

TIMBERLANE REGIONAL SCHOOL BOARD

ATKINSON, DANVILLE, PLAISTOW, SANDOWN

THURSDAY, SEPTEMBER 17, 2020

Regular Business Meeting – 7:00pm

Performing Arts Center*
40 Greenough Road, Plaistow

Dr. Kimberly Farah, Chair
Kristin Savage, Vice Chair

Dr. Brian Cochrane, Interim Superintendent

*The Board will meet in-person in the auditorium at the Performing Arts Center. The meeting will be Livestreamed and is open to the public. Attendees are asked to wear appropriate face coverings and practice social distancing protocols.

AGENDA

1. **7:00PM** Call to Order – Chair
2. Roll Call – Clerk
3. Pledge of Allegiance
4. Approval of Minutes
5. Delegates and Individuals
6. Student Representative
7. Current Business
 - a. **7:05PM** School Re-Opening Update – INFORMATIONAL/ACTION (60)
 - i. Review of NH Metrics, Staffing, SPED, Technology, MOU Updates
 - b. **8:05PM** SAT’s Update – INFORMATIONAL (10 minutes)
 - c. **8:15PM** Withdrawal – INFORMATIONAL/ACTION (30 minutes)
 - i. Staffing, Superintendent Search
 - d. **8:45PM** Audit Update – INFORMATIONAL (10 minutes)
 - e. **8:55PM** Policies (First Read) – ACTION (10 minutes)
8. **9:05PM** Administrator’s Report
9. **9:10PM** Personnel Report
10. **9:15PM** Committee Reports/Reports of the School Board
11. Correspondence Folder
12. Vendor and Payroll Registers
13. **9:20PM** Other Business
14. Nonpublic (if needed)
15. Future Dates

DATE	MEETING TYPE	LOCATION	TIME
October 1	Regular Board Meeting	Webinar	7:00PM
October 15	Regular Board Meeting	PAC	7:00PM
November 5	Regular Board Meeting	Webinar	7:00PM
November 19	Regular Board Meeting	PAC	7:00PM
December 3	Regular Board Meeting	Webinar	7:00PM
December 17	Regular Board Meeting	PAC	7:00PM

The MISSION of the Timberlane Regional School District is to engage all students in challenging and relevant learning opportunities, emphasizing high aspirations and personal growth.

ADMINISTRATOR'S REPORT

Administrator's Report for September 17, 2020 School Board Meeting

1-3. OPEN MEETING – *self-explanatory.*

4. APPROVAL OF MINUTES (1 set – September 3rd public)

5. DELEGATES AND INDIVIDUALS

6. STUDENT REP

7. CURRENT BUSINESS

a. Re-Opening Update – INFORMATIONAL/ACTION

Updates on the following are anticipated:

- *Remote Instruction - Review of NH Metrics (updated metrics released by state on Sep 1).*
- *Staffing – Report on the number of remote and accommodations by school, new staff.*
- *SPED – Update on 30-day IEP mandates.*
- *Technology – Update on Chromebooks, connectivity, headsets, etc.*
- *MOU's – Update on both the TTA and TSSU memorandums of understanding.*

b. SAT's Update – INFORMATIONAL

Update on whether or not Timberlane will host SAT's in October.

c. Withdrawal – INFORMATIONAL/ACTION

Discussion on staffing the new SAU as well as the process for the superintendent search.

d. Audit Update – INFORMATIONAL

Update on the status of the 2019 audit.

e. Policies – ACTION

First read on policies EBCG, EHAC, and JLCG.

8. ADMINISTRATOR'S REPORT

Dr. Cochrane to present.

9. PERSONNEL REPORT

Dr. Cochrane to present.

10. COMMITTEE REPORTS/REPORTS OF THE SCHOOL BOARD – *Committee Chairs to update board on current initiatives.*

11. CORRESPONDENCE – *All correspondence now forwarded to board members as it comes in.*

12. VENDOR AND PAYROLL REGISTERS – *please be sure to review and sign electronically vendor and payroll registers.*

13. OTHER BUSINESS – *Board members to provide agenda items for future meeting consideration.*

14. NONPUBLIC SESSION – *Recital Hall reserved for NP session if needed.*

15. FUTURE DATES – *As indicated.*

Presentation Schedule			
Item	Detail	Timeline/By	Done
Develop 5-Year Facilities Plan	Continued from 2019-20	TBD	
Create proposal for Solar Panels	Continued from 2019-20	TBD	
Treasurer's Report	Quarterly (Aug/Nov/Feb/May)	8/20/2020	
School Financial Report (DOE-25)	To DRA	9/1/2020	
School Financial Report (MS-25)	To DRA	9/1/2020	
Revised Est'd Revenues (MS-24)	#'s needed from DRA/DOE approved MS-25	9/1/2020	
Signed Revised Est. Revenues (MS-24S)	Signed Revised Est. Revenues (MS-24S)	9/1/2020	
NHSBA Resolutions	September of each year	9/3/2020	
Strategic Plan Update	Biannual report (Sep/Mar)	9/17/2020	
School Action Plans	September of each year – Elementary	9/20/2020	
Budget /Default Budget	First Draft	10/1/2020	
Enrollment/NESDEC	After October 1 enrollment numbers determined	10/15/2020	
School Action Plans	October of each year – Secondary	10/15/2020	
Program of Studies	First Read	11/19/2020	
Treasurer's Report	Quarterly (Aug/Nov/Feb/May)	11/19/2020	
Program of Studies	Second Read	12/3/2020	
Ratify CBAs	Finalize CBAs for warrant (by 2 nd Tuesday in Jan.)	1/7/2021	
Finalize Warrant /Recommendations	For Deliberative Session (by last Tuesday in Jan.)	1/21/2021	
Treasurer's Report	Quarterly (Aug/Nov/Feb/May)	2/18/2021	
Projected unencumbered funds	To inform on end of year funds to address needs	2/18/2021	
Food Service Annual Review	Renewal Year 4 of 4	03/4/2021	
Professional Staff Renominations	Notification of nonrenewal required by April 15 th	3/4/2021	
MOUs/LOUs Authorization	Authorize Personnel Committee to approve MOUs	3/18/2021	
Report of Appropriations Voted (MS-22)	Due to DRA	3/30/2021	
Budget as Posted with Warrant (MS-27)	Due to DRA	3/30/2021	
DRA Approved Appropriations (MS-22R)	To DRA Pending DRA Approval	3/30/2021	
Signed Appropriations As Voted (MS-22)	To DRA Within 20 days of vote	3/30/2021	
Signed Default Budget (MS-DS)	As posted with the warrant – due to DRA	3/30/2021	
Athletic Trainer Contract Annual Review	Annual review/renewal for 2021-22 school year	4/21/2021	
Treasurer's Report	Quarterly (Aug/Nov/Feb/May)	5/20/2021	
Data Governance Plan	Annual review by 1 st meeting in June	6/3/2021	
Auditor Option & Schedule (MS-60A)	To DRA	6/30/2021	
MS-60 or CPA Financial Audit	To DRA	6/30/2021	

Considerations for Transitioning Between School Instructional Models Based on Level of Community COVID-19 Transmission and Impact on Local Schools

September 1, 2020

Background:

The spread of Coronavirus Disease 2019 (COVID-19) in New Hampshire in March 2020 resulted in schools transitioning to full-time remote learning for the remainder of the 2019-2020 academic year. In July, the New Hampshire Department of Education (NH DOE) released [Grades K-12 Back-to-School Guidance](#) for the return to school in the fall. Because of continued COVID-19 community transmission and the unpredictability of the pandemic, schools were asked to plan for different instructional scenarios (in-person, remote, and hybrid) and maintain flexibility to adapt school learning to the constantly changing pandemic.

Purpose:

The purpose of this document is to provide considerations for when schools can consider transitioning between the different instructional models in response to the changing community and school-based COVID-19 epidemiology. This guidance suggests an instructional model based on the COVID-19 level of:

- 1.) Community transmission within the county in which the school resides (or within the cities of Manchester and Nashua for those school districts)
- 2.) Impact on individual school facilities

These two factors are incorporated into a decision matrix below that specifies the least restrictive method of instruction suggested by the New Hampshire Department of Health and Human Services, Division of Public Health Services (DPHS). Data related to these metrics will be displayed on the “School” tab on the analytics data dashboard available at: <https://www.nh.gov/covid19/dashboard/overview.htm>. Each school and school district, however, operates in a unique context and with different facility and space capacity, so school districts can choose to take a more or less restrictive approach, as deemed necessary based on the local situation. NH DPHS will also work with schools and SAUs to implement public health protective measures based on specific situations.

Determining the Level of COVID-19 Community Transmission:

NH DPHS proposes three different criteria outlined in the table below for determining county COVID-19 transmission level; Manchester and Nashua will continue to have city-level data separated for local decision making. The overall community transmission level should be assigned based the highest level identified by any one of the following criteria. School districts should utilize the appropriate county/city-level data in which their schools primarily reside for the criteria below.

Criteria	Level of Community Transmission		
	Minimal	Moderate	Substantial
COVID-19 PCR test positivity as a 7 day average	< 5%	5 – 10%	>10%
Number of new infections per 100,000 population over prior 14 days	<50	50-100	>100
Number of new hospitalizations per 100,000 people over the prior 14 days	<10	10-20	>20

Determining the Level of COVID-19 School Impact (defined at the educational facility level):

To determine the school-specific COVID-19 impact level, NH DPHS suggests three criteria outlined in the table below. The overall level of school impact should be assigned based the highest level identified by any one of the following criteria. These criteria and impact levels may change during the school year as we better understand how COVID-19 impacts schools.

Criteria	Level of School Impact		
	Low	Medium	High
Transmission within the school facility	Zero or sporadic cases with no evidence of transmission within the school setting	One cluster* in the school	Two or more unrelated clusters* in the school with onset (based on source case symptom onset dates) within 14 days of each other
Student absenteeism due to illness	<15%	15-30%	>30%
Staff capacity to conduct classes and school operations [†]	Normal	Strained	Critical

* A cluster is defined as 3 or more individuals confirmed with COVID-19 who are part of a related group of individuals (e.g., classroom) who had the potential to transmit infection to each other through close contact.

† This subjective assessment should factor in a school’s ability to maintain adequate staff for facility operations, transportation, teaching, and administrative functions.

Decision Matrix for Transitioning Between Methods of Instruction:

Using the assigned community transmission and school impact levels, schools can use the table below to identify the least restrictive method of instruction suggested by NH DPHS.

		Level of Community Transmission		
		Minimal	Moderate	Substantial
Level of School Impact	Low	In-Person	In-Person	Hybrid
	Medium	In-Person	Hybrid	Remote
	High	Hybrid*	Remote	Remote

* Depending on the level of COVID-19 transmission in the school and outbreak status, public health may recommend temporary closure of school and remote learning for a short period of time to control transmission before re-opening in a hybrid instructional model.

This matrix should serve as a guide for schools to consider when planning and making decisions around when to move between methods of instruction, regardless of which instructional model was chosen for initial school re-opening. NH DPHS will work with schools and districts to implement public health prevention measures and conduct contact tracing in the school setting for any person identified with COVID-19, and the State will work with local schools and communities to ensure adequate testing capacity and contact tracing resources.

In some circumstances, schools may want to take a more restrictive approach than what is suggested in the table above. For example, in situations with a “high” level of school impact but “minimal” community transmission, schools could consider a temporary short-term period of remote instruction before moving to a hybrid model of instruction, especially if the school is already conducting operations in a hybrid model of learning. For schools that go to remote learning, that decision can be a short-term period (e.g., at least 2 weeks) of remote learning, or potentially longer, especially in situations with “high” community transmission.

When relaxing restrictions and increasing in-person learning, schools should transition back to the next most restrictive option allowed by their level of community transmission. For example, if a school is in remote instruction, they should transition back to a hybrid instructional model; if a school is in hybrid they can transition back to full in-person instruction, if suggested at their level of community transmission. Schools should monitor their local situation for at least 2-4 weeks before continuing to relax restrictions.

Executive Summary

Elementary Course Enrollment

At the Elementary level, total grade level enrollment outlines staffing needs, which determine positions needed. Based on that information, building leaders shift teachers first, and then hire where needed. To create the 2020-2021 class lists, we adapted these already contracted staff positions to cover course requests (cohort or remote only) of parents. There were several grade based and school based teams involved in the problem solving to create classes that met the needs of all. Staff are to be commended for their creative thinking. In our Preschool - Kindergarten classes we have a district wide remote only teacher. This is due to a low number of families requesting fully remote. In many cases, these families withdrew from school as opposed to choosing remote only instruction.

In our grades 1-5, we had the ability in some grade levels, based on family requests for remote numbers, to move one teacher to full remote instruction. In grades/buildings where our current staffing didn't support this, we have different models for instruction (outlined below).

Atkinson Academy

Grade	Cohort 1	Cohort 2	Remote Only
Pre-K	1 T = 8 students	---	1 student in district wide program
½ day K	1 T = 9 students	1 T = 7 students	5 AM / 8 PM students in district wide program
Kindergarten	1 T = 10 students	1 T = 6 students	Cohort teachers are co-teaching to instruct these remote kids on their remote days = 8 students
Grade 1	2 T = 19/18 students	1 T = 15 students	1 T = 11 students
Grade 2	1 T = 21 students	1 T = 18 students	1 T = 23 students
Grade 3	1 T = 18 students	1 T = 14 students	1 T = 16 students
Grade 4	1 T = 22 students	2 teachers co-teaching cohort 2 and remote groups = 10 students	2 teachers co-teaching cohort 2 and remote groups = 12 students
Grade 5	1 T = 21 students	1 T = 19 students	1 T = 17 students

Homeschooled = 3

Danville School

Grade	Cohort 1	Cohort 2	Remote Only
Pre-K	1 T = 5 students	---	4 students in district wide program
½ day K	---	(3 AM students have been added to FDK class for AM)	1 T = AM 18 students in district wide program (4 Danville)

Kindergarten	1 T = 10 students	1 T = 12 students	3 students in district wide program
Grade 1	1 T = 17 students	1 T = 16 students	1 T = 18 students
Grade 2	1 T = 13 students	1 T = 14 students	Cohort teachers are co-teaching to instruct these remote kids on their remote days = 9 students
Grade 3	1 T = 15 students	1 T = 14 students	Cohort teachers are co-teaching to instruct these remote kids on their remote days = 11 students
Grade 4	1 T = 18 students	1 T = 22 students	1 T = 17 students
Grade 5	1 T = 11 students	1 T = 12 students	Cohort teachers are co-teaching to instruct these remote kids on their remote days = 7 students

Homeschooled = 9

Pollard School

Grade	Cohort 1	Cohort 2	Remote Only
Pre-K	1 T = 10 students	---	3 students in district wide program
½ day K	---	1 T = 14 students	8 AM students in district wide program 1 T = PM 17 students in district wide program (3 Pollard)
Kindergarten	1 T = 13 students	1 T = 8 students	2 students in district wide program
Grade 1	2 T = 17/17 students	1 T = 16 students	1 T = 19 students
Grade 2	1 T = 21 students	2 T = 16/18 students	1 T = 12 students
Grade 3	2 T = 18/19 students	1 T = 18 students	1 T = 18 students
Grade 4	1 T = 20 students	2 T = 17/17 students	1 T = 29 students
Grade 5	1 T = 25 students	1 T = 27 students	1 T = 21 students

Homeschooled = 16

Sandown North

Grade	Cohort 1	Cohort 2	Remote Only
Grade 1	1 T = 17 students	2 T = 14 / 15 students	1 T = 16 students
Grade 2	1 T = 19 students	1 T = 18 students	1 T = grade 2/3 multi age 22 students (16/6)
Grade 3	1 T = 22 students	1 T = 23 students	13 students (split into multi age groups)
Grade 4	2 T = 19 / 19 students	1 T = 19 students	1 T = grade 3/4 multi age 22

			students (7/15)
Grade 5	1 T = 25 students	1 T = 25 students	1 T = 18 students

Homeschooled = 19

The Learning Center at Sandown Central

Grade	Cohort 1	Cohort 2	Remote Only
Preschool	1 T = AM 5 students PM 4 students	1 T = AM 3 students PM 3 students 1 T = AM 5 students PM 3 students	1 T = AM 7 students PM 6 students
Pre-K	1 T = AM 9 students PM 3 students	1 T = AM 7 students PM 4 students	1 T = AM 15 students in district wide program (6 TLC)
½ day K	1 T = AM 10 students	1 T = PM 9 students	1 AM / 6 PM students in district wide program
Kindergarten	---	2 T = 16/12 students	1 T = 9 students in district wide program (4 TLC)

Homeschooled = 14 (withdrawn)

Respectfully Submitted By:
Lucy Canotas, Director of Elementary Curriculum

September 17, 2020

Executive Summary

Secondary Course Enrollment / Remote-Only Classes

The Timberlane Regional School District Return to School Plan provided students and families with the opportunity to opt into a remote-only instructional model for the duration of the first trimester (TRMS) or semester (TRHS) of the 2020-2021 school year.

The table below includes a breakdown of the current total number of hybrid and remote-only students at both the middle and high schools:

	Hybrid Cohort Students	Remote Students
TRMS	580	200
TRHS	846	218

The design of the secondary hybrid cohort instructional model integrates both in-person and remote instruction for all learners. Remote students are able to join in-person classes that are taught in the school building through remote video conferencing and other digital instructional programs. Students in the hybrid cohort model participate in both in-person AND remote-only classes (taught remotely by remote-only teachers) when attending school in-person.

Student Enrollment by Section

The attached charts identify:

- The enrollment in each regular education class, including a breakdown of the number of remote-only and hybrid cohort students in each class.
- Regular education classes that are offered in a remote-only model due to an approved remote teacher accommodation

Remote teaching accommodations were approved through a confidential process through the Human Resource Department. The specific course titles and teacher names have been removed from the charts below in an effort to preserve confidentiality.

Respectfully Submitted By:

Sandra Allaire, Director of Curriculum and Professional Learning
Mark Pedersen, Director of Secondary Curriculum

Teacher Name	Teacher Dept.	Term	Total enrolled Students	Hybrid Students	Fully remote Students
Teacher 1	Art	S1	10	8	2
Teacher 1	Art	S1	10	7	3
Teacher 1	Art	S1	10	7	3
Teacher 1	Art	S1	15	12	3
Teacher 1	Art	S1	18	15	3
Teacher 2	Art	20-21	9	7	2
Teacher 2	Art	S1	10	9	1
Teacher 2	Art	S1	19	17	2
Teacher 2	Art	S1	16	13	3
Teacher 2	Art	S1	19	16	3
Teacher 3- REMOTE	Art	S1	9	7	2
Teacher 3- REMOTE	Art	S1	9	7	2
Teacher 3- REMOTE	Art	S1	15	11	4
Teacher 3- REMOTE	Art	S1	3	1	2
Teacher 3- REMOTE	Art	S1	7	4	3
Teacher 4	Art	S1	17	15	2
Teacher 4	Art	S1	8	6	2
Teacher 4	Art	S1	12	11	1
Teacher 4	Art	S1	14	11	3
Teacher 4	Art	S1	19	14	5
Teacher 5	Business / Digital Literac	S1	20	18	2
Teacher 5	Business / Digital Literac	S1	22	17	5
Teacher 5	Business / Digital Literac	S1	18	10	8
Teacher 5	Business / Digital Literac	S1	23	23	0
Teacher 5	Business / Digital Literac	S1	23	17	6
Teacher 5	Business / Digital Literac	S1	21	17	4
Teacher 6 REMOTE	Business / Digital Literac	S1	23	19	4
Teacher 6 REMOTE	Business / Digital Literac	S1	23	20	3
Teacher 6 REMOTE	Business / Digital Literac	S1	23	19	4
Teacher 6 REMOTE	Business / Digital Literac	S1	10	8	2
Teacher 6 REMOTE	Business / Digital Literac	S1	22	16	6
Teacher 7	Business / Digital Literac	20-21	11	7	4
Teacher 7	Business / Digital Literac	S1	13	9	4
Teacher 7	Business / Digital Literac	S1	8	7	1
Teacher 7	Business / Digital Literac	S1	19	15	4
Teacher 7	Business / Digital Literac	S1	20	16	4
Teacher 8	English	20-21	17	11	6
Teacher 8	English	20-21	20	16	4
Teacher 8	English	20-21	33	29	4
Teacher 8	English	S1	21	18	3
Teacher 9	English	20-21	17	13	4
Teacher 9	English	20-21	30	25	5
Teacher 9	English	S1	13	11	2
Teacher 9	English	S1	20	15	5

Teacher 10	English	S1	22	16	6
Teacher 10	English	S1	14	11	3
Teacher 10	English	S1	9	9	0
Teacher 10	English	S1	13	11	2
Teacher 10	English	S1	4	4	0
Teacher 10	English	S1	12	10	2
Teacher 11	English	20-21	18	16	2
Teacher 11	English	20-21	38	31	7
Teacher 11	English	20-21	20	18	2
Teacher 11	English	S1	10	7	3
Teacher 12	English	20-21	16	13	3
Teacher 12	English	20-21	12	10	2
Teacher 12	English	20-21	12	8	4
Teacher 12	English	20-21	21	16	5
Teacher 12	English	20-21	16	12	4
Teacher 13	English	20-21	33	28	5
Teacher 13	English	20-21	19	14	5
Teacher 13	English	20-21	18	13	5
Teacher 13	English	20-21	22	17	5
Teacher 13	English	S1	5	4	1
Teacher 14	English	20-21	14	9	5
Teacher 14	English	20-21	20	18	2
Teacher 14	English	20-21	15	12	3
Teacher 14	English	20-21	16	14	2
Teacher 14	English	S1	18	15	3
Teacher 15	English	20-21	22	14	8
Teacher 16 REMOTE	English	20-21	32	28	4
Teacher 16 REMOTE	English	20-21	39	34	5
Teacher 16 REMOTE	English	S1	12	11	1
Teacher 17	English	S1	18	11	7
Teacher 18	English	20-21	18	16	2
Teacher 18	English	20-21	13	11	2
Teacher 18	English	20-21	19	13	6
Teacher 18	English	20-21	11	6	5
Teacher 18	English	20-21	19	14	5
Teacher 19	English	20-21	17	15	2
Teacher 19	English	20-21	16	13	3
Teacher 19	English	20-21	14	14	0
Teacher 19	English	S1	9	9	0
Teacher 19	English	S1	15	13	2
Teacher 20	English	20-21	34	30	4
Teacher 20	English	20-21	22	17	5
Teacher 20	English	20-21	17	14	3
Teacher 20	English	20-21	20	19	1
Teacher 21	English	20-21	14	10	4
Teacher 21	English	20-21	6	5	1
Teacher 21	English	S1	15	11	4

Teacher 21	English	S1	10	8	2
Teacher 21	English	S1	8	8	0
Teacher 22	English	20-21	13	11	2
Teacher 22	English	20-21	25	23	2
Teacher 22	English	20-21	17	14	3
Teacher 22	English	20-21	14	10	4
teacher 22	English	S1	12	10	2
Teacher 23	Hlth/PE	S1	17	14	3
Teacher 23	Hlth/PE	S1	15	11	4
Teacher 23	Hlth/PE	S1	12	10	2
Teacher 23	Hlth/PE	S1	19	12	7
Teacher 23	Hlth/PE	S1	22	17	5
Teacher 24	Hlth/PE	S1	17	15	2
Teacher 24	Hlth/PE	S1	17	14	3
Teacher 24	Hlth/PE	S1	12	10	2
Teacher 24	Hlth/PE	S1	13	13	0
Teacher 24	Hlth/PE	S1	18	16	2
Teacher 25	Hlth/PE	S1	20	16	4
Teacher 25	Hlth/PE	S1	22	15	7
Teacher 25	Hlth/PE	S1	18	17	1
Teacher 25	Hlth/PE	S1	22	21	1
Teacher 25	Hlth/PE	S1	23	21	2
Teacher 26	Hlth/PE	S1	16	13	3
Teacher 26	Hlth/PE	S1	14	10	4
Teacher 26	Hlth/PE	S1	16	12	4
Teacher 26	Hlth/PE	S1	22	13	9
Teacher 26	Hlth/PE	S1	20	16	4
Teacher 27	Hlth/PE	S1	18	13	5
Teacher 27	Hlth/PE	S1	15	13	2
Teacher 27	Hlth/PE	S1	14	13	1
Teacher 27	Hlth/PE	S1	22	19	3
Teacher 27	Hlth/PE	S1	19	16	3
Teacher 28	Hlth/PE	S1	18	13	5
Teacher 28	Hlth/PE	S1	21	15	6
Teacher 28	Hlth/PE	S1	22	19	3
Teacher 28	Hlth/PE	S1	22	18	4
Teacher 28	Hlth/PE	S1	18	12	6
Teacher 29	Home Tech	20-21	14	10	4
Teacher 29	Home Tech	20-21	17	16	1
Teacher 29	Home Tech	20-21	16	15	1
Teacher 29	Home Tech	20-21	7	6	1
Teacher 29	Home Tech	S1	20	16	4
Teacher 30	Home Tech	S1	16	12	4
Teacher 30	Home Tech	S1	19	17	2
Teacher 30	Home Tech	S1	17	14	3
Teacher 30	Home Tech	S1	15	11	4
Teacher 30	Home Tech	S1	15	10	5

Teacher 31	Ind. Tech	S1	11	10	1
Teacher 31	Ind. Tech	S1	12	11	1
Teacher 31	Ind. Tech	S1	13	12	1
Teacher 31	Ind. Tech	S1	10	10	0
Teacher 31	Ind. Tech	S1	12	10	2
Teacher 31	Ind. Tech	S1	11	9	2
Teacher 32	Math	20-21	23	16	7
Teacher 32	Math	20-21	25	20	5
Teacher 32	Math	20-21	13	10	3
Teacher 32	Math	S1	16	13	3
Teacher 32	Math	S1	15	13	2
Teacher 33	Math	20-21	17	12	5
Teacher 33	Math	20-21	12	10	2
Teacher 33	Math	20-21	19	16	3
Teacher 33	Math	20-21	18	17	1
Teacher 33	Math	S1	8	6	2
Teacher 34	Math	20-21	13	9	4
Teacher 34	Math	20-21	14	12	2
Teacher 34	Math	20-21	17	12	5
Teacher 34	Math	20-21	18	13	5
Teacher 34	Math	20-21	17	16	1
Teacher 35 REMOTE	Math	20-21	13	11	2
Teacher 35 REMOTE	Math	20-21	17	14	3
Teacher 35 REMOTE	Math	20-21	19	17	2
Teacher 35 REMOTE	Math	20-21	15	14	1
Teacher 35 REMOTE	Math	20-21	14	13	1
Teacher 36	Math	20-21	21	15	6
Teacher 36	Math	20-21	14	12	2
Teacher 36	Math	20-21	17	13	4
Teacher 36	Math	20-21	20	17	3
Teacher 36	Math	20-21	13	11	2
Teacher 37	Math	20-21	20	17	3
Teacher 37	Math	20-21	21	18	3
Teacher 37	Math	20-21	14	12	2
Teacher 37	Math	20-21	15	11	4
Teacher 37	Math	20-21	21	17	4
Teacher 38	Math	20-21	21	19	2
Teacher 38	Math	20-21	21	14	7
Teacher 38	Math	20-21	20	19	1
Teacher 38	Math	20-21	19	14	5
Teacher 38	Math	S1	24	20	4
Teacher 39	Math	20-21	23	16	7
Teacher 39	Math	20-21	16	16	0
Teacher 39	Math	20-21	19	12	7
Teacher 39	Math	20-21	15	11	4
Teacher 39	Math	20-21	10	9	1
Teacher 40	Math	20-21	10	10	0

Teacher 40	Math	20-21	22	19	3
Teacher 40	Math	20-21	24	21	3
Teacher 40	Math	20-21	18	18	0
Teacher 40	Math	20-21	17	12	5
Teacher 41	Math	20-21	10	7	3
Teacher 41	Math	20-21	19	14	5
Teacher 41	Math	20-21	11	10	1
Teacher 41	Math	20-21	16	14	2
Teacher 41	Math	S1	18	14	4
Teacher 42	Math	20-21	14	13	1
Teacher 42	Math	20-21	17	17	0
Teacher 42	Math	20-21	10	6	4
Teacher 42	Math	20-21	16	14	2
Teacher 42	Math	20-21	12	8	4
Teacher 43	Math	20-21	17	16	1
Teacher 43	Math	20-21	16	14	2
Teacher 43	Math	20-21	14	12	2
Teacher 43	Math	20-21	6	3	3
Teacher 43	Math	20-21	23	18	5
Teacher 44	Music	20-21	83	58	25
Teacher 45	Music	20-21	23	21	2
Teacher 45	Music	20-21	100	84	16
Teacher 46	Music	20-21	10	9	1
Teacher 46	Music	S1	4	3	1
Teacher 46	Music	S1	8	4	4
Teacher 46	Music	S1	2	1	1
Teacher 47	Science	20-21	23	16	7
Teacher 47	Science	20-21	20	16	4
Teacher 47	Science	20-21	15	13	2
Teacher 47	Science	20-21	12	12	0
Teacher 47	Science	20-21	15	12	3
Teacher 48	Science	20-21	15	12	3
Teacher 48	Science	20-21	21	16	5
Teacher 48	Science	S1	13	11	2
Teacher 49	Science	20-21	14	11	3
Teacher 49	Science	20-21	13	10	3
Teacher 49	Science	20-21	11	7	4
Teacher 49	Science	20-21	6	5	1
Teacher 49	Science	20-21	17	14	3
Teacher 50	Science	20-21	14	11	3
Teacher 50	Science	20-21	7	7	0
Teacher 50	Science	20-21	20	15	5
Teacher 50	Science	20-21	12	11	1
Teacher 51	Science	20-21	18	16	2
Teacher 51	Science	20-21	11	10	1
Teacher 51	Science	S1	9	5	4
Teacher 52	Science	20-21	19	16	3

Teacher 53	Science	20-21	7	6	1
Teacher 53	Science	20-21	17	14	3
Teacher 53	Science	20-21	19	14	5
Teacher 53	Science	20-21	16	15	1
Teacher 54	Science	20-21	15	15	0
Teacher 54	Science	20-21	18	16	2
Teacher 54	Science	20-21	17	11	6
Teacher 54	Science	20-21	20	15	5
Teacher 54	Science	20-21	19	17	2
Teacher 55 REMOTE	Science	20-21	20	17	3
Teacher 55 REMOTE	Science	20-21	14	12	2
Teacher 55 REMOTE	Science	20-21	16	14	2
Teacher 55 REMOTE	Science	20-21	16	14	2
Teacher 55 REMOTE	Science	S1	14	11	3
Teacher 56 REMOTE	Science	20-21	11	8	3
Teacher 56 REMOTE	Science	20-21	13	11	2
Teacher 56 REMOTE	Science	20-21	20	16	4
Teacher 56 REMOTE	Science	20-21	16	11	5
Teacher 57	Science	20-21	7	5	2
Teacher 57	Science	20-21	17	16	1
Teacher 57	Science	20-21	13	12	1
Teacher 57	Science	S1	19	16	3
Teacher 57	Science	S1	9	7	2
Teacher 58	Science	20-21	24	19	5
Teacher 58	Science	20-21	20	18	2
Teacher 58	Science	20-21	17	17	0
Teacher 58	Science	S1	16	14	2
Teacher 59	Science	20-21	11	10	1
Teacher 59	Science	20-21	19	16	3
Teacher 59	Science	20-21	15	12	3
Teacher 59	Science	20-21	18	15	3
Teacher 60	Science	20-21	18	14	4
Teacher 60	Science	20-21	13	13	0
Teacher 60	Science	20-21	21	15	6
Teacher 60	Science	20-21	17	16	1
Teacher 60	Science	20-21	21	18	3
Teacher 61 REMOTE	Science	20-21	16	14	2
Teacher 61 REMOTE	Science	20-21	21	14	7
Teacher 61 REMOTE	Science	20-21	9	7	2
Teacher 61 REMOTE	Science	20-21	16	9	7
Teacher 61 REMOTE	Science	20-21	16	13	3
Teacher 62	Science	20-21	3	1	2
Teacher 62	Science	S1	2	1	1
Teacher 63	Science	20-21	15	12	3
Teacher 63	Science	20-21	13	11	2
Teacher 63	Science	S1	11	9	2
Teacher 63	Science	S1	16	15	1

Teacher 64	Soc Studies	20-21	21	17	4
Teacher 64	Soc Studies	20-21	21	17	4
Teacher 64	Soc Studies	20-21	21	19	2
Teacher 64	Soc Studies	20-21	16	15	1
Teacher 64	Soc Studies	20-21	21	18	3
Teacher 65 REMOTE	Soc Studies	20-21	11	6	5
Teacher 65 REMOTE	Soc Studies	20-21	16	13	3
Teacher 65 REMOTE	Soc Studies	20-21	21	16	5
Teacher 65 REMOTE	Soc Studies	20-21	11	8	3
Teacher 65 REMOTE	Soc Studies	S1	13	11	2
teacher 66	Soc Studies	20-21	32	28	4
teacher 66	Soc Studies	20-21	39	34	5
teacher 66	Soc Studies	20-21	12	7	5
Teacher 67	Soc Studies	20-21	20	18	2
Teacher 67	Soc Studies	20-21	23	21	2
Teacher 67	Soc Studies	20-21	24	16	8
Teacher 67	Soc Studies	S1	19	12	7
Teacher 67	Soc Studies	S1	27	23	4
Teacher 68 REMOTE	Soc Studies	20-21	20	16	4
Teacher 68 REMOTE	Soc Studies	20-21	23	22	1
Teacher 68 REMOTE	Soc Studies	20-21	17	12	5
Teacher 68 REMOTE	Soc Studies	20-21	24	19	5
Teacher 68 REMOTE	Soc Studies	20-21	21	16	5
Teacher 69	Soc Studies	20-21	24	18	6
Teacher 69	Soc Studies	20-21	16	14	2
Teacher 69	Soc Studies	S1	7	7	0
Teacher 69	Soc Studies	S1	25	18	7
Teacher 69	Soc Studies	S1	20	20	0
Teacher 70 REMOTE	Soc Studies	20-21	20	17	3
Teacher 70 REMOTE	Soc Studies	20-21	24	16	8
Teacher 70 REMOTE	Soc Studies	20-21	17	14	3
Teacher 70 REMOTE	Soc Studies	20-21	23	17	6
Teacher 70 REMOTE	Soc Studies	S1	10	8	2
Teacher 71 REMOTE	Soc Studies	20-21	18	14	4
Teacher 71 REMOTE	Soc Studies	20-21	15	7	8
Teacher 71 REMOTE	Soc Studies	20-21	16	14	2
Teacher 71 REMOTE	Soc Studies	S1	20	14	6
Teacher 71 REMOTE	Soc Studies	S1	17	14	3
Teacher 72 REMOTE	Soc Studies	20-21	33	28	5
Teacher 72 REMOTE	Soc Studies	20-21	17	16	1
Teacher 72 REMOTE	Soc Studies	20-21	30	29	1
Teacher 73	Soc Studies	20-21	34	30	4
Teacher 73	Soc Studies	20-21	38	31	7
Teacher 73	Soc Studies	20-21	33	29	4
Teacher 74	World Lng	20-21	17	16	1
Teacher 74	World Lng	20-21	27	19	8
Teacher 74	World Lng	20-21	21	19	2

Teacher 74	World Lng	20-21	16	12	4
Teacher 74	World Lng	20-21	22	18	4
Teacher 75	World Lng	20-21	16	13	3
Teacher 75	World Lng	20-21	9	7	2
Teacher 75	World Lng	20-21	12	9	3
Teacher 75	World Lng	20-21	12	11	1
Teacher 75	World Lng	20-21	13	8	5
Teacher 76	World Lng	20-21	13	10	3
Teacher 76	World Lng	20-21	17	16	1
Teacher 76	World Lng	20-21	8	7	1
Teacher 76	World Lng	20-21	18	16	2
Teacher 76	World Lng	20-21	19	16	3
Teacher 77	World Lng	20-21	21	17	4
Teacher 77	World Lng	20-21	23	21	2
Teacher 77	World Lng	20-21	14	11	3
Teacher 77	World Lng	20-21	18	16	2
Teacher 77	World Lng	20-21	17	15	2
Teacher 78	World Lng	20-21	14	12	2
Teacher 78	World Lng	20-21	18	15	3
Teacher 78	World Lng	20-21	15	12	3
Teacher 78	World Lng	20-21	20	16	4
Teacher 79	World Lng	20-21	16	15	1
Teacher 79	World Lng	20-21	13	10	3
Teacher 79	World Lng	20-21	15	12	3
Teacher 79	World Lng	20-21	14	12	2
Teacher 79	World Lng	20-21	13	10	3
Teacher 80 REMOTE	World Lng	20-21	14	10	4
Teacher 80 REMOTE	World Lng	20-21	16	11	5
Teacher 80 REMOTE	World Lng	20-21	10	9	1
Teacher 80 REMOTE	World Lng	20-21	16	13	3
Teacher 80 REMOTE	World Lng	20-21	11	10	1
Teacher 81	World Lng	20-21	10	9	1
Teacher 81	World Lng	20-21	20	14	6
Teacher 81	World Lng	20-21	13	7	6
Teacher 81	World Lng	20-21	8	6	2
Teacher 81	World Lng	20-21	19	16	3

Teacher Name	Teacher Dept.	Course Name	Grade	Total		
				Enrolled Students	Hybrid Students	Remote Students
Teacher 1 REMOTE	English	Language Arts 6	6	20	17	3
Teacher 1 REMOTE	English	Language Arts 6	6	15	14	1
Teacher 1 REMOTE	English	Language Arts 6	6	15	14	1
Teacher 1 REMOTE	English	Language Arts 6	6	18	15	3
Teacher 2	English	Language Arts 6	6	18	16	2
Teacher 2	English	Language Arts 6	6	19	14	5
Teacher 2	English	Language Arts 6	6	24	17	7
Teacher 2	English	Language Arts 6	6	19	10	9
Teacher 3	English	Language Arts 6	6	20	17	3
Teacher 3	English	Language Arts 6	6	21	16	5
Teacher 3	English	Language Arts 6	6	20	13	7
Teacher 3	English	Language Arts 6	6	20	17	3
Teacher 4	Math	Math 6	6	19	17	2
Teacher 4	Math	Math 6	6	19	14	5
Teacher 4	Math	Math 6	6	21	17	4
Teacher 4	Math	Math 6	6	20	13	7
Teacher 5	Math	Math 6	6	15	13	2
Teacher 5	Math	Math 6	6	17	14	3
Teacher 5	Math	Math 6	6	14	12	2
Teacher 5	Math	Math 6	6	21	20	1
Teacher 6 REMOTE	Math	Math 6	6	21	16	5
Teacher 6 REMOTE	Math	Math 6	6	18	8	10
Teacher 6 REMOTE	Math	Math 6	6	19	17	2
Teacher 6 REMOTE	Math	Math 6	6	20	15	5
Teacher 7 REMOTE	Science	Science 6	6	20	12	8
Teacher 7 REMOTE	Science	Science 6	6	19	16	3
Teacher 7 REMOTE	Science	Science 6	6	21	19	2
Teacher 7 REMOTE	Science	Science 6	6	21	16	5
Teacher 8	Science	Science 6	6	17	9	8
Teacher 8	Science	Science 6	6	23	19	4
Teacher 8	Science	Science 6	6	20	14	6
Teacher 8	Science	Science 6	6	19	14	5
Teacher 9	Science	Science 6	6	18	15	3
Teacher 9	Science	Science 6	6	18	16	2
Teacher 9	Science	Science 6	6	17	15	2
Teacher 9	Science	Science 6	6	15	14	1
Teacher 10	SocStudies	Social Studies 6	6	20	15	5
Teacher 10	SocStudies	Social Studies 6	6	22	17	5
Teacher 10	SocStudies	Social Studies 6	6	19	14	5
Teacher 10	SocStudies	Social Studies 6	6	20	17	3
Teacher 11	SocStudies	Social Studies 6	6	14	14	0
Teacher 11	SocStudies	Social Studies 6	6	18	16	2
Teacher 11	SocStudies	Social Studies 6	6	22	19	3
Teacher 11	SocStudies	Social Studies 6	6	14	11	3

Teacher 12	SocStudies	Social Studies 6	6	22	15	7
Teacher 12	SocStudies	Social Studies 6	6	19	15	4
Teacher 12	SocStudies	Social Studies 6	6	17	9	8
Teacher 12	SocStudies	Social Studies 6	6	21	17	4
Teacher 13 REMOTE	English	Language Arts 7	7	22	17	5
Teacher 13 REMOTE	English	Language Arts 7	7	22	14	8
Teacher 13 REMOTE	English	Language Arts 7	7	19	16	3
Teacher 13 REMOTE	English	Language Arts 7	7	22	16	6
Teacher 14 REMOTE	English	Language Arts 7	7	22	17	5
Teacher 14 REMOTE	English	Language Arts 7	7	20	12	8
Teacher 14 REMOTE	English	Language Arts 7	7	22	16	6
Teacher 14 REMOTE	English	Language Arts 7	7	21	15	6
Teacher 15 REMOTE	English	Language Arts 7	7	21	17	4
Teacher 15 REMOTE	English	Language Arts 7	7	23	18	5
Teacher 15 REMOTE	English	Language Arts 7	7	22	13	9
Teacher 15 REMOTE	English	Language Arts 7	7	23	17	6
Teacher 16	Math	Pre-Algebra	7	16	12	4
Teacher 16	Math	Math 7	7	23	18	5
Teacher 16	Math	Math 7	7	21	13	8
Teacher 16	Math	Math 7	7	22	16	6
Teacher 17 REMOE	Math	Pre-Algebra	7	19	16	3
Teacher 17 REMOE	Math	Math 7	7	20	16	4
Teacher 17 REMOE	Math	Math 7	7	24	12	12
Teacher 17 REMOE	Math	Math 7	7	23	20	3
Teacher 18 REMOTE	Math	Math 7	7	23	16	7
Teacher 18 REMOTE	Math	Math 7	7	21	13	8
Teacher 18 REMOTE	Math	Math 7	7	23	16	7
Teacher 18 REMOTE	Math	Math 7	7	17	16	1
Teacher 19	Science	Science 7	7	22	14	8
Teacher 19	Science	Science 7	7	21	17	4
Teacher 19	Science	Science 7	7	21	15	6
Teacher 19	Science	Science 7	7	21	17	4
Teacher 20	Science	Science 7	7	19	12	7
Teacher 20	Science	Science 7	7	25	19	6
Teacher 20	Science	Science 7	7	24	20	4
Teacher 20	Science	Science 7	7	23	16	7
Teacher 21 REMOTE	Science	Science 7	7	21	14	7
Teacher 21 REMOTE	Science	Science 7	7	22	15	7
Teacher 21 REMOTE	Science	Science 7	7	22	17	5
Teacher 21 REMOTE	Science	Science 7	7	21	16	5
Teacher 22	SocStudies	Social Studies 7	7	23	16	7
Teacher 22	SocStudies	Social Studies 7	7	22	16	6
Teacher 22	SocStudies	Social Studies 7	7	21	21	0
Teacher 22	SocStudies	Social Studies 7	7	19	10	9
Teacher 23	SocStudies	Social Studies 7	7	22	17	5
Teacher 23	SocStudies	Social Studies 7	7	17	12	5
Teacher 23	SocStudies	Social Studies 7	7	22	18	4

Teacher 23	SocStudies	Social Studies 7	7	26	16	10
Teacher 24	SocStudies	Social Studies 7	7	23	16	7
Teacher 24	SocStudies	Social Studies 7	7	20	15	5
Teacher 24	SocStudies	Social Studies 7	7	21	16	5
Teacher 24	SocStudies	Social Studies 7	7	22	15	7
Teacher 25	English	Language Arts 8	8	24	19	5
Teacher 25	English	Language Arts 8	8	23	18	5
Teacher 25	English	Language Arts 8	8	24	17	7
Teacher 25	English	Language Arts 8	8	25	19	6
Teacher 26	English	Language Arts 8	8	26	18	8
Teacher 26	English	Language Arts 8	8	23	15	8
Teacher 26	English	Language Arts 8	8	25	17	8
Teacher 26	English	Language Arts 8	8	24	18	6
Teacher 27	English	Language Arts 8	8	21	15	6
Teacher 27	English	Language Arts 8	8	24	19	5
Teacher 27	English	Language Arts 8	8	20	12	8
Teacher 27	English	Language Arts 8	8	26	20	6
Teacher 28	Math	Math 8	8	25	17	8
Teacher 28	Math	Math 8	8	20	15	5
Teacher 28	Math	Math 8	8	24	16	8
Teacher 28	Math	Math 8	8	23	14	9
Teacher 29	Math	Math 8	8	23	18	5
Teacher 29	Math	Math 8	8	24	16	8
Teacher 29	Math	Math 8	8	26	20	6
Teacher 29	Math	Algebra 8	8	18	12	6
Teacher 30	Math	Math 8	8	25	16	9
Teacher 30	Math	Algebra 8	8	19	14	5
Teacher 30	Math	Math 8	8	23	21	2
Teacher 30	Math	Math 8	8	25	19	6
Teacher31	Science	Science 8	8	24	17	7
Teacher31	Science	Science 8	8	22	16	6
Teacher31	Science	Science 8	8	21	13	8
Teacher31	Science	Science 8	8	24	20	4
Teacher 32	Science	Science 8	8	23	19	4
Teacher 32	Science	Science 8	8	25	18	7
Teacher 32	Science	Science 8	8	23	19	4
Teacher 32	Science	Science 8	8	25	17	8
Teacher 32	Science	Science 8	8	23	17	6
Teacher 32	Science	Science 8	8	24	13	11
Teacher 32	Science	Science 8	8	25	20	5
Teacher 32	Science	Science 8	8	25	17	8
Teacher 33	SocStudies	Social Studies 8	8	24	19	5
Teacher 33	SocStudies	Social Studies 8	8	25	20	5
Teacher 33	SocStudies	Social Studies 8	8	26	16	10
Teacher 33	SocStudies	Social Studies 8	8	21	18	3
Teacher 34	SocStudies	Social Studies 8	8	25	17	8
Teacher 34	SocStudies	Social Studies 8	8	25	20	5

Teacher 34	SocStudies	Social Studies 8	8	23	13	10
Teacher 34	SocStudies	Social Studies 8	8	25	18	7
Teacher 35	SocStudies	Social Studies 8	8	23	16	7
Teacher 35	SocStudies	Social Studies 8	8	21	15	6
Teacher 35	SocStudies	Social Studies 8	8	24	21	3
Teacher 35	SocStudies	Social Studies 8	8	23	14	9
Teacher 36 REMOTE	Art	Art 8	UA	14	11	3
Teacher 36 REMOTE	Art	Art 8	UA	15	11	4
Teacher 36 REMOTE	Art	Art 7	UA	13	8	5
Teacher 36 REMOTE	Art	Art 7	UA	13	11	2
Teacher 36 REMOTE	Art	Art 6	UA	11	7	4
Teacher 36 REMOTE	Art	Art 6	UA	13	9	4
Teacher 36 REMOTE	Art	Art 8	UA	16	12	4
Teacher 36 REMOTE	Art	Art 8	UA	17	17	0
Teacher 36 REMOTE	Art	Art 7	UA	14	10	4
Teacher 36 REMOTE	Art	Art 7	UA	13	10	3
Teacher 37 REMOTE	Art	Art 6	UA	12	10	2
Teacher 37 REMOTE	Art	Art 6	UA	12	10	2
Teacher 37 REMOTE	Art	Art 8	UA	15	10	5
Teacher 37 REMOTE	Art	Art 8	UA	15	11	4
Teacher 37 REMOTE	Art	Art 7	UA	15	13	2
Teacher 37 REMOTE	Art	Art 7	UA	16	14	2
Teacher 37 REMOTE	Art	Art 6	UA	10	9	1
Teacher 37 REMOTE	Art	Art 6	UA	13	10	3
Teacher 38	Digital Literacy	FACS 8	UA	21	19	2
Teacher 38	Digital Literacy	FACS 8	UA	22	20	2
Teacher 38	Digital Literacy	FACS 7	UA	19	15	4
Teacher 38	Digital Literacy	FACS 7	UA	20	19	1
Teacher 38	Digital Literacy	FACS 6	UA	14	13	1
Teacher 38	Digital Literacy	FACS 6	UA	16	15	1
Teacher 39	Digital Literacy	Computer Technolog	UA	20	14	6
Teacher 39	Digital Literacy	Computer Technolog	UA	22	15	7
Teacher 39	Digital Literacy	Computer Technolog	UA	20	11	9
Teacher 39	Digital Literacy	Computer Technolog	UA	21	15	6
Teacher 39	Digital Literacy	Computer Technolog	UA	15	12	3
Teacher 39	Digital Literacy	Computer Technolog	UA	19	16	3
Teacher 40	Digital Literacy	STEAM 8	UA	21	18	3
Teacher 40	Digital Literacy	STEAM 8	UA	21	12	9
Teacher 40	Digital Literacy	STEAM 7	UA	18	13	5
Teacher 40	Digital Literacy	STEAM 7	UA	19	10	9
Teacher 40	Digital Literacy	STEAM 6	UA	14	12	2
Teacher 40	Digital Literacy	STEAM 6	UA	14	10	4
Teacher 41	Digital Literacy	Computer Technolog	UA	22	16	6
Teacher 41	Digital Literacy	Computer Technolog	UA	22	13	9
Teacher 41	Digital Literacy	Computer Technolog	UA	18	14	4
Teacher 41	Digital Literacy	Computer Technolog	UA	22	19	3
Teacher 41	Digital Literacy	Computer Technolog	UA	12	8	4

Teacher 41	Digital Literacy	Computer Technolog	UA	16	14	2
Teacher 42 REMOTE	Hlth/PE	PE 8	UA	15	12	3
Teacher 42 REMOTE	Hlth/PE	PE 8	UA	12	9	3
Teacher 42 REMOTE	Hlth/PE	PE 7	UA	12	10	2
Teacher 42 REMOTE	Hlth/PE	PE 7	UA	15	10	5
Teacher 42 REMOTE	Hlth/PE	PE 7	UA	15	7	8
Teacher 42 REMOTE	Hlth/PE	PE 7	UA	14	13	1
Teacher 42 REMOTE	Hlth/PE	PE 6	UA	12	10	2
Teacher 42 REMOTE	Hlth/PE	PE 6	UA	14	13	1
Teacher 42 REMOTE	Hlth/PE	PE 6	UA	11	9	2
Teacher 42 REMOTE	Hlth/PE	PE 6	UA	9	6	3
Teacher 43 REMOTE	Hlth/PE	Health 8	UA	21	15	6
Teacher 43 REMOTE	Hlth/PE	Health 8	UA	24	18	6
Teacher 43 REMOTE	Hlth/PE	Health 8	UA	24	19	5
Teacher 43 REMOTE	Hlth/PE	Health 8	UA	21	14	7
Teacher 43 REMOTE	Hlth/PE	Health 6	UA	16	13	3
Teacher 43 REMOTE	Hlth/PE	Health 6	UA	20	13	7
Teacher 43 REMOTE	Hlth/PE	Health 6	UA	18	13	5
Teacher 43 REMOTE	Hlth/PE	Health 6	UA	16	11	5
Teacher 44	Hlth/PE	PE 8	UA	20	14	6
Teacher 44	Hlth/PE	PE 8	UA	16	12	4
Teacher 44	Hlth/PE	PE 8	UA	13	9	4
Teacher 44	Hlth/PE	PE 8	UA	15	10	5
Teacher 44	Hlth/PE	PE 7	UA	14	10	4
Teacher 44	Hlth/PE	PE 7	UA	14	10	4
Teacher 44	Hlth/PE	PE 7	UA	14	11	3
Teacher 44	Hlth/PE	PE 7	UA	15	10	5
Teacher 44	Hlth/PE	PE 6	UA	12	10	2
Teacher 44	Hlth/PE	PE 6	UA	13	10	3
Teacher 45	Hlth/PE	PE 8	UA	18	14	4
Teacher 45	Hlth/PE	PE 8	UA	17	14	3
Teacher 45	Hlth/PE	Health 7	UA	17	14	3
Teacher 45	Hlth/PE	Health 7	UA	24	15	9
Teacher 45	Hlth/PE	Health 7	UA	19	10	9
Teacher 45	Hlth/PE	Health 7	UA	20	16	4
Teacher 45	Hlth/PE	PE 6	UA	13	8	5
Teacher 45	Hlth/PE	PE 6	UA	13	12	1
Teacher 45	Hlth/PE	PE 6	UA	14	12	2
Teacher 45	Hlth/PE	PE 6	UA	12	12	0
Teacher 46	Hlth/PE	PE 8	UA	18	12	6
Teacher 46	Hlth/PE	PE 8	UA	16	9	7
Teacher 46	Hlth/PE	PE 8	UA	16	15	1
Teacher 46	Hlth/PE	PE 8	UA	11	8	3
Teacher 46	Hlth/PE	PE 7	UA	12	9	3
Teacher 46	Hlth/PE	PE 7	UA	18	17	1
Teacher 46	Hlth/PE	PE 7	UA	17	12	5
Teacher 46	Hlth/PE	PE 7	UA	14	12	2

Teacher 46	Hlth/PE	PE 6	UA	12	11	1
Teacher 46	Hlth/PE	PE 6	UA	13	10	3
Teacher 47	Home Tech	FACS 8	UA	21	18	3
Teacher 47	Home Tech	FACS 8	UA	21	12	9
Teacher 47	Home Tech	FACS 7	UA	18	13	5
Teacher 47	Home Tech	FACS 7	UA	19	10	9
Teacher 47	Home Tech	FACS 6	UA	14	12	2
Teacher 47	Home Tech	FACS 6	UA	14	10	4
Teacher 48	Music	Chorus 7	UA	14	14	0
Teacher 48	Music	Music 7	UA	22	21	1
Teacher 48	Music	Chorus 7	UA	13	8	5
Teacher 48	Music	Chorus 6	UA	4	3	1
Teacher 48	Music	Chorus 6	UA	18	18	0
Teacher 48	Music	Chorus 6	UA	4	4	0
Teacher 48	Music	Chorus 6	UA	17	17	0
Teacher 49	Music	Music 7	UA	25	16	9
Teacher 50	Music	Chorus 8	UA	34	28	6
Teacher 50	Music	Chorus 8	UA	36	22	14
Teacher 50	Music	Music 8	UA	21	15	6
Teacher 50	Music	Chorus 8	UA	35	21	14
Teacher 50	Music	Chorus 8	UA	32	26	6
Teacher 50	Music	Music 7	UA	17	11	6
Teacher 50	Music	Music 6	UA	20	16	4
Teacher 51	Music	Chorus 8	UA	36	31	5
Teacher 51	Music	Chorus 8	UA	34	26	8
Teacher 51	Music	Chorus 8	UA	32	27	5
Teacher 51	Music	Chorus 8	UA	35	30	5
Teacher 51	Music	Chorus 7	UA	14	11	3
Teacher 51	Music	Chorus 7	UA	15	12	3
Teacher 51	Music	Chorus 7	UA	23	14	9
Teacher 51	Music	Chorus 7	UA	13	10	3
Teacher 51	Music	Music 6	UA	23	21	2
Teacher 51	Music	Chorus 6	UA	18	16	2
Teacher 51	Music	Music 6	UA	19	16	3
Teacher 51	Music	Chorus 6	UA	17	14	3
Teacher 52	Music	Music 8	UA	22	17	5
Teacher 52	Music	Orchestra 8	UA	19	12	7
Teacher 52	Music	Music 8	UA	21	15	6
Teacher 52	Music	Orchestra 7	UA	30	20	10
Teacher 52	Music	Music 7	UA	21	14	7
Teacher 52	Music	Orchestra 6	UA	22	16	6
Teacher 52	Music	Music 6	UA	13	7	6
Teacher 52	Music	Music 6	UA	18	15	3
Teacher 53	Music	Band/Brass 8	UA	30	22	8
Teacher 53	Music	Band/Woodwind 8	UA	11	8	3
Teacher 53	Music	Band/Brass 7	UA	22	19	3
Teacher 53	Music	Band/Woodwind 7	UA	16	15	1

Teacher 53	Music	Music 7	UA	20	13	7
Teacher 53	Music	Band 6	UA	40	29	11
Teacher 53	Music	Beginning Band	UA	18	15	3
Teacher 54	STEAM	STEAM 8	UA	21	18	3
Teacher 54	STEAM	STEAM 8	UA	22	15	7
Teacher 54	STEAM	STEAM 7	UA	18	13	5
Teacher 54	STEAM	STEAM 7	UA	20	15	5
Teacher 54	STEAM	STEAM 6	UA	14	13	1
Teacher 54	STEAM	STEAM 6	UA	16	12	4
Teacher 55	World Lng	Spanish 6	UA	24	20	4
Teacher 55	World Lng	Spanish 6	UA	21	21	0
Teacher 55	World Lng	Spanish 7	UA	24	19	5
Teacher 55	World Lng	Spanish 7	UA	22	9	13
Teacher 55	World Lng	Spanish 8	UA	27	19	8
Teacher 55	World Lng	Spanish 8	UA	26	18	8
Teacher 56	World Lng	Spanish 6	UA	21	15	6
Teacher 56	World Lng	Spanish 6	UA	26	19	7
Teacher 56	World Lng	Spanish 7	UA	24	20	4
Teacher 56	World Lng	Spanish 7	UA	23	16	7
Teacher 56	World Lng	Spanish 8	UA	25	19	6
Teacher 56	World Lng	Spanish 8	UA	27	17	10
Teacher 57 REMOTE	World Lng	Spanish 6	UA	24	18	6
Teacher 57 REMOTE	World Lng	Spanish 6	UA	26	22	4
Teacher 57 REMOTE	World Lng	Spanish 7	UA	23	17	6
Teacher 57 REMOTE	World Lng	Spanish 7	UA	20	16	4
Teacher 57 REMOTE	World Lng	French 8	UA	19	13	6
Teacher 57 REMOTE	World Lng	French 8	UA	19	12	7
Teacher 58	World Lng	Spanish 6	UA	24	16	8
Teacher 58	World Lng	Exploring Spanish	UA	10	9	1
Teacher 58	World Lng	Spanish 7	UA	23	15	8
Teacher 58	World Lng	Spanish 7	UA	24	21	3
Teacher 58	World Lng	Spanish 8	UA	29	23	6
Teacher 58	World Lng	Spanish 8	UA	28	21	7
Teacher 59	World Lng	Exploring Spanish	UA	8	6	2
Teacher 59	World Lng	Exploring Spanish	UA	12	7	5
Teacher 59	World Lng	French 7	UA	24	20	4
Teacher 59	World Lng	French 7	UA	24	17	7
Teacher 59	World Lng	French 8	UA	21	17	4
Teacher 59	World Lng	French 8	UA	19	17	2

Memo on changes to delivering remote instruction from school buildings

The following procedures will be distributed to all staff for consideration of a mask wearing amendment. This applies ONLY for staff who are socially distanced, as no other individual shares their space. Educators, alone in a room on a Zoom session, meet CDC guidance of socially distanced and therefore masks are not required. Staff should request permission from building administration to be granted this mask wearing amendment for teaching remote groups, should they meet the following criteria.

1. Requesting professional staff have the ability to be placed in a space that others will not access during a cohort two-day span (those without a cleaning day in between). *This may not be possible in all buildings.
2. Staff may only be mask-free, within the identified space in #1, when sitting at their desk to deliver remote instruction.
3. When the professional is instructing without a mask, the classroom doors will be closed and a sign on the outside of the door that says "MASK FREE MEETING IN PROGRESS" will be posted. Door windows will not be covered so that people in the hall can see the professional is mask free.
4. Staff will put their masks on **WHENEVER** they are not directly engaged in remote instruction with students online.
 - a. This amendment is for the purpose of instruction and not for comfort. While alone but planning, providing feedback, report writing, correcting, etc., and not engaged with students in a virtual environment, staff should be wearing masks.
5. Staff will put their masks on **WHENEVER** they are not sitting directly at their desk, even if in the process of teaching a remote session.
6. Staff will thoroughly wipe down their desk area midday, and at the end of each day, to minimize droplets on surfaces should an administrator or custodian need to enter the classroom.
7. Staff will be responsible for disposing of garbage in an identified location (building based) as custodians will not be required to enter these mask free areas other than for the sanitization day on Wednesday/Friday.

In mitigating risk, it is important that should a professional be granted a mask free amendment, that staff follows the above steps with strict obedience.

Executive Summary

Staff Requests for Accommodations

At the Elementary level, classroom teachers requesting to work remotely before the August 14th processing date, were given the opportunity to teach the remote only class at their grade level. All other grade level teams worked with their building administrators to determine which teacher would be the instructor of the remote only students. In the chart below, numbers identified as TRSD requested are those teachers who per the TTA MOU have been granted the ability to work remotely as they are teaching fully remote students. These working remotely numbers are reflective of all professional staff, not just those with classroom assignments. Schedule changes have been granted to staff who are working remotely when their class is remote and in person two days when their class is in school, or those who have children on a cohort schedule. Several paraeducators have resigned their positions, leaving us with unfilled positions and difficulty finding coverage.

Those on TTA Contract

Building	Open/Unfilled Positions	Working Only Remotely	Accommodation requests	Schedule Change requests - 2 days in school, 3 days remote
Atkinson	2 unfilled	4 - TRSD requested		4 (2 under review)
Danville	1 sub filled, 1 not covered	7 (3 TRSD requested)		
Pollard	1 not covered, 1 part time covered	10 (1 under review)		6 (1 under review)
Sandown North		11 (2 TRSD requested, 1 under review)		2
The Learning Center at Sandown Central		4* (3 under review)		2
*5 positions impact Central but are noted in Sandown North's numbers as that is their home school.				

(Same data as above)

Building	Working Only Remotely		Accommodation requests		Schedule Change requests - 2 days in school, 3 days remote	
	General Education Staff	Student Services/ Special Education Staff	General Education Staff	Student Services/ Special Education Staff	General Education Staff	Student Services/ Special Education Staff
Atkinson	4				4	
Danville	5	2				
Pollard	7	3			5	1
Sandown	8	3			2	

North						
The Learning Center at Sandown Central	3	1			1	1

Those on TSSU contract

Building	Open/Unfilled Positions	Working Only Remotely	Accommodation requests	Schedule Change requests - ½ day remote, ½ day in person
Atkinson	2 unfilled	1	4 (3 under review)	
Danville	4 unfilled + 1 resignation pending	2	1	
Pollard	5.5 unfilled	5	1	
Sandown North	2 unfilled	3	1	
The Learning Center at Sandown Central	2 unfilled		1	1

Respectfully Submitted By:
 Lucy Canotas, Director of Elementary Curriculum

Executive Summary

Secondary Staff Requests for Accommodations

At the Secondary level, all staff who are working remotely have been approved to do so through an accommodation request that has been documented, verified, and approved through the Human Resources Department. The tables below outline the total number of professional staff and para educators who have been approved for accommodations for remote-only instruction or a schedule change that requires remote—only instruction for a portion of the school week.

Professional Staff (TTA Contract):

Building	Open / Unfilled Positions	Total Professional Staff Approved Remote-Only	Classroom Teachers Approved Remote-Only	Other Professional Staff Approved Remote-Only	Pending Accommodation Approval	Total Professional Staff
TRMS	3	17	15	2	4	93
TRHS	2	17	15	2	1	117

Para educators (TSSU Contract):

Building	Open / Unfilled Para Educator Positions	Para Educators Approved Remote-Only	Awaiting Accommodation Approval	Total Para Educators
TRMS	2	1	0	29
TRHS	3	1	0	23

Respectfully Submitted By:

Sandra Allaire, Director of Curriculum and Professional Learning
 Mark Pedersen, Director of Secondary Curriculum

DATE: September 17, 2020

Executive Summary

Director of Pupil Personnel Services and Special Education

This summary is provided to the board with respect to updates regarding Special Education and the Governor's Emergency order Number 48. The special education teachers have held all required Extended School Year meetings required in this Emergency Order.

The staff were trained in August 2020 regarding the Governor's Emergency Order 48 to have meetings within the first thirty days of school. Special Education staff have followed the regulations regarding invitations to families and continue the necessary timelines for parent response. The following information is provided to demonstrate the magnitude of meetings that are required to be held by the end date of October 8, 2020. All building level teams have begun the process of sending invitations to meet as well as hold meetings with families.

The building level administrators have been asked to look at the special education meetings in terms of the following three areas:

- 1) Number of special education student meetings to meet the Emergency Order
- 2) Number of special education meetings that are scheduled through October 8, 2020
- 3) Number of special education meetings that have been held since the September 8, start date.

At the elementary level there are over 200 meetings in the process of being scheduled to meet the Emergency Order number 48. Parents have had a variety of responses from requesting a meeting by phone, Zoom meeting, and not wishing to have a meeting at this time. The parents receive information in writing from the special education teachers. The elementary buildings maintain the written information at the building level office. The information is also recorded on the state special education platform, NHSEIS.

At the secondary level, over 300 meetings are in process of being scheduled to meet the Emergency Order. Parents have already had virtual meetings to discuss the best method of moving forward for students. Each case manager at the respective building levels is scheduling meetings to meet the desired request of parents. This continues to be an ongoing challenge as the Secondary level. The Director of Secondary Special Education position has been filled and processed with a start date to be determined shortly. Two other special education case manager positions are in process to be filled.

In closing, many meetings are scheduled to occur from September 18, 2020 through the October 8, 2020 timeline. The reason for this is that a parent does have the option to respond to the meeting invitation. Some meetings will be after the October 8, 2020 timeline as the family has determined that a later meeting is appropriate for the necessary data to be reviewed and considered in the best interest of the student.

Respectfully submitted by,

Susan E. Rasicot

Executive Summary

Technology Update

1.) Can Chromebooks connect via a wired connection?

Yes, with the correct USB to Ethernet adapter they can connect to a network using a network cord. The adapter needed will vary by Chromebook model. The Technology department can help anyone find the correct adapter to get by sending in a tech request (located on the Return to School – Parent and Student Information page) or by emailing myself, ken.henderson@timberlane.net. We are also working on a document to send to parents and students on Chromebook tips and tricks and will include a section on these.

2.) What kind of Internet connections do the schools use and what is its utilization?

All schools have a dedicated fiber connection to the Internet provided by Comcast Business. The High School and Middle School share a connection of 1GB (1,000 Mbits/s) and each of the elementary schools has its own 200 Mbits/s bandwidth. The average school day (cohort in session days) utilization for the period of 9/8 – 9/14 is shown below:

TRHS/TRMS - Average: 202Mbit/s (20%) Peak: 275Mbit/s (28%)

Atkinson Academy – Average: 14Mbit/s (7%) Peak: 18Mbit/s (9%)

Danville Elementary – Average: 28Mbits/s (14%) Peak: 39Mbits/s (20%)

Pollard School – Average: 31Mbits/s (16%) Peak: 35Mbits/s (18%)

Sandown North – Average: 38Mbits/s (19%) Peak: 74Mbits/s (37%)

TLC at Central – Average: 14Mbits/s (7%) Peak: 21Mbits/s (11%)

3.) Investigation of headset and audio mic solution to wear with masks.

We have ordered 175 USB wired headphones/microphones and are looking into a wireless headset solution. We have a proposed wireless model that we have sent to multiple vendors for pricing and availability.

4.) Chromebook updates.

We held several Chromebook pick up events at the schools as well as handed out to students within the schools who needed them during their cohort days. In total we handed out over 600 Chromebooks district wide since August. We continue to receive requests for devices and will fulfill those requests as they come in. We had several devices donations to the district from generous individuals for which we are most appreciative! We will make sure those devices find their way into the hands of students in need. We have also received requests for mobile hotspots due to lack of Internet access and have sent them those devices through our Verizon account.

Respectfully Submitted,
Ken Henderson – Director of Technology

Executive Summary

The Lawson Group Report

The Timberlane Regional School District recently contracted with The Lawson Group to measure air exchange rates in sample classrooms in each of the seven TRSD schools. Some rooms were chosen randomly, and others were tested specifically at the request of employees. The air exchange rate information was measured by Lawson technicians and reported for each building. TRSD also conducted air exchange rate assessments in parallel with the Lawson technicians using our own recently purchased equipment. District test results closely paralleled Lawson's.

I received a copy of the Lawson Report after the end of the school day on Tuesday September 15. This Executive Summary provides some context to the results and addresses next steps to the process.

ASHRAE (American Society of Heating, Refrigerating and Air-Conditioning Engineers) guidance on the reopening of schools during COVID-19 states that, "A good supply of outside air, in accordance with ASHRAE Standard 62.1-2019, to dilute indoor contaminants is a first line of defense against aerosol transmission of SARS-CoV-2." All seven schools' HVAC systems pull in 100% outside air rather than recirculating the existing air. Until recently we were also replacing HVAC filters quarterly (every three months) with the last replacement cycle being in June. Since testing occurred in early September the filters were nearing the end of their normal three-month replacement cycle. Moving forward we will replace the filters (500 in total district wide) every two months. In addition, three other situations impacting air flow were identified and addressed. Those included a burned-out motor at TRHS*, a blocked vent at Atkinson Academy*, and a broken belt at Sandown Academy*. The following is a summary of the percentage of tested rooms in each building which met the three air exchanges per hour recommended by ASHRAE.

TRHS*	TRMS	Danville E.	Pollard E.	Atkinson A.*	Sandown N.*	Sandown C.
58%	86%	56%	50%	67%	15%	50%
* Repairs since completed						

The Lawson Group report also states, "It should be noted that the volume of Air introduction does, for the most part appear to meet the ASHRAE guideline that calls for 10 cubic feet per minute of outside Air per person plus 1.12 cubic feet per minute, per

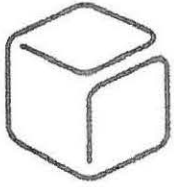
square foot in each classroom.” That statistic is further enhanced by the fact that hybrid cohorts have far fewer students in class than the rooms were designed for.

All schools currently use MERV-8 filters. Consistent with ASHRAE guidance, The Lawson Group gave a verbal recommendation to continue using MERV-8 filters to continue maximizing the positive impact of the fresh air flow.

We have also reached out to The Lawson Group to engage them as our consultants as we continue to assess and maximize performance of current HVAC systems. We will also use our own equipment and certified HVAC technician to ensure that the repairs and the shorter filter replacement schedule provide the increased air flow that we expect. All rooms will be retested and we will discuss with The Lawson Group the viability of having them “spot check” our results to ensure accuracy.

We will also look at risk mitigation strategies such as making sure that we utilize those classrooms which provide the greatest air exchange rates and providing clean air technology where necessary.

Brian Cochrane Ph.D.
Interim Superintendent of Schools



The
LAWSON
GROUP

Thinking Without the Box

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September 11, 2020

Gary Paradis, Facilities Director
SAU #55, Timberlane Regional/Hampstead School Districts
28 School Street
Plaistow, New Hampshire, 03865

Re: Indoor Air Quality - SAU #55 Ventilation Assessment 2020
TLG Job Number 20-18334

Dear Mr. Paradis:

Please find the results of our Ventilation Assessment attached to this report. The Assessment was conducted for School Administrative Unit #55 (SAU #55) Timberlane Regional/Hampstead School Districts between the dates of September 1, 2020 and September 3, 2020 at the following schools: Timberlane High School, Timberlane Middle School, Danville Elementary School, Pollard Elementary School, Sandown Central School, Sandown North School and Atkinson Academy.

As shown by the results, approximately half of the measured Air exchange rates fall below the recommended rate of three (3) exchanges per hour. Although The Lawson Group (TLG) did not inspect Air handling units, TLG was informed that filters had accumulated significant amounts of debris since the last change-out in June, which has reduced the efficiency, and in some areas, caused failures in the system. This may be due to the increased volume of Air being introduced to comply with the Center for Disease Control (CDC) guidelines.

It should be noted that the volume of Air introduction does, for the most part, appear to meet the American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) guideline that calls for 10 cubic feet per minute of outside Air per person plus 0.12 cubic feet per minute, per square foot in each classroom.

TLG recommends reevaluating Air exchanges in some areas after adjustments are made.



Timberlane Regional High School

Location	Room Size (cubic feet)	Supply Air Volume (cubic feet per minute)	Return Air Volume (cubic feet per minute)	Air Exchanges (per hour)
Room 404	7,440	461	78	0.629032258
Room 102	6,777	478	694	6.144311642
Room 500	2,133	150	505	14.20534459
Room 505	10,031	437	457	2.733526069
Room 600	7,676	533	667	5.213652944
Room 118	5,812	386	162	1.672401927
Room 126	14,420	282	176	0.732316227
Room 204	11,787	299	162	0.824637312
Room 211	9,602	196	266	1.662153718
Room 214	11,788	298	193	0.982354937
Room 611	6,951	528	589	5.084160552
Room 605	9,154	539	580	3.80161678
Room 305	6,890	475	437	3.805515239
Room 307	3,031	179	492	9.739359947

Timberlane Middle School

Location	Room Size (cubic feet)	Supply Air Volume (cubic feet per minute)	Return Air Volume (cubic feet per minute)	Air Exchanges (per hour)
Room 1308	8,430	871	716	5.096085409
Room 1304	8,430	554	134	0.953736655
Room 1307	9,207	604	539	3.512544803
Room 1301	7,130	422	684	5.755960729
Room 1312	7,250	1,244	746	6.173793103
Room 1206	7,202	478	602	5.015273535
Room 1117	7,130	198	603	5.074333801
Room 1113	7,273	537	388	3.200879967
Room 1116	7,130	431	603	5.074333801
Room 1107	7,130	175	1003	8.440392707
Room 1401	7,154	416	618	5.183114342
Room 1514	3,339	381	467	8.391734052
Room 1508	9,187	1,678	639	4.173288342
Room 1606	17,350	470	568	1.96426513
Room 1607	17,350	392	232	0.802305476

Danville Elementary School

Location	Room Size (cubic feet)	Supply Air Volume (cubic feet per minute)	Return Air Volume (cubic feet per minute)	Air Exchanges (per hour)
Room 005	7,252	296	308	2.548262548
Room 013	7,231	282	386	3.202876504
Room 238	9,558	386	502	3.15128688
Room 235	9,558	482	899	5.64344005
Room 228	9,558	544	816	5.122410546
Room 222	7,761	512	1254	9.694626981
Room 109	7,526	384	299	2.383736381
Room 112	7,426	133	99	0.79989227
Room 103	7194	121	89	0.742285238

Pollard Elementary School

Location	Room Size (cubic feet)	Supply Air Volume (cubic feet per minute)	Return Air Volume (cubic feet per minute)	Air Exchanges (per hour)
Room 305	8,351	372	515	3.70015567
Room 404	6,702	200	231	2.068039391
Room 104	8,519	382	460	3.23981688
Room 203	6,610	201	232	2.105900151
Room 107B	9,579	368	398	2.492953335
Room 112	8,657	800	153	1.060413538
Room 122	9,772	942	763	4.684813754
Room 127	9,754	1,438	702	4.318228419
Room 132	9,754	497	799	4.914906705
Room 509	12,461	394	289	1.39154161
Room 508	12,461	430	188	0.9052243

Atkinson Academy

Location	Room Size (cubic feet)	Supply Air Volume (cubic feet per minute)	Return Air Volume (cubic feet per minute)	Air Exchanges (per hour)
Room 112	7,106	497	531	4.483535041
Room 113	5,080	1,137	382	4.511811024
Room 126	7,187	291	354	2.955336023
Room 121	6,995	529	872	7.479628306
Room 115	7,204	570	1347	11.21876735
Room 108	8,905	759	525	3.537338574
Room 101	8,905	444	314	2.115665357
Room 100A	20792	1676	931	2.686610235
Room 421	11018	82	114	0.620802323

Sandown North School

Location	Room Size (cubic feet)	Supply Air Volume (cubic feet per minute)	Return Air Volume (cubic feet per minute)	Air Exchanges (per hour)
Room 167	10,442	569	205	1.177935261
Room 162	10,442	268	192	1.103236928
Room 143	1,805	161	285	9.473684211
Room 144	10,442	232	161	0.925110132
Room 111	10,442	1,046	219	1.258379621
Room 108	10,442	711	196	1.12622103
Room 103	10,442	1,097	196	1.12622103

Sandown Central School

Location	Room Size (cubic feet)	Supply Air Volume (cubic feet per minute)	Return Air Volume (cubic feet per minute)	Air Exchanges (per hour)
Room 306	8,306	304	258	1.863712979
Room 310	7,244	112	308	2.551076753
Room 313	10,083	272	216	1.285331747
Room 318	9,599	2,314	490	3.062819044
Room 321	8,931	956	853	5.730601276
Room 323	5,090	227	170	2.003929273
Room 334	1,609	325	149	5.556246116
Room 342	5,137	715	891	10.40685225

Executive Summary

Food Service – Update

Timberlane Regional School District is currently serving both Remote and Hybrid Students from all schools free meals. The following is an update on the program.

Program Participation

Date	Students Served			Meals Served		
	Remote	Hybrid	Total	Remote	Hybrid	Total
9/9/2020	86	95	181	860	570	1,430
9/16/2020	148	188	336	1,480	1,128	2,608

- Students participating in the Hybrid option have lunch available on those days when they are in school.
- Each Wednesday during Hybrid Learning a special pickup service is available between 8:00am and 11:00am

At the Wednesday pickup:

- Hybrid Students receive three (3) breakfast & three (3) Lunches to cover the days they are remote.
- Remote Only Students receive five (5) breakfasts & five (5) lunches.
- Pickup may be made by parents or guardians.
- The program serves every Wednesday between 8:00am and 11:00am at the kitchen doors of the following schools:
 - Atkinson Academy: 17 Academy Avenue, Atkinson, NH 03811
 - Danville Elementary: 23 School Street, Danville, NH 03819
 - Pollard Elementary: 120 Main Street, Plaistow, NH 03865
 - Sandown North: 23 Stagecoach Drive, Sandown, NH 03873

A reminder that Free and Reduced applications should continue to be submitted for the 2020-2021 school year. Please contact Nancy.Pierce@SAU55.net for questions about your student's eligibility.

Respectfully Submitted By:
Geoffrey Dowd, CFO/Business Administrator

September 16, 2020

Executive Summary

SAT School Day Update

The transition to remote instruction in the spring of 2020, caused by the COVID-19 pandemic, resulted in the cancellation of various NH Statewide Assessments, including the SAT School Day for the class of 2021. The New Hampshire Department of Education (NHDOE) has since rescheduled the administration of the SAT School Day for the fall of 2020. The NHDOE requires all public and charter schools to provide equitable access to this assessment for all current 12th grade students. This fall administration of the SAT provides Timberlane students in the class of 2021 with an opportunity to take this assessment without cost.

School districts were provided with two possible dates for this fall administration of the SAT School Day: September 23 or October 14. Timberlane Regional High School (TRHS) will administer the SAT to current seniors on Wednesday, October 14, 2020. Scores from this exam will be available in early November. Students will take a paper/pencil version of the assessment, including the essay portion of the exam, as the digital version of the SAT School Day will not be available for schools to use this fall.

The TRHS administrative team and counseling office are actively finalizing plans for the October 14 administration of the SAT. In accordance with NHDOE guidelines, schools that are operating under remote or hybrid status will still be required to administer and provide access for all current 12th graders to the SAT. New Hampshire's RSA 193-C:6 permits parents to exempt their public school student from participating in the required statewide assessments by submitting a completed Statewide Assessment Exemption Form to the school that their student attends. Further details regarding the SAT School Day, as well as the statewide assessment exemption process, will be provided to students and families as they are finalized.

Respectfully Submitted By:

Sandra Allaire, Director of Curriculum and Professional Learning
Mark Pedersen, Director of Secondary Curriculum

Timberlane Regional School District Initial Staffing Plan

(9-17-2020)

Timberlane Initial SAU Staffing
Superintendent
**Assistant Superintendent
**Director of Student Services
**Business Administrator
Lead Accountant
Payroll Coordinator
Director of Maint/Facilities
Director Food Service
Technology Director
**Director of HR
10 Professional Staff

September 17, 2020

Executive Summary

Audit Update

Maria Watkins and I met on Tuesday, 9/15/2020 with Mr. Campo and the audit Manager for the Timberlane engagement. Our actuary has completed his GASB 75/45 report and the audit report is being compiled and reviewed.

Mr. Campo and I have committed to having a final report in hand to the School Board for September 30, 2020.

Respectfully Submitted By:

Geoffrey Dowd, CFO/Business Administrator

TIMBERLANE POLICY COMMITTEE RECOMMENDATIONS TO THE SCHOOL BOARD

FIRST READ

- 1 EBCG COMMUNICABLE AND INFECTIOUS DISEASE**
(New policy recommended by NHSBA)
- 2 EHAC ELECTRONIC/DIGITAL RECORDS AND SIGNATURES**
(New policy recommended by NHSBA)
- 3 JLCG EXCLUSION OF STUDENTS WHO PRESENT A HAZARD**
(New policy recommended by NHSBA)

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COMMUNICABLE & INFECTIOUS DISEASES

Related Policies: JLCC, JLCG, IHAM,

A. POLICY:

Students and employees of the District are expected to attend the schools of the district without being infected with serious communicable diseases. Nonetheless, the Board recognizes that staff, students, volunteers and others may come in contact with bloodborne pathogens, viruses and other communicable diseases during the school day or school sponsored activities, or may carry those pathogens, viruses and diseases unknowingly into the school community. The Board adopts this policy as a means to minimize risk and respond to these health concerns while respecting the rights of all students and employees, including those who are so infected.

As described in Board policy JLCC, JLCG, RSA 200:39 permits the exclusion from school of students who exhibit symptoms of contagion or are a hazard to him/herself or others. As provided in this policy, determinations as to inclusion or exclusion of students or employees with communicable diseases from school will take into account the educational implications for the student and others with whom he or she comes into contact, recommendations from the New Hampshire Department of Health and Human Services (“NHDHHS”), the New Hampshire Department of Education, and the United States Public Health Services Centers for Disease Control (“CDC”). Diseases which will implicate this policy, include, but are not necessarily limited to, HSV related diseases such as Chickenpox, Shingles, Hepatitis B, and Infectious Mononucleosis, Acquired Immune Deficiency Syndrome (AIDS), Cytomegalovirus (CMV), or Herpes Simplex Virus (HSV), and other diseases which are from time-to-time identified by public health agencies such as the CDC and NHDHHS.

1. Students.

It is the policy of the District that students with communicable diseases should not be excluded from attending school in their regular classrooms so long as their attendance results in a situation where the risk of transmission of illness to students or employees of the School District, or hazard to themselves, is negligible. All decisions regarding inclusion or exclusion shall be made consistent with this section and the procedures set forth in section B of this policy.

2. Employees.

It is the policy of the School Board that employees (which for the purposes of this policy will include individual consultants/contractors, and volunteers) with communicable diseases not be excluded from attending to their customary employment and duties so long as they are physically able to perform tasks assigned to them and so long as their employment results in a situation where the risk of transmission of illness to students or other employees of the District, or hazard to themselves, is negligible.

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3. Special Circumstances and Conditions.

The School Board recognizes that some students or employees, because of age, disability or other special conditions, may pose greater risks for the transmission of communicable diseases than other persons infected with the same illness. Examples include children who display biting behavior and students and employees who are unable to control their body fluids or have uncovered wounds. These conditions need to be taken into account and considered in assessing the risk of transmission of the disease and the resulting effect upon the educational program of the student or employment of the employee.

In the instance of diseases causing suppressed immunity, attendance may be denied to a child with suppressed immunity in order to protect the welfare of the child with suppressed immunity when others in the school have an infectious disease which, although not normally life threatening, could be life threatening to the child with suppressed immunity.

B. PROCEDURES WHEN COMMUNICABLE DISEASE IS SUSPECTED:

1. Reporting. School District employees, including contracted individuals and/or agencies who are performing contracted responsibilities for the School District, and who become aware of a communicable disease or other potentially serious health problem regarding themselves, or of students or other employees, unless prohibited by statutory confidentiality, they will report it to the school nurse, or building Principal/designee.
2. Response. The health risk to others in the school district environment from the presence of a student or employee with a communicable disease shall be determined on a case-by-case basis. In all cases in which the school nurse, or other person designated by the Superintendent, becomes aware that a student or employee of the School District has contracted a communicable disease of the kind in section A of this policy, s/he will take the following steps:
 - a. The parent/guardian(s) of a student will be contacted in order to discuss the situation and determine whatever facts are available; the same information will be communicated promptly among the Superintendent/designee, school nurse and Principal/designee.
 - b. Upon receiving written consent from the parent(s) or guardian of a student or, in the case of an employee, the employee or his/her health care agent (i.e., adult to whom authority to make health care decisions is delegated under an advance directive meeting the requirements of RSA 137-J:20), the school nurse/Superintendent’s designee will attempt to confer with the treating physician, if any, in order to determine any significant medical facts concerning the diagnosis of the disease or factors affecting the possible transmission of the disease.
 - c. Notify and consult with the health care professionals knowledgeable about the particular disease. Following such consultation, the school nurse,

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Superintendent or his/her designee, shall determine the immediate, short-term action to be taken relative to educational placement of the student or work assignment for the employee.

- d. When a communicable disease of the kind identified in section A of this policy is suspected or confirmed in an individual, the school nurse shall consult with the Superintendent or designee and appropriate public health officials, to determine whether a student or employee shall be excluded from school or from attending to their customary employment, and whether additional measures are required to protect other members of the school population. Factors specific to individuals, such as biting behaviors, lack of control of body fluids, existence of uncovered wounds or other medically identifiable conditions may also be considered. Recommendations regarding the least restrictive educational placement for a student or continued attendance at work for an employee may be sought on a case by case basis.

In addition to the information obtained in steps a-c, decisions to exclude shall consider criteria from NHDHHS Bureau of Infectious Disease included in its publication “When Children Should be Excluded or Dismissed from a Childcare Setting”, or the American Academy of Pediatrics’ “Red Book: Report of the Committee on Infectious Diseases”, or other general or specific guidance from the NHDHHS or the United States Centers for Disease Control.

- i. Decisions regarding students. Unless the school nurse is unavailable, the ultimate decision to exclude a child from school under this Policy due to a contagious or communicable illness shall be made by the school nurse after consulting with the Superintendent/designee and Principal/designee.

If the school nurse is unavailable, a decision to exclude shall be made by the Superintendent/designee.

If the student is a student with an IEP, 504 plan, or other such individualized learning plan, then decisions regarding alternative settings shall be made according to the applicable laws, regulations and policies.

Students who are aggrieved by the education plan determinations may appeal said determinations pursuant to state and federal special education law if the infected student is eligible for or claims that s/he is eligible for special education or special education and related services. Excluded students who do not claim that they are eligible for special education or special education and related services, but who are aggrieved by the Superintendent's determinations, may appeal said determinations to the Board.

- ii. Decisions regarding employees. Determinations regarding exclusion or reassignment of employees shall be made by the Superintendent/designee. Absent significant risk to the employee or risk

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of transmission to students or other employees, the Superintendent shall not alter the job assignment of the infected person. Volunteers are subject to any directives issued by the administration, as are contractors and consultants, subject to the terms of their respective agreements.

If the Superintendent/designee, after taking the steps above, determines that there is a medically recognized risk of transmission of disease in the School setting or that a significant health problem restricts the infected person's ability to work, or presents a substantial hazard to the employee, the Superintendent/designee shall, if necessary, develop an individually tailored plan to accommodate the staff member if possible. Additional persons may be consulted if necessary for gaining additional information, but the infected person must approve of the notification of any additional persons who are informed of the infected person's identity. The Superintendent/designee may consult with legal counsel to ensure that any official action is consistent with state and federal law. If an individually tailored plan is necessary, said plan should be medically, legally, educationally and ethically sound.

iii. Testing, Social Distancing and Other Extraordinary Measures. Some infectious diseases, viruses, etc., may be so dangerous and or the risk of casual transmission so great, that effective response will require broader measures. Based upon specific recommendations of local, state and/or federal health authorities, the Superintendent is authorized to implement such additional, extraordinary emergency measures as may be necessary and appropriate to address the health risk: e.g., school closure, population exclusion (stay-at-home type instructions), mandatory screenings, mandatory use of personal protective equipment (PPE's), social distancing orders, administrative leaves or temporary adjustments in duties. These provisions are intended to complement, not replace any provisions of Board policy{**}Pandemic/Epidemic Emergencies. Such measures should be taken with prior notice to the Board, if practicable, or as soon as possible thereafter. The Board Chair may determine that the circumstances, or the measures implemented by the Superintendent, warrant a special or an emergency meeting of the School Board.

3. Practices to Minimize Contamination in Schools.

Good hygiene practices as recommended by local, county and state health authorities are to be followed at all times when handling blood or other body fluids of any student or employee. Parents and employees are not generally required to advise the school if their child has a communicable disease. (Some exception may exist under specific legislation or Executive/emergency orders, in which, such legislation or Executive orders shall supersede this policy to the extent necessary to remove any conflict.) Because the District may not rely on self-reporting, it is appropriate to adopt procedures for the handling of body fluids from any child or

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employee. This also eliminates the need to notify all maintenance, transportation and building personnel if the District becomes aware of a student or employee with communicable diseases. It is recommended the following procedures be used on a routine basis when blood or any other body fluids including vomitus and fecal or urinary incontinence are involved.

- a. Gloves should be worn when cleaning up any body fluids.
- b. Spills should be cleaned up, the affected area washed with soap and water and disinfected with bleach (one part bleach to ten parts water), or another disinfectant.
- c. All disposable materials, including gloves and diapers, should be discarded into a plastic bag before discarding in a conventional trash system. The mop should also be disinfected with the bleach solution described in B above.
- d. Toys and other personal non-disposable items should be cleaned with soap and water followed by disinfection with the bleach solution before passing to another person. A normal laundry cycle is adequate for other non-disposable items.
- e. Persons involved in the clean-up should wash their hands afterward.
 - ii. Additional precautions may be recommended or required in certain instances (e.g., social distancing, masks, etc.).

4. Confidentiality and Data Privacy.

Public concern regarding communicable diseases is neither an excuse nor defense for the violation of data privacy rights of students or employees who have or are rumored to have such illnesses.

- a. Personally identifiable health information regarding students is private data and is not to be disseminated to the public or to staff without the strict observance of student privacy rights.
- b. Personally identifiable health data and information regarding employees is private data and may not be released to the public nor to fellow employees without strict observance of privacy rights of public employees.
- c. Parents of other children attending the school, or other school employees, may only be notified of a possible exposure to a communicable disease to the extent permitted, or required, under applicable law, regulations or Executive order. In general, such information will not identify the particular student or employee who has the disease.
- d. Any District employee who violates the confidentiality provisions of this policy shall be subject to discipline. A confidentiality breached by an independent contractor/consultant, could result in termination of the contract for cause.

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5. Staff and Student Education.

The School Board recognizes that the education of its residents, staff, and students regarding the risks involved in the spread of infectious diseases in the school setting will help to minimize the risk of transmission to other students and employees while protecting the rights of infected students and employees.

- a. All school district employees should receive instruction regarding appropriate hygienic practices for use in school settings, precautions to be employed where contagious diseases may be encountered and community resources for referral and information.
- b. Any information provided as part of a student’s instruction pertaining to sexually transmitted diseases shall comply with Board policy {**}IHAM.

6. Implementation.

The Superintendent is authorized to implement this policy through and procedures, or administrative directives which s/he deems necessary or appropriate.

Legal References:

RSA 189:1-a, Duty to Provide Education

RSA 189:31, Removal of Teacher

RSA 186-C, Special Education

RSA 193:1, Duty of Parent; Compulsory Attendance by Pupil

RSA 193:3, Change of School or Assignment, Manifest Educational Hardship or Best Interest, Excusing Attendance

RSA 200:32, Physical Examination of Student

RSA 200:36, Medical Examination of School Personnel

RSA 200:39, Exclusion from School

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ELECTRONIC/DIGITAL RECORDS & SIGNATURES

Related Policies EHAB, EHB, EHB-R

A. Statement of Policy

Electronic or digital signatures can take many forms and can be created using many different types of technology. The authenticity and reliability of electronic signatures relating to transactions are dependent on the accompanying processes, supplemental records and the overall context in which records are created, transferred, and signed. The School Board adopts the following policy with respect to the use of electronic records and signatures in connection with its communications with parents, guardians, or other persons having control over a child enrolled in the District.

B. Definitions

“Attribution” or “Attributable to” – An electronic record or electronic signature is attributable to a person if it was the act of the person. The act of the person may be shown in any manner, including a showing of the efficacy of any security procedure applied to determine the person to which the electronic record or electronic signature was attributable. The effect of an electronic record or electronic signature attributed to a person under paragraph I is determined from the context and surrounding circumstances at the time of its creation, execution, or adoption, including the parties' agreement, if any, and otherwise as provided by law.

“Digital” – As used in the title or otherwise in this policy is intended to have the same meaning as or as a sub-category of “Electronic”.

“Electronic record”– Means a record created, generated, sent, communicated, received, or stored by electronic means.

“Electronic signature”– Means an electronic sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

“Record”– Means information that is inscribed on a tangible medium or that is stored in an electronic or other medium and is retrievable in perceivable form.

C. Applicability

This policy applies to parents, guardians, and other persons having control or charge of a child enrolled or formerly enrolled in the District, eligible students as used in the Family Educational Rights and Privacy Act; and also to individuals affiliated with the District, whether employees or not, paid or unpaid, including but not limited to teachers, administrators, staff, students, affiliates, and volunteers.

D. Acceptance, Use and Issuance of Electronic Records and Signatures

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1. The District may receive and accept as original, electronic records and signatures so long as the communication, on its face, appears to be authentic and is not otherwise precluded by law.
2. The District, through the Superintendent, shall maintain an electronic recordkeeping system that can receive, store, and reproduce electronic records and signatures relating to communications and transactions in their original form. Such system should include security procedures whereby the District can:
 - a) assure signature intent,
 - b) verify the attribution of a signature to a specific individual,
 - c) allow for reliable access and use to those who would have access to the record if in hard copy form for the period required under the District's Data/Records Retention Policy (EHB),
 - d) detect changes or errors in the information contained in a record submitted electronically,
 - e) protect and prevent access, alteration, manipulation or use by an unauthorized person, and
 - f) provide for nonrepudiation through strong and substantial evidence that will make it difficult for the signer to claim that the electronic representation is not valid.
3. The Superintendent shall ensure that all electronic records and signatures are capable of being accurately reproduced for later reference and are retained until such time as all legally mandated retention requirements are satisfied.
4. Any electronic records or electronic signatures technology shall comply with the District's Data Governance and Security Plan.

E. Electronic Records

Electronic records created or received by the District shall be appropriately attributed to the individual(s) responsible for their creation and/or authorization or approval. The District shall utilize available technology to implement reliable methods for generating and managing electronic records. Any electronic record filed with or issued by the District may be given full force and effect of a paper communication if the following conditions are satisfied:

1. The communication is an electronic filing or recording and the District, through the School Board Chair, or the Superintendent or his/her delegate, agrees to accept or send such communication electronically; and

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2. If a signature is required on the record or communication by any statute, rule or other applicable law or School Board policy, the electronic signature must conform to the requirements set forth in this policy governing the use of electronic signature, and any other standards required by applicable law or regulation.

F. Electronic Signatures

An electronic signature may be used whenever a signature is required, unless there is a specific statute, regulation, or policy that requires records to be signed in non-electronic form. The issuance and/or acceptance of an electronic signature by the District may be permitted in accordance with the provisions of this policy and all applicable state and federal law. If permitted, such electronic signature shall have the full force and effect of a manual signature only if the electronic signature satisfies all of the following requirements:

1. The electronic signature identifies the individual signing the document by his/her name and title;
2. The electronic signature is unique to the signer;
3. The District and the other party have agreed to the use of electronic signatures (need not be a formal agreement);
4. The identity of the individual signing with an electronic signature is capable of being validated through the use of an audit trail;
5. The electronic signature and the document to which it is affixed cannot be altered once the electronic signature has been affixed;
6. The electronic signature conforms to all other provisions of this policy and applicable law;

G. Procedures and Practices

The Superintendent may adopt procedures and/or practices to implement this policy, including for such things as format requirements, regulations with respect to use of email signatures, saving and retention of electronic records, or records transmitted via email.

Legal References:

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

RSA Chapter 294-E, Uniform Electronic Transactions Act

“Electronic Signatures Analysis and Implementation Guide”, N.H. Dept. of Information, N.H. Dept. of Administrative Services Technology, N.H. Secretary of State, October 12, 2012

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EXCLUSION OF STUDENTS WHO PRESENT A HAZARD

Related Policies: EBCG

A student may be excluded from school when he/she exhibits symptoms of a contagious or communicable illness or is otherwise a hazard to him/herself or others. Determinations to exclude a child based upon a contagious or communicable illness, or other medical conditions shall be made pursuant to Board policy EBCG.

Exclusions based upon hazards other than contagious or communicable disease may only occur with the approval of the Superintendent.

Parents will be notified of the reason their child is excluded upon pickup/dismissal. Parents will be provided with criteria for readmission within 24 hours.

If a student is disabled under the Individuals with Disabilities Act (IDEA), the New Hampshire RSA 186-C, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, or any other law providing special rights to any child with a disability as defined in Ed 1102.01(t), those laws shall govern and shall supersede this policy to the extent this policy may be inconsistent with those laws.

Legal and Other References:
 RSA 186-C, Special Education
 RSA 193:38, Discrimination in Public Schools
 RSA 200:32, Physical Examination of Students
 RSA 200:39, Exclusion from School