

**Monadnock Regional School District & SAU #93**

**School Board Meeting Agenda**

**June 16, 2026**

**Zoom (7:00 PM)**

**Meeting ID:81651781148**

**Passcode: 956888**

**Phone: (US) +1 301-715-8592**

The public is encouraged to attend MRSD Board meetings.

Comments are welcome during the 'Public Comments' portions of the agenda.

*“We collaborate not just to teach, but also to engage and educate every student in our district in an environment that is challenging, caring, and safe, while fostering lifelong learning.”*

1. CALL THE MEETING TO ORDER 7:00
2. PUBLIC COMMENTS (15 minutes)
3. NON-PUBLIC SESSIONS under RSA 91-A:3. II
  - a. (l) **Consideration of legal advice provided by legal counsel**, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.
  - b. Additional non-public sessions, TBD as required
4. MATTERS FOR INFORMATION & DISCUSSION
  - a. Sale of Cutler School - Process update and Fin/Fac Recommendations
  - b. 2025 School Profile (for colleges)
  - c. 2026 NHSBA Delegate Assembly
  - d. Policy Motions 1st Read
    - i. IHCD/LEB: Advanced Course Work/Advanced Placement Courses
    - ii. FEH: Supervision of Construction, Clerk of Works/Project Manager
    - iii. EHLB: Subpoenas Involving District Students. Officials, Employees and/or Records
    - iv. GCCAD: Leave for Uniformed Service Members or Their Spouses
    - v. IC: School Year and School Year Calendar
    - vi. JF: Enrollment and Enrollment Capacities
5. MATTERS THAT REQUIRE BOARD ACTION
  - a. \* Call for Resolutions
  - b. \* Annual Approval of Data Governance Plan
  - c. \* Authorize Weekly AP Checks & Manifest Signatures
  - d. \* Authorize Superintendent to hire certified staff until the 1st Sept. Meeting
  - e. \* Last Meeting to leverage Unallocated Funds
    - i. Wrestling Mats
    - ii. Any Other Specific Quotes Presented by Administration, TBD
  - f. \* Approve the Consent Agenda (June 2nd, Minutes, Manifest, Transfers)
6. SETTING NEXT MEETING'S AGENDA
  - a. July 21st, 2026
    - i. Approve Policy DFA
    - ii. Approve Policy JLDBB
    - iii. Approve Instructional Plan
    - iv. Approve Student Tuition Rate
    - v. Review Minutes/Motions from Budget Committee (6/23 meeting)
7. PUBLIC COMMENTS (15 minutes)
8. ADJOURNMENT

## SINGLE DISTRICT SCHOOL ADMINISTRATIVE UNITS

**RSA 94-C:3** – Single District School Administrative Units; Exemption. Single district school administrative units shall be considered the same as a single school district and shall be exempt from meeting the requirements of this chapter, except that they shall provide superintendent services pursuant to RSA 194-C:4

## NONPUBLIC SESSIONS

**RSA 91-A:3– II.** Only the following matters shall be considered or acted upon in nonpublic session:

- (a) **The dismissal, promotion, or compensation of any public employee** or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.
- (b) The **hiring** of any person as a public employee.
- (c) Matters which, if discussed in public, would likely adversely affect the **reputation** of any person, other than a member of the public body itself, unless such person requests an open meeting.
- (d) Consideration of the **acquisition, sale, or lease of real or personal property** which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.
- (e) **Consideration or negotiation of pending claims or litigation** which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled.
- (i) Consideration of matters relating to the **preparation for and the carrying out of emergency functions**, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.
- (j) **Consideration of confidential, commercial, or financial information** that is exempt from public disclosure under RSA 91-A:5, IV in an adjudicative proceeding pursuant to RSA 541 or RSA 541-A.
- (k) Consideration by a school board of entering into a **student or pupil tuition contract** authorized by RSA 194 or RSA 195-A,
- (l) **Consideration of legal advice provided by legal counsel**, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

## CALENDAR OF UPCOMING MRSD MEETINGS:

<b>06/16/2026</b>	<b>Orientation Committee</b>	<b>5:30 pm</b>	<b>MRMHS Library</b>
<b>06/16/2026</b>	<b>MRSD/SAU 93 School Board</b>	<b>7:00 pm</b>	<b>MRMHS Library</b>
<b>06/23/2026</b>	<b>Budget Committee</b>	<b>7:00 pm</b>	<b>Emerson Elementary</b>
<b>07/14/2026</b>	<b>Policy Committee</b>	<b>6:00 pm</b>	<b>SAU Conference Room</b>
<b>7/15/2026</b>	<b>Education Committee</b>	<b>5:30 pm</b>	<b>SAU Conference Room</b>
<b>7/21/2026</b>	<b>Orientation Committee</b>	<b>5:30 pm</b>	<b>MRMHS Library</b>
<b>7/21/2026</b>	<b>MRSD/SAU 93 School Board</b>	<b>7:00 pm</b>	<b>MRMHS Library</b>
<b>7/28/2026</b>	<b>Budget Committee</b>	<b>7:00 pm</b>	<b>MRMHS Library</b>

**Meetings will be in person for all Board & Committee Members. The public is encouraged & welcome to attend either in person or through Zoom. Public comments are welcome in person during the ‘Public Comments’ portions of the agenda.**

**\*\* Please note: All Committee Meeting dates, times, and locations are posted in the SAU 93 Reception Lobby, on the MRSD website calendar, and in the schools and towns of MRSD. In the event of a snow day, the school board meeting will be planned for the following school day.\*\***

# Results of Standardized Tests

## CLASS OF 2025

Test	Date	Students	Mean
PSAT ERW	2023	61	453
PSAT M	2023	61	425

### Junior SAT Scores:

SAT ERW	2024	73	458
SAT M	2024	73	421

## CLASS OF 2026

### Test Date Students Mean

PSAT ERW	2024	61	453
PSAT M	2024	61	425

### Junior SAT Scores:

SAT ERW	2025	81	491
SAT M	2025	81	454

(ERW/Evidence Reading-Writing, M/Math)

## FOLLOW-UP OF GRADUATES

	4-Yr. College	2-3Yr. College	Other Schools	Total
2015	45.0%	22.0%	9.0%	76.0%
2016	43.0%	12.0%	6.0%	61.0%
2017	66.0%	9.0%	1.0%	76.0%
2018	54.0%	6.0%	2.0%	62.0%
2019	55.0%	10.0%	0.0%	65.0%
2020	56.0%	5.0%	1.0%	62.0%
2021	43.0%	5.0%	4.0%	52.0%
2022	46.0%	9.0%	1.0%	56.0%
2023	44.0%	7.0%	3.0%	54.0%
2024	48.0%	7.0%	2.0%	57.0%
2025	31.0%	12.0%	2.0%	45.0%

# Colleges & Universities

## Class of 2025

Franklin Pierce University  
 Keene Beauty Academy  
 Keene State College  
 Liberty University  
 Mitchell College  
 Mount Wachusett's Community College  
 Nashua Community College  
 NH School of Mechanical Trades  
 Northeastern University  
 Pennsylvania Academy of Fine Arts  
 Phaze Welding  
 River Valley Community College  
 Saint Anslem's College  
 Saint Michael's College  
 Siena College  
 University of Massachusetts Boston  
 University of New England  
 University of New Hampshire  
 Vaughn College

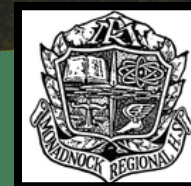
## United States Military Class of 2024

United States Army



# Monadnock Regional Middle High School

580 Old Homestead Highway  
 Swanzey, NH 03446  
 Telephone 603-352-6575  
 Fax 603-355-1209  
[www.mrsd.org](http://www.mrsd.org)



CEEB CODE 300-468

### MISSION STATEMENT

The community of Monadnock Regional Middle High School is dedicated to engaging all students in personal, civic and academic growth.

High School Principal	Brett Gottheimer
Assistant Principal 9-12	Rebecca Russell
Assistant Principal 7 & 8	
& EOL Coordinator	
School Counselor 7 & 8	
School Counselor 9-12	Bethany Maynard
School Counselor 9-12	Samantha Sestito

## Community & School

Monadnock Regional Middle High School, established in September 1962, serves six communities with a total population of 14,773. These southwestern New Hampshire communities are Fitzwilliam, Gilsum, Richmond, Roxbury, Troy, and the Swanzey. The school community is classified as 100% rural with an average income level.

The School is located on Old Homestead Highway in Swanzey Center, five miles from Keene, New Hampshire. It is a comprehensive high school accredited by the State Department of Education and the New England Association of Colleges and Secondary Schools. Average enrollment (grades 9–12) is approximately 460 students.

### Faculty

The High School teaching faculty consists of approximately 51 members with Bachelor, Master, and Doctoral levels certifications from varied educational and experiential backgrounds.

### Guidance

The guidance department consists of two full-time counselors and a school-year full-time guidance Administrative Assistant & Registrar. The department offers comprehensive counseling, a strong college counseling curriculum, and guidance services for all students.

### Library/Technology

A full-time library media specialist is in charge of the school library which contains over 15,000 volumes in addition to an ebook & audiobook library and reference access through databases. Monadnock is a 1 to 1 Chromebook school.

### ESOL

English taught as a second language and tutoring for designated English Language Learners.

### Alternative Credits

ELO	Extended Learning Opportunities
AMS	American School
VLACS	Virtual Learning Academy Charter
EDP/ ADP	Extended Day / Night School Program
PLATO	Edmentum Online Courses
CMP	Credit Recovery

## Academic Programs

### Advanced Placement

- AP English Language
- AP English Literature
- AP Calculus
- AP Chemistry
- AP United States History
- AP European History
- AP Physics
- AP Spanish
- AP Computer Science Principles

In an effort to meet the individual needs of students, MRHS offers multi-class.

### ENGLISH

AP	Grades 11–12	AP
Honors	Grades 9–12	H
College Prep Standard	Grades 9–12	CP

### MATHEMATICS

AP	Grade 12	AP
Honors	Grades 9–12	H
College Prep Standard	Grades 9–12	CP

### SCIENCE

AP	Grades 11–12	AP
Honors	Grades 9–10	H
College Prep Standard	Grades 9–12	CP

### SOCIAL STUDIES

AP	Grades 10–12	AP
Honors	Grades 10–12	H
College Prep Standard	Grades 9–12	CP

### Transcript Key

## Graduation Requirements



Students must earn 21 credits as required by the State of New Hampshire and MRSD. This includes 4 credits of English, 4 credits of Mathematics (including 1 credit of Algebra), 4 credits of Science, 4 credits of Social Studies (Including 1 credit of History of Western Society, 1 credit of US History I, and 1 credit of US History II, and .5 credit of Economics & Civics), 1 credit of Physical Education, .5 credit of Fine Arts, .5 credit of Computer, .5 credit of Health, and 2.5 credits of Electives.

Students have three choices of diplomas. MRHS Standard Diploma (21 credits), NH Scholars Diploma and/or additional focus in Art or STEM (23.5 credits) or Diploma of Distinction (26 credits).

### Marking System

A+ 97–100	A 94–96	A- 90–93
B+ 87–89	B 84–86	B- 80–83
C+ 77–79	C 74–76	C- 70–73
D+ 68–69	D 66–67	D- 65
F Below 65 (Failure)		

## Class Rank

Rank-in-class is computed on the following weighted system on final average only:

	Honors/AP	College Prep	Standard
A+	5.00	4.66	4.33
A	4.66	4.33	4.00
A-	4.33	4.00	3.66
B+	4.00	3.66	3.33
B	3.66	3.33	3.00
B-	3.33	3.00	2.66
C+	3.00	2.66	2.33
C	2.66	2.33	2.00
C-	2.33	2.00	1.66
D+	2.00	1.66	1.34
D	1.66	1.33	1.17
D-	1.33	1.00	1.00
F	0.00	0.00	0.00

## Policy Motions and Actions from June 9, 2026

### **IHCD/LEB: Advanced Course Work/Advanced Placement Courses and STEM Dual and Concurrent Enrollment Program**

**MOTION:** *To update dual coded policy IHCD/LEB with NHSBA sample policy.*

- Required by law
  - NHSBA Note: This policy was updated to reflect passage of 2025 HB193 (amending RSA 188-E:27, II) which limits the amount of state funding for Dual and Concurrent Enrollment funding to 4 courses per academic year for each student. Additional changes to section A relating to other advanced course work opportunities.
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### **FEH: Supervision of Construction, Clerk of the Works/Project Manager**

**MOTION:** *To update policy FEH with NHSBA sample policy.*

- Optional - existing policy
  - NHSBA Note: Revised to reflect passage of 2025's HB506 (amending 198:15-c, III) which increased the threshold for the requirement of a project manager from \$1,000,000 to \$1,250,000, and also the 2025 adoption by the State Board of Education of Ed 321.30 relative to duties and qualifications of the project manager(styled as "Owner's Project Manager" under the new rules).
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### **EHLB: Subpoenas Involving District Students, Officials, Employees and/or Records**

**MOTION:** *To adopt policy EHLB NHSBA sample policy.*

- Recommended
  - NHSBA Note: New sample to provide guidance in the event district personnel receive subpoenas or court/agency appearances relative to their official duties, and or to provide records or testimony relative to students, employees, the district or SAU. The sample applies to all subpoenas, whether issued by: a court; justice of the peace; attorney; the Dept. of Education pursuant to newly enacted RSA 21-N:4, XIII (i.e., 2025's HB520); or any other state or federal agency.
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### **GCCAD: Leave for Uniformed Service Members or Their Spouses**

**MOTION:** *To adopt policy GCCAD with NHSBA sample policy.*

- Optional
  - NHSBA Note: Newly enacted RSA 110-C:1-a extends leave and leave and job security rights to spouses of uniformed service members who are involuntarily mobilized. These provisions have been added to existing GCCAD, and retitled accordingly. The spouse leave provision applies to any “employer” that “employs 50 or more individuals at the same location in New Hampshire.” (NOTE: This threshold only applies to the spouse leave provisions of this policy. The New Hampshire School Boards Association – 2025 Fall Policy Update ©NHSBA 2025 Page 5 provisions relative to the service members themselves apply irrespective of the size of the employer.) Unfortunately, as with many recent laws, the language of the new statute is imprecise. Most significantly, the term “location” is not defined, but the statute does state that calculation is not aggregated for employers irrespective of common ownership. While this strongly indicates that a district would not count employees from different buildings in calculating whether the 50 employee threshold is met/exceeded, we would recommend the policy be adopted for any district with more than 40 employees, irrespective of the number within a single building, as the policy includes the qualifying language. This will help ensure there is a district resource outlining the requirements as well as the threshold available to administrators faced with requests at some unspecified point in the future. Note also that, unlike many Federal employee protection statutes, the statutory count of employees is not limited to full-time employee equivalents.
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### **IC: School Year and School Year Calendar**

**MOTION:** *To update policy IC with NHSBA sample policy.*

- Recommended
  - NHSBA Note: Revised (1) to reflect removal of former 306.18(10)(4) relative to graduation dates impacted by snow days, SB90 amendment to RSA, (2) to better reflect the CTE coordination language of RSA 188-E:1-a, III, and (3) redesignation of "distance learning" to "remote learning" per the revised 306 rules of 2024.
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### **JF: Enrollment and Enrollment Capacities**

**MOTION:** *To update policy JF with NHSBA sample policy and committee edits of keeping a portion of the MRSB policy.*

- Recommended
- NHSBA Note: NHSBA strongly recommends that school districts begin establishing school, program and class capacities annually as a means for districts and boards to respond to the rapidly changing landscape relative to enrollment options and

requirements. Multiple existing statutes require enrollment/placement/assignment of students in ways that were not common even 3 years ago. Recently proposed legislation would expand those situations even further, and some allow/would allow a school or district to reject participation only if the school/program does not have the ability/capacity to accommodate the student. The revisions in this sample include a direction to the Superintendent to compile a report on recommended capacities for the district's schools/programs/classes and activities, with those recommendations to be reviewed and approved by the board on an annual basis. This policy was revised generally, and more significantly to include a direction for the Superintendent to prepare an annual enrollment capacity report. Because of the expansion of choice options, the importance of tracking program capacities has become both more important and more complicated. As such, NHSBA has changed the category from optional to recommended. Additional revisions are intended to better reflect current general enrollment/attendance standards. Finally, in order to minimize conflicting language between policies, provisions relating to "age of entrance" have been removed, as age of entrance for first grade and for kindergarten are addressed in samples JEB - JEBA.

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Book	I: Instruction
Section	Series I
Title	Extended Learning Opportunities
Code	IHBH
Status	Active
Adopted	May 4, 1993
Last Revised	October 2, 2012

## **EXTENDED LEARNING OPPORTUNITIES**

### **Purpose**

The Board encourages students to pursue extended learning opportunities (ELO) as a means of acquiring knowledge and skills through instruction or study that is outside the traditional classroom methodology. Extended learning opportunities may include, but are not limited to, independent study, private instruction, performing groups, internships, community service, apprenticeships, online courses/distance education, or other opportunities approved by the Superintendent or his/her designee, in conjunction with Board policies.

The purpose of extended learning opportunities is to provide educational experiences that are meaningful and relevant, and that provide students with opportunities to explore and achieve at high levels. In order to maximize student achievement and meet diverse pathways for learning, this policy permits students to employ extended learning opportunities that are stimulating and intellectually challenging, and that enable students to fulfill or exceed the expectations set forth by State minimum standards and applicable Board policies.

Extended learning opportunities may be taken for credit or may be taken to supplement regular academic courses. Extended learning opportunities may also be used to fulfill prerequisite requirements for advanced classes. If the extended learning opportunity is taken for credit, the provisions of Policy IMBC, Alternative Credit Options, will apply. The granting of credit shall be based on a student's mastery of course competencies, as defined by Policies ILBA, Assessment of Educational Programs and ILBAA, High School Competency Assessments. Highly Qualified Teachers must authorize the granting of credit for learning accomplished through extended learning opportunities.

### **Roles and Responsibilities**

All programs of study must meet or exceed the proficiencies and skills identified by the New Hampshire State Board of Education, applicable rules and regulations of the Department of Education, and all applicable Board policies. All programs of study proposed through this program shall have specific instructional objectives aligned with the State minimum standards and District curriculum standards. All extended learning opportunities will comply with applicable laws and regulations, including child labor laws and regulations governing occupational safety.

Students wishing to pursue programs of study under these guidelines must first present their proposal to the school's ELO Coordinator(s) for approval. The name and contact information for the school's ELO Coordinator(s) will be found in the Student/Parent Handbook or by contacting the Principal's office or the Guidance Department. The designated ELO Coordinator will assist students in preparing the application form and other necessary paperwork.

The Principal will have primary responsibility and authority for ensuring the implementation of extended learning opportunities and all aspects of such programs. The Principal will determine who will be responsible for approving student eligibility and such approval will include a consideration of the overall benefits, costs, advantages, and disadvantages to both the student and the district.

The Principal will review and determine credits that will be awarded for extended learning opportunities toward the attainment of a high school diploma. Parents/guardians and/or students may appeal decisions rendered by the Principal within the provisions below (see Appeal Process).

Students approved for an extended learning opportunity must have parental/guardian permission to participate in such a program. Such permission will be granted through a Memorandum of Understanding for Educational Services signed by the parent/legal guardian and returned to the district before beginning the program.

All extended learning opportunities not initiated and designed by the district shall be the financial responsibility of the student or his/her parent/legal guardian. Students electing independent study, college coursework, internships, or other extended learning opportunities that are held off the high school campus will be responsible for providing their own transportation to and from the off-campus site. However, the District may provide transportation if feasible.

Students who have a financial or transportation need that would prevent such participation may request school assistance through their school Guidance Counselor. Such requests may be granted if district resources are available and at the discretion of the Superintendent. The Principal or Guidance Counselor will assist students in seeking alternative means of financial or transportation assistance if so needed. Students approved for off-campus extended learning opportunities are responsible for their personal safety and well-being. Extended learning opportunities at off-campus sites will require a signed agreement among the school, the student, and a designated agent of the third-party host. The agreement should specify the roles and responsibilities of each party.

### **Application Process**

1. The application is to be completed by the student/parent/guardian seeking approval for the extended learning opportunity.
2. The application should be completed and submitted at least thirty (30) days prior to the beginning of the proposed program. However, the Board recognizes that short-term notice opportunities may present themselves to students from time to time. As such, the Principal may grant waivers to the thirty (30) day

submission requirement at his/her discretion, provided all other application criteria are satisfied. Such waivers will be granted on a case-by-case basis. All required information must be attached to the application and submitted to the student's Guidance Counselor.

3. The application will be reviewed by appropriate District staff and administration and a decision will be made within ten (10) days of receipt of the application. The student will be notified in writing of the status of the application. If additional information is requested, the information must be submitted within one week of receipt of the request.

4. It is the student's responsibility to maintain academic standing and enrollment in the approved program. Any failure to complete an approved program may jeopardize the student's ability to earn credit for the course. The student and parent/guardian recognize that in the event the student withdraws from an approved program, the District cannot guarantee placement in an equivalent District-offered course.

5. The District reserves the right to determine the number of credits to be awarded. Any credits earned may be calculated towards the overall Grade Point Average. The course name and actual grade earned will be noted on the student's official transcript.

### **Evaluation Criteria**

The Principal will evaluate all applications. At a minimum, all applications must meet the following criteria:

- Provides for administration and supervision of the program
- Provides that certified school personnel oversee and monitor the program

Requirement that each extended learning opportunity meets rigorous standards, including the minimum standards established by the State Board of Education and all other applicable District standards

### **Appeal Process**

A student whose application has been denied may request a meeting with the Principal. The Principal will provide the student with rationale as to why the proposal was denied. Students may resubmit alternate proposals for consideration if such proposals are made within the timelines established by this policy. If the Principal rejects the resubmitted proposal, the student may appeal to the Superintendent. All decisions made by the Superintendent shall be final.

### **Program Integrity**

In order to ensure the integrity of the learning experience approved under this program, the student will be required periodically or upon demand to provide evidence of progress and attendance. The Principal will be responsible for certifying course completion and the award of credits consistent with the District's policies on graduation.

If a student is unable to complete the extended learning opportunity for valid reasons, the Principal, Principal's designee, or assigned Highly Qualified Teacher will evaluate the experience completed to date and make a determination for the award of partial credit or recommend an alternative experience.

If a student ceases to attend or is unable to complete the extended learning opportunity for an insufficient reason (lack of effort, failure to follow through, indecision, etc.), the Principal may determine that the student's transcript be adjusted to reflect the experience as a failure.

In order to certify completion of co-curricular programs and activities based upon specific instructional objectives aligned to the standards, the school will develop appropriate mechanisms to document student progress and program completion on student personnel records.

Students transferring from other schools who request acceptance of course credits awarded through similar extended learning opportunity programs shall have their transcripts evaluated by the Guidance Counselor and Principal.

It shall be incumbent upon the students or his/her parent/legal guardian to request that copies of the student's official transcript be sent from the former school.

**Policy References:**

Legal References:

NH Code of Administrative Rules, Section Ed 306.04(a)(13), Extended Learning Opportunities  
NH Code of Administrative Rules, Section Ed 306.26(f), Extended Learning Opportunities – Middle School  
NH Code of Administrative Rules, Section Ed 306.27(b)(4), Extended Learning Opportunities – High School

Policy References:

, IKF, IHBI, IHBH-R2, IHBH-R, IMBA and IMBC

Category - Recommended

[ihbh-r-extendedlearningopportunityapplication.pdf \(165 KB\)](#)

[ihbh-r2-extendedlearningopportunitymou.pdf \(269 KB\)](#)

**Last Modified by Lillian Sutton on June 29, 2017**



Book	I: Instruction
Section	Series I
Title	DRAFT Extended Learning Opportunities
Code	IHBH
Status	First Reading
Adopted	May 4, 1993
Last Revised	October 2, 2012

# DRAFT

## EXTENDED LEARNING OPPORTUNITIES

### Purpose

"Extended learning opportunities" (ELOs) are personalized learning experiences that allow for achievement of competencies through means outside of the traditional classroom/course such as means of acquiring knowledge and skills through instruction or study outside the classroom. Extended learning opportunities may include, but are not limited to, independent study, private learning, summer activities, or other opportunities approved as provided below, and in accordance with applicable Board policies.

The purpose of extended learning opportunities is to provide educational experiences that are meaningful and relevant, and that provide students with opportunities to explore and achieve beyond traditional learning, this policy permits students to employ extended learning opportunities that are stimulating and intellectually challenging, and that enable students to fulfill or exceed the expectations of their courses.

Credit is earned when students achieve the State or District competencies of a subject area. Students achieve competency when they can demonstrate proficiency in the subject area. Extended learning opportunities, or credit, may be taken to supplement regular academic courses. Extended learning opportunities may also be used to fulfill prerequisite requirements for advanced classes.

If a student can demonstrate proficiency in high school competencies after the completion of the extended learning opportunity, irrespective of current grade level, the provisions of Policy 1000 shall apply.

### Roles and Responsibilities

All areas of study in the program must meet or exceed the proficiencies and skills identified by the New Hampshire State Board of Education, applicable rules and regulations of the Department of Education, and approved as an ELO shall have specific instructional objectives aligned with the State minimum standards and/or District curriculum standards. All extended learning opportunities will comply with all applicable laws governing occupational safety.

Students wishing to pursue a specific learning opportunity must first present their proposal to the school's [\_\_\_\_\_] ELO Coordinator for approval. The name and contact information for the ELO Coordinator is in the Handbook or by contacting the Principal's office or the Guidance Department. The designated ELO coordinator will assist students in preparing the application form and other necessary information to determine the competencies and potential credits that may be earned through the ELO.

The [\_\_\_\_\_] Principal will have primary responsibility and authority for overseeing the implementation of ELOs and all aspects of such programs. The Principal will determine the overall benefits, costs, advantages and disadvantages to both the student and the District.

The [\_\_\_\_\_] Principal will review and determine what credit(s) can be awarded for ELOs toward the attainment of a high school diploma. Parents/guardians and/or students must be involved in the ELO Process).

Students approved for an extended learning opportunity must have parental/guardian permission to participate in such a program. Such permission will be granted through a Memorandum of Understanding returned to the District before beginning the program.

All extended learning opportunities not initiated and designed by the District shall be the financial responsibility of the student or his/her parent/legal guardian. Students seeking independent learning opportunities that are held off the high school campus will be responsible for providing their own transportation to and from the off-campus site. However, the District may provide transportation for students who have a financial or transportation need that would prevent such participation, may request school assistance through the [\_\_\_\_\_] ELO Coordinator/Principal/Guidance Counselor at the discretion of the Superintendent. The Principal or Guidance Counselor will assist students in seeking alternative means of financial or transportation assistance if so needed.

Students who have a financial or transportation need that would prevent such participation, may request school assistance through the [\_\_\_\_\_] ELO Coordinator/Principal/Guidance Counselor at the discretion of the Superintendent. The Principal or Guidance Counselor will assist students in seeking alternative means of financial or transportation assistance if so needed.

Students approved for off-campus extended learning opportunities are responsible for their personal safety and well-being. Extended learning opportunities at off-campus sites will require a host. The agreement should specify the roles and responsibilities of each party.

### Application Process

1. The application is to be completed by the student/parent/guardian seeking approval for the extended learning opportunity.
2. The application should be completed and submitted at least thirty (30) days prior to the beginning of the proposed program. However, the Board may grant waivers to students from time to time. As such, the Principal may grant waivers to the thirty (30) day submission requirement at his/her discretion. All required information must be attached to the application and submitted to the student's Guidance Counselor. Waivers will be granted on a case-by-case basis.
3. The application will be reviewed by appropriate District staff and administration and a decision will be made within ten (10) days of receipt of the application. If additional information is requested, the information must be submitted within one week of receipt of the request.

- 4. It is the student’s responsibility to maintain academic standing and enrollment in the approved program. Any failure to complete an approved course. The student and parent/guardian recognize that in the event the student withdraws from an approved program, the District cannot gu
- 5. The District reserves the right to determine the number of credits to be awarded. Any credits earned may be calculated towards the overall ( noted on the student’s official transcript.

**Evaluation Criteria**

The Principal will evaluate all applications. At a minimum, all applications must meet the following criteria:

- Provides for administration and supervision of the program
- Provides that certified school personnel oversee and monitor the program
- Requirement that each extended learning opportunity meets rigorous standards, including the minimum standards established by the State B

**Appeal Process**

A student whose application has been denied may request a meeting with the Principal. The Principal will provide the student with rationale as to why the proposal was denied. Students r timelines established by this policy. If the Principal rejects the resubmitted proposal, the student may appeal to the Superintendent. All decisions made by the Superintendent shall be final

**Program Integrity**

In order to insure the integrity of the learning experience approved under this program, the student will be required periodically or upon demand to provide evidence of progress and attar credits (based on the achievement of competencies) consistent with the District’s policies on graduation.

If a student is unable to complete the extended learning opportunity for valid reasons, the Principal or Principal’s designee, will evaluate the experience completed to date and make a det demonstrate some, but not all, of the required competencies)or recommend a different learning opportunity.

If a student ceases to attend or is unable to complete the extended learning opportunity for insufficient reason (lack of effort, failure to follow through, indecision, etc.), the Principal may

In order to certify completion of co-curricular programs and activities based upon specific instructional objectives aligned to the standards, the school will develop appropriate mechanisr records.

Students transferring from other schools who request acceptance of credit(s) awarded through extended learning opportunity programs shall have their transcripts evaluated as provided i

*Legal References Disclaimer: These references are not intended to be considered part of this policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to enact this policy, nor as a complete reci subject matter of the policy.*

**NH Dept of Ed Regulation**

- N.H. Code Admin. Rules Ed 306.04(b)(13)
- N.H. Code Admin. Rules Ed 306.04(b)(21)
- N.H. Code Admin. Rules Ed 306.22(c)(4)

**Description**

- [Alternative Means Of Demonstrating Achievement Of Competencies](#)
- [Instructional Program](#)
- [High School Curriculum, Credits, and Cocurricular Programs](#)

**Cross References**

**Code**

- IHBB
- IHBI
- IHCD
- IK
- IKF
- IKFG
- IMBA

**Description**

- [Programs for Gifted and Talented Students](#)
- [Alternative Learning Programs & Individual Plans](#)
- [Advanced Course Work/Advanced Placement Courses and STEM Dual and Concurrent Enrollment](#)
- [Earning of High School Credit - Achievement of Competencies](#)
- [High School Graduation Requirements](#)
- [Career Exploration, Readiness, Pathways & Credentials](#)
- [Remote Learning](#)

[ihbh-r-extendedlearningopportunityapplication.pdf \(165 KB\)](#)

[ihbh-r2-extendedlearningopportunitymou.pdf \(269 KB\)](#)

Last Modified by Kristen Noonan on August 25, 2025



Book	F: Facilities and Planning Development
Section	Series F
Title	Supervisor of Construction, Clerk of the Works, Project Manager
Code	FEH
Status	Active
Adopted	March 3, 2020

## SUPERVISION OF CONSTRUCTION CLERK OF THE WORKS / PROJECT MANAGER

- A. Subject to the provisions of paragraph D, below for projects over \$1,000,000, the Board will employ a Clerk of the Works who shall be directly responsible to the Board for review of the architect and contractor's activities in his/her supervision of building construction. This review shall include the adequacy of field inspection of the contractor's operations, administrative activities of the architect relating to construction, and any other matters relating to the interest of the District. The Clerk shall make periodic reports certifying by his/her personal knowledge that the work of the construction contractor and the architect is being performed in accordance with plans, specifications, and contracts.
- B. Change orders will be recommended by the Clerk of the Works to the Superintendent who will determine whether or not it is a matter for Board consideration. If the Superintendent decides Board consideration is not necessary, then the signature of the Superintendent shall be considered Board action. The Superintendent will develop a procedure to use relative to the need for the School Board review of change orders.
- C. Upon completion of building construction and after a final inspection of all its aspects by the design professional, contractors, and school officials, a recommendation for its acceptance will be made to the Board by the design professional and the Clerk of the Works.
- D. For construction or reconstruction projects of \$1,000,000 or more, for which the District receives a State Building Aid grant under RSA 198:15-c, the Clerk of the Works must hold the qualifications and title, and perform the services and responsibilities of a "Project Manager" as determined by the New Hampshire Department of Education, in addition to all responsibilities of the Clerk of the Works as outline in this policy. Additionally, the Project Manager shall hold his or her own comprehensive liability and auto insurance, worker's compensation coverage, and professional liability coverage.

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### Legal References:

RSA 198:15-c, IV, School Building Aid, Approval of Plans, etc.  
199:3, 4 & 4-a, Transfer of Building

**Last Modified by Lillian Sutton on March 16, 2020**



Book	F: Facilities and Planning Development
Section	Series F
Title	DRAFT Supervisor of Construction, Clerk of the Works, Project Manager
Code	FEH
Status	Policy Committee Review
Adopted	March 3, 2020

DRAFT  
SUPERVISION OF CONSTRUCTION CLERK OF THE WORKS / PROJECT MANAGER

- A. Subject to the provisions of paragraph D, below, for projects over \$1,250,000, the Board will employ a Clerk of the Works who shall be directly responsible to the Board for review of the architect and contractor's activities in his/her supervision of building construction. This review shall include adequacy of field inspection of the contractor's operations, administrative activities of the architect relating to construction, and any other matters relating to the interest of the District. The *Clerk* shall make periodic reports certifying by his/her personal knowledge that the work of the construction contractor and the architect is being performed in accordance with plans, specifications, and contracts.
- B. Change orders will be recommended by the Clerk of the Works to the Superintendent who will determine whether or not it is a matter for Board consideration. If the Superintendent decides Board consideration is not necessary, then the signature of the Superintendent shall be considered Board action. The Superintendent will develop a procedure to use relative to the need for the School Board review of change orders.
- C. Upon completion of building construction and after a final inspection of all its aspects by the design professional, contractors, and school officials, a recommendation for its acceptance will be made to the Board by the design professional and the Clerk of the Works.
- D. For construction or reconstruction projects of \$1,250,000 or more, for which the District receives a State Building Aid grant under RSA 198:15-c, the Clerk of the Works must hold the qualifications and title, and perform the services and responsibilities of an Owner's Project Manager ("OPM"). The OPM will provide the services, fulfill the responsibilities and hold the qualifications of an OPM as set forth in N.H. Dept. of Education Rule Ed 321.30. Additionally, the Project Manager shall hold his or her own comprehensive liability and auto insurance, worker's compensation coverage, and professional liability coverage as required by RSA 198:15-c, III.

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#### NH Statutes

RSA 198:15-b

RSA 198:15-c

RSA 199:3

RSA 199:4 & 4-a

#### Description

[Amount of Grant](#)

[School Building Aid, Approval of Plans, etc.](#)

[Transfer of Building](#)

[Transfer of Building](#)

#### NH Dept of Ed Regulation

N.H. Code Admin Rules Ed 321:30

#### Description

[Owner's Project Manager \(OPM\)](#) (Link active as of 2025.11.11)

Cross References

**Code**

EC

**Description**

Buildings and Grounds Management

Last Modified by Kristen Noonan on June 9, 2026



Book	E: Support Services
Section	Series E
Title	DRAFT Subpoenas Involving District Students, Officials, Employees and/or Records
Code	EHLB
Status	Policy Committee Review

## Draft

### Subpoenas Involving District Students, Officials, Employees and/or Records

#### A. Purpose and General Statement of Policy.

The purpose of this policy is to provide guidance and establish procedures for the receipt, review, and response to subpoenas, summonses and other legal processes (collectively "subpoena(s)" directed to the District, its officials, employees, or students). This policy is designed to ensure compliance with applicable laws while safeguarding the privacy rights of individual students and employees. It also aims to protect the legal and operational interests of the District and uphold the integrity of its educational mission. The policy does not concern subpoenas or other legal process on District officials, employees or students relative to matters directed at them as individuals and not at, or affecting, the District.

1. This policy provides guidance and direction for District employees or officials who are subpoenaed to testify and/or provide educational or other District records for any judicial or administrative proceeding.
2. The Board recognizes that when civil, administrative or criminal actions are pending involving an employee or student, the District may be requested or required to take action in order to protect the rights of District students, employees and officials, as well as the interests of the District.
3. In responding to subpoenas, the District will take such measures as are appropriate to its primary mission of providing for the education of students in an environment that is safe for employees and students and is conducive to learning.

#### B. Procedures for Received Subpoenas.

1. Subpoenas Requesting District Records (a/k/a "subpoena duces tecum"). As provided in Board policy {\*\*} EH, the School Board has designated the Superintendent as the custodian of all District records, which term shall have the same meaning as "governmental records" in the state's Right to Know law, RSA 91-A:1-a, and includes, without limitation, all student and all personnel records maintained by the District in whatever form. Accordingly, the School Board designates the Superintendent as the party upon whom a subpoena should be served when the subpoena is requesting District records (such subpoenas are often styled/titled "subpoena duces tecum"). As the designation of a custodian by the District is not necessarily binding on the party or agency seeking the records/issuing the subpoena, any employee who receives a subpoena merely requesting District records should follow the protocol included in the next paragraph.
2. Employee Receipt of a Subpoena. Any employee who receives a subpoena regarding a judicial or administrative proceeding for any purpose related to the District, or any of the District's students, employees or officers shall inform the Principal or other available senior building administrator immediately upon receiving the subpoena. If no building administrator is readily available, the employee shall inform the Superintendent or available senior SAU administrator. The Principal/building administrator or supervisor will inform the Superintendent or available senior SAU administrator about the subpoena as soon as possible.

No employee may testify or release student information, student or personnel records, or other district records without consultation in advance with the Superintendent or designee.

3. Subpoenas Seeking Student Records and Compliance with FERPA. In compliance with FERPA, the District will disclose student education records in response to a valid subpoena or court order only after providing reasonable advance notice to the parent or eligible student before releasing records, unless the subpoena is from a federal grand jury or law enforcement and includes a court order of non-disclosure, or the subpoena is part of a legal proceeding involving child abuse or neglect and the parent is a party to the case.

4. **Consultation with Counsel.** The Superintendent or Superintendent's designee, or in the absence of the Superintendent, the most senior administrator available at the SAU will promptly contact the School District's attorneys for guidance in order to ensure:
  - a. the validity of the subpoena, and
  - b. compliance with FERPA and all other legal requirements, and
  - c. protection of the interests of the District's students, employees, officials and the District itself.

**C. Dissemination of Information Regarding this Policy and Subpoenas.**

The Superintendent shall ensure that all employees are informed about the requirements of this policy. Additionally, the Superintendent must ensure that all certified educators are made aware that under RSA 21-N:4, XIII, a subpoena from the New Hampshire Department of Education ("NHED") served upon a certified educator may be sent certified mail to the last address on file at the Department of Education. The delivery of the subpoena does not require a return receipt. It is imperative therefore, that all certified educators (1) ensure that their addresses on file with NHED are current, and (2) are diligent in monitoring mail at those addresses.

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**NH Statutes**

RSA 189:65

**Description**

[Definitions](#)

RSA 189:66

[Data Inventory and Policies Publication](#)

RSA 189:67

[Limits on Disclosure of Information](#)

RSA 194-C:4, SAU

[Superintendent Services](#)

RSA 21-N:4

[Duties of the Commissioner](#)

RSA 91-A:1-a

[Definitions](#)

**Federal Statutes**

20 U.S.C. §1232g

**Description**

[Family Educational Rights and Privacy Act \(FERPA\)](#)

**Cross References**

**Code**

EH

**Description**

[Public Access to School District Records](#)

EH-R(1)

[Public Access to School District Records - Procedures for Public Access to District Records "Right to Know Requests"](#)

EH-F(1)

[Public Access to School District Records - Request for Waiver of Electronic Communication Record Charge](#)

EH-F(2)

[Public Access to School District Records - Affidavit of Indigency for Waiver of Electronic Communication Charge](#)

EHB

[Data/Records Retention](#)

EHB-R(1)

[Data/Records Retention - Local Records Retention Schedule](#)

GBEAB

[Mandatory Code of Conduct Reporting - All Employees](#)

GBEB

[Staff Conduct](#)

JRA

[Student Records and Access \(FERPA\)](#)

JRA-R(1)

[Student Records and Access \(FERPA\)](#)

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Last Modified by Kristen Noonan on June 9, 2026



Book G: Personnel  
 Section Series G  
 Title DRAFT Leave for Uniformed Service Members or Their Spouses  
 Code GCCAD  
 Status Policy Committee Review

## DRAFT Leave for Uniformed Service Members or Their Spouses

### A. General Policy and Definition.

The purpose of this policy is to reinforce the District’s commitment to military personnel and their families within the educational community. The policy describes certain leave and reemployment rights that apply under state and federal law for (1) employees who are members of the military, and (2) spouses of members of the military on active duty. This policy is intended to support military families by protecting their employment status during periods of military service and ensuring a smooth transition back into the workforce.

In accordance with applicable state statutes and the federal Uniformed Services Employment and Reemployment Rights Act (USERRA), as used in this policy “Uniformed Services” consist of members of the:

- Army, Navy, Air Force, Marine Corps, Space Force, Coast Guard, including reservists), Commissioned Corps of the National Oceanic and Atmospheric Administration (NOAA), Commissioned Corps of the Public Health Service, Federal Emergency Management Agency (FEMA), National Disaster Medical System, and any other category of persons designated by the President of the United States in time of war or national emergency;
- National Guard (regardless of the activation authority or location of service), and
- Others as may be added by statute from time to time.

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An administrator who receives a request for leave for a service position not described above, is encouraged to determine whether there has been an expansion of the classifications of personnel entitled to rights under USERRA or under RSA 110-C:1.

Employees of the District who are the spouse of a uniformed services member are also granted certain rights. These rights are explained in Section C.

### Provisions Applicable to Uniformed Service Members Only.

Uniformed service members employed by the District are eligible for service-related leave, re-employment and other rights in accordance with USERRA and applicable state law. Among other things, and subject to certain exceptions, returning employees must be treated as if they had never left, and retain all seniority-based rights and benefits as if continuously employed during their military leave.

The provisions below address the most common circumstances related to uniform service leave and reemployment following the leave. There are many other provisions of USERRA and related regulations that address special situations and which may alter the responsibilities of the District and/or the rights of the employee (e.g., injuries sustained during the service related leave, undue hardship to the district, cumulative service-related leave exceeding 5 years, dishonorable or “other than honorable” discharge, etc.). Supervising/human resources administrators should consult with counsel or contact the U.S. Department of Labor in such circumstances.

Notice. A uniformed service member employee is required to give advance notice to the Superintendent before taking a service-related leave. Ideally, the notice will be given in writing as early as reasonably possible under the circumstances. Except in cases of emergency assignment or “military necessity”, a minimum of 30 days prior to deployment is expected.

Salary and Wages. The District will not pay salary or wages during the service-related leave, subject to any terms in collective bargaining agreements, or if the employee elects to use any accrued paid time off. [NOTE: if the District pays employees for jury duty, the same compensation provisions will apply.]

Retirement System and other Retirement Benefits. The entire period of the service-related leave is to be treated as continuous employment. However, the District is not required to make contributions during service-related leave except in accordance with the requirements of the New Hampshire Retirement Service System. Note that if the period of service-related leave straddles more than one fiscal year, the contribution rate may change based upon experience steps or other compensation increases between the two fiscal years to which the employee would have been entitled had the service not occurred.

Medical Insurance. A uniform service member taking leave under URESSA may elect to continue participation (for themselves and their dependents) in the District’s employer-sponsored health insurance during the leave for up to 24 months. If the employee’s period of service is 30 days or less, the normal employee and employer contribution schedule and rates apply. If the service-related leave is 31 days or longer, the District has the discretion to charge the employee up to 102% of the entire premium, and the payment

schedule will be dependent on the health plan's rules. The District will provide the employee with a USERRA continuation coverage notice at or before the commencement of the leave. If the employee elects not to continue coverage at the time of taking the leave or ceases coverage during the leave, reinstatement into the plan upon return to work must occur without a waiting period.

**Completion of Service-Related Leave.** Upon completion of service (no longer than five cumulative years), the employee shall give evidence of satisfactory discharge immediately thereafter. The employee shall be restored to his or her previous or similar position with the same status, pay, vacation leave, sick leave, bonus, advancement, and seniority. **Seniority shall continue to accrue during the period of absence.**

If the employee is unable to provide [satisfactory evidence] (documents, etc.) because they are not readily available or do not exist, the employee shall be reemployed despite this. However, if once the documentation becomes available it shows that one or more of the reemployment requirements were not met, the district may terminate the person and any rights or benefits that may have been granted.

**Return to Work/Reemployment After Completion of Service.**

If service is less than 31 days, an employee must return to work within the first day after duty ends, after a period for safe transportation and at least 8 hours of rest.

If service is between 31 days and 180 days, the employee must apply for re-employment, not later than 14 days after completion. Applications for re-employment submitted after 14 days, due to no fault of the employee, will be accepted.

If service is greater than 180 days, the employee must apply for re-employment within 90 days of returning from service.

The reporting or application deadlines may be extended for up to two years for employees who are hospitalized or convalescing due to an injury or illness incurred during military service. If the employee was disabled on account of the service, or a pre-existing disability is aggravated by account of the service, the District will make reasonable efforts to accommodate the disability.

**Reinstatement Rights.** Employees returning from service-related leave will be reinstated to the position they would have attained had they remained continuously employed, unless doing so would impose an undue hardship on the District or impossible as defined by 20 CFR 1002.139. If the responsibilities for the same position that the employee held have changed since the employee began the service-related leave, and additional training is required, the District will make reasonable efforts to retrain the employee for their position.

**Provisions Applicable to Employee Spouses of Uniformed Service Members**

This section provides limited leave and other employment protections for employees who are legally married to uniformed service members (as defined above) when service members are involuntarily mobilized for up to one year and one day. The section applies only to District employees who work in a school or other District location with 50 or more full or part-time employees (whether assigned entirely or partially at that school/location).

**Leave.** The District will grant unpaid leave to an employee spouse of a uniformed service member, and will not discharge, refuse to hire or take any adverse employment action against the employee based on the involuntary mobilization of the employee's spouse **when such mobilization lasts at least one year and one day.**

In order to exercise leave and other rights under this Section C, the spouse employee must inform the Superintendent within 30 days of their spouse's receipt of the official notice of the involuntary mobilization. The District must then provide a written acknowledgment to the employee of the notice of deployment, explicitly confirming adherence to the terms of RSA 110-C:1-a and this policy.

**Benefits.** Under RSA 110-C:1-a, II, except as otherwise provided in this Section C, a service member spouse shall be afforded the same privileges, benefits and protections as would a service member employee called to active duty as described in Section B above.

**Reemployment.** A spouse of an involuntarily mobilized uniformed service member has reemployment rights or the same duration that a uniformed service member would have under Section B.6, above. The service member spouse will be reemployed in the same position he or she held, or in a position of like seniority, status, and pay for which he or she is qualified. The District may choose not to reemploy the employee if the District certifies that its circumstances have so changed as to make reemployment impossible or unreasonable as defined by 20 C.F.R. Section 1002.139.

In order to exercise the reemployment right, the employee is required to report to work or submit a timely application for reemployment upon the spouse's completion of mobilization.

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**NH Statutes**

RSA 110-C

RSA 112

**Description**

[National Guard; Rights and Protections](#)

[Public Officers or Employees; Military Leave](#)

**Other Reference**

USERRA Reference - US Dept. of Labor

**Description**

[A Guide to the Uniformed Services Employment and Reemployment Rights Act \(link as of 2025.11.11\)](#)

**Federal Regulations**

20 CFR 1002.139.

**Description**

[Exceptions to Reemployment Obligation](#)

**Federal Statutes**

38 U.S.C. §4301 et seq.

**Description**

[Uniformed Services Employment and Reemployment Rights Act](#)

**Cross References**

**Code**

JFAM

**Description**

[Education of Military Children & Military Connected Students](#)

**Last Modified by Kristen Noonan on June 9, 2026**



Book	I: Instruction
Section	Series I
Title	School Year
Code	IC
Status	Active
Adopted	May 4, 1993
Last Revised	March 21, 2023

## **SCHOOL YEAR AND SCHOOL YEAR CALENDAR**

### **A. School Year.**

The student school year shall be a minimum of 180 instructional days or, alternatively, the equivalent number of hours as required in the rules of the N.H. Department of Education (see Ed 306.18).

The school year for teachers and other certified professionals shall be 188 days unless otherwise determined by the Board, applicable collective bargaining agreement, or individual contract.

The school year for support staff shall be 183 days unless otherwise determined by the Board, applicable collective bargaining agreement, or individual contract.

The school calendar will be established annually as described in paragraph D below.

### **B. School Closures.**

Any days that the schools are closed for emergency reasons and are not designated by the Superintendent as distance education days (see paragraph C below) will be made up at the end of the school year or during recess periods, as approved by the Board upon the Superintendent's recommendation. Under special circumstances, the Board may request an exception to this requirement from the State Board of Education.

In the event schools are closed for excessive days for emergency reasons, the Superintendent may recommend to the School Board a revised schedule that satisfies all Department of Education requirements, but which may amend the number of days in the school year.

### **C. Distance Education During Inclement Weather.**

If inclement weather makes it unsafe to safely transport students to or from in-person instruction, the Superintendent/designee is authorized to designate that day as remote instruction or “distance learning”. Before remote instruction/distance learning is used as an instructional day for the purpose of satisfying the minimum instructional day/hour requirements of the N.H. Department of Education, the Superintendent shall ensure that a plan exists with procedures to promote and allow for participation by all students in any affected school.

Prior to approving designating a day as a remote instruction/distance learning day, or any school/district-wide distance education that is dependent on technology, the Superintendent/designee will consider the impact that the inclement weather event might have on necessary technology.

Distance education will only count toward the required instructional days/time when conducted in accordance with N.H. Dept. of Education Rule Ed 306.22. See also Board policies [IC](#) and [IMBA](#).

#### **D. School Calendar.**

The school calendar will be developed by the Superintendent and submitted to the Board by February 20th. The Board should approve the final calendar by their first meeting in March. Any exceptions or revisions to the calendar thereafter must be approved in advance by the Board.

The Superintendent shall ensure that the calendar conforms to the number of actual days of instruction and employment as required by law, board policy, and staff contracts.

To the extent possible, the calendar will be coordinated with the school calendars of the area vocational schools, regional special education programs, and other districts in the SAU.

The high school graduation date shall be set no more than 5 school days or 30 instructional hours before the end of the scheduled school year. The date may remain fixed notwithstanding the need for other grades to make up days lost to inclement weather or other emergencies. See Ed 306.18(a)(4).

**Dates of Revisions:** 03/21/2023, 2/21/2012; 5/20/2009

#### **Legal References:**

*RSA 189:1, Days of School*

*RSA 189:24, Standard School*

*N.H. Dept. of Education Rules, Ed 306.18, School Year*

*N.H. Dept. of Education Rules, Ed 306.19, School Calendar*

*N.H. Dept. of Education Rules, Ed 306.22, Distance Education*

**Last Modified by Lillian Sutton on April 3, 2023**



Book	I: Instruction
Section	Series I
Title	DRAFT School Year And School Year Calendar
Code	IC
Status	Policy Committee Review
Adopted	May 4, 1993
Last Revised	March 21, 2023

## DRAFT SCHOOL YEAR AND SCHOOL YEAR CALENDAR

### **A. School Year.**

The student school year shall be a minimum of 180 instructional days or, alternatively, the equivalent number of hours as required in the rules of the N.H. Department of Education (see Ed 306.15).

The school year for teachers and other certified professionals shall be 188 days unless otherwise determined by the Board, applicable collective bargaining agreement, or individual contract.

The school year for support staff shall be 183 days unless otherwise determined by the Board, applicable collective bargaining agreement, or individual contract.

The school calendar will be established annually as described in paragraph D below.

### **B. School Closures.**

Any days that the schools are closed for emergency reasons and are not designated by the Superintendent as remote learning days (see paragraph C below) will be made up at the end of the school year or during recess periods, as approved by the Board upon the Superintendent's recommendation. Under special circumstances, the Board may request an exception to this requirement from the State Board of Education.

In the event schools are closed for excessive days for emergency reasons, the Superintendent may recommend to the School Board a revised schedule that satisfies all Department of Education requirements, but which may amend the number of days in the school year.

### **C. Remote Learning During Inclement Weather.**

If inclement weather makes it unsafe to safely transport students to or from in-person instruction, the Superintendent/designee is authorized to designate that day as a remote learning day. Before remote instruction is used as instruction that day for the purpose of satisfying the minimum instructional day/hour requirements of the N.H. Department of Education, the Superintendent shall ensure that a plan exists with procedures to promote and allow for participation by all students in any affected school.

Prior to approving and designating a day as a remote instruction day, or any school/district-wide remote instruction that is dependent on technology, the Superintendent/designee will consider the impact that the inclement weather event might have on necessary technology.

Remote instruction will only count toward required instructional days/time when conducted in accordance with N.H. Dept. of Education Rule Ed 306.18. See also Board policy {\*\*}IMBA.

### **D. School Calendar.**

The school calendar will be developed by the Superintendent and submitted to the Board by February 20th. The Board should approve the final calendar by their first meeting in March. Any exceptions or revisions to the calendar thereafter must be approved in advance by the Board.

The Superintendent shall ensure that the calendar conforms to the number of actual days of instruction and employment as required by law, board policy, and staff contracts.

To the extent possible, the calendar will be coordinated with the school calendars of the applicable regional special education programs, and other districts in the SAU.

Additionally, the calendar must align with the calendar established by any applicable Regional Career and Technical Center Agreements (RCTEA), with exceptions only as allowed under RSA 188-E:1-a, III.

The high school graduation date shall be set no more than 5 school days or 30 instructional hours before the end of the scheduled school year. In the event that the number of days/hours lost to inclement weather exceeds 5 days/30 hours, the Superintendent shall confer with the New Hampshire Department of Education as to whether graduating students will be required to make up the lost days/hours.

**E. Holidays.**

Pursuant to RSA 288:4, III, any holiday included in the school calendar that corresponds to a State "legal" holiday shall use the name for such holiday as designated in RSA 288:1. As of 2024, these include: January 1, Martin Luther King, Jr. Civil Rights Day, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, and Christmas Day. All schools receiving State funds are required to observe Veterans Day. Additionally, such names shall be used on any "official" communication, publication, document or calendar.

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**NH Statutes**

	<b>Description</b>
RSA 188-E:1-a	<a href="#"><u>Regional Career and Technical Education Agreements (RCTEA)</u></a>
RSA 189:1	<a href="#"><u>Days of School</u></a>
RSA 189:24	<a href="#"><u>Standard School</u></a>
RSA 288:1	<a href="#"><u>Holidays</u></a>
RSA 288:4	<a href="#"><u>School Holidays</u></a>

**NH Dept of Ed Regulation**

	<b>Description</b>
N.H. Code Admin. Rules Ed 306.15	<a href="#"><u>School Year</u></a>
N.H. Code Admin. Rules Ed 306.15(f)	<a href="#"><u>Remote Learning</u></a>
N.H. Code Admin. Rules Ed 306.18	<a href="#"><u>Remote Learning</u></a>

## Cross References

<b>Code</b>	<b>Description</b>
EBCD	<a href="#"><u>Emergency School &amp; District Closings</u></a>
IMBA	<a href="#"><u>Remote Learning</u></a>

Last Modified by Kristen Noonan on June 9, 2026



Book	J: Students
Section	Series J
Title	Student Admissions to/Withdrawals from School/Enrollment
Code	JF
Status	Active
Adopted	May 4, 1993
Last Revised	April 5, 2022

## ENROLLMENT POLICY

Just as it is the District's responsibility to provide an education to all resident pupils between the ages of six years and eighteen years, it is the responsibility of resident parents to enroll their children in school, consistent with this policy and with all applicable state laws.

Consistent with the provisions of Policy JEB – Age of Entrance - a student may enter kindergarten if his/her chronological age will be five before September 30 of the year of entering school. A student may enter grade one if his/her chronological age will be six before September 30 of the year of entering school.

Students may attend school part-time, consistent with the provisions of RSA 193:1-a, Dual Enrollment. If a student is a resident of the District and is attending a school within the District on a part-time basis, the District will ensure that the student is satisfying compulsory attendance requirements. If a student is not a resident of the District, but is attending a school within the District on a part-time basis, it shall not be the District's responsibility to ensure that the student is satisfying compulsory attendance requirements.

Students participating in alternative learning programs established, offered and approved by the District shall be considered enrolled in the District. Alternative learning programs may include but are not limited to extended learning opportunities, alternative learning programs, independent studies, private instruction, or others.

Resident students who participate in a home education program pursuant to RSA 193-A will not be considered to be enrolled in the District, even if such students access educational programs through the District.

### Legal References:

RSA 189:1-a, Duty to Provide Education  
 RSA 193:1, Duty of Parent; Compulsory Attendance of Pupil  
 RSA 193:1-a, Dual Enrollment

Revisions: 11/1/1999

**Policy References:**  
Category - Optional

**Last Modified by Lillian Sutton on April 21, 2022**



Book	J: Students
Section	Series J
Title	DRAFT Enrollment and Enrollment Capacities
Code	JF
Status	Policy Committee Review
Adopted	May 4, 1993
Last Revised	April 5, 2022

## DRAFT Enrollment and Enrollment Capacities

### **A. Duty to Provide Education and General Enrollment Provisions.**

Just as it is the District's responsibility to provide an educational opportunity to all resident pupils who have reached the age of six before September 30 and eighteen years, it is the responsibility of parents to ensure that their children are participating in an educational program as required under RSA 193:1.

Age of entrance for the District's schools shall be as provided in Board policies ~~{\*\*}~~ JEB and ~~{\*\*}~~ JEBA.

Students may attend District schools part-time, consistent with the provisions of RSA 193:1. Except as otherwise provided in another Board policy or state law, part-time enrollment means that a student is enrolled in no more 50% of instructional time of the District's programming. Any student enrolled in more than 50% of instructional time shall be considered full time.

If a student is not a resident of the District, but is attending a school within the District on a part-time basis, it shall not be the District's responsibility to ensure that the student is satisfying compulsory attendance requirements.

Students participating in alternative learning programs established, offered and approved by the District shall be considered enrolled in the District. Alternative learning programs may include but are not limited to extended learning opportunities, alternative learning programs, independent studies, private instruction, or others.

Resident students who participate in a home education program pursuant to RSA 193-A will not be considered to be enrolled in the District, even if such students access educational programs through the District.

### **B. Annual Capacity Report and Limitations.**

In order for proper planning and to accommodate enrollment and assignment changes by both full-time enrolled students and other non-enrolled students, the Board directs the Superintendent to prepare and submit to the board by May 31 each year, a report with recommendations for capacity limitations for all of the District's schools, programs, classes and activities. The recommendations should be guided by the District's underlying mission to provide positive academic outcomes for its students, and take into account such matters as:

1. **Personnel Limitations** – Availability of qualified educators and support staff.
2. **Physical Space** – Classroom sizes, specialized facilities, and overall building capacity.
3. **Budgetary Constraints** – Funding allocations impacting staffing, resources, and infrastructure.
4. **Enrollment Trends** – Current enrollment, enrollment projections and community residential expansion (see Board policy ~~{\*\*}~~ FBB).
5. **Program-Specific Limits** – Desired caps for courses, programs, class levels and co-curricular activities.
6. **Student-Educator Ratios** – See Board policy ~~{\*\*}~~ ~~IBB~~~~IIB~~ and district and state standards.
7. **Specialized Needs** – Accommodations for students requiring additional support.
8. **Operational Factors** – Transportation, scheduling, and technology resources.

9. **Capacity to Accommodate Non-Resident/Tuition Students** - Including flexibility for unforeseen enrollment of resident students or students with a "right" of enrollment under tuition/AREA agreements.

10. **Recommendations** – Strategies for addressing capacity challenges and maintaining quality education.

The Superintendent shall ensure the report is data-driven, includes historical comparisons, considers and outlines actionable recommendations for resource allocation and program planning. The report need not itemize every class/program/activity, but can group them as the Superintendent deems appropriate. The Superintendent may include commentary or analysis of possible revenue and/or program improvement opportunities in the report.

The School Board will review the Superintendent's report and make such adjustments as the Board deems appropriate. No later than July 31, but ideally by June 30, the Board will finalize and approve Appendix (\*\*\*) JF-R(1) "**Annual School, Program, Class and Activities Capacity Limitations Enrollment.**"

*Legal References Disclaimer: These references are not intended to be considered part of this policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to enact this policy, nor as a complete recitation of related legal authority. Instead, they are provided as additional resources for those interested in the subject matter of the policy.*

**NH Statutes**

RSA 189:1-a

**Description**

Duty to Provide Education

RSA 193:1

Duty of Parent; Compulsory Attendance by Pupil

RSA 193:1-a

Dual Enrollment

**Cross References**

**Code**

IHBG

**Description**

Home Education Instruction

JEB

Age of Entrance

JFAM

Education of Military Children & Military Connected Students

**Last Modified by Kristen Noonan on June 9, 2026**



Book	E: Support Services
Section	Series E
Title	Data Governance and Security
Code	EHAB
Status	Active
Adopted	March 5, 2019
Last Revised	October 17, 2023
Last Reviewed	July 16, 2024

## DATA GOVERNANCE AND SECURITY

To accomplish the District's mission and comply with the law, the District must collect, create, and store information. Accurately maintaining and protecting this data is important for efficient District operations, compliance with laws mandating confidentiality, and maintaining the trust of the District's stakeholders. All persons who have access to District data are required to follow state and federal law, District policies and procedures, and other rules created to protect the information. The provisions of this policy shall supersede and take precedence over any contrary provisions of any other policy adopted prior to the date of this policy.

### A. Definitions

**Confidential Data/Information** - Information that the District is prohibited by law, policy, or contract from disclosing or that the District may disclose only in limited circumstances. Confidential data includes, but is not limited to, personally identifiable information regarding students and employees.

**Critical Data/Information** - Information that is determined to be essential to District operations and that must be accurately and securely maintained to avoid disruption to District operations. Critical data is not necessarily confidential.

### B. Data and Privacy Governance Plan - Administrative Procedures.

1. **Data Governance Plan.** The Superintendent, in consultation with the District Information Security Officer ("ISO") (See paragraph C, below) shall create a Data and Privacy Governance Plan ("Data Governance Plan"), to be presented to the Board no later than June 30, 2019. Thereafter, the Superintendent, in consultation with the ISO, shall update the Data Governance Plan for presentation to the Board no later than June 30 each year. **Due to internet security risks, the detailed contents of this governance plan shall be safeguarded.**

The Data Governance Plan shall include:

- (a) An inventory of all software applications, digital tools, and extensions. The inventory shall include users of the applications, the provider, purpose, publisher, privacy statement, and terms of use;
- (b) A review of all software applications, digital tools, and extensions and an assurance that they meet or exceed minimum standards set by the New Hampshire Department of Education;
- (c) Policies and procedures for access to data and protection of privacy for students and staff including acceptable use policy for applications, digital tools, and extensions used on District hardware, server(s) or through the District network(s);
- (d) A response plan for any breach of information/cybersecurity incidents; see RSA 31:103-b and RSA 359-C:19-21; and
- (e) A requirement for a service provider to meet or exceed standards for data protection and privacy.

2. Policies and Administrative Procedures. The Superintendent, in consultation with the ISO, is directed to review, modify, and recommend (policies) and create (administrative procedures), where necessary, relative to collecting, securing, and correctly disposing of District data (including, but not limited to Confidential and Critical Data/Information, and as otherwise necessary to implement this policy and the Data Governance Plan. Such policies and/or procedures may or may not be included in the annual Data Governance Plan.

### **C. Information Security Officer.**

The Superintendent shall designate a member of his/her administrative team to serve as the District's Information Security Officer (ISO). The ISO is responsible for implementing and enforcing the District's security policies and administrative procedures applicable to digital and other electronic data, and suggesting changes to these policies, the Data Governance Plan, and procedures to better protect the confidentiality and security of District data. The ISO will work with both District and building-level administrators and Data managers (paragraph E, below) to advocate for resources, including training, to best secure the District's data.

### **D. Responsibility and Data Stewardship.**

All District employees, volunteers, and agents are responsible for accurately collecting, maintaining, and securing District data including, but not limited to, Confidential and/or Critical Data/Information.

### **E. Data Managers.**

All District administrators are data managers for all data collected, maintained, used, and disseminated under their supervision as well as data they have been assigned to manage in the District's data inventory. Data managers will monitor employee access to the information to ensure that confidential information is accessed only by employees who need the information to provide services to the District and that confidential and critical information is modified only by authorized employees. Data managers will assist the ISO in enforcing District policies and procedures regarding data management.

### **F. Confidential and Critical Information.**

The District will collect, create or store confidential information only when the Superintendent or designee determines it is necessary, and in accordance with applicable law. The District will provide access to confidential information to appropriately trained District employees and volunteers only when the District determines that such access is necessary for the performance of their duties. The District will disclose confidential information only to authorized District contractors or agents who need access to the information to provide services to the District and who agree not to disclose the information to any other party except as allowed by law and authorized by the District.

District employees, contractors, and agents will notify the ISO or designee immediately if there is reason to believe confidential information has been disclosed to an unauthorized person or any information has been compromised, whether intentionally or otherwise.

The Superintendent and/or the ISO shall immediately report any known or suspected cybersecurity incidents within the District's information systems, or within an information system of any vendor of the District, to the New Hampshire Cyber Integration Center of the Department of Information Technology. The Superintendent and/or the ISO shall disclose all known information and interactions. See RSA 31:103-b.

The ISO or designee will investigate immediately and take any action necessary to secure the information, issue all required legal notices, and prevent future incidents. When necessary, the Superintendent, ISO, or designee is authorized to secure resources to assist the District in promptly and appropriately addressing a security breach.

As a part of this investigation, the ISO or designee will promptly determine the likelihood that any information part of a cybersecurity incident has been or will be misused. If the determination is that the misuse of information has occurred or is reasonably likely to occur, or if a determination cannot be made, the ISO will notify the affected individuals as soon as possible, consistent with the notification requirements under RSA 359-C:20.

Likewise, the District will take steps to ensure that critical information is secure and is not inappropriately altered, deleted, destroyed, or rendered inaccessible. Access to critical information will only be provided to authorized individuals in a manner that keeps the information secure.

All District staff, volunteers, contractors, and agents who are granted access to critical or confidential information/data are required to keep the information secure and are prohibited from disclosing or assisting in the unauthorized disclosure of such confidential or critical data/information. All individuals using confidential and critical data/information will strictly observe all administrative procedures, policies, and other protections put into place by the District including, but not limited to, maintaining information in locked rooms or drawers, limiting access to electronic files, updating and maintaining the confidentiality of password protections, encrypting and redacting information, and disposing of information no longer needed in a confidential and secure manner.

**Any attempt to access information by an unauthorized individual, regardless of success, may result in an investigation and/or consequences.**

#### **G. Using Online Services and Applications.**

District staff members are encouraged to research and utilize online services or applications to engage students and further the District's education mission. District employees, however, are prohibited from installing or using applications, programs, or other software, or an online system/website, that either stores, collects, or shares confidential or critical data/information, until the ISO approves the vendor and the software or service used.

Before approving the use or purchase of any such software or online service, the ISO or designee shall verify that it meets the requirements of the law, Board policy, and the Data Governance Plan and that it appropriately protects confidential and critical data/information. This prior approval is also required whether or not the software or online service is obtained or used without charge.

#### **H. Training.**

The ISO will provide appropriate training to employees who have access to confidential or critical information to prevent unauthorized disclosures or breaches in security. All school employees will receive annual training in the confidentiality of student records and the requirements of this policy and related

procedures and rules.

### **I. Data Retention and Deletion.**

The ISO or designee shall establish a retention schedule for the regular archiving and deletion of data stored on

District technology resources. The retention schedule should comply with, and be incorporated [by reference] into the data/record retention schedule established under Policy [EHB](#) and administrative procedure [EHBR](#), including but not limited to, provisions relating to Litigation and Right to Know holds as described in Policy [EHB](#).

### **J. Consequences**

The District may end business relationships with any contractor who fails to follow the law, District policies or procedures, or the confidentiality provisions of any contract.

The District may suspend all access to data or use of District technology resources pending an investigation.

Violations may result in temporary, long-term or permanent suspension of user privileges. The District will cooperate with law enforcement in investigating any unlawful actions.

*Category: Priority/Required by Law*

*Related Policies [EHAA](#), [EHB](#), [GBEBD](#), [GBEF](#), [IHBH](#), [JICJ](#), [JICL](#), [JICM](#), [KD](#), & [KDC](#)*

**Revision Dates: 10/17/2023, 3/5/2019**

#### **Legal References:**

*15 U.S.C. §§ 6501-6506 \* Children's Online Privacy Protection Act (COPPA)*

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

*20 U.S.C. § 1232h \* Protection of Pupil Rights Amendment (PPRA)*

*20 U.S.C. § 1400-1417 \* Individuals with Disabilities Education Act (IDEA)*

*20 U.S.C. § 7926 \* Elementary and Secondary Education Act (ESSA)*

*RSA 189:65 \* Definitions*

*RSA 186:66 \* Student Information Protection and Privacy*

*RSA 189:67 \* Limits on Disclosure of Information*

*RSA 189:68 \* Student Privacy*

*RSA 189:68-a \* Student Online Personal Information*

*RSA 359-C:19-21 \* Right to Privacy/Notice of Security Breach*



Monadnock Regional Middle High School

600 Old Homestead Hwy

Swanzey, NH 03446

Dear Local Patron,

I am writing you to formally request help funding a new wrestling mat for the Monadnock Regional High School Wrestling Team.

Wrestling is a time-honored sport that promotes discipline, perseverance, physical fitness, and strong character development. Establishing a wrestling program at Monadnock Regional High School provides students with a valuable opportunity to engage in athletics while developing life skills that extend far beyond the practice room and wrestling mat. Wrestling programs are known to improve student confidence, leadership skills, and academic commitment while promoting a strong sense of self accountability.

To successfully continue to grow this new program we need to replace the mat we currently practice on. It is 30+ yrs old and was donated by a local middle school, the condition is rough at best and probably won't last all of next season. The school district isn't able to help offset costs for a competition mat and quotes we have received have averaged around \$15,000-\$17,000. It is an essential piece of equipment that needs to be replaced for cleanliness and safety prior to our team's 1st ever home meet(s) during the 2026-27 season.

Thank you for considering this request and for your continued commitment to supporting student opportunities and athletic development in the Monadnock School District. If you are able to contribute to our cause, please make checks payable to Monadnock Regional High School and please put **Wrestling in the memo section**- failure to add this note will force the school to allocate the funds to another program.

Sincerely,

Matthew Smith

Head Coach Monadnock Wrestling



**June 16, 2026 School Board Meeting  
Budget Transfer**

**Budget Transfers**

1. Requested by: Janel Morin, Business Administrator

FROM:	01.2222.51150.00.00000	MRMHS Library Para Salary	\$13,884.00
	01.2222.52110.00.00000	MRMHS Library Para Health Ins	\$19,865.00
	01.2222.52120.00.00000	MRMHS Library Para Dental Ins	\$ 1,761.00
	01.2490.53300.00.00000	MRMHS SRO Reimbursement	\$14,490.00
TO:	01.2400.51250.00.00000	MRMHS Admin Asst Salaries	\$13,237.00
	01.2400.52110.00.00000	MRMHS Admin Health Ins	\$36,763.00

◆ Amount: \$50,000.00

◆ Reason: Transfer funds from vacant MRMHS Library Para position and SRO Reimb to cover MRMHS Admin Asst salaries and MRMHS Admin department health insurance costs due to changes in staffing and benefit elections.

2. Requested by: Janel Morin, Business Administrator

FROM:	01.1200.51100.01.00000	Mt Caesar Special Ed Para Sal	\$37,500.00
	01.1200.52110.01.00000	Mt Caesar Special Ed Health Ins	\$13,900.00
	01.1200.52220.01.00000	Mt Caesar Special Ed Fica	\$ 5,400.00
TO:	01.1100.51100.01.00000	Mt Caesar Reg Ed Salaries	\$19,200.00
	01.1100.51200.01.00000	Mt Caesar Substitutes	\$17,000.00
	01.1100.51900.01.00000	Mt Caesar Stipends	\$ 2,500.00
	01.1100.52310.01.00000	Mt Caesar Reg Ed N/T Retire (Subs)	\$ 2,800.00
	01.1107.52110.01.00000	Mt Caesar PK Health Ins	\$10,250.00
	01.1107.52120.01.00000	Mt Caesar PK Dental Ins	\$ 920.00
	01.1125.51100.01.00000	Mt Caesar Reading Imp Salaries	\$ 4,000.00
	01.1125.52300.01.00000	Mt Caesar Reading Imp Retirement	\$ 130.00

◆ Amount: \$56,800.00

◆ Reason: Transfer funds from Mt Caesar Special Ed Sal & Benefits lines due to various vacancies to Mt C Regular Ed Salaries, Substitutes, Stipends, PK Health & Dental, and Reading Imp Salaries and wage related benefits due to changes in staffing, substitute needs and lane change not able to be reflected in proposed budget.

3. Requested by: Janel Morin, Business Administrator

FROM:	01.2222.52110.01.00000	Mt Caesar Library Para Health	\$11,900.00
	01.2400.52120.01.00000	Mt Caesar Admin Dental Ins	\$ 700.00
	01.2400.54420.01.00000	Mt Caesar Copier Lease	\$ 2,900.00
	01.2400.56100.01.00000	Mt Caesar Admin Supplies	\$ 1,100.00
	01.2620.52110.02.00000	Cutler Custodial Health Ins	\$17,500.00
TO:	01.2620.56220.01.00000	Mt Caesar Electricity	\$34,100.00

◆ Amount: \$34,100.00

◆ Reason: Transfer funds from Mt Caesar Library Para Health Ins; Mt C Admin Dental Ins, Copier, and Supplies; and Cutler Custodial Health Ins to cover increase in Mt Caesar Electricity due to addition.

**June 16, 2026 School Board Meeting  
Budget Transfer**

4. Requested by: Janel Morin, Business Administrator

FROM:	01.2400.52110.02.00000	Cutler Admin Health Ins	\$42,800.00
	01.2400.52120.02.00000	Cutler Admin Dental Ins	\$ 2,000.00
	01.2400.58100.02.00000	Cutler Admin Dues & Fees	\$ 1,000.00
	01.2620.51170.02.00000	Cutler Custodial Salaries	\$ 3,600.00
	01.2620.54300.02.00000	Cutler Bldg Repair & Maint	\$ 2,200.00
TO:	01.1100.51100.02.00000	Cutler Regular Ed Inst Salaries	\$ 7,500.00
	01.1100.51200.02.00000	Cutler Substitutes	\$10,600.00
	01.1100.52110.02.00000	Cutler Regular Inst Health Ins	\$29,000.00
	01.1100.52120.02.00000	Cutler Regular Inst Dental Ins	\$ 2,000.00
	01.1100.52300.02.00000	Cutler Regular Inst Teacher Retire	\$ 2,500.00

◆ Amount: \$51,600.00

◆ Reason: Transfer funds from Cutler Admin and Custodial lines to cover changes in staffing under Regular Inst Salaries and Benefits and Substitutes.

5. Requested by: Janel Morin, Business Administrator

FROM:	01.2130.52110.03.00000	Troy Health Services Health Ins	\$11,100.00
	01.2130.52120.03.00000	Troy Health Services Dental Ins	\$ 300.00
TO:	01.2120.52110.03.00000	Troy Guidance Health Ins	\$11,400.00

◆ Amount: \$11,400.00

◆ Reason: Transfer funds from Troy Health Svcs Health and Dental lines to Troy Guidance Health Insurance due to changes in staffing.

6. Requested by: Janel Morin, Business Administrator

FROM:	01.2620.52110.03.00000	Troy Custodial Health Ins	\$17,000.00
	01.2620.52120.03.00000	Troy Custodial Dental Ins	\$ 600.00
	01.2620.52220.03.00000	Troy Custodial Fica	\$ 1,400.00
	01.2620.52310.03.00000	Troy Custodial N/T Retirement	\$ 3,200.00
	01.2620.56230.03.00000	Troy Propane/Bottled Gas	\$ 6,000.00
TO:	01.2620.56220.04.00000	Emerson Electricity	\$28,200.00

◆ Amount: \$28,200.00

◆ Reason: Transfer funds from Troy Custodial benefits lines due to changes in staffing and temporary vacancies and Troy Propane/Bottled Gas to Emerson Electricity due to addition and renovations.

**Monadnock Regional School District (MRSD)**  
**School Board Meeting Minutes**  
**June 2, 2026 (Not Yet Approved)**  
**MRMHS Library, Swanzey, NH**

**School Board Members Present:** Kristen Noonan, Edmond LaPlante, Brian Bohannon, Lisa Steadman, Rachel Vogt, Hannah Blood, Scott Peters, Melissa Diven, Jennifer Strimbeck and Christina Pierce. **Absent:** Gina Carraro, Betty Tatro and Unassigned from Fitzwilliam.

**Administration Present:** J. Rathbun, Superintendent and L. Spencer, Assistant Superintendent.

**1. CALL THE MEETING TO ORDER at 7:00 PM:** S. Peters opened the meeting at 7:00 PM.

**2. PUBLIC COMMENTS:** There were no public comments.

**3. #celebrateMRSD:**

- a. J. Rathbun mentioned that graduation is on June 13, 2026 at 10:00 AM. If the board is interested in attending please RSVP to L. Sutton.
- b. MRMHS has received the NHIAA Sportsmanship Award.
- c. L. Spencer was in attendance at the Prom. It was a beautiful night and lots of fun.
- d. The District received an email from Mr. French, the bus driver thanking the administration and the School Board for their thoughtfulness. He is doing well.
- e. Last night was the Annual Recognition Night at Papagallos. The staff was recognized for years of service and those that are retiring. It was a fun night. Thanks to L. Sutton for all of her hard work on a fantastic night. Thank you Papagallos for hosting the event.
- f. Peyton Joslyn set a new record in the 1600 meter, the 3200-meter race and is the D3 State Champion. Congratulations Peyton!! Victoria Rivera-Taylor is the D3 State Champion in the 300-meter hurdles. Congratulations Victoria!! **MOTION:** K. Noonan **MOVED** to award championship swag to Peyton Joslyn and Victoria Rivera-Taylor for becoming the D3 State Champions in their competitions. **SECOND:** H. Blood. **VOTE:** 10.563/0/0/2.437. **Motion passes.**

**4. MATTERS FOR INFORMATION & DISCUSSION:**

- a. **ELO Presentation:** L.Spencer, Laura Weiderman and Alan Givetz are here to give a presentation on the ELO. L. Spencer explained that it is a look at the ELO, how it did this year and how to maybe improve it. The students earn credits toward graduation. Each student's ELO is designed toward the individual. There are 4 pillars which need to be met. The students work with local individuals and businesses. L. Weiderman explained there were 8 students in the program who earned credits as well as met the Husky Habits for a total of 9 ½ credits. There were 4 work-based learning students and 4 student internships. There were juniors and seniors in the program. They would like to get the word out and increase the number of students in the program. Currently there are 25 students showing interest and 18 going through with the application. The program would like to increase the community partnership by 10. The student

presentations were great but there was a need from the staff for more guidance on what is needed. It is a very rewarding program and it is great to watch the students in the program. L. Weiderman would like to thank Alan Givetz, Program Coordinator, the faculty, community partners, Cushing and Sons, Top Dog Construction, Cheshire Veterinary and the teachers for their work with the ELO students. J. Rathbun thanked L. Spencer, L. Weiderman and A. Givetz. H. Blood thanked all involved in the ELO. She said it was a great experience and another option for the students. R. Vogt commented on how the administration had the ELO Program up and running so quickly. Nice job.

**b. MRMHS Report Card:** L. Spencer passed out a sample report card to the Board. The goal of the report card is to report what the student knows and that the Husky Habits are being met. S. Peters asked L. Spencer to explain the report card to the new members.

**c. Year at a Glance: Key updates & reports:** L. Spencer set a timeline for reporting professional development, counselors reports, State Data, SAT, iReady, extracurricular participation in the elementary schools and MRMHS. Title I and Beyond the Bell will also be reported on during the year. S. Peters has a schedule and would like to have a Special Ed. Report as well. L. Spencer and S. Peters will work on the time line.

**d. Policy JAFB-Non-resident students:** J. Rathbun presented to the Board that currently there are 5 students of staff members who do not live in one of the SAU towns and currently attend school free. MRSD Policy allows 5 students. A staff member is asking for their child to attend Monadnock. J. Rathbun followed the policy and turned the request down. He was asked to bring it to the Board. J. Rathbun commented that there are no capacity concerns. K. Noonan is happy that the teachers want their child to attend Monadnock. It was commented that the student needs to be well-behaved. J. Rathbun commented that he has no problem saying the student needs to leave if they do not behave. **MOTION:** B. Bohannon **MOVED** to approve the request for a 6th staff member's student (out of district) to attend the MRSD at no cost. **SECOND:** K. Noonan **VOTE:** 9.447/1.116/0/2.437. **Motion passes.**

## 5. MATTERS THAT REQUIRE BOARD ACTION

**a. \* Re-Encumber Tennis Court Funds:** The bid for the tennis courts may increase due to the cost of asphalt. The company explained that they will not know of the escalation until the start of the project which is at the end of June or beginning of July. **MOTION:** K. Noonan **MOVED** to encumber funds for the tennis court project into the next fiscal year in the amount of \$115,000. **SECOND:** M. Diven. **VOTE:** 9.447/1.116/0/2.437. **Motion passes.**

**b. \* MRMHS Paving Bids:** It was explained the District has 3 years to spend the warrant article funds for paving at the MRMHS. Funds will be withdrawn from the Expendable Trust for the tennis court so the administration is not recommending withdrawing funds from the Expendable Trust for the paving. The administration is recommending repairing the pipe in the parking lot.

**c. \* Board Requests for Proposed Budget/Research Ideas:** The Board will bring ideas for the 2027-28 budget and ask the administration to research the ideas as potential items in the budget and bring back the cost. E. LaPlante heard from members in his town to have more books, more bathrooms and cut costs. L. Steadman asked about hall monitors and a Special Ed. classroom in the Middle School area. R. Vogt mentioned supplementing the science program

with gardens. J. Rathbun commented that he will be working with the administrative team over the summer on the wishlist with the costs. S.Peters would like to suggest a coordinator in order for all of the elementary school students to be on the same level, doing the same school work and enter the middle school on the same level.

**d. \* Approve the Consent Agenda: May 19, 2026 Public and Non-Public Meeting Minutes and the Manifest \$1,690,826.88: MOTION:** K. Noonan **MOVED** to approve the May 19, 2026 Public and Non-Public Meeting Minutes and the Manifest in the amount of \$1,690,826.88. **SECOND:** R.Vogt. **VOTE:** 10.563/0/0/2.437. **Motion passes.** **MOTION:** L.Steadman **MOVED** to approve the May 19, 2026 SEALED Non-Public Meeting Minutes as presented. **SECOND:** H. Blood. **VOTE:** 10.563/0/0/2.437. **Motion passes.**

**6. SETTING NEXT MEETING'S AGENDA:**

- a. June 16, 2026**
- i. Authorize Weekly AP Checks & Manifest Signatures**
  - ii. Authorize Superintendent to hire certified staff until the 1st Sept. Meeting**
  - iii. Last Meeting to leverage Unallocated Funds:**
  - iv. Fin/Fac Committee-3 options for the Cutler Sale Funds**

**7. PUBLIC COMMENTS:** There were no public comments.

**8. 8:25 PM Nominations: Non-Public Session under RSA 91-A:3 II (b) The hiring of any person as a public employee: MOTION:** K. Noonan **MOVED** to enter into Non-Public Session under RSA 91-A:3 II (b) The hiring of any person as a public employee. **SECOND:** R. Vogt **VOTE:** 10.563/0/0/2.437. **Motion passes.**

**9. 8:30 PM Resignation: Non-Public Session RSA 91-A:3 II ( c ) Matters which, if discussed in public, would likely adversely affect the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting: MOTION:** K. Noonan **MOVED** to enter into Non-Public Session under RSA 91-A:3 II ( c ) Matters which, if discussed in public, would likely adversely affect the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. **SECOND:** M. Diven **VOTE:** 10.563/0/0/2.437. **Motion passes.**

**10. MOTION TO ADJOURN: MOTION:** K. Noonan **MOVED** to adjourn the meeting at 8:33 PM. **SECOND:** R. Vogt. **VOTE:** 10.563/0/0/2.437. **Motion passes.**

**Respectfully submitted,**

**Laura L. Aivaliotis**  
**Recording Secretary**

**VOTING KEY:Yes/No/Abstain/Absent**

**Monadnock Regional School District  
School Board Meeting Minutes  
Non-Public Session  
June 2, 2026 (Not Yet Approved)  
MRMHS Library, Swanzey, NH**

**Members Present:** Lisa Steadman, Edmond LaPlante, Brian Bohannon, Scott Peters, Kristen Noonan, Hannah Blood, Rachel Vogt, Christina Pierce, Jennifer Strimbeck and Melissa Diven. **Absent:** Gina Carraro, Betty Tatro and unassigned from Fitzwilliam.

**Administration Present:** J. Rathbun, Superintendent and L. Spencer, Assistant Superintendent.

**8:25 PM Non-Public Session RSA 91-A:3 II (b) The hiring of any person as a public employee:**

**Issue #1: MOTION:** C.Pierce **MOVED** to accept the following nominations for Grace Garry, Linda Shepard, Staci Willbarger and Kelly Penna as presented by the Superintendent. **SECOND:** H.Blood. **VOTE:** 10.563/0/0/2.437. **Motion passes.**

**Issue #2: Notification:** Amy Chaput is the new Administrative Assistant for the MRMHS.

**MOTION:** K. Noonan **MOVED** to leave Non-Public Session (b) and enter into Non-Public(c). **SECOND:** M. Diven **VOTE:** 10.563/0/0/2.437. **Motion passes.**

**Respectfully submitted,**

**Laura L. Aivaliotis  
Recording Secretary**

**Monadnock Regional School District  
School Board Meeting Minutes  
Non-Public Session (Not Yet Approved)  
June 2 2026  
MRMHS Library, Swanzey, NH**

**Members Present:** Kristen Noonan, Brian Bohannon, Lisa Steadman, Rachel Vogt, Edmond LaPlante, Scott Peters, Jennifer Strimbeck, Hannah Blood, Christina Pierce and Melissa Diven. **Absent:** Gina Carraro, Betty Tatro and Unassigned from Fitzwilliam.

**Administration Present:** J. Rathbun, Superintendent and L. Spencer, Assistant Superintendent.

**8:30 PM Non-Public Session RSA 91-A:3 II ( c ) Matters which, if discussed in public, would likely adversely affect the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting.**

**Issue #1: Resignations:** J. Rathbun informed the Board of the following resignations: Alyssa Collyer, Kegan Donohue, Lindsey Charron and Lauren Simmons.

**MOTION:** K. Noonan **MOVED** to leave non-public session ( c ). **SECOND:** R. Vogt  
**VOTE:** 10.563/0/0/2.437. **Motion passes.**

**Respectfully submitted,**

**Laura L. Aivaliotis  
Recording Secretary**