prof Develop - Admin/Non-Union	\$643.00	\$2,740.91	\$2,500.00	\$3,000.00	\$3,000.00	\$500.00	20.00%
10.2210.245.02.	Prof Develop - Admin/Non-Union	\$0.00	\$3,174.23	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	0.00%
10.2210.580.01.	Conferences	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	-\$250.00	-100.00%
10.2210.612.00.	New Hire Orientation Supplies	\$632.90	\$686.01	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2210.648.01.	Professional Books	\$0.00	\$0.00	\$600.00	\$1,500.00	\$1,500.00	\$900.00	150.00%
10.2210.648.02.	Professional Books	\$397.23	\$0.00	\$400.00	\$400.00	\$400.00	\$0.00	0.00%
10.2212.321.00.	Annual Asbestos Training	\$225.00	\$320.00	\$160.00	\$0.00	\$0.00	-\$160.00	-100.00%
10.2222.112.01.	Salary, Librarian	\$83,920.00	\$86,120.00	\$88,600.00	\$93,466.00	\$93,466.00	\$4,866.00	5.49%

Account	Description	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Round 2.1	FY24 Round 3.0	\$ Diff	% Diff
10.2222.112.02.	Salary, Librarian	\$85,561.00	\$87,761.00	\$87,761.00	\$67,757.00	\$67,757.00	-\$20,004.00	-22.79%
10.2222.113.01.	Salaries, PT Aide	\$0.00	\$26,327.64	\$26,677.00	\$28,271.82	\$26,677.00	\$0.00	0.00%
10.2222.431.01.	Repair Equipment-Library	\$0.00	\$0.00	\$100.00	\$200.00	\$200.00	\$100.00	100.00%
10.2222.431.02.	Repair Equipment-Library	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	\$500.00	#DIV/0!
10.2222.614.01.	Expendable Supplies-Library	\$463.48	\$1,801.56	\$860.00	\$1,060.00	\$1,060.00	\$200.00	23.26%
10.2222.614.02.	Expendable Supplies-Library	\$801.86	\$628.68	\$800.00	\$800.00	\$800.00	\$0.00	0.00%
10.2222.615.01.	Teaching Materials, Library	\$1,420.70	\$1,182.00	\$1,525.00	\$1,525.00	\$1,525.00	\$0.00	0.00%
10.2222.615.02.	Teaching Materials, Library	\$875.06	\$866.58	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2222.641.01.	Books and Media	\$3,816.97	\$2,461.53	\$4,165.00	\$4,000.00	\$4,000.00	-\$165.00	-3.96%
10.2222.641.02.	Books and Media	\$3,827.25	\$3,866.20	\$4,000.00	\$4,800.00	\$4,800.00	\$800.00	20.00%
10.2222.642.01.	Publications-Library	\$208.99	\$0.00	\$220.00	\$220.00	\$220.00	\$0.00	0.00%
10.2222.642.02.	Publications-Library	\$319.46	\$417.09	\$300.00	\$400.00	\$400.00	\$100.00	33.33%
10.2222.730.01.	Additional Equipment-Library	\$1,051.92	\$0.00	\$2,300.00	\$1,300.00	\$1,300.00	-\$1,000.00	-43.48%
10.2222.730.02.	Additional Equipment-Library	\$0.00	\$399.93	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2222.737.01.	Replacement Equipment-Library	\$1,420.86	\$173.30	\$1,400.00	\$1,700.00	\$1,700.00	\$300.00	21.43%
10.2222.737.02.	Replacement Equipment-Library	\$873.57	\$482.88	\$500.00	\$500.00	\$500.00	\$0.00	0.00%
10.2225.112.00.	Salary, Network Manager	\$24,940.00	\$24,694.80	\$17,500.00	\$17,500.00	\$14,490.00	-\$3,010.00	-17.20%
10.2225.112.01.	Salary, IT Specialist	\$29,718.00	\$30,461.00	\$31,374.83	\$31,374.83	\$32,473.13	\$1,098.30	3.50%
10.2225.112.02.	Salary, IT Specialist	\$29,718.00	\$30,461.00	\$31,374.83	\$31,374.83	\$32,473.13	\$1,098.30	3.50%
10.2225.434.01.	Computer Repairs	\$0.00	\$300.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2225.434.02.	Computer Repairs	\$32.65	\$1,022.99	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2225.435.02.	Camera Repairs	\$0.00	\$1,256.99	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2225.614.01.	Techonology Supplies	\$1,928.76	\$1,523.36	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2225.614.02.	Techonology Supplies	\$850.96	\$1,523.37	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2225.615.01.	Instruction Specific IT Supplies/Repair	\$378.65	\$15.24	\$1,400.00	\$1,400.00	\$1,400.00	\$0.00	0.00%
10.2225.615.02.	Instruction Specific IT Supplies/Repair	\$0.00	\$694.59	\$1,400.00	\$1,400.00	\$1,400.00	\$0.00	0.00%
10.2225.730.00.	IT Storage Container	\$0.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00%
10.2225.733.01.	Cameras-Safety	\$19,197.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2225.733.02.	Cameras-Safety	-\$4,620.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2225.734.01.	Additional Computer Equipment	\$16,967.93	\$28,663.61	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2225.734.02.	Additional Computer Equipment	\$19,355.87	\$1,375.60	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2225.738.01.	Replacement Computer Equipment	\$37,130.05	\$10,648.24	\$34,973.00	\$90,600.00	\$99,600.00	\$64,627.00	184.79%
10.2225.738.02.	Replacement Computer Equipment	\$57,200.40	\$27,486.25	\$21,100.00	\$32,350.00	\$32,350.00	\$11,250.00	53.32%
		\$468,434.93	\$446,591.85	\$479,540.66	\$532,999.48	\$539,541.26	\$60,000.60	12.51%

10.2310.110.00.	Salaries, School Board	\$1,600.00	\$1,600.00	\$1,600.00	\$1,600.00	\$1,600.00	\$0.00	0.00%
10.2310.302.00.	Annual Meeting Expenses	\$2,323.97	\$2,934.14	\$3,200.00	\$3,200.00	\$3,200.00	\$0.00	0.00%
10.2310.540.00.	Advertising	\$1,621.52	\$1,988.53	\$1,700.00	\$2,200.00	\$2,200.00	\$500.00	29.41%

Account	Description	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Round 2.1	FY24 Round 3.0	\$ Diff	% Diff
10.2310.614.00.	School Board Expenses	\$5,360.84	\$4,491.90	\$5,600.00	\$5,600.00	\$5,600.00	\$0.00	0.00%
10.2310.840.00.	Contingency	\$0.00	\$0.00	\$95,000.00	\$95,000.00	\$95,000.00	\$0.00	0.00%
10.2311.730.00.	Equipment-Streaming	\$0.00	\$3,688.70	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2312.301.00.	Secretary, School Board	\$2,275.00	\$2,824.25	\$2,400.00	\$3,300.00	\$3,300.00	\$900.00	37.50%
10.2313.110.00.	Salary, Treasurer	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2316.301.00.	Negotiations	\$199.50	\$14,569.53	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	0.00%
10.2317.301.00.	Audit	\$9,000.00	\$9,500.00	\$9,500.00	\$9,500.00	\$9,500.00	\$0.00	0.00%
10.2318.301.00.	Legal Service	\$23,445.00	\$21,759.62	\$29,000.00	\$29,000.00	\$29,000.00	\$0.00	0.00%
10.2320.310.00.	SAU Assessment	\$553,385.04	\$594,122.04	\$625,021.00	\$677,360.00	\$677,360.00	\$52,339.00	8.37%
		\$600,210.87	\$658,478.71	\$776,521.00	\$830,260.00	\$830,260.00	\$53,739.00	6.92%

10.2400.110.01.	Salaries, Administrators	\$106,220.00	\$110,272.00	\$111,108.16	\$116,113.55	\$116,113.55	\$5,005.39	4.50%
10.2400.110.02.	Salaries, Administrators	\$118,957.00	\$120,892.81	\$122,069.42	\$127,610.33	\$127,610.33	\$5,540.91	4.54%
10.2400.112.01.	Salary - CIA Admin	\$42,955.72	\$44,000.00	\$45,320.00	\$46,906.20	\$46,906.20	\$1,586.20	3.50%
10.2400.112.02.	Salary - CIA Admin	\$42,955.72	\$44,000.00	\$45,320.00	\$46,906.20	\$46,906.20	\$1,586.20	3.50%
10.2400.115.01.	Salaries, Secretaries	\$86,969.82	\$87,706.21	\$91,505.84	\$97,920.48	\$91,505.84	\$0.00	0.00%
10.2400.115.02.	Salaries, Secretaries	\$91,384.33	\$99,110.78	\$98,070.87	\$102,523.52	\$98,070.87	\$0.00	0.00%
10.2400.118.00.	USDA Wellness Coordinators	\$0.00	\$500.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2400.130.01.	Secretary OT	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	\$0.00	0.00%
10.2400.130.02.	Secretary OT	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	0.00%
10.2400.300.00.	Prof. Services-Strategic Planning	\$1,249.89	\$1,250.04	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	0.00%
10.2400.332.00.	Consulting Services	\$726.25	\$0.00	\$4,650.00	\$4,650.00	\$4,650.00	\$0.00	0.00%
10.2400.340.01.	Print Management	\$2,386.47	\$2,386.46	\$2,400.00	\$2,550.00	\$2,550.00	\$150.00	6.25%
10.2400.340.02.	Print Management	\$3,206.64	\$3,206.64	\$3,300.00	\$3,500.00	\$3,500.00	\$200.00	6.06%
10.2400.442.01.	Copier Lease	\$4,474.00	\$4,474.00	\$7,349.00	\$7,716.45	\$7,716.45	\$367.45	5.00%
10.2400.442.02.	Copier Lease	\$3,260.54	\$0.00	\$5,000.00	\$4,939.20	\$4,939.20	-\$60.80	-1.22%
10.2400.443.01.	Copier Overages	\$0.00	\$6.95	\$400.00	\$200.00	\$200.00	-\$200.00	-50.00%
10.2400.443.02.	Copier Overages	\$0.00	\$700.47	\$400.00	\$825.00	\$825.00	\$425.00	106.25%
10.2400.490.01.	Service Agreements	\$7,429.86	\$7,754.19	\$7,869.00	\$8,900.00	\$8,500.00	\$631.00	8.02%
10.2400.490.02.	Service Agreements	\$5,296.34	\$5,696.69	\$6,239.00	\$6,045.00	\$6,045.00	-\$194.00	-3.11%
10.2400.530.01.	Phone-Contract-Admin	\$1,260.00	\$1,210.00	\$1,200.00	\$1,200.00	\$1,200.00	\$0.00	0.00%
10.2400.530.02.	Phone-Contract-Admin	\$1,140.00	\$1,090.00	\$1,080.00	\$1,080.00	\$1,080.00	\$0.00	0.00%
10.2400.531.01.	Telephone	\$4,840.07	\$5,949.56	\$5,400.00	\$6,600.00	\$6,200.00	\$800.00	14.81%
10.2400.531.02.	Telephone	\$7,528.61	\$6,791.23	\$7,400.00	\$7,400.00	\$7,400.00	\$0.00	0.00%
10.2400.532.00.	Network Services	\$10,551.28	\$9,703.56	\$11,000.00	\$11,000.00	\$11,000.00	\$0.00	0.00%
10.2400.534.01.	Postage	\$694.30	\$128.41	\$825.00	\$850.00	\$825.00	\$0.00	0.00%
10.2400.534.02.	Postage	\$71.00	\$332.22	\$700.00	\$700.00	\$700.00	\$0.00	0.00%
10.2400.550.01.	Printing Of Forms	\$185.00	\$0.00	\$450.00	\$650.00	\$450.00	\$0.00	0.00%

Account	Description	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Round 2.1	FY24 Round 3.0	\$ Diff	% Diff
10.2400.550.02.	Printing Of Forms	\$685.00	\$0.00	\$2,000.00	\$2,500.00	\$2,000.00	\$0.00	0.00%
10.2400.580.01.	Conferences & Travel	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	\$100.00	#DIV/0!
10.2400.580.02.	Conferences & Travel	\$0.00	\$53.93	\$0.00	\$100.00	\$100.00	\$100.00	#DIV/0!
10.2400.581.01.	Travel-Contract-Admin	\$1,260.00	\$1,210.00	\$1,200.00	\$1,200.00	\$1,200.00	\$0.00	0.00%
10.2400.581.02.	Travel-Contract-Admin	\$1,140.00	\$1,090.00	\$1,080.00	\$1,200.00	\$1,200.00	\$120.00	11.11%
10.2400.610.01.	Hospitality	\$628.39	\$379.63	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2400.610.02.	Hospitality	\$732.85	\$186.54	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2400.614.01.	Expendable Supplies-Office	\$494.57	-\$20.01	\$500.00	\$600.00	\$600.00	\$100.00	20.00%
10.2400.614.02.	Expendable Supplies-Office	\$0.00	\$0.00	\$500.00	\$500.00	\$500.00	\$0.00	0.00%
10.2400.650.00.	Support Contracts/Hosted Services	\$70,046.71	\$71,068.68	\$109,224.00	\$109,224.00	\$109,224.00	\$0.00	0.00%
10.2400.653.00.	Consulting Services	\$171.88	\$0.00	\$3,250.00	\$3,250.00	\$3,250.00	\$0.00	0.00%
10.2400.658.00.	Site Licensing	\$7,272.62	\$7,272.62	\$8,000.00	\$8,000.00	\$8,000.00	\$0.00	0.00%
10.2400.733.01.	Additional Equipment-Office	\$0.00	\$0.00	\$250.00	\$250.00	\$250.00	\$0.00	0.00%
10.2400.733.02.	Additional Equipment-Office	\$0.00	\$0.00	\$500.00	\$500.00	\$500.00	\$0.00	0.00%
10.2400.810.00.	Dues-SAU-Wide	\$113.33	\$113.33	\$114.00	\$125.00	\$125.00	\$11.00	9.65%
10.2400.810.01.	Dues	\$795.00	\$795.00	\$920.00	\$920.00	\$920.00	\$0.00	0.00%
10.2400.810.02.	Dues	\$795.00	\$795.00	\$920.00	\$1,670.00	\$920.00	\$0.00	0.00%
10.2400.899.01.	HPS-FY13 Proposed Budget Changes	\$0.00	\$0.00	\$0.00	\$121,579.00	\$119,579.00	\$119,579.00	#DIV/0!
10.2400.899.02.	HUES-FY13 Proposed Budget Changes	\$0.00	\$0.00	\$0.00	\$59,556.00	\$37,556.00	\$37,556.00	#DIV/0!
10.2515.892.00.	Food Service Bad Debt Expense	-\$84.17	\$1,033.40	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
		\$627,794.02	\$641,140.34	\$721,514.29	\$927,059.93	\$894,917.64	\$173,403.35	24.03%

10.2600.116.01.	Salaries, Maintenance	\$163,330.41	\$122,760.16	\$158,520.96	\$183,305.52	\$163,816.67	\$5,295.71	3.34%
10.2600.116.02.	Salaries, Maintenance	\$137,430.90	\$146,815.57	\$177,979.56	\$172,740.16	\$177,979.56	\$0.00	0.00%
10.2600.119.00.	Facilities Specialist	\$0.00	\$11,074.75	\$13,250.91	\$13,250.91	\$13,250.91	\$0.00	0.00%
10.2600.119.01.	Summer Custodian	\$0.00	\$225.75	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00%
10.2600.130.01.	Maintenance OT	\$3,533.50	\$13,273.95	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	0.00%
10.2600.130.02.	Maintenance OT	\$7,785.08	\$17,005.61	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	0.00%
10.2600.331.02.	Contracted Service	\$1,232.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2600.391.01.	Inspections	\$5,898.17	\$1,550.58	\$6,050.00	\$5,100.00	\$5,100.00	-\$950.00	-15.70%
10.2600.391.02.	Inspections	\$4,980.17	\$3,193.45	\$5,050.00	\$3,700.00	\$3,700.00	-\$1,350.00	-26.73%
10.2600.402.01.	Pest Control	\$1,555.00	\$0.00	\$800.00	\$800.00	\$800.00	\$0.00	0.00%
10.2600.402.02.	Pest Control	\$1,536.00	\$0.00	\$800.00	\$800.00	\$800.00	\$0.00	0.00%
10.2600.411.00.	Water System Repairs & Service (Rock)	\$13,148.13	\$9,364.70	\$17,500.00	\$17,500.00	\$16,500.00	-\$1,000.00	-5.71%
10.2600.411.01.	Water System Repairs & Service	\$4,251.00	\$396.50	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2600.413.00.	Water Testing	\$3,392.50	\$3,120.00	\$3,400.00	\$3,400.00	\$3,400.00	\$0.00	0.00%
10.2600.421.01.	Trash Removal/recycling	\$8,174.54	\$11,389.43	\$9,000.00	\$15,000.00	\$13,500.00	\$4,500.00	50.00%
10.2600.421.02.	Trash Removal/recycling	\$10,325.55	\$10,832.78	\$11,000.00	\$13,500.00	\$13,000.00	\$2,000.00	18.18%

Account	Description	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Round 2.1	FY24 Round 3.0	\$ Diff	% Diff
10.2600.422.01.	Snow Plowing	\$25,882.50	\$22,480.00	\$29,000.00	\$29,000.00	\$29,000.00	\$0.00	0.00%
10.2600.422.02.	Snow Plowing	\$33,282.50	\$27,780.00	\$37,500.00	\$34,500.00	\$34,500.00	-\$3,000.00	-8.00%
10.2600.424.00.	Contracted Grounds/Mowing-SAU	\$4,434.00	\$5,008.00	\$5,600.00	\$5,600.00	\$5,600.00	\$0.00	0.00%
10.2600.424.01.	Contracted Grounds/Mowing	\$6,480.00	\$6,179.50	\$8,600.00	\$8,600.00	\$8,600.00	\$0.00	0.00%
10.2600.424.02.	Contracted Grounds/Mowing	\$6,599.00	\$6,598.00	\$9,000.00	\$9,000.00	\$9,000.00	\$0.00	0.00%
10.2600.425.02.	Athletic Field	\$0.00	\$985.00	\$1,200.00	\$1,500.00	\$1,400.00	\$200.00	16.67%
10.2600.426.02.	Clock Maint	-\$297.28	\$400.00	\$500.00	\$600.00	\$500.00	\$0.00	0.00%
10.2600.427.01.	Playground Maintenance	\$3,770.00	\$3,879.09	\$5,600.00	\$5,600.00	\$5,600.00	\$0.00	0.00%
10.2600.427.02.	Playground Maintenance	\$0.00	\$2,774.30	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2600.430.01.	Grounds Maintenance	\$1,500.00	\$950.00	\$2,500.00	\$2,500.00	\$2,000.00	-\$500.00	-20.00%
10.2600.430.02.	Grounds Maintenance	\$3,037.75	\$3,960.00	\$3,500.00	\$3,500.00	\$3,500.00	\$0.00	0.00%
10.2600.431.01.	Heating/vent Services	\$16,084.04	\$23,070.27	\$11,500.00	\$12,500.00	\$12,500.00	\$1,000.00	8.70%
10.2600.431.02.	Heating/vent Services	\$9,224.76	\$4,921.80	\$12,000.00	\$12,000.00	\$11,000.00	-\$1,000.00	-8.33%
10.2600.432.01.	Fire/vandal Alarm Services	\$2,104.78	\$1,082.50	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	0.00%
10.2600.432.02.	Fire/vandal Alarm Svcs	\$4,424.97	\$5,529.09	\$6,000.00	\$6,600.00	\$6,000.00	\$0.00	0.00%
10.2600.433.01.	Plumbing Maintenance	\$3,091.61	\$4,370.93	\$3,600.00	\$3,600.00	\$3,600.00	\$0.00	0.00%
10.2600.433.02.	Plumbing Maintenance	\$972.23	\$668.28	\$1,200.00	\$1,200.00	\$1,200.00	\$0.00	0.00%
10.2600.434.01.	Electrical Maintenance	\$1,850.15	\$740.98	\$3,000.00	\$2,500.00	\$2,500.00	-\$500.00	-16.67%
10.2600.434.02.	Electrical Maintenance	\$860.00	\$300.00	\$2,400.00	\$1,900.00	\$1,500.00	-\$900.00	-37.50%
10.2600.436.01.	Septic Systems Services	\$0.00	\$1,676.57	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00%
10.2600.436.02.	Septic Systems Services	\$0.00	\$0.00	\$2,000.00	\$1,500.00	\$1,500.00	-\$500.00	-25.00%
10.2600.437.01.	Painting	\$0.00	\$271.95	\$1,800.00	\$1,300.00	\$1,000.00	-\$800.00	-44.44%
10.2600.437.02.	Painting	\$193.09	\$141.47	\$1,800.00	\$1,300.00	\$1,000.00	-\$800.00	-44.44%
10.2600.438.00.	General Maintenance SAU	\$5,465.00	\$50.69	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	0.00%
10.2600.438.01.	Building Repairs	\$6,080.84	\$2,576.60	\$8,500.00	\$8,500.00	\$8,500.00	\$0.00	0.00%
10.2600.438.02.	Building Repairs	\$3,533.92	\$2,784.47	\$7,000.00	\$7,000.00	\$7,000.00	\$0.00	0.00%
10.2600.439.01.	General Maintenance	\$5,458.46	\$4,256.20	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	0.00%
10.2600.439.02.	General Maintenance	\$4,844.93	\$3,250.06	\$11,000.00	\$11,000.00	\$11,000.00	\$0.00	0.00%
10.2600.490.01.	Service Contracts	\$4,513.18	\$3,903.80	\$14,700.00	\$14,950.00	\$14,950.00	\$250.00	1.70%
10.2600.490.02.	Service Contracts	\$6,404.15	\$11,357.50	\$17,800.00	\$14,575.00	\$14,575.00	-\$3,225.00	-18.12%
10.2600.491.01.	Insurance Claim Expense	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2600.491.02.	Insurance Claim Expense	\$1,175.64	-\$36.03	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2600.520.00.	Insurance Liability	\$67,097.00	\$54,486.14	\$78,428.00	\$82,349.40	\$85,487.00	\$7,059.00	9.00%
10.2600.531.00.	Phone-Contract-FacSpec	\$0.00	\$118.75	\$0.00	\$150.00	\$150.00	\$150.00	#DIV/0!
10.2600.580.00.	Travel-Contract-FacSpec	\$0.00	\$118.75	\$300.00	\$300.00	\$300.00	\$0.00	0.00%
10.2600.580.02.	Mileage-Facilities	\$309.38	\$255.96	\$500.00	\$500.00	\$500.00	\$0.00	0.00%
10.2600.614.00.	Expendable Supplies	\$154.92	\$0.00	\$500.00	\$500.00	\$500.00	\$0.00	0.00%
10.2600.614.01.	Expendable Supplies	\$11,971.21	\$11,907.40	\$12,800.00	\$12,800.00	\$12,800.00	\$0.00	0.00%

Account	Description	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Round 2.1	FY24 Round 3.0	\$ Diff	% Diff
10.2600.614.02.	Expendable Supplies	\$13,200.21	\$10,834.68	\$13,600.00	\$14,000.00	\$14,000.00	\$400.00	2.94%
10.2600.619.00.	Covid-19 Response Supplies	\$14,246.01	\$2,529.42	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2600.622.01.	Utility Svcs Electric	\$29,968.47	\$27,900.77	\$35,000.00	\$37,000.00	\$37,000.00	\$2,000.00	5.71%
10.2600.622.02.	Utility Svcs Electric	\$51,718.80	\$48,991.76	\$55,000.00	\$55,000.00	\$57,000.00	\$2,000.00	3.64%
10.2600.623.01.	Heating - Propane	\$0.00	\$28,000.50	\$34,500.00	\$45,000.00	\$45,000.00	\$10,500.00	30.43%
10.2600.623.02.	Heating - Propane	\$32,252.14	\$27,595.55	\$36,000.00	\$40,000.00	\$40,000.00	\$4,000.00	11.11%
10.2600.624.01.	Heating - Oil	\$18,795.84	\$263.26	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2600.730.00.	Truck & Trailer	\$0.00	\$0.00	\$10,750.00	\$1.00	\$1.00	-\$10,749.00	-99.99%
10.2600.733.01.	Additional Equipment-Maintenance	\$992.85	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2600.733.02.	Additional Equipment-Maintenance	\$424.75	\$801.52	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00%
10.2600.737.01.	Replacement Equipment-Maintenanc	\$3,967.11	\$1,835.92	\$4,500.00	\$4,500.00	\$4,500.00	\$0.00	0.00%
10.2600.737.02.	Replacement Equipment-Maintenanc	\$361.00	\$731.98	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	0.00%
10.2600.893.00.	FY Bldg/Maint Upgrades	\$4,262.81	\$38,069.43	\$11,500.00	\$0.00	\$0.00	-\$11,500.00	-100.00%
10.2600.894.00.	FY Bldg/Maint Upgrades-HUES	\$5,608.12	\$16,321.20	\$72,625.00	\$0.00	\$0.00	-\$72,625.00	-100.00%
		\$783,874.29	\$773,677.24	\$1,015,654.43	\$961,021.99	\$945,610.14	-\$70,044.29	-6.90%

10.2700.510.01.	Reg Ed-Transportation-Contract-Vend	\$156,209.20	\$160,144.80	\$166,551.00	\$180,141.50	\$180,141.50	\$13,590.50	8.16%
10.2700.510.02.	Reg Ed-Transportation-Contract-Vend	\$156,209.20	\$160,144.80	\$166,551.00	\$180,141.50	\$180,141.50	\$13,590.50	8.16%
10.2700.511.01.	Reg Ed-Field Trips-Vendor	\$0.00	\$300.00	\$2,800.00	\$2,800.00	\$2,800.00	\$0.00	0.00%
10.2700.511.02.	Reg Ed-Field Trips-Vendor	\$580.00	\$315.00	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	0.00%
10.2700.626.01.	Reg Ed-Gasoline/Diesel Fuel-Vendor	\$8,840.81	\$20,397.62	\$14,000.00	\$20,600.00	\$19,000.00	\$5,000.00	35.71%
10.2700.626.02.	Reg Ed-Gasoline/Diesel Fuel-Vendor	\$8,840.81	\$20,397.63	\$14,000.00	\$20,600.00	\$19,000.00	\$5,000.00	35.71%
10.2722.500.01.	Spec Ed-Transportation-ESY-Vendor	\$307.86	\$6,317.46	\$7,000.00	\$8,000.00	\$8,000.00	\$1,000.00	14.29%
10.2722.500.02.	Spec Ed-Transportation-ESY-Vendor	\$0.00	\$3,727.29	\$5,000.00	\$6,000.00	\$6,000.00	\$1,000.00	20.00%
10.2722.510.01.	Spec Ed-Transportation-In District-Ve	\$44,192.20	\$8,420.70	\$73,500.00	\$74,000.00	\$74,000.00	\$500.00	0.68%
10.2722.510.02.	Spec Ed-Transportation-In District-Ve	\$722.20	\$0.00	\$45,150.00	\$47,500.00	\$47,500.00	\$2,350.00	5.20%
10.2722.511.02.	Spec Ed-Transportation-Out of Distric	\$62,145.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.2722.626.01.	Spec Ed Gasoline/Diesel Fuel-Vendor	\$0.00	\$0.00	\$300.00	\$300.00	\$300.00	\$0.00	0.00%
10.2722.626.02.	Spec Ed Gasoline/Diesel Fuel-Vendor	\$0.00	\$0.00	\$300.00	\$300.00	\$300.00	\$0.00	0.00%
		\$438,047.28	\$380,165.30	\$498,152.00	\$543,383.00	\$540,183.00	\$42,031.00	8.44%

10.2900.133.00.	Longevity Bonus-Teacher	\$10,950.00	\$15,111.99	\$11,200.00	\$7,950.00	\$7,950.00	-\$3,250.00	-29.02%
10.2900.134.00.	Health Insurance Opt Outs	\$33,250.00	\$35,600.00	\$35,000.00	\$37,500.00	\$37,500.00	\$2,500.00	7.14%
10.2900.136.00.	Longevity Bonus-Support	\$1,000.00	\$500.00	\$500.00	\$3,000.00	\$3,000.00	\$2,500.00	500.00%
10.2900.138.00.	Retirement Benefit	\$39,144.50	\$39,644.50	\$125,636.25	\$125,636.25	\$61,294.50	-\$64,341.75	-51.21%
10.2900.211.00.	Health Insurance	\$1,104,572.30	\$1,112,538.54	\$1,276,482.16	\$1,442,452.63	\$1,418,158.64	\$141,676.48	11.10%
10.2900.212.00.	Dental Insurance	\$53,182.22	\$53,138.63	\$70,333.31	\$71,309.28	\$78,382.60	\$8,049.29	11.44%
10.2900.213.00.	Life, Ltd, & Ad&d	\$39,911.77	\$41,342.07	\$41,703.61	\$49,145.00	\$49,145.00	\$7,441.39	17.84%

Account	Description	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Round 2.1	FY24 Round 3.0	\$ Diff	% Diff
10.2900.215.00.	Flex Benefit Spending	\$83.98	-\$52.17	\$150.00	\$200.00	\$0.00	-\$150.00	-100.00%
10.2900.218.00.	403(b) Match	\$2,880.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	0.00%
10.2900.220.00.	FICA	\$531,674.76	\$550,203.10	\$606,534.68	\$647,406.01	\$649,924.65	\$43,389.97	7.15%
10.2900.231.00.	Employee Retirement	\$70,644.73	\$90,706.88	\$86,989.66	\$104,319.55	\$97,905.93	\$10,916.27	12.55%
10.2900.232.00.	Teacher Retirement	\$958,264.82	\$1,226,811.80	\$1,337,208.37	\$1,304,899.73	\$1,290,572.95	-\$46,635.42	-3.49%
10.2900.250.00.	Unemployment Compensation	\$1,390.38	\$660.10	\$2,034.00	\$2,135.70	\$1,949.00	-\$85.00	-4.18%
10.2900.260.00.	Workmans Compensation	\$32,095.38	\$20,375.63	\$32,508.00	\$34,133.40	\$29,976.00	-\$2,532.00	-7.79%
10.2900.292.00.	Shoe Allowance	\$215.18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
		\$2,879,260.02	\$3,189,581.07	\$3,629,280.04	\$3,833,087.55	\$3,728,759.27	\$99,479.23	2.74%

10.4300.330.00.	Architecture & Engineering Services	\$17,325.00	\$0.00	\$1.00	\$1.00	\$1.00	\$0.00	0.00%
10.4300.720.00.	Architectural Fees	\$0.00	\$1,162.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
		\$17,325.00	\$1,162.00	\$1.00	\$1.00	\$1.00	\$0.00	0.00%

10.4600.300.00.	Site Development	\$12,364.25	\$0.00	\$1.00	\$1.00	\$1.00	\$0.00	0.00%
10.4600.331.00.	Energy Project-Consult/Design/Engine	\$96.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
10.4600.720.00.	Site Improvements	\$5,940.00	\$0.00	\$1.00	\$1.00	\$1.00	\$0.00	0.00%
10.4600.898.00.	HSMART Related Building Improveme	\$3,802.75	\$0.00	\$1.00	\$1.00	\$1.00	\$0.00	0.00%
10.4601.330.00.	Site Improvements-SAU Barn-Design	\$0.00	\$0.00	\$1.00	\$1.00	\$1.00	\$0.00	0.00%
		\$22,203.50	\$0.00	\$4.00	\$4.00	\$4.00	\$0.00	0.00%

10.5110.910.00.	Bond Principal	\$576,887.74	\$586,243.95	\$593,868.50	\$878,704.18	\$878,704.18	\$284,835.68	47.96%
10.5120.910.00.	Bond Interest	\$72,806.53	\$99,957.32	\$164,574.57	\$143,802.95	\$207,361.70	\$42,787.13	26.00%
		\$649,694.27	\$686,201.27	\$758,443.07	\$1,022,507.13	\$1,086,065.88	\$327,622.81	43.20%

10.5221.930.00.	Transfer To Food Service Fund	\$0.00	\$220,000.00	\$220,000.00	\$220,000.00	\$220,000.00	\$0.00	0.00%
10.5222.199.01.	HESSA Warrant Article	\$0.00	\$0.00	\$0.00	\$69,256.00	\$69,256.00	\$69,256.00	#DIV/0!
10.5222.930.00.	Transfer To Spec. Revenue Fund	\$0.00	\$190,000.00	\$190,000.00	\$190,000.00	\$190,000.00	\$0.00	0.00%
10.5252.930.00.	Transfer To Expendable Trust	\$168,970.00	\$168,970.00	\$198,970.00	\$198,970.00	\$198,970.00	\$0.00	0.00%
		\$168,970.00	\$578,970.00	\$608,970.00	\$678,226.00	\$678,226.00	\$69,256.00	11.37%

\$12,731,382.44	\$13,647,588.48	\$15,573,557.22	\$17,139,249.38	\$16,915,864.36	\$1,342,307.14	8.62%
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	FY23 Budget	FY24 Round 2.1	FY24 Round 3.0	
Operating Budget	\$14,654,566.22	\$16,098,663.38	\$15,875,278.36	\$1,220,712.14 8.33%
HESSA		\$69,256.00	\$69,256.00	
HESSA-Add'l				

Account	Description	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Round 2.1	FY24 Round 3.0	\$ Diff	% Diff
	Contingency			\$95,000.00	\$95,000.00	\$95,000.00		
	SAU Trust			\$23,970.00	\$23,970.00	\$23,970.00		
	Maint Trust			\$150,000.00	\$150,000.00	\$150,000.00		
	Special Ed Trust			\$25,000.00	\$25,000.00	\$25,000.00		
	SAU Budget			\$625,021.00	\$677,360.00	\$677,360.00		
				\$15,573,557.22	\$17,139,249.38	\$16,915,864.36	\$1,342,307.14	8.62%

Final Operating Budget Guidance \$15,797,986.00
Diff \$77,292.36

Relief From Guidance Request \$77,292.36 New Classroom Teacher

HSD FY24 Budget Detail for New Items - Round 3.0

Round 1.0 Academics		Round 2.1 Academics		Round 3.0 Academics	
Cost	Descrip	Cost	Descrip	Cost	Descrip
HPS		HPS		HPS	
\$2,000	Math-3 yr Subscrip.-	\$2,000	Math-3 yr Subscrip.-Add'l	\$0	Math-3 yr Subscrip.-Add'l
\$6,000	Curriculum Enrichment \$1,500/grade	\$0	Curriculum Enrichment \$1,500/grade	\$0	Curriculum Enrichment \$1,500/grade
\$1,800	Supplies Increase	\$1,800	Supplies Increase	\$1,800	Supplies Increase
\$2,250	Literacy Program Upgrade Split btw Spec Ed & Reg Ed	\$2,250	Literacy Program Upgrade Split btw Spec Ed & Reg Ed	\$2,250	Literacy Program Upgrade Split btw Spec Ed & Reg Ed
\$2,300	Learning A-Z Software	\$2,300	Learning A-Z Software	\$2,300	Learning A-Z Software
\$14,350		\$8,350		\$6,350	
HUES		HUES		HUES	
\$2,000	Math-3 yr Subscrip.-	\$2,000	Math-3 yr Subscrip.-Add'l	\$0	Math-3 yr Subscrip.-Add'l
\$4,500	Curriculum Enrichment \$1,500/grade	\$0	Curriculum Enrichment \$1,500/grade	\$0	Curriculum Enrichment \$1,500/grade
\$1,900	Literacy Program Upgrade Split btw Spec Ed & Reg Ed	\$1,900	Literacy Program Upgrade Split btw Spec Ed & Reg Ed	\$1,900	Literacy Program Upgrade Split btw Spec Ed & Reg Ed
\$2,000	Supplies Increase	\$2,000	Supplies Increase	\$2,000	Supplies Increase
\$2,000	Playground Balls & Mats	\$1,000	Playground Mats	\$1,000	Playground Mats
\$2,000	Library Database Software	\$2,000	Library Database Software	\$2,000	Library Database Software
\$1,200	Library Bookcase	\$1,200	Library Bookcase	\$1,200	Library Bookcase
\$15,600		\$10,100		\$8,100	
\$29,950	Total	\$18,450	Total	\$14,450	Total

Round 1.0 Personnel		Round 2.1 Personnel		Round 3.0 Personnel	
Cost	Descrip	Cost	Descrip	Cost	Descrip
HPS		HPS		HPS	
\$3,031	Media Specialist-Add'l Summer Prep Days - 5 days	\$0	Media Specialist-Add'l Days Summer Prep Days - 5 days	\$0	Media Specialist-Add'l Days Summer Prep Days - 5 days
\$3,000	Revamped Mentoring Program	\$3,000	Revamped Mentoring Program	\$3,000	Revamped Mentoring Program
		\$99,973	1.0 Teacher Anticipated Enrollment Increase	\$99,973	1.0 Teacher-Salary & Benefits Anticipated Enrollment Increase
Stipends		Stipends		Stipends	
\$15,000	Increases	\$0	Increases	\$0	Increases
Shared Positions-All FT W/Benefits (F-H&D)		Shared Positions-All FT W/Benefits (F-H&D)		Shared Positions-All FT W/Benefits (F-H&D)	
HSD% - 0.090 in each school		HSD% - 0.090 in each school		HSD% - 0.090 in each school	

\$8,728	Directed Classroom	\$0	Directed Classroom Sub	\$0	Directed Classroom Sub
\$1,060	Assist. Director of Facilities (increased responsibility)	\$0	Assist. Director of Facilities (increased responsibility)	\$0	Assist. Director of Facilities (increased responsibility)
\$30,819		\$102,973		\$102,973	
HUES		HUES		HUES	
\$2,200	Media Specialist-Add'l Days Summer Prep Days - 5 days	\$0	Media Specialist-Add'l Days Summer Prep Days - 5 days	\$0	Media Specialist-Add'l Days Summer Prep Days - 5 days
\$3,000	Revamped Mentoring Program	\$3,000	Revamped Mentoring Program	\$3,000	Revamped Mentoring Program
\$86,507	Environmental Science Stipend	\$5,000	Environmental Science Stipend	\$5,000	Environmental Science Stipend
Stipends		Stipends		Stipends	
\$14,650	Increases	\$0	Increases	\$0	Increases
\$4,200	Vertical Academic Teams	\$0	Vertical Academic Teams	\$0	Vertical Academic Teams
Shared Positions-All FT W/Benefits (F-H&D)		Shared Positions-All FT W/Benefits (F-H&D)		Shared Positions-All FT W/Benefits (F-H&D)	
HSD% - 0.090 in each school		HSD% - 0.090 in each school		HSD% - 0.090 in each school	
\$8,728	Directed Classroom	\$0	Directed Classroom Sub	\$0	Directed Classroom Sub
\$1,060	Assist. Director of Facilities (increased responsibility)	\$0	Assist. Director of Facilities (increased responsibility)	\$0	Assist. Director of Facilities (increased responsibility)
\$120,345		\$8,000		\$8,000	
\$151,165	Total	\$110,973	Total	\$110,973	Total

Round 1.0		Round 2.1		Round 3.0	
Special Ed Personnel/Training		Special Ed Personnel/Training		Special Ed Personnel/Training	
Cost	Descrip	Cost	Descrip	Cost	Descrip
HPS		HPS		HPS	
\$69,663	Special Ed Admin Support .5 in each bldg	\$0	Special Ed Admin Support .5 in each bldg	\$0	Special Ed Admin Support .5 in each bldg
\$2,250	Literacy Program Upgrade Split btw Spec Ed & Reg Ed	\$2,250	Literacy Program Upgrade Split btw Spec Ed & Reg Ed	\$2,250	Literacy Program Upgrade Split btw Spec Ed & Reg Ed
\$56,017	BCBA Asst. 1.0 Salary & Benefits	\$56,017	BCBA Asst. 1.0 Salary & Benefits	\$56,017	BCBA Asst. 1.0 Salary & Benefits
\$63,987	Paras-RBT Trained 1.0 Salary & Benefits	\$63,987	Paras-RBT Trained 1.0 (3) Salary & Benefits	\$98,768	Paras-RBT Trained 1.0 (3) Salary (add'l days) & Benefits
				\$62,249	Teacher-PreK Intensive Unbudgeted FY23 Add, salary only
\$191,917		\$122,254		\$219,284	
HUES		HUES		HUES	
\$69,663	Special Ed Admin Support .5 in each bldg	\$0	Special Ed Admin Support .5 in each bldg	\$0	Special Ed Admin Support .5 in each bldg
\$1,900	Literacy Program Upgrade	\$1,900	Literacy Program Upgrade	\$1,900	Literacy Program Upgrade
\$21,329	Para-4th Gr. Class New in FY22	\$0	Para-4th Gr. Class New in FY22	\$0	Para-4th Gr. Class New in FY22

\$40,369	Split btw Spec Ed & Reg Ed OT 0.5 Salary & Benefits
\$133,261	
\$325,178	Total

\$40,369	Split btw Spec Ed & Reg Ed OT 0.5 Salary & Benefits
\$42,269	
\$164,523	Total

\$40,369	Split btw Spec Ed & Reg Ed OT 0.5 Salary & Benefits
\$42,269	
\$261,553	Total

Round 1.0 New Computer Equip	
Cost	Descrip
<u>HPS</u>	
\$0	
<u>HUES</u>	
\$0	
\$0	Total

Round 2.1 New Computer Equip	
Cost	Descrip
<u>HPS</u>	
\$0	
<u>HUES</u>	
\$0	
\$0	Total

Round 3.0 New Computer Equip	
Cost	Descrip
<u>HPS</u>	
\$0	
<u>HUES</u>	
\$0	
\$0	Total

Round 1.0 Rplcmt Computer Equip	
Cost	Descrip
<u>HPS</u>	
\$9,500	Staff Laptops - 10 @
\$25,000	Interactive Flat Panels Replaces Smartboard & Projector 5 @ \$5,000. 1/grade
\$16,000	Audio System-Phase II 8 @ \$2000 1/grade+
\$850	Projectors-Replc. Cycle 2 @ \$425
\$36,750	Chromebooks-Replc 105 @ \$350
\$500	iPad Charging Station 1 @ \$500
\$2,000	UPS (2) Uninterrupted Power Supply

Round 2.1 Rplcmt Computer Equip	
Cost	Descrip
<u>HPS</u>	
\$9,500	Staff Laptops - 10 @ \$950
\$25,000	Interactive Flat Panels Replaces Smartboard & Projector 5 @ \$5,000. 1/grade
\$16,000	Audio System-Phase II 8 @ \$2000
\$850	Projectors-Replc. Cycle 2 @ \$425
\$36,750	Chromebooks-Replc. Cycle 105 @ \$350
\$500	iPad Charging Station 1 @ \$500
\$2,000	UPS (2) Uninterrupted Power Supply

Round 3.0 Rplcmt Computer Equip	
Cost	Descrip
<u>HPS</u>	
\$9,500	Staff Laptops - 10 @ \$950
\$25,000	Interactive Flat Panels Replaces Smartboard & Projector 5 @ \$5,000. 1/grade
\$16,000	Audio System-Phase II 8 @ \$2000
\$850	Projectors-Replc. Cycle 2 @ \$425
\$36,750	Chromebooks-Replc. Cycle 105 @ \$350
\$9,000	iPads-EOL 30 @ \$300
\$500	iPad Charging Station 1 @ \$500
\$2,000	UPS (2) Uninterrupted Power Supply

\$90,600		\$90,600		\$99,600	
HUES		HUES		HUES	
\$9,500	Staff Laptops - 10 @	\$9,500	Staff Laptops - 10 @ \$950	\$9,500	Staff Laptops - 10 @ \$950
\$15,000	Interactive Flat Panels Replaces Smartboard & Projector 3 @ \$5,000. 1/grade	\$15,000	Interactive Flat Panels Replaces Smartboard & Projector 3 @ \$5,000. 1/grade	\$15,000	Interactive Flat Panels Replaces Smartboard & Projector 3 @ \$5,000. 1/grade
\$850	Projectors-Replc. Cycle 2 @ \$425	\$850	Projectors-Replc. Cycle 2 @ \$425	\$850	Projectors-Replc. Cycle 2 @ \$425
\$5,000	Copier-Staff Room-CN163	\$5,000	Copier-Staff Room-CN163	\$5,000	Copier-Staff Room-CN163
\$2,000	UPS (2) Uninterrupted Power Supply	\$2,000	UPS (2) Uninterrupted Power Supply	\$2,000	UPS (2) Uninterrupted Power Supply
\$32,350		\$32,350		\$32,350	
\$122,950	Total	\$122,950	Total	\$131,950	Total

Round 1.0 Shared Services/Software		Round 2.1 Shared Services/Software		Round 3.0 Shared Services/Software	
Cost	Descrip	Cost	Descrip	Cost	Descrip
HPS		HPS		HPS	
Shared Services		Shared Services		Shared Services	
\$456	Windows Imaging Software	\$456	Windows Imaging Software	\$456	Windows Imaging Software
\$800	Critical System Backup	\$800	Critical System Backup	\$800	Critical System Backup
\$2,500	SMART Suite Licenses	\$2,500	SMART Suite Licenses	\$2,500	SMART Suite Licenses
\$3,756		\$3,756		\$3,756	
HUES		HUES		HUES	
Shared Services		Shared Services		Shared Services	
\$456	Windows Imaging Software	\$456	Windows Imaging Software	\$456	Windows Imaging Software
\$800	Critical System Backup	\$800	Critical System Backup	\$800	Critical System Backup
\$2,500	SMART Suite Licenses	\$2,500	SMART Suite Licenses	\$2,500	SMART Suite Licenses
\$3,756		\$3,756		\$3,756	
\$7,512	Total	\$7,512	Total	\$7,512	Total

Round 1.0 Safety/Compliance Issues		Round 2.1 Safety/Compliance Issues		Round 3.0 Safety/Compliance Issues	
Cost	Descrip	Cost	Descrip	Cost	Descrip
HPS		HPS		HPS	
\$10,000	Blinds	\$0	Blinds	\$0	Blinds
\$20,000	Burglar Alarms	\$0	Burglar Alarms	\$0	Burglar Alarms
\$2,500	Walkies-Replacement	\$2,500	Walkies-Replacement (10)	\$2,500	Walkies-Replacement (10)

\$32,500	
HUES	
\$20,000	Burglar Alarms
\$4,000	Kiln Replacement
\$700	Walkies-Replacement
\$24,700	
\$57,200	Total

\$2,500	
HUES	
\$20,000	Burglar Alarms
\$4,000	Kiln Replacement
\$700	Walkies-Replacement (4)
\$24,700	
\$27,200	Total

\$2,500	
HUES	
\$0	Burglar Alarms
\$4,000	Kiln Replacement
\$700	Walkies-Replacement (4)
\$4,700	
\$7,200	Total

Round 1.0 Facilities/Maintenance	
Cost	Descrip
HPS	
\$30,000	Classroom Flooring
\$5,000	Trail Maintenance
\$4,000	Chainlink Privacy Str
\$8,500	Gaga Pit
\$60,000	Univents-Rebuild (O
\$60,000	Replace AH#3
\$15,000	Exterior Doors
\$4,000	2nd door set entry b
\$186,500	

Round 2.1 Facilities/Maintenance	
Cost	Descrip
HPS	
\$0	Classroom Flooring
\$0	Trail Maintenance
\$0	Chainlink Privacy Strips
\$0	Gaga Pit
\$0	Univents-Rebuild (Outside P
\$0	Replace AH#3
\$0	Exterior Doors
\$4,000	2nd door set entry buzzer
\$4,000	

Round 3.0 Facilities/Maintenance	
Cost	Descrip
HPS	
\$0	Classroom Flooring
\$0	Trail Maintenance
\$0	Chainlink Privacy Strips
\$0	Gaga Pit
\$0	Univents-Rebuild (Outside Rms)
\$0	Replace AH#3
\$0	Exterior Doors
\$4,000	2nd door set entry buzzer
\$4,000	

HUES	
\$10,000	Powerwashing Exter
\$10,000	Classroom Furniture
\$30,000	Classroom Flooring 4th Grade
\$19,000	Kitchen Flooring
\$10,000	Transfer Switch-Roc
\$20,000	Gym Floor Restorati
\$3,000	Ceiling Tiles
\$10,000	Hot Water Pump-1st
\$13,000	BB Court-Phase II
\$3,000	Playground Mulch +
\$2,000	Plumbing Fixtures (5
\$75,000	Egress road/bus turn
\$90,000	Drury Lane Repaving
\$295,000	
\$481,500	Total

HUES	
\$0	Powerwashing Exterior
\$5,000	Classroom Furniture-Phase
\$0	Classroom Flooring 4th Grade
\$0	Kitchen Flooring
\$0	Transfer Switch-Rocky Pond
\$0	Gym Floor Restoration
\$3,000	Ceiling Tiles
\$0	Hot Water Pump-1st Flr
\$0	BB Court-Phase II
\$3,000	Playground Mulch + Border
\$2,000	Plumbing Fixtures (5)
\$0	Egress road/bus turnaround
\$0	Drury Lane Repaving
\$13,000	
\$17,000	Total

HUES	
\$0	Powerwashing Exterior
\$5,000	Classroom Furniture-Phase II
\$0	Classroom Flooring 4th Grade
\$0	Kitchen Flooring
\$0	Transfer Switch-Rocky Pond
\$0	Gym Floor Restoration
\$3,000	Ceiling Tiles
\$0	Hot Water Pump-1st Flr
\$0	BB Court-Phase II
\$3,000	Playground Mulch + Border
\$2,000	Plumbing Fixtures (5)
\$0	Egress road/bus turnaround
\$0	Drury Lane Repaving
\$13,000	
\$17,000	Total

\$1,175,454	Grand Total
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\$468,608	Grand Total
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\$550,638	Grand Total
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FY24

**Round 1.0
Warrant Articles**

Cost	Descrip
\$17,007,265	Operating Budget
\$69,256	HESSA Contract
\$677,311	SAU Assessment
\$95,000	Contingency
\$23,970	SAU Maintenance Trust
\$150,000	HSD Maintenance Trust
\$25,000	Special Ed Trust
	Current Balance: \$100,000

\$18,047,802 Warrant Total

**Round 2.1
Warrant Articles**

Cost	Descrip
\$16,098,664	Operating Budget
\$69,256	HESSA Contract
\$677,360	SAU Assessment-Estimate
\$95,000	Contingency
\$23,970	SAU Maintenance Trust
\$150,000	HSD Maintenance Trust
\$25,000	Special Ed Trust
	Current Balance: \$100,000

\$17,139,250 Warrant Total

**Round 3.0
Warrant Articles**

Cost	Descrip
\$15,875,278	Operating Budget
\$69,256	HESSA Contract
	HESSA Add'l
\$677,360	SAU Assessment
\$95,000	Contingency
\$23,970	SAU Maintenance Trust
\$150,000	HSD Maintenance Trust
\$25,000	Special Ed Trust
	Current Balance: \$100,000

\$16,915,864 Warrant Total

FY23

**Round 4.0
Warrant Articles**

Cost	Descrip
\$14,654,566	Operating Budget
	HESSA Contract
\$625,021	SAU Assessment
\$95,000	Contingency
\$23,970	SAU Maintenance Trust
\$150,000	HSD Maintenance Trust
\$25,000	Special Ed Trust

\$15,573,557 Warrant Total

\$1,220,712 8.33%

\$1,342,307 8.62%

**Round 1.0
Maint. Expendable Trust**

Cost	Descrip
\$175,000	Opening Balance
\$150,000	FY24 Warrant

\$325,000 Ending Balance Estimate

**Round 2.1
Maint. Expendable Trust**

Cost	Descrip
\$175,000	Opening Balance
\$150,000	FY24 Warrant
HPS Projects	
\$25,000	Univents-Rebuild (Outside Rms)
\$15,000	Exterior Doors
\$30,000	Classroom Flooring
HUES Projects	
\$19,000	Kitchen Flooring
\$10,000	Transfer Switch-Rocky Pond
\$10,000	Hot Water Pump-1st Flr
\$30,000	Classroom Flooring

\$186,000 Ending Balance Estimate

**Round 3.0
Maint. Expendable Trust**

Cost	Descrip
\$175,000	Opening Balance
\$150,000	FY24 Warrant
HPS Projects	
\$25,000	Univents-Rebuild (Outside Rms)
\$15,000	Exterior Doors
\$30,000	Classroom Flooring
HUES Projects	
\$19,000	Kitchen Flooring
\$10,000	Transfer Switch-Rocky Pond
\$10,000	Hot Water Pump-1st Flr
\$30,000	Classroom Flooring

\$186,000 Ending Balance Estimate

\$191,917	1200.111.01
\$133,261	1200.111.02
\$0	2225.734.01
\$0	2225.734.02
\$90,600	2225.738.01
\$32,350	2225.738.02
\$267,925	2400.899.01
\$459,401	2400.899.02

\$1,175,454 Total New Items

\$122,254	1200.111.01
\$42,269	1200.111.02
\$0	2225.734.01
\$0	2225.734.02
\$90,600	2225.738.01
\$32,350	2225.738.02
\$121,579	2400.899.01
\$59,556	2400.899.02

\$468,608 Total New Items

\$219,284	1200.111.01
\$42,269	1200.111.02
\$0	2225.734.01
\$0	2225.734.02
\$99,600	2225.738.01
\$32,350	2225.738.02
\$119,579	2400.899.01
\$37,556	2400.899.02

\$550,638 Total New Items

Hollis School District
Expendable Trust Balance
November 30, 2022

HSD Water System Expendable Trust
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Water System Expendable Trust Status:

Current Balance:	\$ 26,766
To be added in FY23:	\$ 0
FY23 Expenditures:	\$ <u>0</u> *
FY23 Ending Balance:	\$ 26,766 (Anticipated)

*Nothing anticipated at this time

Replenishment Plan:

Once the balance reaches roughly \$20,000, a warrant article for \$30,000 will be included in that year's annual meeting to bring the balance back up to the original \$50,000.

The district has been spending \$4,000 - \$5,000 per year so FY25 or FY26 would be the target year for the warrant article.

SAU41
ANTI-DISCRIMINATION PLAN
2022



Brookline, Hollis, &
Hollis Brookline Cooperative School Districts
4 Lund Lane
Hollis, NH
03049

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NOTIFICATIONS:

NOTIFICATION OF TITLE VI, TITLE XI, SECTION 504 POLICIES

Under New Hampshire law and Board policy, no person shall be excluded from, denied the benefits of, or subjected to discrimination in the District's public schools because of their age, sex, gender identity, sexual orientation, race, color, marital status, familial status, disability, religion or national origin. Discrimination, including harassment, against any student in the District's education programs, on the basis of any of the above classes, or a student's creed, is prohibited. Finally, there shall be no denial to any person of the benefits of educational programs or activities, on the basis of any of the above classes, or economic status.

Harassment of students other than on the basis of any of the classes or categories listed above is prohibited under Board policy JICK - Pupil Safety and Violence Prevention.

EQUAL EMPLOYMENT & PROHIBITION AGAINST DISCRIMINATION IN EMPLOYMENT

The School District is an Equal Opportunity Employer. The District ensures equal employment opportunities without regard to age, color, creed, disability, gender identity, marital status, national origin, pregnancy, race, religion, sex, or sexual orientation. The District will employ individuals who meet the physical and mental requirements, and who have the education, training, and experience established as necessary for the performance of the job as specified in the pertinent job description(s).

Discrimination against and harassment of school employees because of age, sex, race, creed, religion, color, marital status, familial status, physical or mental disability, genetic information, national origin, ancestry, sexual orientation, or gender identity are prohibited. Additionally, the District will not discriminate against any employee who is a victim of domestic violence, harassment, sexual assault, or stalking

SUMMARY OF PARENT/GUARDIAN RIGHTS:

These safeguards are guaranteed to children and their families by Public Law 94-142, The Individuals with Disabilities Education Act (IDEA 2004), and Section 504 of Public Law 93-122, The Vocational Rehabilitation Act of 1973.

1. Parents and Guardians must receive written notification before the school may conduct individual testing of students.
2. Parents and Guardians must receive written notification of any initiation or refusal to initiate a change in their student's educational placement.
3. Parents and Guardians have the right to present their views regarding the identification, evaluation, placement or provision of a free appropriate education to their child. This includes the right to request an educational evaluation.
4. Parents and Guardians have the opportunity to present information from an independent educational evaluation of their student.
5. Parents and Guardians have access to all relevant school records of their student.
6. Either Parents and Guardians or the school may initiate an impartial due process hearing to resolve differences that could not be resolved informally. The request is filed with the NH Department of Education. In conducting such a hearing, parents must:
 - a. receive timely and specific notice of the hearing

- b. have the right to be accompanied and advised by counsel and/or individuals with specific knowledge or training with respect to the problems of handicapped students
- c. confront, cross-examine and compel the attendance of witnesses
- d. present evidence relevant to the decision
- e. obtain a written or electronic verbatim record of the hearing, and obtain written findings of facts and decisions.
- f. The hearing will be conducted by an impartial hearing officer selected from a list provided by the Department of Education.
- g. The decision of the hearing is binding on all parties pending appeal.
- h. Either party has the right to appeal the findings and decision of the hearing through the Board of Education.
- i. During the above process the students shall remain in the original program or any other program to which both parties can agree.
- j. Students receiving special education and related services must receive a periodic re-evaluation every three years.
- k. These rights transfer to a student when he/she reaches the age of 18 unless a guardian has been appointed by the court. These rights would then be retained by a court appointed guardian.

ANNUAL NOTIFICATION REGARDING PARENTS RIGHTS OF ACCESS TO STUDENT RECORDS:

It is required that parents and students receive annual notification of the student records and access policy JRA of the Brookline School District, Hollis School District, and Hollis Brookline Cooperative School District. Parents of students or 18-year old students who wish to review any or all of the school records pertaining to the student should contact the school building personnel, and parents may have copies of the records for the cost of copying.

PROCEDURE TO INSPECT AND REVIEW RECORDS

- Parents/guardians and eligible students wishing to inspect student records must file a written request to do so with the building Principal. Such inspection shall take place during regular school hours or at reasonable times during vacation periods, but not during weekends or holidays.
- Single copies of appropriate records shall be made available in a reasonable length of time, but in no case more than 45 days after request has been made in writing to the building principal. The records may be inspected by the parents, guardians, and all students once they reach eighteen in the presence of the records manager or their designee.
- The school shall make a written record of the disclosure of all student information, except directory information, and such record will be kept in the student's file. This record of disclosure is also available for inspection by the parent or eligible student. A record of inspections will also be kept.
- In cases involving a third party request for records requiring consent for disclosure under law, the student over 18, parent, or guardian shall sign a consent form furnished by the principal. Forms used will identify the records to which access is sought and will be placed in the student's file as a record of the request.
- Access will be refused or granted depending upon the propriety of the request and validity of the request and consent forms.
- If a request for access is refused, and the party who requested access objects to said refusal, said request will be referred to the Superintendent for a final ruling.
- The building principal shall be the custodian of all student records in their school.

PROCEDURE TO AMEND RECORDS

- The parent(s), guardian(s) of a student under 18, or a student over 18, shall have an opportunity to identify in writing, addressed to the building principal, the record or records which they believe to be inaccurate, misleading, or otherwise in violation of the privacy rights, together with a statement of the reasons for the requested amendment of the record.
- A response by the building principal shall be made within fourteen (14) days indicating whether they find the record to be inaccurate, misleading or otherwise in violation of the student's privacy rights and if so how the record will be corrected or deleted. The parent or eligible student will then be given five (5) days from receipt of the principal's decision to refer the request on to the Superintendent for a hearing.
- If requested, a hearing before the Superintendent or their designee who does not have a direct interest in the outcome of the hearing, shall be held within a reasonable period of time, but in no case more than forty-five (45) days after receipt of such a request by the superintendent of schools. The parent(s), guardian(s) or student 18 years or older, will have the right to be represented by counsel and to present evidence in support of their belief that the record should be amended. A written decision will be rendered within thirty (30) days stating the disposition of the challenge to the record and the reasons for the determination. Although the hearing may be informal in nature, the processes used shall ensure fairness and impartiality. The decision made shall be final and not subject to appeal.
- If as a result of the hearing the Superintendent or their designee decides that the information in the education record is not inaccurate, misleading or otherwise in violation of the privacy rights of the student, they shall inform the parent or the eligible student of the right to place a statement in the record commenting on the contested information in the record or stating why he or she disagrees with the decision of the School District.

MAINTENANCE OF STUDENT RECORDS

Each principal shall be responsible for record maintenance and access within their building. All student records when not in use shall be kept under lock and key.

Any request to examine a student's record by a parent or legal guardian of a minor student or by a student (of legal age) shall be honored. Requests by agents, when accompanied by written authorization from the parent, legal guardian or student of legal age, shall also be honored.

The file shall contain a composite of all requests for information and all completed forms involving requests, authorizations, or permission to view and receive educational records. (Each person viewing the file shall sign and date the form provided for that purpose.)

Three (3) years after graduation or three years after the termination of the provision of educational services to the student, all but the Permanent Record Card may be destroyed. The Permanent Record Card shall contain only name, address and phone number, the pupil's record of grades, years enrolled, courses attended and grades completed. The Permanent Record Card shall be retained in perpetuity.

The contents of a pupil's Special Educational Services Record shall be destroyed within five (5) years after the information is no longer needed to provide educational services to the child. Prior to destruction of such a record or data from the cumulative record which pertains to the pupils' handicapping condition, reasonable effort shall be made to notify the parents of their right to copy of such data.

PROHIBITION OF DISCRIMINATION, HARASSMENT AND VIOLENCE:

GENERAL STATEMENT OF POLICY

Under New Hampshire law and Board policy, no person shall be excluded from, denied the benefits of, or subjected to discrimination in the District's public schools because of their age, sex, gender identity, sexual orientation, race, color, marital status, familial status, disability, religion or national origin. Discrimination, including harassment, against any student in the District's education programs, on the basis of any of the above classes, or a student's creed, is prohibited. Finally, there shall be no denial to any person of the benefits of educational programs or activities, on the basis of any of the above classes, or economic status. The School District will act to investigate all complaints, either formal or informal, verbal or written, of harassment or discrimination and to discipline or take appropriate action against any pupil, teacher, administrator, or other school personnel who is found to have violated this policy.

Procedure for filing a written complaint are outlined within this document.

DISCRIMINATION / HARASSMENT DEFINED

Harassment generally includes, but is not limited to, physical contact or violence or verbal statements relating to an individual's race, color, religion, gender identity, sexual orientation, national origin, age, disability, or status in any group protected by federal, state or local law when the conduct:

1. Has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment
2. Has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or
3. Otherwise adversely affects an individual's employment or academic opportunities.

SEXUAL DISCRIMINATION / HARASSMENT DEFINED (See Policy GBAA / JBAA)

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:

1. Submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment; or
2. Submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment; or
3. Conduct or communication that has the purpose or effect of substantially or unreasonably interfering with an individual's employment, or creating an intimidating, hostile or offensive employment environment.

Sexual discrimination / harassment may include but is not limited to:

1. Verbal harassment and/or abuse of a sexual nature;
2. Leering at an individual's body;
3. Making jokes of a sexual nature;
4. The display anywhere on school facilities of sexually suggestive, sexually demeaning or pornographic objects, pictures, writings, posters or cartoons;
5. Making graphic verbal comments about an individual's body, clothing or sexual activity;
6. Subtle pressure for sexual activity;
7. Inappropriate patting or pinching or any sexually motivated unwelcome touching;
8. Intentional brushing against an employee's body;

9. Demanding sexual favors accompanied by implied or overt threats concerning an individual's employment

Sexual violence is a physical act of aggression that includes a sexual act or sexual purpose.

RACIAL DISCRIMINATION / HARASSMENT DEFINED

Racial harassment in public schools violates Title VI of the Civil Rights Act of 1964; sexual harassment violates Title IX of the Education Amendments of 1972. Racial discrimination/harassment is present if a person is treated differently on the basis of race, color, or national origin in the context of an educational program or activity without legitimate nondiscriminatory reason so as to interfere with or limit the ability of the person to participate in or benefit from the services, activities, or privileges provided by the recipient.

Racial discrimination/harassment may include but is not limited to:

1. Harassing conduct that is physical, verbal, graphic or written;
2. Injury to persons or property or;
3. Conduct threatening injury to person or property.

REPORTING:

REPORTING PROCEDURES

Any person who believes that they have been discriminated against, harassed, or bullied in violation of this policy by any student, employee, or other person under the supervision and control of the school system, or any third person who knows or suspects conduct that may constitute discrimination, harassment, or bullying, should contact the District Human Rights Officer, or otherwise as provided in the policies referenced below under this same heading.

Any employee who has witnessed, or who has reliable information that another person may have been subjected to discrimination, harassment, or bullying in violation of this policy has a duty to report such conduct to their immediate supervisor, the District Human Rights Officer, or as provided in one of the policies or administrative procedures referenced below under this same heading. Additionally, employees who observe an incident of harassment or bullying are expected to intervene to stop the conduct in situations in which they have supervisory control over the perpetrator and it is safe to do so. If an employee knows of an incident involving discrimination, harassment, or bullying and the employee fails to report the conduct or take proper action or knowingly provides false information in regard to the incident, the employee will be subject to disciplinary action up to, and including, dismissal.

Investigations and resolution of any complaints shall be according to the policies listed below and related administrative procedures or regulations. Complaints or reports regarding matters not covered in one or the other of those policies should be made to the District Human Rights Officer.

1. Reports or complaints of Title VI or VII violations, inclusive of discriminatory practices and employment practices restricting equal opportunity for employment or relating to race, color, or national origin by employees or third party contractors, should be made to the Human Rights Officer.
2. Reports or complaints of Title IX violations, inclusive of sexual harassment or sexual violence by employees or third party contractors, should be made under Board policy GBAA;
3. Reports or complaints of Title IX violations, inclusive of sexual harassment or sexual violence by students, should be made under Board policy JBAA;
4. Reports or complaints of discrimination on the basis of disability should be made under Board policy ACE, except for complaints regarding facilities accessibility by disabled non-students or employees, which should be made under Board policy KED; and
5. Reports or complaints of bullying or other harassment of pupils should be made under Board policy JICK.

ALTERNATIVE COMPLAINT PROCEDURES AND LEGAL REMEDIES

At any time, whether or not an individual files a complaint or report under this Policy, an individual may file a complaint with the Office for Civil Rights (“OCR”), of the United States Department of Education, or with the New Hampshire Commissioner for Human Rights.

1. **Office for Civil Rights, U.S. Department of Education**, 5 Post Office Square, 8th Floor, Boston, MA 02109-3921; Telephone number: (617) 289-0111; Fax number: (617) 289-0150; Email: OCR.Boston@ed.gov

Note: Complaints to OCR must be filed in writing no later than 180 days after the alleged act(s) of discrimination. OCR may waive its 180-day time limit based on OCR policies and procedures.

2. **New Hampshire Commission for Human Rights**, 2 Industrial Park Drive, Concord, NH 03301; Telephone number: (603) 271-2767; Email: humanrights@nh.gov

Notwithstanding any other remedy, any person may contact the police or pursue a criminal prosecution under state or federal criminal law.

INVESTIGATION PROCEDURES:

The building principal or superintendent upon receipt of a report or complaint alleging discrimination and/or harassment, either verbal or written, shall immediately undertake or authorize an investigation. The investigation may be conducted by the Building Principal, District’s Human Right’s Officer, Title IX Coordinator, 504 Coordinator or by a third party designated by the Superintendent or designee.

FILING THE COMPLAINT FORM

1. The complaint shall be signed by the complainant;
2. Shall describe in detail the specific incident(s), occurrence(s), decision(s), and other factual matters believed to constitute unlawful discrimination, harassment, or retaliation;
3. Name as the respondent(s) the individual, department, committee, or other body whom the complainant believes to have engaged in prohibited behavior; and
4. Include a brief statement describing the resolution, relief, or action requested by the complainant;

Someone other than the complaining party can write the complaint if necessary.

See Appendix A for Complaint Form.

Jurisdiction under these procedures is met when:

1. The allegations of the complaint meet the definition of discrimination or harassment;
2. The complaint was timely filed; and
3. The complaint has complied with “Filing the Complaint Form” requirements as described above.
4. The complaint shall be dismissed if the Superintendent determines that the district does not have jurisdiction over the complaint.

There shall be the right for either party to request the Superintendent to reconsider decisions. There is also the right to appeal the decision of the Superintendent to the school board. The complaining party may, at any time, pursue the matter through other state agencies or through the United States Department of Education, Office for Civil Rights.

INVESTIGATION

1. The investigation, at a minimum, will consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods including retrieval and review of documents deemed pertinent by the investigator.
2. In determining whether alleged conduct constitutes a violation of this policy, the investigation should consider the surrounding circumstances, the nature of the behavior, past incidents or continuing patterns of behavior, the relationships between the parties involved, and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.
3. In addition, the principal, assistant superintendent or superintendent may take immediate steps to protect the complainant, pupils, teachers, administrators, or other school personnel pending completion of an investigation of alleged discrimination/harassment.
4. The investigation will be completed as soon as possible, but within 20 business days of the date the complaint was received by District, the superintendent will update the complainant and respondent on the progress of the investigation.
5. The investigator shall make a report to the Superintendent upon completion of the investigation.
6. If the complaint involves the Superintendent, the report may be filed directly with the School Board Chair.

INFORMAL RESOLUTION

Because of the personal and often upsetting disclosures concomitant to making or responding to accusations of discrimination / harassment, the district strongly encourages complainants to attempt to resolve their complaint informally (in lieu of or before commencing formal proceedings).

Informal resolutions may be attempted by taking the opportunity to utilize facilitated mediation with a neutral party (e.g. HR Department Representative). This step is not mandatory and would require the consent of both complainant and respondent.

DISCIPLINARY ACTIONS

Upon receipt of an investigation report which indicates that the complaint is valid, the Superintendent shall determine the appropriate disciplinary action if the individual(s) against whom the complaint is filed is an employee. Disciplinary action shall be appropriate to the severity of the discrimination/harassment and may include warning, referral of an employee to the Employee Assistance Program, suspension, or termination.

If a substantiated complaint is filed against a student, the building principal shall determine the appropriate disciplinary action. Parents shall be notified consistent with policies dealing with discipline and due process procedures. Disciplinary action shall be appropriate to the severity of the discrimination/harassment and may include warning, suspension, or recommendation to the superintendent for potential expulsion.

The results of the investigation and the disciplinary action taken will be reported in writing to the complainant by the principal within ten working days following the receipt of the investigation report, which validated the complaint.

In all instances involving certified staff members, a substantiated complaint will result in the Superintendent immediately notifying the Department of Education's Office of Credentialing.

RETALIATION

No reprisals or retaliation of any kind will be taken by the Board or by any District employee against the complainant or other individual on account of his or her filing a complaint or report or participating in an investigation of a complaint or report filed and decided pursuant to this policy, unless that person knew the complaint or report was false or knowingly provided false information

PREVENTION

It is important that all students and employees understand what constitutes discrimination and harassment and their right to report unwelcome behavior. Administration should educate those within their building regarding this policy annually, and should be watchful for behavior which fits the description of discrimination or harassment. Employees who witness such behavior as a third party have a responsibility to report it.

FALSE CLAIMS OF NON-DISCRIMINATION/NON-HARASSMENT:

The school district recognizes that not every advance or communication based on race, color, religion, gender identity, sexual orientation, national origin, disability, age or status in any group protected by federal or state law constitutes discrimination or harassment. Whether a particular action or incident is a personal, social relationship without a discriminatory/harassing employment or classroom learning effect requires a determination based on all the facts and surrounding totality of circumstances. False accusations of discrimination and/or harassment can have a serious detrimental effect on innocent parties and may result in disciplinary action.

EMPLOYEE ASSISTANCE PROGRAM:

For persons employed by the school system who are involved in a harassment accusation or incident of discrimination/harassment, the Brookline School District, Hollis School District, and Hollis Brookline Cooperative School District provides support from the Employee Assistance Program (EAP). The intent of this program, in this case, would be to help the employee deal with the psychological effects of being involved in the process. The District's Human Rights Office may assist employees in contacting the EAP for assistance.

RELATED BROOKLINE SCHOOL DISTRICT, HOLLIS SCHOOL DISTRICT, AND HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT POLICIES:

- Sexual Harassment and Sexual Violence - Students (Policy JBAA)
- Sexual Harassment and Sexual Violence – Staff (Policy GBAA)
- Nondiscrimination on the Basis of Handicap/Disability (Policy ACE)
- Nondiscrimination (Policy AC)
- Student Records and Access (Policy JRA)
- Pupil Safety and Violence Prevention – Bullying (Policy JICK)
- Public Complaints About Facilities or Services (Policy KED)

APPENDIX A – DISCRIMINATION / HARASSMENT COMPLAINT FORM

HARASSMENT, DISCRIMINATION, OR RETALIATION COMPLAINT FORM

If you have experienced or been threatened physically or sexually with assault, harm, or injury, notify 911 immediately.

Directions:

Please fill out this form if you believe you have experienced or witnessed an act of discrimination, harassment (including bullying and other behaviors that lead to a hostile work environment), or retaliation. Please see pages 3-5 for information on different types of discrimination, harassment, or retaliation.

You may submit this form electronically or by hard copy to a trusted supervisor, administrator, or the Human Resources department at the district SAU 41 office located at 4 Lund Lane, Hollis, NH 03049. If you prefer to submit a complaint verbally, you may do so by contacting any of the previously mentioned staff members. If you prefer to submit this complaint anonymously, please mail to the SAU 41 at 4 Lund Lane, Hollis, NH 03049 or send through interoffice mail to: Human Rights Officer – SAU Office.

Whether or not you file a complaint with the Brookline School District, Hollis School District, and Hollis Brookline Cooperative School District, you also have the right to file a complaint with an external agency. These include:

- **Office for Civil Rights: U.S. Department of Education;** 5 Post Office Square, 8th Floor, Boston, MA 02109-3921; Telephone - 617-289-0111; Email - OCR.Boston@ed.gov
- **Office of Civil Rights, U.S. Dept of Agriculture;** 1400 Independence Avenue, SW, Washington, D.C., 20250-9410; Telephone - 866-632-9992; Email – program.intake@usda.gov
- **N.H. Commission for Human Rights,** 2 Industrial Park Drive, Concord 0330, Telephone - 603-271-2767; Email – humanrights@nh.gov
- **N.H. Department of Justice, Civil Rights Unit;** 33 Capitol Street, Concord, NH 03301; Telephone – 603-271-1181
- **N.H. Department of Education, Commissioner of Education;** 101 Pleasant Street, Concord, NH 03301, Telephone – 603-271-3494; Email - info@doe.nh.gov

For additional information, please see: *Policy AC – Nondiscrimination*

HARASSMENT, DISCRIMINATION, OR RETALIATION COMPLAINT FORM

What type of complaint are you filing?

(Choose all that apply, please see definitions at end of form)

Discrimination (check all that apply)

- Age
- Creed
- Disability, presence or perception of
- Gender
- Gender Identity
- Genetic information
- Marital status
- Military status
- National origin
- Pregnancy
- Race/ethnicity/color
- Religion
- Sexual orientation
- Other (please explain):

Harassment

Hostile Work Environment

Retaliation

Sexual Harassment

Other (please explain): _____

Who is this complaint against?	
Name:	
<input type="checkbox"/> SAU41 Employee	<input type="checkbox"/> Non-SAU41 Employee
School:	Affiliation:
Phone:	Phone:
Email:	Email:
Notes:	Notes:
Date(s) of incident(s):	Date(s) of incident(s):

Please include any information that you are able to and/or comfortable including.

Who is filing this complaint? <i>Leave blank if filing anonymously.</i>	
Name:	
<input type="checkbox"/> SAU41 Employee	<input type="checkbox"/> Non-SAU41 Employee
School:	Affiliation:
Phone:	Phone:
Email:	Email:
Notes:	Notes:

Please describe what happened. The more information and details you are able to provide, the more helpful it will be in our ability to follow-up. The type of information that is helpful includes: dates, times, locations, witnesses, and any details you are able to provide about the event(s), incident(s), and/or behavior(s). If you have included your name, the Office of Human Resources may follow up with you for more information.

Is there anything else you'd like the Office of Human Resources to know?

Definitions:

Discrimination: Unlawful discrimination in employment occurs when an employer takes an adverse, harmful, harassing and/or retaliatory employment action against an employee (or potential employee) based on that employee's race/ethnicity/color, creed, sex, pregnancy, age, religion, national origin, marital status, the presence or perception of a disability, veteran's status, military status, genetic information, sexual orientation, gender, or gender identity. See SAU41 Anti-Discrimination Plan document for full definitions.

Harassment: Harassment is a form of employment discrimination that violates Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, (ADEA), the Americans with Disabilities Act of 1990 (ADA), and NH SB 263. Harassment is offensive conduct that may include, but is not limited to, offensive jokes, slurs, epithets or name calling, physical assaults or threats, intimidation, ridicule or mockery, insults or put-downs, offensive objects or pictures, and interference with work performance.

Harassment can occur in a variety of circumstances, including, but not limited to, the following:

- Asking unwelcome personal questions or other unwelcome treatment based on a person's age, creed, disability, gender expression, gender identity, genetic information, national origin, marital status, military status, pregnancy, race/ethnicity/color, religion, sex, sexual orientation/, gender identity, or veteran's status.
- Disclosing an individual's sexuality, gender identity, or gender expression against their wishes.
- The deliberate misuse of an individual's preferred name, form of address, or gender-related pronouns (except on legally mandated documentation, if the individual has not officially obtained a name change).
- Posting offensive pictures or sending offensive electronic or other communications.
- Unwelcome physical conduct.

Harassment becomes unlawful when 1) enduring the offensive conduct becomes a condition of continued employment, or 2) the conduct is severe or pervasive enough to create a hostile, intimidating, or abusive work environment.

Bullying may be a type of harassment seen in the workplace.

Bullying: A behavior that intends to frighten, hurt, or threaten others and cause harm, humiliation, or intimidation. Bullying behavior is often repetitive. It may involve verbal harassment, verbal or non-verbal threats, physical assault, stalking, or other methods of coercion such as manipulation, blackmail, or extortion. An imbalance of power, either real or perceived, between the aggressor and the victim is often involved.

Hostile Work Environment: A hostile work environment is one that is intimidating, hostile, or offensive. Offensive conduct may include, but is not limited to, offensive jokes, slurs, epithets or name-calling, assumptions based on stereotypes, physical assaults or threats, intimidation,

ridicule or mockery, insults or put-downs, offensive objects or pictures, and inappropriate interference with work performance. Harassment can occur in a variety of circumstances, including, but not limited to, the following:

- The harasser can be the victim's supervisor, a supervisor in another area, a subordinate, an agent of the employer, a co-worker, or a non-employee (such as a fellow, volunteer or intern).
- The victim does not have to be the person harassed, but can be anyone affected by the offensive conduct.
- Unlawful harassment may occur without economic injury to, or discharge of, the victim.

Protected Classes: Race/ethnicity/color, creed, sex, pregnancy, age, religion, national origin, marital status, the presence or perception of a disability, veteran's status, military status, genetic information, sexual orientation, or gender identity.

Retaliation: Retaliation occurs when employers treat applicants, employees or former employees, fellows/volunteers/interns, or people closely associated with these individuals, less favorably for

- reporting discrimination;
- participating in a discrimination investigation or lawsuit (for example, serving as a witness), or;
- opposing discrimination (for example, threatening to file a charge or complaint of discrimination).

Retaliation will not be tolerated by the SAU41. Any employees, fellows/volunteers/interns, and applicants found to have retaliated will be subject to corrective or disciplinary action that is appropriate to the circumstances, up to and including dismissal.

Sexual Harassment: Sexual harassment can include unwelcome sexual advances, requests for sexual favors, and other verbal or physical harassment of a sexual nature. Harassment does not have to be of a sexual nature, however, and can include offensive remarks about a person's sex. For example, it is illegal to harass a woman by making offensive comments about women in general. Both victim and the harasser can be either a woman or a man, and the victim and harasser can be the same sex. Although the law doesn't prohibit simple teasing, offhand comments, or isolated incidents that are not very serious, harassment is illegal when it is so frequent or severe that it creates a hostile or offensive work environment or when it results in an adverse employment decision (such as the victim being fired or demoted). The harasser can be the victim's supervisor, a supervisor in another area, a co-worker, or someone who is not an employee of the employer, such as a client or customer.

Category: Priority/Required by Law

INDOOR AIR QUALITY & WATER QUALITY

- A. **Indoor Air Quality.** In order to ensure that all school buildings have adequate indoor air quality, the Board directs the Superintendent to address methods of minimizing or eliminating emissions from buses, cars, delivery vehicles, and other motorized vehicles. The Superintendent may delegate the implementation of these methods to building principals. The Board encourages the Superintendent to utilize methods and recommendations established by various State agencies.

In addition to addressing methods eliminating emissions, building principals or designee are directed to annually investigate air quality in their respective school buildings using a checklist provided by the New Hampshire Department of Education.

In support of this policy, the Superintendent is authorized to establish regulations and/or administrative rules necessary to implement anti-idling and clear air measures aimed at improving indoor air quality.

- B. **Water Quality and Access.** The Board directs the Superintendent or their designee to take measures to limit lead exposure in school drinking water and ensure compliance with RSA 485:17-a, III, and consistent with regulations and guidance of the N.H. Departments of Environmental Services and of Education.

Water stations in school buildings shall be installed in accordance with Ed Rule 321.18(h) relative to the number of drinking fountains required.

The Superintendent or their designee will make recommendations to the Board for any modifications that will require unbudgeted expenditures.

Legal References:

RSA 200:11-a, Investigation of Air Quality

RSA 200:48, Air Quality in Schools

First Review: January 21, 2011

Second and Third Review: Waived, January 21, 2011

Approval: January 21, 2011

Reviewed:

1st Reading: June 1, 2016

2nd Reading: July 18, 2016

3rd Reading: July 18, 2016 (Waived)

Adopted: July 18, 2016

1st Reading: October 5, 2022

2nd Reading: November 2, 2022

3rd Reading: December 7, 2022

CHANGE OF SCHOOL OR ASSIGNMENT - BEST INTERESTS AND MANIFEST HARDSHIP

The Superintendent is charged with assigning students of the District to schools and classes consistent with Board policies and procedures. New Hampshire RSA 193:3 recognizes that there are limited instances when the class or school to which a student might be assigned under a district's ordinary assignment policies and procedures, might not be in that student's best interests, or other factors might exist under which create a manifest educational hardship upon the student such that a change (referred to in this policy as "reassignment") in the student's class or school assignment is warranted. The Board has adopted this policy consistent with RSA 193:3 and to provide procedures for parents/guardians to follow when they believe a reassignment is appropriate.

A. Best Interest Re-Assignment - Determination by Superintendent or their designee.

Consistent with RSA 193:3, I, and subject to the provisions below, the Superintendent is authorized to reassign a student residing in the District to another class within the school, to another public school or public academy in another district, or approved private school.

Authorization granted to the Superintendent to make reassignments under this policy applies only after application is made by the parent/guardian of the student or with the parent/guardian's consent, and upon a finding by the Superintendent that reassignment is in the student's best interests, after taking into consideration the student's academic, physical, personal, or social needs.

This policy, however, does not limit the Superintendent's discretion to make other in-District assignments consistent with applicable Board policies and administrative rules.

1. Procedure:

- a. In order to initiate consideration of a reassignment based upon the child's best interests, the parent/guardian shall submit to the Superintendent a written request stating why and/or how the child's best interests warrant reassignment. In order to facilitate a determination, such application may also include any additional information described in 4 below. The written request should be mailed or delivered to the SAU office or emailed to the Superintendent at the email address provided on the District's website.
- b. Upon such request, the Superintendent shall schedule a meeting (the "reassignment meeting") with the parent/guardian, to be held within 10 days of receiving the request.
- c. Prior to or at the reassignment meeting, the parent/guardian shall make a specific request that the student be reassigned to another class/grade within the same school, or to a public school, public academy, or approved private school in another district.
- d. At the reassignment meeting, the parent/guardian may present documents, witnesses, or other relevant evidence supporting the parent's belief that reassignment is in the best interest of the student.
- e. The Superintendent may present such information as he or she deems appropriate.

f. In determining whether reassignment is in the student's best interest the Superintendent shall consider the student's academic, physical, personal, or social needs.

2. Finding Reassignment Is or Is Not in Best Interest.

a. Within five school days of the reassignment meeting, the Superintendent shall deliver to the parent/guardian a written determination as to whether or not reassignment is in the child's best interest. Delivery of the written determination should be done in a manner to produce evidence of the delivery (e.g., courier, email, fax).

b. If the Superintendent finds it is in the best of the interest of the student to change the student's school or assignment, the Superintendent shall initiate:

i. A change of assignment within the student's current assigned school;

iii. The student's transfer to a public school, public academy, or approved private school in another district which can reasonably meet the student's educational needs.

c. If the Superintendent does not find that it is in the best interest of the student to change the student's school or assignment, the parent/guardian may request a hearing before the School Board to determine if the student is experiencing a manifest educational hardship as provided in Section B of this policy.

3. Tuition Determination. If a student is to be reassigned to another school district or approved school as a result of a best interest determination, the Superintendent shall work with the Superintendent or administrator of the receiving school district/approved school to establish a tuition rate for such student. Pursuant to RSA 193:3, I(g), if the Superintendent has made a finding that it is in the best interest of the student to be reassigned, then the School Board shall approve the tuition payment consistent with the Board's ordinary manifest approval procedures.

If the student is reassigned to an approved private school as a result of a best interest determination, that school may charge tuition to the parent/guardian or may enter into an agreement for payment of tuition with the school district in which the student resides. The Superintendent shall consult with counsel regarding tuition obligations in such an instance.

The Superintendent shall assure that the reassignment approval is placed on the agenda for the next regularly scheduled Board meeting.

4. Transportation: Transportation for a student reassigned to a school in another district under this Section A (best interest) shall be the responsibility of the parent/guardian.

5. Tuition for Students Reassigned by Other Districts Pursuant to RSA 193:3, I. It is the general policy of the Board that the tuition amount to be charged to another district for any student reassigned by that district to a school within this District under the best interest standard of 193:3, I, shall be the lesser of the tuition charged for non-residential students under Board policy JFAB or as computed under the formula set out in RSA 193:4. The Superintendent, however, is authorized to reduce the tuition amount below those thresholds or for other good cause shown (e.g., reciprocal assignments between the two districts).

6. Other In-District Assignments. Nothing in this policy is intended to limit authority otherwise extended to the Superintendent to make assignments or reassignments according to the policies, regulations, and ordinary practices of the District.

B. Manifest Educational Hardship - Determination by School Board and Appeal to State Board.

If, after following the procedure outlined in Section A of this policy, the Superintendent did not find that it was in the best interest of the student to reassign the student as requested by the student's parent/guardian, then the parent/guardian may request a hearing before the School Board to determine if the student is experiencing a manifest educational hardship.

1. "Manifest Educational Hardship" Defined. As provided in RSA 193:3, II (a), "manifest educational hardship" means that a student has a documented hardship in his or her current educational placement; and that such hardship has a detrimental or negative impact on the student's academic achievement or growth, physical safety, or social and emotional well-being. Such hardship must be so severe, pervasive, or persistent that it interferes with or limits the ability of the student to receive an education.
2. Procedure for Determination of Manifest Educational Hardship.
 - a. Within thirty (30) days after receipt of the Superintendent's written determination described that reassignment is not in a student's best interest as described in paragraph A.2.C, above, the parent/guardian requesting a manifest educational hardship hearing shall submit a written application to the Superintendent detailing the specific reasons why they believe that the current assignment constitutes a manifest educational hardship.
 - b. The Superintendent shall duly notify the school board that the parent/guardian has requested a manifest educational hardship hearing, upon which the school board shall schedule a hearing to be held no more than 15 days after the request has been received by the Superintendent. The Board shall provide at least two full days' notice of the hearing. The Board will conduct the hearing in non-public session, unless the parent/guardian requests the hearing be held in public session, subject to RSA 91-A:3, II(c).
 - c. Prior to or at such hearing, the parent/guardian shall provide to the Superintendent a specific request in writing that the student attend a public school, public academy, or approved private school in another school district which can reasonably meet the student's educational needs. The Superintendent shall provide such a request to the School Board at the hearing. Although not required, the parent/guardian may include this request as part of the original hearing request.
 - d. At such hearing, the parent/guardian may present documents, witnesses, or other relevant evidence supporting their belief that the student is experiencing a manifest educational hardship. The Superintendent may present such information as he or she may deem appropriate to assist the School Board in reaching its decision. The parties (or their appointed designee) shall have the right to examine all evidence and witnesses. The formal rules of evidence shall not apply. The Superintendent will assure the means for the Board to establish an adequate record of the hearing.
 - e. The parent/guardian shall have the burden of establishing the presence of a manifest educational hardship by clear and convincing evidence, which means that the evidence is highly and substantially more likely to be true than untrue, and the Board must be convinced that the contention is highly probable.
 - f. The Board will render its decision in writing within seven (7) days after the hearing and will forward its written decision to the parent/guardian via means producing proof of delivery (e.g., courier, email, etc.). The decision will conform to the requirements of NH Dept. of Education Rule Ed 320(c)-(e).
3. Finding of Manifest Educational Hardship. If the School Board finds that the student has a manifest educational hardship, the School Board shall grant the parent's or guardian's request to reassign the student

to a public school, public academy, or approved private school in another district which can reasonably meet the student's educational needs.

4. Finding that Manifest Educational Hardship Was Not Established - Appeal to the New Hampshire State Board of Education. If the School Board finds that the parent/guardian has not met their burden of proof, the parent/guardian may appeal the local Board decision to the New Hampshire State Board of Education ("SBOE"), within thirty (30) days of receipt of the Board's written decision in accordance with NH Dept. of Ed. Rule Ed 204.01(g). If a parent/guardian believes that denial of a reassignment under this policy upon the child's disability, the parent/guardian may appeal to the SBOE or file a complaint with the N.H. Human Rights Commission under RSA 354-A:28.

5. Tuition for Students Reassigned Upon Finding of Manifest Educational Hardship. If, after a finding of a manifest educational hardship - by either the School Board or the State Board - a student of the District is assigned to attend school in another district, or a student from another district is assigned to a school in this District, the district in which the student resides shall pay tuition to the district to which the child is reassigned.

Such tuition shall be computed according to RSA 193:4. The school board of the district in which the student resides shall approve the tuition payment consistent with its ordinary manifest approval process.

6. Transportation: Transportation for a student reassigned to schools in another district under this section B (manifest educational hardship) shall be the responsibility of the District unless otherwise ordered by the SBOE.

C. Admission Requirements. Students reassigned under this Policy shall meet the admission requirements of the school to which the student is to be reassigned.

D. Statutory Reassignment Limit. The total reassignments or transfer made under this policy in any one school year will not exceed one (1) percent of the average daily membership in residence of a school district, or five (5) percent of the average daily membership in residence of any single school, whichever is greater, unless the School Board votes to exceed this limit.

E. Count of Reassigned Pupils, Tuition Payment and Rate, and Transportation. Pupils reassigned under this policy will be counted in the average daily membership in residence of a given pupil's resident school district. Said pupil's resident district will forward any tuition payment due to the District to which the pupil was assigned.

F. Notice to the Department of Education. The Superintendent of the pupil's resident SAU will notify the Department of Education within thirty (30) days of any reassignment made under this policy.

G. Special Education Placements. A placement made relative to a student's special education needs and services shall not be deemed a change of school assignment for purposes of this section.

Legal References:

Ed RSA 193:3, III, Change of School Assignment

RSA 193:14-a, Change of School Assignment; Duties of State Board of Education

N.H. Dept. of Education Administrative Rule Ed. 320 [Pending revision]

1st Reading: October 20, 2005

2nd Reading: February 9, 2006

Adoption: March 9, 2006

Reviewed:

1st Reading: June 1, 2016

2nd Reading: July 18, 2016

3rd Reading: July 18, 2016 (Waived)

Adopted: July 18, 2016

1st Reading: September 4, 2019

2nd Reading: October 2, 2019 (as amended)

3rd Reading: November 6, 2019

Adopted: November 6, 2019

Reviewed:

1st Reading: October 5, 2022

2nd Reading: November 2, 2022

3rd Reading: December 7, 2022

*Category P***SCHOOL GUIDANCE AND COUNSELING PROGRAM**

The School Board is committed to ensuring a high quality school guidance program that is comprehensive, developmentally appropriate, fosters academic achievement and personal growth, and is provided to all District students in an equitable manner.

The program will include the following:

- Connecting families to community supports when needed
- Coordination with national standards.
- Prevention, intervention, and crisis response services.
- Promotion of personal, interpersonal, health, academic, and career awareness for all students through classroom programs and other services.
- All provisions of NH Administrative Rules, Section Ed 306, Minimum Standards for Public School Approval.

It is the policy of this Board that at all grade levels, school counselors collaborate with parents, students, staff, and community to remove barriers to learning and provide opportunities and supports, when needed, to empower students to embrace their full potential and achieve their academic and personal aspirations. The ~~guidance counselor~~ District is responsible for developing a school counseling curriculum ~~program or plan~~ that ~~identifies~~ promotes student success in academic performance, social awareness, and interests.

This policy will be reviewed in accordance with the Board's policy review process.

Legal References:

NH Code of Administrative Rules, Section Ed 306.13, Guidance Plan

NH Code of Administrative Rules, Section Ed 306.15(b), Provision of Staff, Guidance

NH Code of Administrative Rules, Section Ed 306.39(c) and 306.39(d), Guidance Program

1st Reading: August 11, 2010

2nd Reading: November 10, 2010

Approved: November 10, 2010

1st Reading: June 1, 2022

2nd Reading: November 2, 2022 (as amended)

3rd Reading: December 7, 2022

Category: Priority/Required by Law

Related Policies: EB, EBCB, EBCC, ECA, EEAE, JKAA, JLCJA, JLIA, KFA, KI

The Board recognizes that effective learning and teaching takes place in a safe, secure, and welcoming environment and that safe schools contribute to improved attendance, increased student achievement, and community support. The practice of safety shall be considered a facet of the instructional programming of the District schools by incorporating concepts of safety appropriately geared to students at different grade levels.

The Superintendent shall be responsible for developing and maintaining a comprehensive safety program/plan for the District, taking into account applicable laws, regulations, Board policies, and best practices. **While the comprehensive safety program need not be a single consolidated document**, it should include:

- A. The District-wide Crisis Prevention and Response Plan, which, in turn, includes the site-specific Emergency Operations Plan for each school (see also RSA 189:64);
- B. The Sports Injury Emergency Action Plan prepared under policy JLCJA;
- C. The District Communication Plan; and
- D. The School Bus Safety Program established under policy EEAE.

Additionally, to the extent not included in the above specific Board directed plans, the Superintendent will address the following areas of emphasis in the comprehensive safety plan:

1. Procedures that address the supervision and security of school buildings and grounds. See also ECA.
2. Procedures that address the safety and supervision of students during school hours and school-sponsored activities. See also JLIA.
3. Procedures that address persons visiting school buildings and attending school-sponsored activities. See also KI and KFA.
4. Training programs for staff and students in crisis prevention and management.
5. Training programs for staff and students in emergency response procedures that include practice drills for fire and all hazard as required by law and Board policy EBCB.
6. Training programs for staff and students in how to recognize and respond to behavior or other information that may indicate impending violence or other safety problems. See also EBCC.
7. Procedures and training to implement employee and work-place safety per Board policy EB.
8. Training and support for students that aims to relieve the fear, embarrassment, and peer pressure associated with reporting behavior that may indicate impending violence or other safety problems.
9. Procedures for safe and confidential reporting of security and safety concerns at each school building.

10. Procedures for regular assessments by school security/safety professionals and law enforcement officers to evaluate the security needs of each school building and to provide recommendations for improvements if necessary. See also ECA.
11. Procedures for periodic assessments by school climate professionals to determine whether students feel safe and to provide recommendations for improvements in school climate at each district building.
12. Procedures for managing the behavior of children, including proper training and protocols relative to restraint and seclusions consistent with RSA 126-U and Board policy JKAA.
13. Training programs for staff and students in safety precautions and procedures related to fire prevention, natural disaster response, accident prevention, public health, traffic, bicycle and pedestrian safety, environmental hazards, civil defense, classroom and occupational safety, and special hazards associated with athletics and other extracurricular activities.
14. District and building level procedures to assure timely safe schools reporting to law enforcement the N.H. Department. of Education and the School Board as required under RSA 193-D:4.

Whenever the Superintendent delegates tasks relating to the above to other District personnel, that delegation should be recorded in a manner readily accessible to others in the instance of the Superintendent's absence or departure.

Each Principal shall be responsible for the supervision and implementation of components of the safety programs in their school, inclusive of school busses, school grounds (including playgrounds), during authorized school activities (such as field trips), within school building(s) (including classrooms and laboratories), off school grounds during school sanctioned activities (including, but not limited to, work-based learning and internships), and in the use of online resources.

Legal References:

- RSA 193-D, Safe School Zones
- RSA 193-F, Pupil Safety and Violence Prevention
- RSA 281-A:64, Safety Provisions
- N.H. Dept. of Ed. Rules - Ed. 306.04(a)(2), and 306.04(d), Promoting School Safety

Reviewed:

1st Reading: December 7, 2022

SPECIAL EDUCATION: DETERMINATION OF A SPECIFIC LEARNING DISABILITY

It shall be the policy of the Hollis School District to evaluate for specific learning disabilities in a manner consistent with the procedures and standards included in N.H. Department of Education rule 1107 and 34 C.F.R. §§300.301 - .311, as applicable. ~~evaluate students suspected of a specific learning disability in a manner consistent with Ed. 1107.01 and Ed. 1107.02 of the NH Rules for the Education of Children with Disabilities as outlined in the SAU 41 Special Education Policy and Procedural Manual.~~ A specific learning disability is determined through professional judgment using multiple supporting evidences. All staff, students, parents and other interested persons are directed to the New Hampshire Department of Education Special Education Procedural Safeguards Handbook.

~~The procedure described in the SAU 41 Special Education Policy and Procedural Manual, or LEA plan, titled “SAU 41 Learning Disability Eligibility Process” will be utilized to determine the existence of a specific learning disability using multiple sources of data to identify a child’s pattern of strengths and challenges in performance, achievement, or both, relative to age, intellectual development, and state-approved grade-level standards.~~

In making determinations regarding whether a student has a specific learning disability under state and federal special education rules, the District shall use:

A. The “pattern of strengths and weaknesses” model as set forth in New Hampshire State Board of Education rule Ed 1107.02(a)(1) and in federal regulation 34 C.F.R. §§ 300.307(a)(1) and 300.309(a)(2)(ii), using multiple sources of data.

OR

B. The “response to intervention” (RTI) model as set forth in Ed rule 1107.02(a)(2) and federal regulation 34 C.F.R. §§ 300.307(a)(2) and Ed rule 1107.02(a)(2).

~~A specific learning disability is determined through professional judgment using multiple supporting evidences. In addition, the manner in which a student responds to instruction and interventions will be considered in the determination of eligibility as a child with a specific learning disability.~~

The District will find the child eligible if the evaluative data satisfies either model.

Legal References:

20 U.S.C. 1414(b)(6) (2004)

RSA 186-C:16

NH Rules for the Children with Disabilities: Ed. 1102.07 (b) (2017).

IDEA Federal Regulations 34 CFR: 300.8(a)(10), 300.307-300.311 (2006)

1st Reading: October 4, 2017

2nd Reading: Waived

3rd Reading: Waived

Adopted: October 4, 2017

1st Reading: December 7, 2022

**EMERGENCY PLAN FOR SPORTS RELATED INJURIES and
ADDITIONAL PROTOCOLS FOR ATHLETICS PARTICIPATION**

Category: Priority/Required by Law

Related Policies: EBBB, EBBC, JLCE/EBBC & JLCJ

A. Creation of Plan. The Superintendent or their designee, in consultation with each building principal, shall establish a "Sports Injury Emergency Action Plan" for responding to serious or potentially life-threatening injuries sustained from sports or other school sponsored athletic activities. The Sports Injury Emergency Action Plan shall:

- a. Document the proper procedures to be followed when a student sustains a serious injury or illness while participating in school sponsored sports or other athletic activity;
- b. List the employees and school nurse in each school who are trained in first aid or cardiopulmonary resuscitation;
- c. Identify the employees and school nurse responsible for carrying out the emergency action plan;
- d. Identify the activity location, address, or venue for the purpose of directing emergency personnel;
- e. Identify the equipment and supplies and location thereof needed to respond to the emergency;
- f. Identify the location of any automated external defibrillators and personnel trained in the use of the automated external defibrillator; and
- g. Document policies related to cooling for an exertional heat stroke victim consistent with guidelines established by the American College of Sports Medicine and the National Athletic Trainers' Association.

B. Dissemination of Sports Injury Emergency Action Plan. The Sports Injury Emergency Action Plan shall be posted within each school and disseminated to, and coordinated with, pertinent emergency medical services, fire department, and law enforcement.

C. Additional Written Protocols and Procedures Required. The Superintendent or their designee, in consultation with each building Principal and school nurses, shall develop written procedures and protocols as described below:

1. Hydration, Heat Acclimatization and Wet Globe Temperature - protocols relating to hydration, heat acclimatization and wet bulb globe temperature as established by the American College of Sports Medicine and the National Athletic Trainers' Association;
2. Student Medical History - procedures for obtaining student-participant medical information for each student athlete prior to engaging in sports. Such information must include:
 - a. injury or illness related to or involving any head, face, or cervical spine;
 - b. cardiac injury or diagnosis;
 - c. exertional heat stroke;
 - d. sickle cell trait;
 - e. asthma;
 - f. allergies; or

g. diabetes.

Access, filing, and confidentiality of student-participant medical information shall be managed in accordance with the Family Educational Rights and Privacy Act (FERPA), and the Health Insurance Portability and Accountability Act (HIPAA).

3. Student Return to Play - Procedures governing a student's to return to play after a sports or illness related injury pertaining to this policy are in addition to the return to play provisions specific to head injuries set forth in Board policy JLCJ, and copies of the procedures must be maintained at the SAU office and available to the Department of Education and public upon request.

D. Annual Review and Update. The Superintendent and/or designee shall assure that the Sports Injury Emergency Action Plan, and all procedures and protocols adopted pursuant to this policy are reviewed no less than annually and updated as necessary. Copies of the updated Plan and procedures should be provided to the Board no later than the start of each school year. Any substantive changes shall be approved by the Board.

E. Inclusion of Sports Injury Emergency Action Plan with Emergency Response Plan. The Sports Injury Emergency Action Plan shall be included with each school's annual Emergency Response Plan.

Legal References:

20 U.S.C. §1232g, Family Educational Rights and Privacy Act (FERPA)

34 C.F.R. Part 99, Family Educational Rights and Privacy Act Regulations

RSA 200:40-c, Emergency Plan for Sports Related Injuries

District Policy History:

1st Reading: December 7, 2022